MOJAVE DESERT TORTOISE RECOVERY PARTNERSHIP

2027 REQUEST FOR PROPOSALS

NFWF is committed to operating in full compliance with all applicable laws, regulations, and Executive Orders. We continuously monitor legal and regulatory developments to ensure our policies, procedures, and operations align with current federal directives. We encourage all applicants to do the same.

The ability and extent to which NFWF is able to make awards is contingent upon receipt of funds from federal agencies and/or other funding partners. Final funding decisions will be made based on the applications received and the level and timing of funding received by NFWF.

TIMELINE

Dates of activities are subject to change. Please check the Desert Tortoise Recovery Partnership page of the NFWF website for the most current dates and information.

Applicant Webinar (Register Here)	December 8, 2026, 10:00-11:30am Pacific
Full Proposal Due Date	**February 16, 2027, 11:59pm Eastern**
Review Period	February – May 2027
Awards Announced	May – June 2027

OVERVIEW

The National Fish and Wildlife Foundation (NFWF) is requesting proposals to restore, protect and enhance populations of Mojave desert tortoise and their habitat in California's West Mojave Desert as part of the Department of War (DOW)-Department of the Interior (DOI) Recovery and Sustainment Partnership (RASP) initiative. Priority projects will address the leading factors in Mojave desert tortoise decline such as habitat loss, degradation, and fragmentation, environmental change and direct tortoise mortality. The goal of this funding opportunity is to marshal resources in a coordinated manner to work toward recovery of the species by protecting Mojave desert tortoises via reducing or eliminating threats to the tortoise and restoring critical habitat. Applications should elaborate how their project contributes to the goals of NFWF's Mojave Desert Tortoise Recovery Implementation Plan.

GRANT AWARD INFORMATION

Typical grant awards will range from $200,000 to $1,000,000 depending on the specific project activities and overall scale of the project. The Program Priorities section below and/or the Budget section of the application may provide further guidance on competitive grant ranges based on activity. Applicants considering proposals outside of this funding range are encouraged to contact NFWF staff prior to submitting. Match is encouraged but not required. Please reference the Match Requirement section below for further detail.

GEOGRAPHIC FOCUS

Projects proposed to this 2027 RFP that address Mojave desert tortoise conservation needs should be located in one of the two West Mojave Augmentation Site Subunits shown in Figure 1.

The U.S. Fish and Wildlife Service (USFWS) delineated these augmentation sites in 2026 and refer to them as the West Mojave North (WMN) and West Mojave South (WMS) Augmentation Sites. They are located in the Superior-Cronese and Ord-Rodman Critical Habitat Units respectively. Tortoises have been recently augmented into portions of WMN and WMS from nearby military installations since 2017. The ranked subunit prioritization shown in Figure 1 was evaluated for kilometers of routes (Western Mojave Routes of Travel) and trans-linear disturbances (2020 TIGER roads database), property ownership, Fort Irwin tortoise recipient site overlap, forecasted habitat suitability, distance to anthropogenic development, and other landscape-condition metrics (see prioritization framework below). These variables serve as proxies for the main sources of adult mortality, recruitment deficiencies, and habitat degradation in the West Mojave: unauthorized off-highway vehicle use, motorized vehicle mortality, altered diets from invasive plants, subsidized predators, decreased fire return interval, and habitat fragmentation.

The WMN is a large landscape with spatially heterogeneous threats. There, desert tortoise population persistence in this area depends on the success of targeted threat abatement, including restoring high-use unauthorized routes, and strategic inholding acquisitions rather than comprehensive protection, making it suitable for a "triage" recovery approach. The second site, WMS in Ord-Rodman, is a small, relatively ecologically intact area without uncontrollable, immediately adjacent subsidies. Additionally, it has signs of the most complete baseline tortoise demography among the West Mojave focal areas. That makes it suitable for a "fortress" approach: concentrated threat exclusion through tortoise-proof fencing and post-and cable installation, unauthorized route restoration, land protection, and population augmentation, with the goal of stabilizing a contained population near or above the minimum viable density.

All applicants are required to execute a pre-application call with the RASP Coordinators (contact information at the end of this RFP) to discuss whether their proposed project fits within the geographic priorities of the RASP for the proposed activities.

The 2027 priority areas can be viewed on NFWF's GIS web portal.

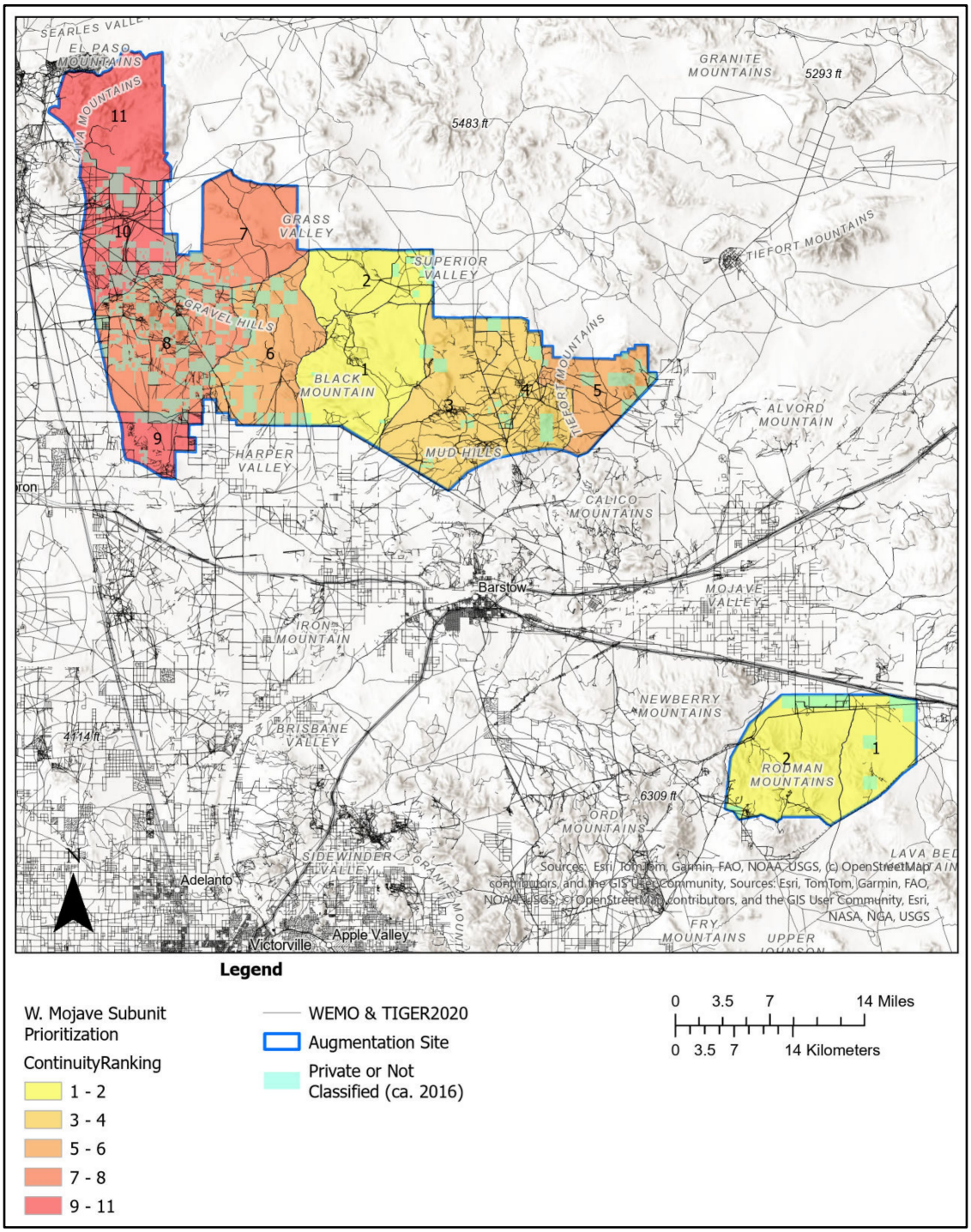


Figure 1. Continuity ranking of West Mojave Augmentation Site subunits. This ranking reorders an initial ranking approach so that each subsequent priority is contiguous with the preceding priorities. This approach ensures that consecutive subunits are not fragmented. The initial ranking is based on the ratio of linear disturbance kilometers—derived from the WEMO and 2020 TIGER roads databases—multiplied by the square kilometers of privately owned or unclassified land, divided by one plus the square kilometers of the recipient site. The resulting values are then ranked from smallest to largest within each augmentation site: West Mojave North (WMN) and West Mojave South (WMS).

PROGRAM PRIORITIES

Competitive projects in each category will address at least one of the following priorities for their category. Examples of priority projects are bulleted below each strategy. Priority strategies are informed by NFWF's Mojave Desert Tortoise Recovery Implementation Plan. Applicants are strongly encouraged to review this document. RASP grants supplement the existing DOW and DOI Mojave desert tortoise RASP initiative; projects will be reviewed to meet agency priorities. Applicants are strongly encouraged to highlight areas of their proposed work that overlap with these specific strategies, geographies and goals. Projects proposed on U.S. Bureau of Land Management (BLM)-managed lands or U.S. Department of the Army mitigation lands, or in cooperation with BLM or Army land managers, should be discussed in advance of submitting an application with the appropriate BLM or Army staff. In general, proposals for projects on land not managed by the applicant should demonstrate the support of the land manager for the project.

Proposed projects should fit within existing land use management plans for the region, including the West Mojave Route Network Project Land Use Plan Amendment, Desert Renewable Energy Conservation Plan, and the FWS' 2011 Revised Recovery Plan for the Mojave Population of the Desert Tortoise. The applicant should indicate the context of their proposed projects within these or other relevant plans that promote Mojave desert tortoise conservation.

Priority recovery activities that address key limiting factors for Mojave desert tortoise in California's West Mojave Desert are listed below. Requests for funding for planning and compliance to enable project implementation will be considered.

Unauthorized route and habitat restoration – Install signs or physical barriers on unauthorized routes to indicate route closures. Restore habitat and mask incursion points for unauthorized routes through vertical mulching, invasive species control, native seeding and outplanting, and other restoration activities in order to establish defensible polygons of tortoise habitat. Projects should be geographically aligned with one or more of the West Mojave Augmentation Site Subunits identified in Figure 1. Route restoration projects are encouraged to include appropriate community outreach and education strategies to maintain route closures. Examples of priority projects of this type include:

- Mojave Desert Tortoise Area of Critical Environmental Concern (ACEC) signage installation along Fossil Bed Road and CA 247 or along the western boundary of the Ord-Rodman augmentation site (WMS).
- Install post and cable fence between WMS Augmentation Site and Johnson Valley Open Off-Highway Vehicle (OHV) area.
- Complete installation of post and cable fence along Fossil Bed Road and priority subunits 1 through 3 in the WMN Augmentation Site – this includes vertical mulching incursion points of all trans-linear disturbances.
- Invasive plant monitoring and removal in WMN and WMS Augmentation Sites, targeting species that can be addressed with manual removal or hand-pulling such as *Brassica tournefortii*. Increased precipitation related to current super El Niño weather conditions is expected to increase non-native and invasive plants

throughout RASP focal areas.

- Increase interpretative ranger presence in the WMN and WMS Augmentation Sites with focus placed along fossil bed road and other heavily used routes.
- Promote restoration of unauthorized routes and habitat restoration via various means such as installing bollards and vertical mulch to create defensible polygons in WMN priority subunits 1 through 3 and both WMS subunits. These should be monitored and readdressed as required for at least five years.

Improve tortoise road crossings – Install, repair, maintain or enhance tortoise exclusion fencing along highways to reduce tortoise highway mortality. Install, repair or enhance culverts or other underpass structures along barrier fencing to mitigate effects of habitat fragmentation and allow for safe tortoise movement past highways. Tortoise exclusion fencing will only be prioritized as a means to fortify and expand the augmentation sites in Figure 1. An example of a priority project of this type is:

- Install a tortoise exclusion fence along Irwin Road, from 1 km west of Fossil Bed Road to Fort Irwin Road.

Species monitoring – Support ongoing and new Mojave desert tortoise monitoring and analysis that supports ongoing spatial capture-recapture monitoring frameworks particularly for population demographics, to inform progress towards medium-term population objectives and inform conservation decision making. Priority will be given to monitoring efforts that are associated with habitat protection or restoration projects and include adaptive management plans or population monitoring.

Land acquisitions and conservation easements – Acquire non-federal and non-state administered land from willing landowners or establish conservation easements in WMN priority subunits 1 through 3 and both WMS subunits. Priorities would be inholdings that are strategically important for advancing restoration actions, which would connect multiple existing conservation lands within critical habitat areas, or which are particularly cost-effective (see "Evaluation Criteria" below). A funding mechanism for long-term stewardship of acquired lands or conservation easements should be included in this strategy.

Reduce mammal predation – Quantify and mitigate populations of and subsidies for coyote and badgers. This priority activity is being piloted in this 2027 RFP. An example of a priority project of this type is:

- Mammal predator behavior and response monitoring to releases and scarcity events in WMN subunits 1-3 and/or both WMS subunits.

PROJECT METRICS

To better gauge progress on individual grants and to ensure greater consistency of project data provided by multiple grant projects, the Mojave Desert Tortoise Recovery Partnership has a list of metrics in Easygrants for full proposal applicants to select from for reporting (commonly used metrics are shown in the table below). Applicants should select the most relevant metrics, aligned with the program priorities above, from this list for your project. If you do not believe an applicable

metric has been provided, please contact Kirstin Neff (Kirstin.Neff@nfwf.org) to discuss acceptable alternatives.

Project Activity	Recommended Metric	Additional Guidance
Protect existing habitat from conversion	Habitat Conservation – Conservation easements – Acres protected under long-term easement (permanent or >30-yr)	Enter the number of acres protected under long-term easement (permanent or greater than 30 years).
Protect existing habitat from conversion	Habitat Conservation – Land acquisitions – Acres acquired in fee	Enter the number of acres acquired in fee for Mojave desert tortoise habitat protection.
Establish defensible polygons of Mojave desert tortoise (MDT) habitat	Habitat Conservation – Site protection – # of acres with enhanced protection	Enter the total number of acres protected within an estimated defensible polygon.
Restore or enhance MDT habitat	Habitat Restoration – Land restoration – Acres restored	Enter the number of acres actively restored for Mojave desert tortoise habitat, and describe the restoration activities in the metric notes.
Produce native plants for MDT habitat restoration	Habitat Restoration – Plant cultivation – # seedlings propagated	Enter the number of seedlings propagated for Mojave desert tortoise habitat restoration. In the notes, indicate the number of seedlings of each species.
Collect native seeds for MDT habitat restoration	Habitat Restoration – Seed harvesting – lbs harvested	Enter the number of pounds of seeds collected.
Improve infrastructure to reduce highway mortality of MDT	Habitat Management – BMP implementation for fencing improvements – Miles of fencing improved	Enter the number of miles of highway exclusion fencing repaired. In the notes, describe the location of the fencing segments.
Improve infrastructure to reduce highway mortality of MDT	Habitat Management – BMP implementation for fencing improvements – Miles of fencing installed	Enter the number of miles of new highway exclusion fencing installed.
Close unauthorized OHV routes to protect MDT habitat	Habitat Management – BMP implementation to mitigate recreational disturbance – # of sites with BMPs	Enter the number of sites with vertical mulching conducted and/or physical barriers installed to discourage use of unauthorized OHV routes.
Establish defensible polygons of MDT habitat	Habitat Management – Improved management practices – Number of sites under improved management	Enter the number of defensible restoration polygons established. In the notes, indicate the sizes of these polygons. The total area of the polygons should be reported in the metric "Habitat Conservation – Site protection - # of acres with enhanced protection."
Close unauthorized OHV routes to protect MDT habitat	Capacity, Outreach, Incentives – Outreach/ Technical Assistance – # of educational signs installed	Enter the number of signs displaying permitted use installed on unauthorized OHV routes.

Project Activity	Recommended Metric	Additional Guidance
Engage public land users regarding MDT conservation needs	Capacity, Outreach, Incentives – Outreach/ Technical Assistance – # people reached	Enter the number of people who responded positively to outreach, training, or technical assistance activities, for example by signing up for an event, distribution list, or meeting with a conservation professional. This should be a subset of # people targeted to engage in conservation actions.
Engage public land users regarding MDT conservation needs	Capacity, Outreach, Incentives – Outreach/ Technical Assistance – # people targeted	Enter the number of people targeted to participate in a conservation action via social media, email, newsletters, in-person activities or other outreach, training, or technical assistance activities.
Improve infrastructure to reduce highway mortality of MDT	Species-specific Strategies – Improving migration corridors - # of road crossing improvements	Enter the number of highway underpasses such as culverts installed or improved.
Expand species monitoring to new and additional sites	Planning, Research, Monitoring – Monitoring – # sites being monitored	Enter the number of new population monitoring sites for Mojave desert tortoise. Describe the type of population monitoring being conducted in the metric notes.
Comply with state and federal data collection and management standards	Planning, Research, Monitoring – Monitoring – # of studies whose findings are reported to management	Enter the number of datasets or monitoring reports produced and entered into relevant databases. Describe each reported dataset and/or study in the metric notes.

ELIGIBILITY

Eligible and Ineligible Entities

- Eligible applicants include: local, state, federal, and tribal governments and agencies (e.g., counties, cities, towns), special districts (e.g., conservation districts, planning districts, utility districts), non-profit 501(c) organizations, educational institutions, and commercial (for-profit) organizations.
    - For-profit applicants: please note that this is a request for grant proposals, not a procurement of goods and services; see the Budget section below for specific cost considerations.
- Ineligible applicants include: international organizations or unincorporated individuals.

MATCH REQUIREMENT

Match is encouraged but not required. Eligible matching sources can include cash, in-kind donations, and/or volunteer labor which are directly related to the project proposed for funding. Applicants must distinguish between federal and non-federal matching fund sources.

Due to the funding sources involved in this partnership, leverage and match are encouraged but not required. ***Leverage and match will be evaluated for its demonstration of project partnerships, not for the dollar amount contributed, and can include cash, in-kind or volunteer contributions.*** Leverage should be reported in the proposal narrative in Easygrants. Matching contributions should be included in the "Matching Contributions" section of the proposal task in Easygrants. Please contact NFWF staff and review the Applicant Tip Sheet for additional guidance on how to report leverage and match in the proposal.

Leverage:

- Leverage does not need to follow the rules outlined below for matching contributions. Leverage is intended to demonstrate community support and project partnerships rather than commit a specific amount of funding to the project.
- Leverage does not need to be quantified with a dollar value if that is not applicable to the partnerships you wish to convey.
- Leverage could include costs or other funding related to previous or current phases of the project, including design, on-the-ground implementation, or ongoing management actions. This section can also capture grant awards that have already been used to match other funding sources but still contribute to the overall outcomes of the project.
- Leverage does not need to be demonstrated in the RFP focal areas alone but should contribute to the objectives of the Revised Recovery Plan.

Match:

Non-federal Matching Contributions:

- Verifiable from the grantee's records
- Not included as contributions for any other Federal award
- Reasonable and necessary for accomplishment of project or program objectives
- Committed directly to the project and used within the period of performance
- Allowable under OMB 2 CFR 200 Cost Principles

Federal Matching Contributions:

- Verifiable from the grantee's records
- Reasonable and necessary for accomplishment of project or program objectives
- Committed directly to the project and used within the period of performance
- Special conditions may apply under the Mojave Desert Sentinel Landscape

EVALUATION CRITERIA

All proposals will be screened for relevance, accuracy, completeness and compliance with NFWF and funding source policies. Proposals will then be evaluated based on the extent to which they meet the following criteria.

Conservation Outcomes	Budget	Technical

• Alignment with program goals and priorities • Quantifiable performance metrics • Appropriate monitoring of activities and outcomes • Partnership & community engagement • Project long-term sustainability	• Allowable and reasonable costs • Matching contributions • Cost effective	• Technically sound and feasible • Logical and achievable work plan and timeline • Engages technical experts • Accurate spatial data • Sound compliance approach (permits, NEPA, QAQC) • Past grantee success • Transferable • Complements Installation and agency priorities

Partnership and Community Impact – The applicant organization partners and engages collaboratively with relevant stakeholders to develop and implement the proposed project. This ensures long-term sustainability and success of the project, integration into local programs and policies, and community acceptance of proposed restoration actions. Partners or communities are enlisted to broaden the sustained impact from the project. Describe the community characteristics of the project area, identify any communities impacted, describe outreach and community engagement activities and how those will be monitored and measured. Use data to support descriptions and submit letters of support from community partners and/or collaborators demonstrating their commitment to the project and engagement in project activities as proposed.

Budget – Costs are allowable, reasonable and budgeted in accordance with NFWF's Budget Instructions cost categories. Federally-funded projects must be in compliance with OMB Uniform Guidance as applicable.

Matching Contributions – Matching Contributions consist of cash, contributed goods and services, volunteer and in-kind hours, and/or property raised, spent, and acquired for the Project during the Period of Performance. Larger match ratios and matching fund contributions from a diversity of partners are encouraged and will be more competitive during application review.

Proposal Cost-Effectiveness – Cost-effectiveness analysis identifies the economically most efficient way to meet project objectives. Project includes a cost-effective budget that balances performance risk and efficient use of funds. Cost-effectiveness evaluation includes, but is not limited to, an assessment of effective direct/indirect costs across all categories in the proposed budget according to the type, size and duration of the project and project objectives. Project budgets will be compared to similar projects to ensure proposed costs across all budget categories are reasonable for the activities being performed and the outcomes proposed.

Spatial Data – Project spatial data submitted to NFWF's online mapping tool accurately represent the location(s) of conservation activity(ies) at the time of proposal submission. Successful projects will be required to submit improved spatial data for each conservation activity within the period of performance as necessary.

OTHER

Ineligible Uses of Grant Funds

- NFWF funds and matching contributions are strictly prohibited from being used for a number of reasons to include, for example, political advocacy, fundraising, lobbying, litigation, terrorist activities, or in violation of the Foreign Corrupt Practices Act. See OMB Uniform Guidance for additional information.
- Equipment: Applicants are encouraged to rent equipment where possible and cost-effective, or use matching funds to make those purchases. NFWF acknowledges, however, that some projects may only be completed using NFWF funds to procure equipment. If this applies to your project, please contact the program staff listed in this RFP to discuss options.
- Federal funds and matching contributions may not be used to procure or obtain equipment, services, or systems (including entering into or renewing a contract) that use telecommunications equipment or services produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities) as a substantial or essential component, or as critical technology of any system. Refer to Public Law 115-232, section 889 for additional information.
- Pursuant to the American Security Drone Act (ASDA), effective December 22, 2025, applicants proposing activities funded in whole or in part with federal funds may not use, operate, or purchase any drone or uncrewed aerial systems (UAS) included on the Covered Foreign Entities (CFE) List. This prohibition applies to both new purchases and continued use of existing UAS, including certain widely used commercial platforms, such as DJI and Autel. Applicants are responsible for ensuring that all proposed and existing UAS used in connection with federally funded activities comply with applicable federal law and are not included on the CFE List. Noncompliance may affect eligibility for funding.
- NFWF funds may not be used to support ongoing efforts to comply with legal requirements, including permit conditions, mitigation and settlement agreements. However, grant funds may be used to support projects that enhance or improve upon existing baseline compliance efforts.

Environmental Services – NFWF funds projects in pursuit of its mission to sustain, restore and enhance the nation's fish, wildlife, plants and habitats for current and future generations. NFWF recognizes that some benefits from projects may be of value with regards to credits on an environmental services market (such as a carbon credit market). NFWF does not participate in, facilitate, or manage an environmental services market nor does NFWF assert any claim on such credits.

Intellectual Property – Intellectual property created using NFWF awards may be copyrighted or otherwise legally protected by award recipients. NFWF may reserve the right to use, publish, and copy materials created under awards, including posting such material on NFWF's website and featuring it in publications. NFWF may use project metrics and spatial data from awards to estimate societal benefits that result and to report these results to funding partners. These may include but are not limited to: habitat and species response, species connectivity, water quality, water quantity, and risk of detrimental events (e.g., wildfire, floods).

Procurement – If the applicant chooses to specifically identify proposed Contractor(s) for Services, an award by NFWF to the applicant does not constitute NFWF's express written authorization for the applicant to procure such specific services noncompetitively. When procuring goods and

services, NFWF award recipients must follow documented procurement procedures which reflect applicable laws and regulations.

Publicity and Acknowledgment of Support – Award recipients will be required to grant NFWF the right and authority to publicize the project and NFWF's financial support for the grant in press releases, publications and other public communications. Recipients may also be asked by NFWF to provide high-resolution (minimum 300 dpi) photographs depicting the project.

Receiving Award Funds – Award payments are primarily reimbursable. Projects may request funds for reimbursement at any time after completing a signed agreement with NFWF. A request of an advance of funds must be due to an imminent need of expenditure and must detail how the funds will be used and provide justification and a timeline for expected disbursement of these funds. Requests for monthly advances will not be considered.

Compliance Requirements – Projects selected are subject to requirements under the National Environmental Policy Act (NEPA), the California Environmental Quality Act (CEQA), the Clean Air Act, the Endangered Species Act (state and federal), and the National Historic Preservation Act. Successful applicants are responsible for initiating and facilitating completion of these requirements. Documentation of compliance with these regulations must be approved prior to finalizing the project design, initiating activities that disturb or alter habitat, soil, or other features of the project site(s), or making an irretrievable commitment of resources that would limit the choice of reasonable project alternatives. Applicants should budget sufficient time and resources to initiate and complete the NEPA and CEQA environmental review processes, along with any ancillary efforts needed to fulfill consultation requirements under the Clean Air Act, Endangered Species Act, and National Historic Preservation Act. Ancillary efforts may include collecting data or conducting cultural resource surveys, biological surveys, or Clean Air Act conformity analyses. As may be applicable, successful applicants are required to comply with additional Federal, state or local requirements, including those that are identified in the NEPA environmental review process and outlined in the NEPA document, and obtain and pay for all necessary permits and clearances. Successful applicants shall designate an on-site party (or parties) responsible for instructing workers and overseeing environmental requirements for the project. Compliance with applicable environmental requirements shall be documented and provided to NFWF, and the federal agency that conducts the NEPA analysis, at the completion of the project and/or upon request.

Permits – Successful applicants will be required to provide sufficient documentation that the project expects to receive or has received all necessary permits and clearances to comply with any Federal, state or local requirements. Where projects involve work in the waters of the United States, NFWF strongly encourages applicants to conduct a permit pre-application meeting with the Army Corps of Engineers prior to submitting their proposal. In some cases, if a permit pre-application meeting has not been completed, NFWF may require successful applicants to complete such a meeting prior to grant award.

All applicants are required to complete the "Permits and Approvals" section in Easygrants to provide details for each permit and/or approval that is required for their project. Please see the Tip Sheet for additional guidance.

HOW TO APPLY

All application materials must be submitted online through National Fish and Wildlife Foundation's Easygrants system.

1. Go to easygrants.nfwf.org to register in our Easygrants online system. New users to the system will be prompted to register before starting the application (if you already are a registered user, use your existing login). Enter your applicant information. Please disable the pop-up blocker on your internet browser prior to beginning the application process.

2. Once on your homepage, click the "Apply for Funding" button and select this RFP's "Funding Opportunity" from the list of options.

3. Follow the instructions in Easygrants to complete your application. Once an application has been started, it may be saved and returned to at a later time for completion and submission.

APPLICATION ASSISTANCE

A Tip Sheet is available for quick reference while you are working through your application.

Additional information to support the application process can be accessed on the NFWF website's Applicant Information page.

There is a pre-recorded webinar available here which provides in-depth instructions on how to navigate Easygrants and submit an application online. Please also join our applicant webinar on December 8th to learn more about the programmatic components of this funding opportunity and to ask questions of NFWF staff.

For more information or questions about this RFP, please contact:

For general program questions:

Kirstin Neff
Program Director, Southwest
Kirstin.Neff@nfwf.org
(303) 222-6485

Emma Wigger
Manager, Regional Programs
Emma.Wigger@nfwf.org
(202) 888-1680

For application questions and to schedule a pre-application meeting:

Trevor Davis
Coordinator, Regional Programs

Trevor.Davis@nfwf.org
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To discuss project ideas and geographic priority areas:

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For issues or assistance with our online Easygrants system, please contact:

Easygrants Helpdesk
Email: Easygrants@nfwf.org
Voicemail: 202-595-2497
Hours: 9:00 am to 5:00 pm ET, Monday-Friday.
Include: your name, proposal ID #, e-mail address, phone number, program you are applying to, and a description of the issue.