



U.S. DEPARTMENT OF THE INTERIOR

**OFFICE OF SURFACE MINING
RECLAMATION AND ENFORCEMENT**

DIRECTIVES SYSTEM

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Approval:

Title: Director

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This change notice revises the Federal Assistance Manual as follows:

1. Changes have been made throughout the Manual, as appropriate, to reflect the current OSM organizational structure and responsibilities.
2. Other changes have been made as described below.
 - 1-10, Responsibilities for the Administration of Grants and Cooperative Agreements
 - Outlines the grants responsibilities of the reorganized Regional/Field offices.
 - 1-11, Information Collection from Recipients
 - Chapter deleted. Pertinent information is found in the Information Collection Handbook.
 - 1-44, Alteration and Renovation of Facilities with Grant Funds Appropriated for Other than Construction
 - Eliminates out-of-date exhibits.
 - 1-43, Retention, Access, and Custodial Requirements for Grant and Cooperative Agreement Records
 - Clarifies the starting date for calculating the retention period.
 - 1-45, Use of Consultants
 - Clarifies the circumstances when prior OSM approval is required.
 - 1-67, Grant Award Documents
 - Adds condition to stipulate that (g)(3) minimum program adjustment funding may be used for coal projects only.
 - Revises SOAP condition due to the broadened scope of the program outlined in the Energy Policy Act of 1992.
 - Revises Attachment A to clarify the sources of funding

CHANGE NOTICE

- 1-95, Accounting Files and Supporting Documentation
 - Clarifies that Grantees shall maintain documentation adequate to trace project costs and project support costs to individual projects.
- 1-102, Grant Payments: Policies and Procedures
 - New chapter. Incorporates pertinent information from Chapters 1-100, Accounting for Cash, and 1-102, Drawdown Express (DDX) Payment and Procedures.
- 1-120, Audit
 - Deletes chapter. The chapter's primary guidance, OSM Directive AFC-2, Audit Policies and Procedures Manual, has been eliminated. Departmental and OMB guidance will be used.
- 1-402, Compliance with Title VI of the Civil Rights Act of 1964
- 1-405, Protection of Properties Listed in the National Register of Historic Places
- 1-406, Compliance with Other Permit Requirements
 - Deletes chapters. Complete, updated information available from other program sources.
- 1-500, Nonprocurement Debarment and Suspension
- 1-510, Drug-Free Workplace
- 1-520, Lobbying
 - Updates chapters to coincide with current guidance.
- 3-07, Characteristics of Program Development Grants
 - Deletes chapter. Program Development Grants are no longer awarded.
- 3-09, Small Operator Assistance Program Grants
 - Revises chapter in accordance with the enhanced program authorized by the Energy Policy Act of 1992.
- 4-01, AMLR Overview
 - Updated to coincide with revised AML Grant Program.
 - Clarifies that eligibility determinations must be signed by the State/Tribal Attorney General's office or the agency's legal counsel.
 - Clarifies the restriction on use of (g)(3) minimum program adjustment funds.
- 4-60, Annual Distribution of AML Grant Funds
 - New chapter. Provides policy and procedures for the annual calculation and distribution of AML grants.
- 5-00, Numbering System and Files Organization
 - Revises subaccount numbering to provide exception for the set-aside budget/cost

- category.
 - Adds subaccount number for ACSI project.
- 5-10A, AML Grant Application Process
 - Revises chapter to reflect the process under OSM's current organization.
 - Clarifies submittal requirement for project-specific information.
 - Clarifies Program Narrative instructions.
- 5-10R, Regulatory Grant Application Process
 - Revises chapter to reflect the process under OSM's current organization.
 - Eliminates the forms OSM 51A, B, and C, Quantitative Program Management Reports. The pertinent information will be collected as part of the new I&E data collection effort.
- 5-11, Environmental Compliance
 - Clarifies intent of ATP.
 - Provides timeframe by which the FO will issue an ATP.
- 5-20A, AML Grant Application Review and Processing
- 5-20R, Regulatory Grant Application Review and Processing
 - Incorporates information on the award of a grant; title of chapters modified to reflect the actual content of the chapter.
 - Revises the NIDS to request information on current year's and prior years' funding, instead of new and old money.
- 5-30A, AML Grant Program Post Award Changes
 - Revisions made to reflect the streamlined processing under OSM's current organization.
 - Adds special timeframes for review and award of amendments to provide additional funds to the Emergency Program.
- 5-30R, Regulatory Grant Program Post Award Changes
 - Revisions made to reflect the streamlined processing under OSM's current organization.
- 5-40, The Award Process
 - Chapter deleted. Pertinent information included in 5-10A/R and 5-20A/R chapters.
- 5-55, Drawdown Analysis: Policies and Procedures
 - Chapter revised, in accordance with Treasury guidance, to delete the requirement for *quarterly* drawdown reviews. The timing of the reviews of grantees' cash management practices will be determined individually.

- 5-60A, AML Performance and Financial Reporting
 - Clarify intent of "comparing established and actual accomplishments".
- 5-60R, Regulatory Grant Performance and Financial Reporting
 - Deleted the forms OSM 51A, B, and C.
- 5-70A, AML Closeout
 - Streamline the internal paperwork required to closeout a grant.
 - Add guidance on closeout of budget/cost categories.
- 5-70R, Regulatory Grant Closeout
 - Streamline the internal paperwork required to closeout a grant.
- 5-90, Federal Assistance Award Data System
 - Guidance for inputting information into the FAADS updated.
- 6-100, Establishment of Indirect Rates
- 6-150, Reimbursement of Indirect Costs
 - Chapters combined into 6-100, Indirect Cost Rates.

FILING INSTRUCTIONS:

Due to the magnitude of the changes, this revision package includes all of the chapters of the FAM. Remove all chapters and insert the attached revision package.