**This document is intended to provide grant applicants with information about potential sources of non-federal match for grants administered by the U.S. Fish and Wildlife Service The match sources listed below may not be allowable for all programs, and some grant programs have additional requirements for non-federal match. For further information please consult with the appropriate USFWS grant management specialist.**

**Types of Funds that Cannot Be Used as Non-Federal Match**

* **ANY funding from a federal source.**
* **ANY mitigation (money or land) required through federal law.**
* **Any type of advertising for a fish and game agency:** An agency cannot promote itself and use the promotion effort or items as non-federal match. However, the State may provide information on programs it offers to the public or explain programs run by the Department.

**Basic Requirements for Non-Federal Match**

Whatever is deemed “necessary and reasonable” to achieve the objectives of the grant and/or to put together or implement a plan can be eligible as non-federal match. The cost assigned must adhere to the **Cost Principles** found in **2 CFR 200**.

**Non-Federal Match Sources**

* **Bonds, Fees, or Initiative Funds:** State or local bonds, fees or initiative funds from “initiatives” with purposes that are aligned with the objectives and purposes of the grant and grant program (and are not mitigating for a federal requirement) can be used as cash for the required match for the project.
* **Grants:** Grants from State, local or private sources that are for purposes aligned with the objectives and purposes of the grant (and are not from a federal source) may be used as non-federal match.
* **Staff time (cost-share):** Anyone or anything that is “necessary and reasonable” and directly contributes to the accomplishment of the planning process. These can be volunteers as well as permanent staff.
* **Reduced indirect cost rate:** At times, applicants may be able to offer a reduced (from the approved) indirect or overhead rate (NICRA) for the applicant. If this reduced rate can be documented both in the grant proposal and on the SF 424 submitted, it may be eligible as match for the grant.
* **Staff time from sub-recipients (in-kind):** Other entities providing assistance (either technical or biological or planning) to the applicant (grantee) toward the completion of the grant. These entities can document actual time and expenses at their **usual** rates (document time, mileage to meetings, per diem, etc.). These entities must show actual expenses and be consistent with the documentation throughout the life of the grant.
* **Supplies or Equipment:** Special supplies or the use of specialized equipment (owned or rented) that are not funded by the grant may be used as match at their cost (supplies) or rental rate. Rental rates must be based upon actual rental rates or derived in a logical manner when a rental rate is not available. Justification for the rate must be provided and documentation of the expenditure will be necessary.
* **Geo-spatial Information:** Costs for aerial or satellite imagery, geographic information systems (GIS) and global positioning systems (GPS), for mapping, analysis, or ground-truthing, provided it can be documented as an actual expenditure or at a normal contracted rate.
* **Science advisors’ stipend:** Stipends not paid by federal money may be used as match.
* **Use of non-federal academics and researchers:** Contracted academics and researchers may accept payment at a discounted rate (or negotiate a lower overhead rate), based on their normal value for their time or speaker’s rate. Graduate students or other trainees may also work at a discounted rate for experience. The difference between their “normal” and discounted rate in compensation can be used as a non-federal match. (Reminder – documentation is a must). Additionally, researchers may work hours in excess of their contracted hours. In this situation the researchers “normal hourly rate” may be multiplied by the excess hours and they may be applied toward the match.