OVERVIEW SECTION

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: OFFICE OF LAND AND EMERGENCY MANAGEMENT (OLEM) PROGRAM TRIBAL SUPPORT COOPERATIVE AGREEMENTS

ACTION: Request for Applications (RFA) - Initial Announcement

RFA NO: EPA-OLEM-OCPA-19-04

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NOS.: 66.808; 66.813; 66.814; 66.816

DATES: The closing date and time for receipt of Application submissions is **November 13, 2019**, 11:59 p.m. (ET). Applications must be submitted electronically through https://www.grants.gov by 11:59 p.m. (ET) on **November 13, 2019** to receive consideration. Applications received after 11:59 p.m. (ET) on **November 13, 2019**, will not be considered. Please refer to *Section 4* for further details.

SUMMARY: This notice announces the availability of funds and solicits Applications to provide training, technical assistance, research, and tools to build tribal capacity to implement Office of Land and Emergency Management (OLEM) programs in Indian country. The recipient will conduct two separate projects that promote discussion, collaboration, engagement, and partnership among tribes and federal agency representatives.

Project One. Under this project, the recipient will provide trainings, including the Tribal Lands and Environment Forum (TLEF), for tribal professionals on OLEM-related topics of interest to tribes including solid and hazardous waste, underground storage tanks, brownfields, emergency response, etc. These trainings build tribal capacity, promote preservation and restoration of lands, and encourage emergency response preparedness in Indian country. Project One includes, but is not limited to, support for tribal members of the Tribal Waste and Response Steering Committee (TWAR SC), a tribal partnership group whose members provide EPA with tribal co-regulator perspectives on OLEM programs and discuss policy and technical issues with EPA at the national level.

Project Two. Under this project, the recipient will conduct research to identify Superfund issues of importance to tribes, conduct research on those issues, and disseminate the results of the research to tribes through reports and tools to support their participation in the Superfund program. Project Two includes, but is not limited to, support for tribal participants in the Tribal Superfund Working Group (TSFWG), facilitation of inter-tribal networking opportunities, and providing coordination and research support to tribal participants in meetings between EPA and tribal co-regulators to discuss policy issues and technical matters relating to Superfund hazardous substances site assessment, removal and remediation (site cleanup).

FUNDING/AWARDS: The estimated funding available under this competitive opportunity is $2,450,000, subject to the availability of funds, quality of Applications received and other applicable considerations. EPA anticipates the award of **two separate cooperative agreements to one successful applicant** resulting from this competitive announcement. All applicants are required to

submit Applications for both projects described in *Section 1*. Applicants must develop and submit **separate Applications for Project One and Project Two based on the application submission instructions in *Section 5*.** EPA will not consider combined Applications, single Applications for both projects or, Applications for one project area only. Cooperative agreements awarded under this competition will be funded incrementally and future funding is not guaranteed. The total estimated value for the Project One agreement is $1,150,000. In FY20, EPA anticipates that the maximum value will not exceed $230,000. The total estimated value for the Project Two agreement is $1,300,000. In FY20, EPA anticipates that the maximum value will not exceed $250,000. Please refer to *Section 4* for further instructions.

Note to Applicants: if you name subrecipients (subgrantees and/or contractors, including consultants in your Application to assist you with the proposed project, pay careful attention to the solicitation clause "contracts and subawards" which is available through the link in *Section 5.C*.

CONTENTS BY SECTION:

I. Funding Opportunity Description
II. Award Information
III. Eligibility Information
IV. Application and Submission Information
V. Application Review Information
VI. Award Administration Information
VII. Agency Contact
VIII. Other Information

SECTION 1 - FUNDING OPPORTUNITY DESCRIPTION

1.A. Background

There are more than 570 tribal governments recognized as sovereign entities by the U.S. government. While most tribes have access to an environmental program presence through the EPA Indian General Assistance Program (GAP), tribes may have unique challenges to effectively building their programs. These challenges include limited dedicated tribal budgets to sustain a program over time, isolated or rural conditions, and the lack of a trained workforce in the community. This can translate into high employee turnover rates, large training needs, and management of many complex environmental issues by a small number of staff. Tribes often must leverage funding, equipment and technical work through many different programs and funding sources to meet their environmental goals and needs. Some tribes are in remote locations and live with extreme weather conditions which can increase the complexity and cost of managing wastes and conducting cleanup and other response activities.

Tribes work with OLEM and the EPA Regions on OLEM-related tribal programs as co-regulators and/or co-implementors of joint federal/tribal programs to protect human health and the environment. This includes collaborative efforts between sovereign governments to promote the safe management of solid and hazardous wastes; develop and operate underground storage tank programs; oversee Resource Conservation and Recovery Act facilities; prepare for, prevent and respond to chemical and oil spills, accidents, and emergencies; respond to contamination on sites; assessment, clean up and revitalization of brownfields; coordination on cleanup of Superfund sites affecting tribal lands; and work on new and emerging issues covered by statutes under which this cooperative agreement is issued (see *Section 1.H.)*. Six program offices within OLEM regularly work with tribes as co-regulators or co-implementers of OLEM-related tribal programs. The program offices are: Office of Brownfields and Land Revitalization, Office of Emergency Management, Office of Resource Conservation and Recovery, Office of Superfund Remediation and Technology Innovation, Office of Underground Storage Tanks, and the Federal Facilities Restoration and Reuse Office.

OLEM's primary goal under this RFA is to help tribes build capacity – through training, technical assistance, research, and tools – to develop their own OLEM-related tribal programs. OLEM works to support tribal sovereign authority and promote compliance with federal and tribal environmental statutes/regulations in Indian country while upholding EPA's Indian Policy principles. The activities under this cooperative agreement help make the OLEM Tribal Program more responsive to tribal needs by ensuring that tribes have opportunities to provide their input and perspectives as well as receive assistance in responding to policy and regulatory actions planned or taken by EPA/OLEM.

Related to this goal, this RFA covers funding for a cooperative agreement to continue OLEM support for the Tribal Waste and Response Steering Committee (TWAR SC) and the Tribal Lands and Environment Forum (TLEF) training conference. The TWAR SC – formerly known as the Tribal Waste and Response Assistance Program Steering Committee (TWRAP SC) – is made up of 10 tribal environmental professionals with experience in OLEM program areas. Members of this official tribal partnership group share tribal perspectives on OLEM policies and programs with EPA and influence the development of OLEM-related policies and programs that impact tribal lands. The TWAR SC has a charter, meets regularly, and plays a substantive role in the planning of the TLEF. With more than 500 participants, the TLEF is a large, national conference that brings together tribal, EPA, federal/state/local government, academic, nonprofit, and other professionals from across the country

to receive information from research projects, training and technical assistance related to cleanup and response programs. EPA will ensure that the current recipient of the cooperative agreement provides the successful applicant under this competition with data, documents, and other materials developed with Agency funds related to the TWAR SC and TLEF as provided in 2 CFR 200.315 and the terms and conditions of the current recipient's cooperative agreement with EPA.

The OLEM Tribal Coordinator and other key personnel from the program offices will collaborate with the successful applicant as part of EPA's substantial involvement in the cooperative agreements that will be awarded under this RFA. OLEM headquarters program offices will work closely with the EPA regional offices to coordinate policy and program efforts across the country.

Another goal of this RFA is to foster the participation of tribes in the Superfund process and to support members of the Tribal Superfund Working Group (TSFWG) by researching relevant needs to identify current and emerging Superfund-related issues that are important to tribes. Under this RFA, the recipient will develop research products, information. and tools to assist tribes to more fully participate in the Superfund process. The TSFWG is a network of tribal, federal, and other professionals with an interest in and expertise with the Superfund program. The TSFWG Advisory Council (TSFWG AC) is a smaller group of tribal experts in the Superfund process. The recipient will provide opportunities for the tribes in the TSFWG to explore and gain from cross-programmatic discussions and inter-tribal experiences and optimize different approaches to address their sites and improve their environmental programs. The TSFWG AC also works with the TWAR SC to provide feedback and engage with OLEM on Superfund policy issues.

For more information on EPA's OLEM-related tribal programs: https://www.epa.gov/tribal-lands. For more information on the TLEF: https://www7.nau.edu/itep/main/Conferences/confr_tlef. For more information on the TWAR SC: https://www7.nau.edu/itep/main/Conferences/confr_tlef.

1.B. Scope of Work

Applicants must address each of the following elements in Project One and Project Two and provide a detailed description of how they will perform the functions of each element in their Applications. Also, applicants must explain how they will accomplish the elements, including alternative or additional activities that will best accomplish each element's objectives. Applicants may also include in their Applications additional and/or alternative elements to those listed below. Under this RFA, **all applicants must submit Applications for both projects (Project One and Project Two)** described more fully below. Applicants must develop and submit separate Applications for each project. **EPA will not consider combined Applications, single Applications for both project areas, or Applications for one project area only.**

Project One (funds awarded under Project One are limited to non-Superfund-related activities):

Element 1: Develop, plan and implement annual tribal training conference - Tribal Lands and Environment Forum (TLEF):

The activities eligible for funding under this RFA are planning, developing and implementing five annually held Tribal Lands and Environment Forums (TLEF) from 2020-2024, provided EPA funds

are available. The training plan should include a need-based travel scholarship program (including selection criteria) for tribal trainees. EPA will be a co-sponsor of the TLEFs. The annual conference brings together tribes, EPA, federal, and other partners to provide trainings, receive technical assistance, promote discussion, share lessons learned and best practices, and learn about relevant research projects and studies to build tribal capacity. Prior TLEFs have included panels, presentations, trainings, hands-on field activities, and field trips led by tribal, EPA, and other experts. These sessions can be program-specific or cross-programmatic in nature. The topics have historically been covered in 5 or more session tracks that include topics such as solid and hazardous waste management, revitalization of brownfields, leaking underground storage tanks and other RCRA facilities, emergency preparedness, and other OLEM-related tribal initiatives.

For planning purposes, EPA anticipates that annual TLEFs will attract approximately 500 participants.

EPA encourages applicants to propose alternative approaches if the applicant can demonstrate that a different format would be more cost efficient and/or deliver training and technical assistance more effectively. Applicants are invited to suggest additional elements to this scope of work that could enhance the objectives of the TLEF. Please note that paying for federal travel is not an eligible cost under the cooperative agreement.

Element 2: Provide technical and administrative support to the Tribal Waste and Response Steering Committee (TWAR SC):

The TWAR SC is made up of 10 federally recognized tribal co-regulators. As provided in Section 204 of the Unfunded Mandates Reform Act, tribal members of the TWAR SC must be elected tribal officials or tribal employees designated by the tribe's elected leaders to represent their tribe on the TWAR SC. Meetings and interactions between the TWAR SC and EPA help facilitate a national dialogue and information exchange between tribes and EPA on OLEM-related activities such as land preservation, revitalization, cleanup and response issues. Members have an opportunity to provide input on and respond to policy or regulatory actions planned or taken by EPA/OLEM and can influence policy and regulatory actions through regular communication and coordination with OLEM.

TWAR SC Membership Selection
Members of the TWAR SC will be selected competitively by the recipient through an application process designed by the recipient and serve a two-year rotation. Members of the TWAR SC should represent as many EPA regions as possible and should collectively have expertise in as many OLEM topic areas as possible. OLEM topic areas include: solid and hazardous waste, underground storage tanks, Superfund (including federal facilities), emergency response, and brownfields. Applicants should provide a plan for filling vacancies in the TWAR SC membership pending completion of the selection process.

Applicants must propose a process and criteria for selecting qualified tribal TWAR SC members who are elected tribal officials or designated to represent their tribe. The Application should also include a plan to promote participation in the TWAR SC, to build and maintain a geographically diverse roster of TWAR SC members who can provide feedback on as many OLEM topic areas as possible, and to orient new TWAR SC members when they join.

Support for TWAR SC Members
The applicants should also provide a plan for logistical and administrative support to facilitate effective participation of tribal representatives on the TWAR SC. Examples of activities for the plan include:

- funding travel (airfare, lodging, per diem) to enable tribal members to attend TWAR SC meetings,
- preparing agendas that are responsive to the interests of tribal members,
- facilitating and moderating meetings to accomplish TWAR SC goals in an efficient manner,
- recording minutes and preparing meeting summaries,
- assisting TWAR SC members prepare responses to EPA on policy and technical topics,
- providing a web presence, and
- reviewing and updating the TWAR SC Charter under the direction of the tribal members.

Applicants should also describe their approach to supporting TWAR SC's efforts to disseminate OLEM-related information to additional tribal partners, including Regional Tribal Operations Committees and other tribal partnership groups, and to seek input from tribes across the country. Applicants may also propose other activities necessary for providing logistical and administrative support to tribal members of the TWAR SC.

Meetings and Travel
EPA's substantial involvement will include, among other things, collaborating with the successful applicant in establishing the schedule and venues for co-sponsored TWAR SC meetings. In the final year of the current cooperative agreement, the TWAR SC met 6 times/year with two in-person meetings (one in Washington D.C. and one at another location) and four conference calls. Applicants may propose alternate schedules, venues, and types of TWAR SC meetings although EPA will evaluate Applications based on cost-effectiveness in minimizing expenditures of travel expenses for OLEM senior officials and agency staff as well as tribal members of the TWAR SC.

Applicants should provide a cost-effective plan to provide travel support for additional, non-TWAR SC in-person events such as conferences, meetings, etc. These events must provide opportunities for TWAR SC members to engage with other tribes, tribal partnership groups, EPA, and other stakeholders; promote information exchange relevant to OLEM topic areas; and align with the mission of the TWAR SC and the goals of this cooperative agreement.

Additionally, EPA encourages applicants to propose a cost-effective approach to provide support to tribal members of the TWAR SC outside of the context of meetings with EPA. Examples include periodic and ad-hoc conference calls, assistance in drafting responses or otherwise supporting the development of TWAR SC input to EPA on policy and technical issues, etc.

The successful applicant will work in collaboration with the TWAR SC, OLEM, and the Office of International and Tribal Affairs to connect tribal partnership groups, including the National Tribal Caucus, as appropriate.

For more information on the current TWAR SC please go to:
http://www7.nau.edu/itep/main/twarsc/Home/Index.

Element 3: Develop and deliver at least ten tribal training courses to address OLEM-related programs:

Over the 5-year cooperative agreement the successful applicant will hold at least 10 trainings in the lower 48 states and Alaska at locations determined in consultation with EPA. Training should provide special and practical knowledge of a specialized subject area through a variety of cost-effective methods as specified in the applicant's Application. For example, the courses may feature instructors from tribal programs, federal offices, state and local governments, stakeholders and partners, and include a mix of lecture, small group activities, hands-on trainings, and tribal case studies/best practices. Trainings should cover topics of relevance to tribal environmental professionals relating to responsible solid and hazardous waste management practices, tribal cleanup codes/regulations, underground storage tanks (UST), emergency response, brownfields, and other topics that meet tribal needs related to OLEM's programs. EPA encourages applicants to consider virtual and in-person trainings as well as utilizing a combination of those techniques to deliver the trainings.

The training plan should include a need-based travel scholarship program (including selection criteria) for tribal trainees. Applicants should also describe how they will identify and choose training topics, including soliciting tribal input on topic ideas, as well as how they will evaluate the success of each training and adjust trainings to incorporate lessons learned and best practices over the course of the 5-year cooperative agreement.

EPA will evaluate Applications on the cost-effectiveness of the proposed approach to delivering training including criteria for awarding full or partial travel scholarships.

Element 4: Create online resources to help tribes access and share OLEM-related information and policies affecting tribal communities:

The successful applicant will develop and maintain a website for the activities of the cooperative agreement. Applicants should describe how this website will provide tribal environmental professionals with access to research, studies, training materials, information, and other resources.

Funds under this agreement may also be used to support peer-to-peer mentoring activities. A mentoring program could include face-to-face interactions, site visits, video chats, phone calls, online resources, etc.

Element 5: Inform tribes of consultation and public comment opportunities related to OLEM programs and enhance tribal engagement with EPA on regulatory actions:

Applicants should describe their approach to developing and implementing a cost-effective method to regularly communicate with federally-recognized tribes, including those in Alaska, to inform them of consultation and public comment opportunities related to OLEM regulatory, policy and programmatic matters. An electronic newsletter is one example of such a mechanism. Applicants may propose alternative mechanisms that are similarly cost-effective.

In addition, the successful applicant will work in partnership with the EPA and the TWAR SC to identify and implement methods to enhance tribal participation in consultation opportunities, promote new ways to inform tribes about consultation and outreach efforts related to regulatory actions, and to

improve EPA engagement with tribes on rulemaking efforts, as appropriate.

Project Two (funds awarded under Project Two are limited to supporting Superfund-related activities)

Element 1: Include Superfund-related sessions in the annual tribal training conference - Tribal Lands and Environment Forum (TLEF):

Applicants should describe their approach to developing and implementing a Superfund track and a Superfund-related field trip (at conference location, if possible) at the annual TLEF including the role the TSFWG will play. This plan should address how the Superfund track will provide a forum for presentations relating to research (including health effects) into hazardous substance issues that impact tribal lands, and research results and products developed under *Project Two: Element 2* (described below). For example, sessions may provide opportunities for tribes to share lessons learned and experiences related to their involvement in the Superfund process and to build capacity to help tribes meaningfully engage in the process. Applicants should describe their approach to identifying topics (including examples) and speakers, as well as their approach to developing a need-based travel scholarship program that includes selection criteria. Please see *Project One: Element 1* (above) for specific information on the TLEF. Applicants may also propose other activities that would enhance the Superfund track at the annual TLEF.

Element 2: Support tribal members of the Tribal Superfund Working Group and the Tribal Superfund Working Group Advisory Council

Applicants should describe their plan to provide administrative and logistical support for the TSFWG and the TSFWG Advisory Council (TSFWG AC). For example, support may include providing research reports, maintaining the network's list serv and web presence, as well as assisting with coordination between the TWAR SC and the TSFWG AC and between the TSFWG and EPA. The plan should discuss the applicant's approach to developing a mechanism for tracking TSFWG areas of expertise and interest, where and how tribal members are engaged in the Superfund pipeline at Superfund sites of tribal interest, and future topics for meetings, conference calls, research areas, etc. (see *Project Two, Elements 1, 3 and 4).* Applicants may also propose other activities to support TSWG and TSWG AC.

Element 3: Build tribal capacity to meaningfully engage in the Superfund process, conduct research, develop research products, and disseminate results to tribal members of the Tribal Superfund Working Group (TSFWG):

EPA works closely with tribes to address contaminated sites and tribes play a critical role in the Superfund process in the identification of contaminated sites, the remedial investigation / feasibility study (RI/FS) process (*e.g.*, providing traditional ecological knowledge for the risk assessment), cleanup decisions and remedy implementation.

Applicants should describe their approach to collaborating with members of the TSFWG to conduct research to identify and foster resolution of current and emerging Superfund-related issues that are important to tribes, that help EPA and tribes work more effectively to manage Superfund sites, and

that support meaningful tribal participation in the Superfund process. Applicants should provide a plan for developing, in collaboration with EPA and the tribes, a prioritized list of topics or areas for more in-depth investigation followed by a detailed analysis of at least one topic area per year.

Applicants should describe how they will ensure that the results of this research will be provided to tribes in a format that is most useful and beneficial to them, that fosters dialogue among tribes and between tribes and EPA, and that, when implemented, builds tribal capacity and supports meaningful tribal participation throughout the Superfund process. The research plan should result in the development and production of research products that achieve this goal.

Applicants should describe their approach to developing and implementing a cost-effective plan to conduct research, develop research products that reflect research conclusions, and disseminate results.

Research – Phase 1: Identify and prioritize research topics
Applicants should describe their plan for identifying a prioritized list of topics to pursue additional research. The plan should include a description of the process for involving tribes in developing the priority list including whether the applicant intends to use focus groups and needs assessments.

Examples of potential areas for additional research include, but are not limited to:

- Building technical and/or program capacity related to identifying, assessing and evaluating hazardous substances risks and employing innovative or alternative treatment technologies to address those risks;
- Identifying best practices for sharing and integrating traditional ecological knowledge in the risk assessment process;
- Identifying opportunities for tribal involvement in remedy operations and maintenance;
- Communicating risk related to the detection, assessment and evaluation of the effects of hazardous substances on tribal lands;
- Supporting efforts to build capacity for the planning, implementation, and management of institutional controls and operation and maintenance activities;
- Understanding roles and responsibilities among participants in the Superfund process;
- Promoting coordination and partnership with co-regulators (e.g., EPA, local and state government, etc.) and other stakeholders to provide for more effective remedies for sites on tribal lands;
- Investigating and reducing barriers – institutional, technological, regulatory, administrative, financial, policy-related, etc. – that prevent effective implementation of the Superfund cleanup program or that inhibit meaningful tribal engagement in the process;
- Dispute resolution and community involvement under the National Contingency Plan.
- Building administrative capacity to manage grants and other financial vehicles to support tribal engagement in the Superfund process.
- Identifying and incorporating new and emerging science into cleanup activities;

Superfund issues are constantly evolving, and research topics are not limited to the above activities. EPA encourages applicants to propose additional areas of research based on their analysis of tribal interests and seeks Applications that show an ability to identify and adapt to new issues facing tribes as they engage in the Superfund program.

Research – Phase 2: Dissemination of results and development of research products
Applicants should describe their approach to working with EPA and tribes to conduct an in-depth investigation of at least four topic areas (approximately one topic area per year of the cooperative agreement after the initial prioritization effort).

Applicants should describe a plan that includes an approach to develop a variety of resources and tools that incorporate and address research results conducted under this cooperative agreement. The plan should include information on how the applicant intends to work in collaboration with the TSFWG to identify and develop content, examples and formats for this information that would be the most useful for tribes.

The plan should address how the applicant intends to develop materials to showcase replicable examples of how tribes have engaged in discrete phases of the Superfund pipeline (i.e. risk assessment, remedial investigation/feasibility studies, remedial action, operation and maintenance, etc.). For example, this information could take the form of case studies describing details of meaningful involvement and participation by tribes at Superfund sites or checklists, guides and tools detailing how tribes have built capacity and engaged in the process.

The successful applicant should describe how research results and information will be shared with tribes in the TSFWG. Examples of information-sharing mechanisms could include, but are not limited to:

- Online information (website)
- Webinars
- Tools and resources
- Case studies
- Sessions at the TLEF
- Conference calls
- In-person meetings

Applicants are invited to suggest additional research areas, information-sharing mechanisms, research products and features that could enhance tribal capacity-building. For example, funds under this agreement may be used to support peer-to-peer mentoring activities. A mentoring program could include face-to-face interactions, site visits, video chats, phone calls, online resources, etc.

Element 4: Develop and deliver at least one in-person meeting a year and two dialogues per year for tribal members of the TSFWG to discuss research results:

In-person meetings
Applicants should provide a plan describing how they will work in collaboration with EPA and the TSFWG to develop and implement annual multiple-day meetings, co-sponsored by EPA. The plan should include a description of how the applicant will choose the meeting location each year in collaboration with members of the TSFWG and EPA. Examples of activities that may be part of the plan include how the applicant intends to develop an agenda, including site visits, that furthers the research plan described in *Project Two: Element 3* (above). The plan should describe how the applicant will conduct research to foster tribal capacity building and information sharing, identify key content, and facilitate and moderate sessions during the event. Applicants should describe how they will collaborate with the TSFWG and EPA on these activities and may propose additional activities

that enhance the in-person meetings.

Applicants should describe a cost-effective plan to work with tribes and EPA to determine the most appropriate content for the meeting, contribute to and share research results and products developed under *Project Two, Element 2* (described above) as well as currently available research on tribal best practices in Superfund and hazardous substances topics (including health effects research). This plan should include a need-based travel scholarship program (including selection criteria) for travel support.

Applicants should describe a plan to evaluate the success of the activities to increase tribal capacity and explore opportunities for improvement.

Dialogues
Applicants should provide a plan for additional dialogues for tribal members of the TSFWG to discuss research results. These dialogues should be designed to enhance tribal capacity to understand and meaningfully engage in the Superfund program as it relates to Indian country. Features of the plan should demonstrate how the applicant will work with the TSFWG to promote interaction and dialogue among tribes and between tribes and EPA regarding the research. The applicant should describe how it will incorporate research conducted under *Project Two, Element 3* related to regulatory, policy, administrative, financial, programmatic and technical issues affecting implementation of the Superfund program in these meetings. For example, support for these dialogues can include the development of research tools, resources, materials, training in research techniques, and other mechanisms to enhance discussions.

These dialogues will help tribes learn from each other's experiences and contribute to research that supports substantial and meaningful involvement in Superfund activities.

Applicants should describe a cost-effective approach to provide administrative and logistical support for at least two dialogues per year. Examples of activities include:

- Select research topics, in consultation with the TSFWG and EPA, for dialogues;
- Schedule the dialogues (at least two per year);
- Develop and implement a need-based travel scholarship program (including selection criteria) for full or partial travel support (if needed);
- Arrange for site visits (if needed);
- Prepare materials that build upon the research results and products described above in *Project Two: Element 3*;
- Conduct the dialogues (conference calls, webinars, meetings, etc.);
- Prepare and disseminate summaries of the dialogues and related research results;
- Evaluate content and format of the dialogues, capture lessons learned and best practices for each event, and adjust implementation of future dialogues, as needed, over the course of the 5-year agreement.

Applicants may propose additional or alternative activities to effectively carry out the dialogues. Refer to *Section 1.C.* and *1.E.* for more information on the use of funds awarded under CERCLA 311(c) as related to research and studies.

Element 5: Create and maintain a website for the Project Two activities:

Applicants should describe a plan to develop and maintain a website for the activities of the cooperative agreement. The plan should explain how the applicant intends to provide tribal environmental professionals with access to Superfund-related subject matter, including research results and products created under *Project Two: Element 3* (described above), information and other useful resources for tribes interested in building capacity and engaging in the Superfund process. Applicants may propose additional or alternative activities that would be cost-effective enhancements for the web site.

1.C. Eligible Use of Funds

Project One:

Funds awarded under Section 8001 of RCRA and Section 104(k)(7) of CERCLA must be used for training, research, studies and technical assistance to build tribal capacity to:

1. Encourage owners and operators to properly operate and maintain their USTs; Ensure that owners and operators routinely and correctly monitor all regulated tanks and piping in accordance with the regulations; conduct more frequent inspections; and perform the functions necessary for the development and/or implementation of an Indian underground storage tank (UST) program. Capacity building functions that may be accepted for funding include the development and/or implementation of enforcement and inspection programs, outreach, and training.

2. Encourage owners and operators to properly cleanup a release if it occurs from an underground storage tank in accordance with applicable regulations. Conduct appropriate activities to deal with releases. Eligible activities that may be accepted for funding include the development and/or implementation of enforcement programs, outreach, and training related to the releases and subsequent cleanups of underground storage tanks including those that pose a high risk.

3. Facilitate the inventory of brownfields properties, site assessments, cleanup of hazardous substances contaminated brownfields properties including training on the promulgation of tribal cleanup standards; community involvement, or site preparation on brownfields sites located on or near tribal lands.

Eligible uses of grant funds include direct costs necessary to conduct research, training and technical assistance identified in the approved workplan. This includes costs for personnel, technical experts, materials, supplies, facilities rentals, audio visual equipment, registration, managing conference logistics, non-federal travel, and conference event transportation expenses. Travel expenses for trainees may include transportation, lodging and per diem only provided the trainee does not charge another federal grant for the same expenses. Stipends to compensate trainees for time spent in training are not allowable costs.

Project Two:

Funds awarded under Section 311(c) of CERCLA must be used for research with respect to the

detection, assessment, and evaluation of the effects on and risks to human health of hazardous substances and detection of hazardous substances in the environment. As provided at 2 CFR 200.87 "Research" means all research activities, both basic and applied. "Research" is defined as a systematic study directed toward fuller scientific knowledge or understanding of the subject studied. The term research also includes activities involving the training of individuals in research techniques where such activities utilize the same facilities as other research and development activities and where such activities are not included in the instruction function. EPA has interpreted "research" under CERCLA §311(c) to include study and dissemination of information that extends to socioeconomic, institutional, and public policy issues, as well as the natural sciences. *Research activities as described under this cooperative agreement should not be considered academic in nature nor including any need for a laboratory.* Rather, funding is available to provide research assistance to help tribes better understand, evaluate and respond to risks from hazardous substances in Indian country.

Funding under this cooperative agreement may support a recipients' eligible and allowable direct costs incurred under an approved work plan plus allowable indirect costs, in accordance with established EPA and OMB policies and regulations.

Eligible uses of grant funds under this competitive opportunity include direct costs necessary to provide research support, including training in research techniques. Costs for disseminating research results through conference calls, meetings, and electronic formats are allowable as are site visits. This includes costs for personnel, technical experts, materials, supplies, room rentals, travel, and transportation expenses**.** Travel expenses for trainees may include transportation, lodging and per diem only provided the trainee does not charge another federal grant for the same expenses. Stipends to compensate trainees for time spent in training are not allowable costs.

1.D. Funding Restrictions

As required by CERCLA 105(k)(5)(E)(i), EPA will reduce the amount of allowable indirect costs for the cooperative agreement for Project One due to the 5% limit on administrative costs for Brownfields work funded under CERCLA 104(k)(7). This reduction will reflect the proportion of Brownfields appropriations (approximately 21.7%) that will be used to finance Project One. EPA will negotiate the reduced indirect cost rate with the successful applicant following selection.

There are no restrictions on indirect costs for the cooperative agreement for Project Two.

1.E. Prohibited Use of Funds

Project One and Two –General Prohibitions

The recipient may not use EPA financial assistance for costs that are unallowable under 2 CFR Part 200, Subpart E and EPA's Guidance on Selected Items of Cost.

Project One
Funds awarded under Section 104(k)(7) of CERCLA are intended for research, training and technical assistance activities set forth in the cooperative agreement. These funds may **not** be used for:

1. Projects that duplicate grants awarded under other EPA Brownfields grant programs described in CFDA Nos. 66.818, Brownfields Assessment, Revolving Loan Funds, and Cleanup Grants and 66.815, Brownfields Job Training Grant or other federally funded environmental training, research, or technical assistance programs in their target community(ies). Please see the EPA's Brownfields website for more details, http://www.epa.gov/brownfields;
2. Conducting site assessments or actual cleanups;
3. Construction and land acquisition;
4. Federal cost-share requirement (for example, a cost share required by other federal funds) unless authorized by statute;
5. Management Fees or similar charges in excess of the direct costs in the budget for the Cooperative agreement. The term "management fees" or similar charges refers to expenses added to the direct costs to accumulate a reserve fund for ongoing business. expenses, unforeseen liabilities, or for other similar costs that are not allowable as direct costs;
6. Stipends to compensate trainees for time spent in training are not allowable costs. Travel expenses for trainees may include transportation, lodging, and per diem only;
7. A penalty or fine.

Project Two

Funding awarded under CERCLA 311(c) is only available for hazardous substance-related research. For the purposes of Project Two, the term "hazardous substances" does not include petroleum as provided in CERCLA 101(14).

Funds awarded under this agreement may not be commingled with other funding sources including funds EPA awards for the cooperative agreement to carry out Project One.

1.F. EPA Strategic Plan Linkage

The activities to be funded under this announcement support EPA's FY 2018-22 Strategic Plan. Awards made under this announcement will support Goal 1: A Cleaner, Healthier Environment (Deliver a cleaner, safer, and healthier environment for all Americans and future generations by carrying out the Agency's core mission), Objective 1.3 (Revitalize Land and Prevent Contamination). This work also supports Goal 2: More Effective Partnerships (Provide certainty to states, localities, tribal nations, and the regulated community in carrying out shared responsibilities and communicating results to all Americans), Objective 2.1 (Enhance Shared Accountability) and Objective 2.2 (Increase Transparency and Public Participation). Specifically, the activities to be funded under this announcement will be linked to EPA's strategic plan consistent with EPAs current priorities for cleaning up contaminated sites and returning land back to communities, preparedness and response, preventing contamination, shared governance, and public engagement. Applicants must explain in their Application how their project will further these current priorities.

(View EPA's Strategic Plan online at: http://www.epa.gov/planandbudget/strategicplan.html.)

1.G. Measuring Environmental Results: Anticipated Outcomes/Outputs

Pursuant to EPA Order 5700.7 *"Environmental Results under EPA Assistance Agreements,"* EPA requires that all grant applicants and recipients adequately address environmental outputs and outcomes. Outputs and outcomes differ both in their nature and in how they are measured. Applicants must discuss environmental outputs and outcomes in their proposed workplan.

1. ***Outcomes.*** The term "outcome" refers to the result, effect, or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related or programmatic in nature, must be quantitative, and may not necessarily be achievable within an assistance agreement funding period.

EPA anticipates outcomes from the project expected to be awarded under this announcement will include, but are not limited to the following:

a. **Project One:**

i. Increased participation and information exchange among federally recognized tribes in "co-regulator" matters related to OLEM;
ii. Enhanced tribal environmental management capacity – including waste management, cleanup, underground storage tanks, and emergency preparedness capabilities – in Indian country;
iii. Increased and enhanced tribal program manager knowledge on a wide variety of existing and emerging issues related to waste management, Brownfields assessment and cleanup, underground storage tanks, cleanup standards, emergency preparedness issues, and long-term stewardship efforts;
iv. Increased training and technical assistance for tribes and tribal organizations on OLEM-related tribal programs.
v. Improved public health and environmental protection in tribal communities;
vi. Improved management of tribal lands;
vii. Increased tribal participation in site cleanups, waste response actions and preparedness activities; and
viii. Enhanced tribal representation on committees, during consultation activities, and in collaboration with EPA on OLEM-related issues impacting tribes.

b. **Project Two:**

i. Protection of human health and the environment in tribal communities on, near, or affected by Superfund sites;
ii. Increased tribal understanding of hazardous substances and the Superfund program in Indian country;
iii. Increased ability of tribes to effectively communicate risks from hazardous substances to a tribal community;
iv. Increased capacity of tribes to meaningfully participate in Superfund response activities throughout the phases of the Superfund pipeline;
v. Enhanced opportunities to share information among tribes about the Superfund program;

vi. Improved tribal technical expertise to address Superfund program challenges through the use of research products developed by the recipient;
vii. Increased ability of tribes to establish effective roles and responsibilities within a Superfund cleanup framework; and
viii. Improved relationships, collaboration, and coordination among all Superfund site stakeholders and participants (tribal, state, responsible party, EPA, etc.) working through a cleanup process at a site in Indian country or of interest to a tribe.

2. ***Outputs.*** The term "output" means an environmental activity, effort, and/or associated work products related to an environmental goal or objective, that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period.

   Expected outputs from the projects to be funded under this announcement may include the following:

   a. **Project One:**

      i. Delivery of five Tribal Lands and Environment Forum training conferences;
      ii. Delivery of at least 6 successful TWAR SC meetings and conference calls per year;
      iii. Delivery of at least ten trainings to tribal co-regulators on OLEM-related topics of interest to tribes;
      iv. Maintenance of website or other mechanism to provide information, training and technical assistance to tribal co-regulators;
      v. Increased number of tribes participating in OLEM-related tribal program activities;
      vi. Increased number of tribes taking training who provide positive feedback on their evaluation forms;
      vii. Improved tribal knowledge of OLEM-related tribal programs;
      viii. Tribal participation and feedback on OLEM-related programs, policies and guidance impacting tribal communities through the direct efforts of the TWAR SC and its members;
      ix. Increased number of tribes who improve or develop an OLEM-related environmental program as a result of cooperative agreement activities including a list of those improvements or collaborative efforts over a certain period of time;
      x. Improved tribal compliance with solid and hazardous waste regulations in Indian country;
      xi. Improved tribal environmental data;
      xii. Improved tribal engagement in consultation opportunities;
      xiii. Successful interactions among tribes, as well as between tribes and EPA, on OLEM-related tribal program issues; and
      xiv. Effective communication and coordination between tribal governments and EPA in matters related to OLEM programs.

b. **Project Two:**

i. Delivery of successful Superfund track, sessions, and field trips at five TLEF conferences;
ii. Delivery of at least one successful in-person TSFWG meeting per year;
iii. Delivery of at least two successful dialogues of the TSFWG per year;
iv. Completion of research reports to identify emerging Superfund-related issues that are important to tribes, that help EPA and tribes work more effectively to manage Superfund sites, and that support meaningful tribal participation in the Superfund program throughout the various phases of the pipeline;
v. Completion of in-depth research into at least four prioritized topic areas and development of research-related resource products, documents, or tools to assist tribes in enhancing and improving their understanding of and involvement in the Superfund program;
vi. Dissemination of research results and research products;
vii. Management of a website that provides materials, information and tools related to the research activities under this cooperative agreement;
viii. Make information on hazardous substance regulations, policies, programs and technical matters available to members of the TSFWG;
ix. Enhanced tribal capacity to effectively participate in the development of Superfund-related programs, policies and guidance impacting tribal community through the direct efforts of TSFWG and its members;
x. Increased number and improved capacity of tribes to meaningfully participate in Superfund-related program activities throughout the Superfund pipeline;
xi. Increased number of tribes who improve a current program or develop a Superfund-related environmental program as a result of cooperative agreement activities including a list of those improvements or collaborative efforts over a certain period of time; and
xii. Improved frequency and quality of interactions among tribes, and between tribes and EPA on Superfund-related tribal program issues.

1.H. Supplementary Information

The statutory authorities for assistance agreements awarded by EPA under this announcement are as follows:

Project One**:**
Solid Waste Disposal Act of 1976, Section 8001(a) and (b) as amended by the Hazardous and Solid Waste Amendments of 1984 (P.L. 98-616); Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) of 1980, Section 104(k)(7) as amended by the Small Business Liability Relief and Brownfields Revitalization Act (Brownfields Law) and the Brownfields Utilization, Investment, and Local Development Act (BUILD Act) of 2018.

Project Two:
Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), Section 311(c), as amended.

SECTION 2 - AWARD INFORMATION

2.A. What is the amount of available funding?

The total estimated funding available under this competitive opportunity is $2,450,000 subject to the availability of funds, quality of Applications received, and other applicable considerations. The total estimated funding for Project One is $1,150,000. In FY20, the Project One maximum value shall not exceed $230,000. The total estimated funding for Project Two is $1,300,000. In FY20, the Project Two maximum value shall not exceed $260,000.

EPA reserves the right to make additional awards under this competition, consistent with Agency policy and guidance, if additional funding becomes available. Any additional selections for awards will be made no later than six months from the date of original selection decisions. EPA reserves the right to make no awards under this announcement.

2.B. How many agreements will EPA award in this competition?

EPA anticipates award of **two separate cooperative agreements to one successful applicant** resulting from this competitive announcement. Cooperative agreements awarded under this competition will be funded incrementally subject to the availability of funds, satisfactory performance, and other applicable considerations.

Cooperative agreements permit substantial involvement between the EPA Project Officer and the selected applicant in the performance of the work supported. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial federal involvement for this project will include:

1. Close monitoring of the recipient's performance to verify the results.
2. Collaborating during performance of the scope of work.
3. In accordance with 2 CFR 200.318, as appropriate, review of proposed procurements.
4. Reviewing qualifications of key personnel. (EPA will not select employees or contractors employed by the award recipient).
5. Reviewing and commenting on reports prepared under the cooperative agreement. (The final decision on the content of reports rests with the recipient.)
6. Reviewing outputs and outcomes to ensure substantial progress has been made in accordance with the cooperative agreement terms and conditions.

2.C. Will Applications be partially funded?

In appropriate circumstances, EPA reserves the right to partially fund applications by funding discrete activities, portions, or phases of proposed projects. If EPA decides to partially fund an Application, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the Application or portion thereof, was evaluated and selected for award and; therefore, maintains the integrity of the competition and selection process.

2.D. What is the project period for award(s) resulting from this solicitation?

The estimated start date for projects resulting from this solicitation is January 1, 2020 through December 31, 2024. All project activities must be completed within the negotiated project performance period of five years.

SECTION 3 - ELIGIBILITY INFORMATION

3.A. Eligible Entities

Applications will be accepted from federally recognized tribes and inter-tribal consortia, public and private non-profit universities and colleges, and other public or private non-profit organizations. Non-profit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply. For-profit firms are also not eligible.

3.B. Cost Sharing or Matching

Cost-sharing or matching is not required as a condition of eligibility for this competition.

3.C. Threshold Criteria

Applications must meet the following "threshold criteria," **by the time of application submission**. Threshold criteria are evaluated on a pass or fail basis. Only those Applications that **specifically address and pass Items 1-7 below** will be evaluated against the evaluation criteria in *Section 5.A.* of this announcement. EPA will notify applicants who do not meet the Threshold Eligibility Criteria within 15 calendar days of the "fail" determination.

The threshold criteria are:

1. Provide information that demonstrates how you are an eligible entity as described above in *Section 3.A.* You must provide documentation, as an attachment to the Application, indicating nonprofit status. Failure to do so may render your Application ineligible for review.
2. Applications must address all elements under both Projects as described in *Section 1.B.* of this announcement. Applicants must submit separate Application packages for each project.
3. As provided in Section 204 of the Unfunded Mandates Reform Act, applicants must propose a process and criteria for selecting tribal TWAR SC that ensures that they are elected tribal officials or tribal employees designated by the tribe's elected leaders to represent their tribe on the TWAR SC.
4. The federal share of the proposed Project One total budget may not exceed the maximum value of $1,150,000**.** Applications requesting assistance funding in excess of this value will not be considered.
5. The federal share of the proposed Project Two total budget may not exceed $1,300,000. Applications requesting assistance funding in excess of this amount will not be considered.
6. Applications must substantially comply with the application submission instructions and requirements set forth in *Section 4* of this announcement or they will be rejected. Pages exceeding the page limit described in *Section 4* for the Narrative Proposal, and attachments not specifically required, will not be reviewed.

7. Applications must be received through www.grants.gov as specified in *Section 4* on or before the application submission deadline published in *Section 4* of this announcement. Applications received through www.grants.gov after the submission deadline will be considered late and deemed ineligible without further consideration unless the applicant can clearly demonstrate that it was late due to EPA mishandling or because of technical issues associated with grants.gov or relevant SAM.gov system issues. An applicant's failure to timely submit their Application through Grants.gov because they did not timely or properly register in SAM.gov or Grants.gov will not be considered as acceptable reason to consider a late submission. Applications submitted through Grants.gov will be time and date stamped electronically. If you have not received a confirmation of receipt from EPA (not Grants.gov) within 30 days of the application deadline, please contact **Erika Wilson** at (202) 343-9113 or wilson.erika@epa.gov. Failure to do so may result in your Application not being reviewed.

Ineligible activities: If an Application is submitted that includes any ineligible tasks or activities, that portion of the Application will be ineligible for funding and may, depending on the extent to which it affects the Application, render the entire Application ineligible for funding.

SECTION 4 - APPLICATION AND SUBMISSION INFORMATION

4.A. Requirement to Submit Through Grants.gov and Limited Exception Procedures

Applicants, except as noted below, must apply electronically through Grants.gov under this funding opportunity based on the grants.gov instructions in this announcement. If an applicant does not have the technical capability to apply electronically through grants.gov because of limited or no internet access which prevents them from being able to upload the required application materials to Grants.gov, the applicant must contact OMS-ARM-OGDWaivers@epa.gov or the address listed below in writing (e.g., by hard copy, email) at least 15 calendar days prior to the submission deadline under this announcement to request approval to submit their Application materials through an alternate method.

Mailing Address:	**Courier Address:**
OGD Waivers c/o Jessica Durand USEPA Headquarters William Jefferson Clinton Building 1200 Pennsylvania Ave., N. W. Mail Code: 3903R Washington, DC 20460	OGD Waivers c/o Jessica Durand Ronald Reagan Building 1300 Pennsylvania Ave., N.W. Rm # 51278 Washington, DC 20004

In the request, the applicant must include the following information:

- Funding Opportunity Number (FON)
- Organization Name and Unique Entity Identifier (e.g., DUNS)
- Organization's Contact Information (email address and phone number)
- Explanation of how they lack the technical capability to apply electronically through www.grants.gov because of 1) limited Internet access or 2) no Internet access which prevents them from being able to upload the required application materials through www.grants.gov.

EPA will only consider alternate submission exception requests based on the two reasons stated above and will timely respond to the request -- all other requests will be denied. If an alternate submission method is approved, the applicant will receive documentation of this approval and further instructions on how to apply under this announcement. Applicants will be required to submit the documentation of approval with any initial Application submitted under the alternative method. In addition, any submittal through an alternative method must comply with all applicable requirements and deadlines in the announcement including the submission deadline and requirements regarding application content and page limits (although the documentation of approval of an alternate submission method will not count against any page limits).

If an exception is granted, it is valid for submissions to EPA for the remainder of the entire calendar year in which the exception was approved and can be used to justify alternative submission methods for Application submissions made through December 31st of the calendar year in which the exception was approved (e.g., if the exception was approved on March 1, 2018, it is valid for any competitive or non-competitive Application submission to EPA through December 31, 2018). Applicants need only request an exception once in a calendar year and all exceptions will expire on December 31st of that calendar year. Applicants must request a new exception from required electronic submission through www.grants.gov for submissions for any succeeding calendar year. For example, if there is a competitive opportunity issued on December 1, 2018, with a submission deadline of January 15, 2019, the applicant would need a new exception to submit through alternative methods beginning January 1, 2019.

Please note that the process described in this section is only for requesting alternate submission methods. All other inquiries about this announcement must be directed to the Contact listed in *Section 7*. Queries or requests submitted to the email address identified above for any reason other than to request an alternate submission method will not be acknowledged or answered.

4.B. Submission Instructions

The electronic submission of your Application must be made by an official representative of your institution who is registered with www.grants.gov and is authorized to sign applications for federal assistance. For more information on the registration requirements that must be completed in order to submit an Application through www.grants.gov, go to www.grants.gov and click on "Applicants" on the top of the page and then go to the "Get Registered" link on the page. If your organization is not currently registered with www.grants.gov, please encourage your office to designate an Authorized Organization Representative (AOR) and ask that individual to begin the registration process as soon as possible. Please note that the registration process also requires that your organization have a unique entity identifier (e.g., DUNS number) and a current registration with the System for Award Management (SAM) and the process of obtaining both could take a month or more. Applicants must ensure that all registration requirements are met in order to apply for this opportunity through www.grants.gov and should ensure that all such requirements have been met well in advance of the submission deadline. Registration on www.grants.gov, www.sam.gov, and DUNS number assignment is FREE.

Applicants need to ensure that the AOR who submits the Application through www.grants.gov and whose unique entity identifier (e.g., DUNS number) is listed on the Application is an AOR for the

applicant listed on the Application. Additionally, the DUNS number listed on the Application must be registered to the applicant organization's SAM account. If not, the Application may be deemed ineligible.

To begin the application process under this grant announcement, go to www.grants.gov and click on "Applicants" on the top of the page and then "Apply for Grants" from the dropdown menu and then follow the instructions accordingly. Please note: to apply through www.grants.gov, you must use Adobe Reader software and download the compatible Adobe Reader version. For more information about Adobe Reader, to verify compatibility, or to download the free software, please visit Adobe Reader Compatibility Information on Grants.gov.

You may also be able to access the Application package for this announcement by searching for the opportunity on www.grants.gov. Go to www.grants.gov and then click on "Search Grants" at the top of the page and enter the Funding Opportunity Number, **EPA-OLEM-OCPA-19-04**, or the CFDA numbers that apply to the announcement **(CFDA 66.808; 66.813; 66.814; 66.816)**, in the appropriate field and click the "Search" button.

Please Note: All Applications must now be submitted through Grants.gov using the "Workspace" feature. Information on the "Workspace" feature can be found at the Grants.gov Workspace Overview Page.

Application Submission Deadline: Your organization's AOR must submit your complete Application package electronically to EPA through www.grants.gov **no later than November 13, 2019, 11:59 p.m. ET**. Please allow for enough time to successfully submit your Application and allow for unexpected errors that may require you to resubmit.

Application Materials

The following forms and documents are required for Applications under this announcement. A separate Application package consisting of the documents listed below must be submitted for each project.

Mandatory Documents:

- Application for Federal Assistance (SF-424) – See *Item 1*, below.
- Budget Information for Non-Construction Programs (SF-424A)
- Assurances for Non-Construction Programs (SF-424B)
- EPA Key Contacts Form 5700-54
- EPA Form 4700-4 – Preaward Compliance Review Report
- Narrative Proposal (Project Narrative Attachment Form as stated in grans.gov) – 15-page limit. See *Item 6*, below
- Other Attachments – See *Item 7.* below. No page limit for these items.
  - Letters of support
  - Milestones schedule
  - Documentation/evidence of nonprofit status

1. **SF-424**

a. With submission through www.grants.gov, applicants are required to submit the SF-424 form (application for federal assistance with original signature). **The SF-424 form does not count against the above referenced page limits.** When completing the SF-424 form, applicants will be required to provide DUNS number. Applicants can receive a DUNS number for free by calling 1-800-591-8534 or visiting the website at https://www.dnb.com/duns-number.html.

2. **Budget Information for Non-Construction Programs (SF-424A)**

3. **Assurances for Non-Construction Programs (SF-424B)**

4. **EPA Key Contacts Form 5700-54**

5. **EPA Form 4700-4 – Preaward Compliance Review Report**

6. **Narrative Proposal (Includes a and b, below. There is a 15-page, single-spaced, page limit for the narrative proposal. Excess pages will not reviewed)**

   a. **Cover Letter.** The cover letter which must identify the applicant and provide a contact for communication with EPA. The cover letter must be written on your organization's official letterhead and be signed by an official with the authority to commit your organization to the proposed project. The cover letter must include:

      i. Project Title: Indicate whether the Application package is for Project One or Project Two;

      ii. Applicant Identification: Provide the name and full address of the entity applying for funds. This is the agency or organization that will be receiving the grant and will be accountable to EPA for proper expenditure of funds. **Include the applicant's DUNS number.**

      iii. Responses to each applicable Threshold Eligibility Criterion (see *Section 3.C.*)

      iv. Grant Type: Indicate "Office of Land and Emergency Management (OLEM) Program Tribal Support Cooperative Agreement"

      v. Contacts:
         1. Project Director: Provide the name, phone/fax numbers, email address, and mailing address of the project director assigned to the proposed project. This person may be contacted if other information is needed.
         2. Chief Executive/Highest Ranking Official: Provide the name, phone/fax numbers, email address, and mailing address of the applicant's Chief Executive (e.g., mayor of a city, executive director of a nonprofit, etc.). This person may be contacted if further information is needed.

      vi. Date Submitted: Date Application was submitted via www.grants.gov.

vii. Project Period: Length of proposed project period (must not exceed five years).

viii. Funding Requested: Funding Requested. Specify the total amount you are requesting from EPA. The total funding requested for Project One may not exceed maximum value of $1,150,000, **excluding any in-kind contribution or match**. The total funding requested for Project Two may not exceed maximum value of $1,300,000, **excluding any in-kind contribution or match**. Applications requesting federal assistance funding in excess of these values will not be considered

ix. Cooperative Partners**:** Provide names and phone numbers of individuals and organizations that have agreed to participate in the implementation of the project, if any.

b. **Narrative workplan/Ranking Criteria.** The narrative workplan includes responses to all four evaluation criteria in *Section 5.A.* The narrative workplan must be clear, concise, and specifically address all the applicable ranking criteria. There are separate criteria for Projects One and Two so ensure that you address the correct criteria in each Application submission. **Responses to the criteria should include the criteria number and title but need not restate the entire text of the criteria**. Applications must provide sufficient detail to allow for an evaluation of the merits of the Application **Any criterion left unanswered may result in zero points given for that criterion**. Factual information about your proposed project and community must be provided. Do not include discussions of broad principles that are not specific to the proposed work or project covered by your Application. Do not provide photos or extraneous materials.

In order to address the ranking criteria in *Section 5*, Applications for each Project should address the following four items:

1. Project Description
2. Programmatic Capability and Past Performance
3. Performance Measurement: Anticipated Outcomes and Outputs
4. Budget/Resources

Project Description

The project description should provide information on how the applicant will implement and conduct its project as described in *Section 1* of this RFA and discuss how the Application cost-effectively addresses each of the evaluation criteria in *Section 5* of this announcement (Project One submissions must address the Project One criteria and Project Two submissions must address the Project Two criteria.). Provide concrete examples of specific work to be completed (i.e., issue topics and the types of training, facilitation and products that will be provided), including milestones. The description should summarize the applicant's overall vision for the project as well as their experience and expertise in meeting each of the elements.

Programmatic Capability and Past Performance

Applications should demonstrate the following for Projects One and Two.

Organizational Knowledge, Experience and Expertise

a. Summarize your organization's knowledge about tribal land and emergency response issues and challenges. Include your organization's experience with working with tribes and engaging them to successfully deal with these challenges.
b. Provide information on your organization's experience and plan for successfully achieving the objectives of the proposed project.
c. Describe your staff expertise/qualifications, staff knowledge and resources (or the ability to obtain them) to successfully achieve the goals of the proposed project.
d. Identify all proposed partnerships and stakeholder groups that will be involved in the project. Describe what each group's role will be in the project staffing, funding, design, and implementation.
e. Summarize your organization's experience and expertise in planning and implementing a large national conference of similar size, scale and topics as the Tribal Lands and Environment Forum (as described in *Section 1.B.*). Applicants should provide a list of the conferences, of similar size and scope, that the applicant managed in the past five years. The list should include a short summary of the applicant's contributions to the management of each conference.

Past Performance

a. Submit a list of federally and/or non-federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than 5 agreements, and preferably EPA agreements).
b. Describe whether, and how, you were able to successfully complete and manage those agreements, and
c. Describe your history of meeting the reporting requirements under those agreements, including whether you adequately and timely reported on your progress towards achieving the expected outputs and outcomes of those agreements (and if not, explain why not) and whether you submitted acceptable final technical reports under the agreements.
d. If you do not have any relevant or available past performance or past reporting information, please indicate this in the Application and you will receive a neutral score for these factors (a neutral score is half of the total points available in a subset of possible points). If you do not provide any response for these items, you may receive a score of zero for these factors.

   NOTE: In evaluating applicants under the past performance factors in *Section 5*, EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current/prior grantors (e.g., to verify and/or supplement the information provided by the applicant).

Performance Measurement: Anticipated Outcomes and Outputs

Anticipated Outcomes. Specify the expected environmental outcomes from the project, including

those described in *Section 1.G.* of this announcement. Discuss how you propose to track and measure your progress in achieving the project outcomes and results.

Anticipated Outputs**.** Identify the expected project outputs, including those described in *Section 1.G.* of this announcement and describe how you will track and measure your progress in achieving the expected project outputs. Outputs, quantitative or qualitative, must be measurable during the project performance period.

Budget/Resources

Provide detailed and itemized budget applications. A separate budget for Project One and Project Two should be submitted that clearly explains how funds will be used for each budget category and how it relates to the project objective. Indicate what portion of the cost EPA will pay, and what portion the applicant or other partners will pay. Refer to funding restrictions in *Section 1.D. and 1.E.* of this announcement and EPA's Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance for more information.

a. Include a cost estimate for each Element Number.
b. Sample budget table: the table format below can be used to present how you plan to allocate EPA grant funds to the specific tasks described above. Specify the costs by budget category. Include only EPA grant funds in this table. Activities not supported by the grant (e.g. in-kind contributions) **should not** be included in the budget table.
c. Provide information on your approach, procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner.
d. When formulating budgets for Applications, applicants must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the applicant's cognizant audit agency, or at the rate provided for by the terms of the agreement negotiated with EPA. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs that are not allowable under EPA assistance agreements. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

EPA encourages the use of the sample table format below and replacing the element number outlined in the table with the actual title of the element.

Sample Format for Budget

Budget Categories	**Element 1**	**Element 2**	**Element 3**	**Element 4**	**Element 5**	**Total**
Personnel						
Fringe Benefits						
Contractual Costs						
Travel (Applicant employees only)						
Supplies						
Other (specify including subawards and						

participant support costs for travel scholarships for tribal employees and trainees)						
Non-EPA Project Funding (identify funding from other sources, including in-kind resources)						
Total Direct Costs						
Total Allowable Indirect Costs (must include Negotiated Indirect Cost Rate Agreement as documentation of federally-approved indirect cost rate* [percentage])						
Total federal funding (Total Direct + Total Indirect Costs) NOTE: must not exceed $2,450,000)						

*Note: When preparing proposed budgets, applicants should depict the full amount of allowable indirect costs under their current Federally approved indirect cost rate and the distribution base for that rate. EPA will reduce the actual amount of allowable indirect cost during final negotiations for a revised final budget with the successful applicant in order to comply with the 5% limit on administrative costs under CERCLA 105(k)(5)(E)(i). The recipient may apply the unallowable indirect costs to direct costs such that the total amount of the award will not be affected in the revised final budget.

7. **Other Attachments**

The following documents shall be included as attachments to the narrative proposal. These documents will not count as part of the 15-page limit and do not have an individual page limitation. Attachments beyond the required attachments below will not be considered. Please provide a list of all attachments to the Application.

a. **Letters of Support:** The applicant should provide names and phone numbers of persons to contact at these organizations along with a description of what involvement (e.g., assistance and role) the organization has or will have with your organization/project. Applicants may include letters confirming commitments. Letters of support may not be from EPA staff.

b. **Milestones:** Schedule indicating start times and completion dates of significant tasks under your program.

c. **Documentation/evidence of current nonprofit status** under Federal, state or tribal law, if applicable.

Applications submitted through grants.gov will be time and date stamped electronically. If you have

not received a confirmation of receipt from EPA (not from grants.gov) within 30 days of the application deadline, please contact Erika Wilson at (202) 343-9113 or wilson.erika@epa.gov. Failure to do so may result in your Application not being reviewed.

4.C. Technical Issues with Submission

1. Once the Application package has been completed, the "Submit" button should be enabled. If the "Submit" button is not active, please call www.grants.gov for assistance at 1-800-518-4726. Applicants who are outside the U.S. at the time of submittal and are not able to access the toll-free number may reach a www.grants.gov representative by calling 606-545-5035. Applicants should save the completed Application package with two different file names before providing it to the AOR, to avoid having to re-create the package should submission problems be experienced, or a revised Application needs to be submitted.

2. Submitting the Application. The Application package must be transferred to www.grants.gov by an AOR. The AOR should close all other software before attempting to submit the Application package. Click the "submit" button of the Application package. Your Internet browser will launch, and a sign-in page will appear. **Note: Minor problems are not uncommon with transfers to www.grants.gov. It is essential to allow sufficient time to ensure that your Application is submitted to www.grants.gov BEFORE the due date identified in *Section 4* of the solicitation**. The www.grants.gov support desk operates 24 hours a day, seven days a week, except federal holidays.

   A successful transfer will end with an on-screen acknowledgement. For documentation purposes, print or screen capture this acknowledgement. If a submission problem occurs, reboot the computer – turning the power off may be necessary – and re-attempt the submission.

   Note: www.grants.gov issues a "case number" upon a request for assistance.

3. Transmission difficulties. If transmission difficulties that result in a late transmission, no transmission, or rejection of the transmitted Application are experienced, and following the above instructions do not resolve the problem so that the Application is submitted to www.grants.gov by the deadline date and time, follow the guidance below. The Agency will make a decision concerning acceptance of each late submission on a case-by-case basis. All emails, as described below, are to be sent to **Erika Wilson at wilson.erika@epa.gov** with the FON in the subject line. If you are unable to email, contact **Erika Wilson at 202-343-9113**. Be aware that EPA will only consider accepting Applications that were unable to transmit due to www.grants.gov or relevant https://www.sam.gov/SAM/ system issues or for unforeseen exigent circumstances, such as extreme weather interfering with Internet access. Failure of an applicant to submit timely because they did not properly or timely register in www.sam.gov or www.grants.gov is not an acceptable reason to justify acceptance of a late submittal.

   a. If you are experiencing problems resulting in an inability to upload the Application to www.grants.gov, it is essential to call www.grants.gov for assistance at 1-800-518-4726 before the application deadline. Applicants who are outside the U.S. at the time of

submittal and are not able to access the toll-free number may reach a www.grants.gov representative by calling 606-545-5035. Be *sure* to obtain a case number from www.grants.gov. If the problems stem from unforeseen exigent circumstances unrelated to www.grants.gov, such as extreme weather interfering with Internet access, contact **Erika Wilson at 202-343-9113 or wilson.erika@epa.gov**.

b. Unsuccessful transfer of the Application package: If a successful transfer of the Application cannot be accomplished even with assistance from www.grants.gov due to electronic submission system issues or unforeseen exigent circumstances, and you have already attempted to resolve the issue by contacting Grants.gov, send an email message to **Erika Wilson at wilson.erika@epa.gov** prior to the application deadline. The email message must document the problem and include the www.grants.gov case number as well as the entire Application in PDF format as an attachment.

c. Grants.gov rejection of the Application package: If a notification is received from www.grants.gov stating that the Application has been rejected for reasons other than late submittal and it is too late to reapply, promptly send an email to **Erika Wilson at wilson.erika@epa.gov** with the FON in the subject line within one business day of the closing date of this solicitation. The email should include any materials provided by www.grants.gov and attach the entire Application in PDF format.

Please note that successful submission through Grants.gov or via email does not necessarily mean your Application is eligible for award**.**

4.D. Additional Provisions for Applicants Incorporated into the Solicitation

Additional provisions that apply to this solicitation and/or awards made under this solicitation, including but not limited to those related to confidential business information, contracts and subawards under grants, and application assistance and communications, can be found at https://www.epa.gov/grants/epa-solicitation-clauses. These, and the other provisions that can be found at the website link, are important, and applicants must review them when preparing Applications for this solicitation. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in this solicitation to obtain the provisions.

SECTION 5 - APPLICATION REVIEW INFORMATION

5.A. Evaluation Criteria

Each eligible Application will be evaluated according to the criteria set forth below. Applicants must directly and explicitly address these criteria as part of their "Narrative Proposal." There are separate criteria for Projects One and Two. Each Application will be rated under a points system, with a total of 100 points possible for each of Projects One and Project Two.

Project One:

Criterion	Maximum Points per

	Criterion
Project Description. Under this criterion, EPA will evaluate the extent and quality to which the narrative proposal effectively addresses the scope of work activities described in *Section 1.B.* of this announcement. Applications will be evaluated based on the quality and extent to which the Application: a. Element 1: Develop, plan and implement annual tribal training conference - Tribal Lands and Environment Forum (TLEF). The Agency will evaluate the extent and quality to with the Applicant's narrative proposal describes a cost-effective plan to carry out Element 1 as stated in *Section 1.B.* **(15 points)** b. Element 2: Provide technical and administrative support to the Tribal Waste and Response Steering Committee (TWAR SC): The Agency will evaluate the extent and quality to which the Applicant's narrative proposal describes a cost-effective plan carry out Element 2 as stated in *Section 1.B.* **(12 points)** c. Element 3: Develop and deliver at least ten tribal training courses to address OLEM-related programs: The Agency will evaluate the extent and quality to which the Applicant's narrative proposal describes a cost-effective plan to carry out Element 3 as stated in *Section 1.B.* **(10 points)** d. Element 4: Create online resources to help tribes access and share OLEM-related information and policies affecting tribal communities: The Agency will evaluate the extent and quality to which the Applicant's narrative proposal describes a cost-effective plan carry out Element 4 as stated in *Section 1.B.* **(8 points)** e. Element 5: Inform tribes of consultation and public comment opportunities related to OLEM programs and enhance tribal engagement with EPA on regulatory actions: The Agency will evaluate the extent and quality to which the Applicant's narrative proposal describes a cost-effective plan to carry out Element 5 as stated in *Section 1.B.* **(5 points)**	50
Programmatic Capability and Past Performance. Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project taking into account their: a. past performance in successfully completing and managing the assistance agreements identified in response to *Section 4.B.* of the announcement, **(8 points)** b. staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project, **(8 points)**	25

c. organizational experience and plan for timely and successfully achieving the objectives of the proposed project, **(6 points)** and d. history of meeting the reporting requirements under the assistance agreements identified in response to *Section 4.B.* of the announcement including whether the applicant submitted acceptable final technical reports under those agreements and the extent to which the applicant adequately and timely reported on their progress towards achieving the expected outputs and outcomes under those agreements, and if such progress was not being made whether the applicant adequately reported and why not. **(3 points)** ***Note: In evaluating applicants under items a and d of this criterion, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources including Agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). If you do not have any relevant or available past performance or past reporting information, please indicate this in the Application and you will receive a neutral score for these subfactors (items a and d above-a neutral score is half of the total points available in a subset of possible points). If you do not provide any response for these items, you may receive a score of 0 for these factors.***	
Performance Measurement: Anticipated Outcomes and Outputs. Under this criterion, EPA will evaluate the extent to which the "Narrative Proposal" realistically describes how the project will lead to measurable environmental results (i.e., amount of pollution prevented; waste reduced, reused, recycled, etc) and whether it: a. Clearly specifies anticipated environmental outcomes and outputs as described in *Section 1.G*. **(6 points)** b. Clearly describes the measures of success for the project. Measure of success should be either measures of environmental improvement or should be directly linked to such measures. EPA will look for quantitative and qualitative measurability. **(5 points)** c. Describes how progress towards achieving project outcomes and outputs will be evaluated and measured including a description of any planned reports or other deliverables that measure and track the project success and, document achievement of expected outputs identified in *Section 1.G.* **(4 points)**	15
Budget/Resources. This criterion refers to the proposed budget, in-kind goods and services, and other resources that the applicant outlines to carry out the proposed project. The Application will be evaluated based on the extent that:	10

a. The budget is clearly stated, detailed, and appropriate to achieve the project's objectives including how the proposed budget effectively sustains the proposed project and the plan for managing the budget. The budget should include cost estimates for each of the proposed project activities to be conducted using EPA funds. **(5 points)** b. The Application clearly states the approach, procedures and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner. **(3 points)** c. The Application identifies partnering organization(s) and documents the relationship with the applicant, for example, through letters of support, joint statements, or principles of agreement signed by other parties. Note that any agreements involving transferring EPA funds to a partner are subject to the regulatory requirements for competition for contracts and EPA's Subaward Policy described in the solicitation clause "contracts and subawards" which is available through the link in Section 5 C. **(2 points)**	

Project Two:

Criterion	Maximum Points per Criterion
Project Description. Under this criterion, EPA will evaluate the extent and quality to which the narrative proposal effectively addresses the scope of work activities described in *Section 1.B.* of this announcement. Applications will be evaluated based on the quality and extent to which the Application: a. Element 1: Include Superfund-related sessions in the annual tribal training conference - Tribal Lands and Environment Forum (TLEF). The Agency will evaluate the extent and quality to which the Applicant's narrative proposal describes a cost-effective plan to carry out Element 1 as stated in *Section 1.B.* **(15 points)** b. Element 2: Support tribal members of the Tribal Superfund Working Group and the Tribal Superfund Working Group Advisory Council: The Agency will evaluate the extent and quality to which the Applicant's narrative proposal describes a cost-effective plan to carry out Element 2 as stated in *Section 1.B.* **(8 points)** *c.* Element 3: Build tribal capacity to meaningfully engage in the Superfund process, conduct research, develop research products, and disseminate results to tribal members of the Tribal Superfund Working Group: The Agency will evaluate the extent and quality to which the Applicant's narrative proposal demonstrates a plan to incorporate all the requirements of Element 3 as stated in *Section 1.B.* **(11 points)**	50

d. Element 4: Develop and deliver at least one in-person meeting a year and two dialogues per year for tribal members of the TSFWG: The Agency will evaluate the extent and quality to which the Applicant's narrative proposal demonstrates a plan to incorporate all the requirements of Element 4 as stated in *Section 1.B.* **(11 points)** e. Element 5: Create and maintain a website for the Project Two activities: The Agency will evaluate the extent and quality to which the Applicant's narrative proposal demonstrates a plan to incorporate all the requirements of Element 5 as stated in *Section 1.B.* **(5 points)**	
Programmatic Capability and Past Performance. Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project taking into account their: a. past performance in successfully completing and managing the assistance agreements identified in response to *Section 4.B.* of the announcement, **(8 points)** b. staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project, **(8 points)** c. organizational experience and plan for timely and successfully achieving the objectives of the proposed project, **(6 points)** and d. history of meeting the reporting requirements under the assistance agreements identified in response to *Section 4.B.* of the announcement including whether the applicant submitted acceptable final technical reports under those agreements and the extent to which the applicant adequately and timely reported on their progress towards achieving the expected outputs and outcomes under those agreements, and if such progress was not being made whether the applicant adequately reported and why not. **(3 points)** ***Note: In evaluating applicants under items a and d of this criterion, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources including Agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). If you do not have any relevant or available past performance or past reporting information, please indicate this in the Application and you will receive a neutral score for these subfactors (items a and d above-a neutral score is half of the total points available in a subset of possible points). If you do not provide any response for these items, you may receive a score of 0 for these factors.***	25

Performance Measurement: Anticipated Outcomes and Outputs. Under this criterion, EPA will evaluate the extent to which the "Narrative Proposal" realistically describes how the project will lead to measurable environmental results (i.e., amount of pollution prevented; waste reduced, reused, recycled, etc.) and whether it: a. Clearly specifies anticipated environmental outcomes and outputs as described in *Section 1.G.* **(6 points)** b. Clearly describes the measures of success for the project. Measure of success should be either measures of environmental improvement or should be directly linked to such measures. EPA will look for quantitative and qualitative measurability. **(5 points)** c. Describes how progress towards achieving project outcomes and outputs will be evaluated and measured including a description of any planned reports or other deliverables that measure and track the project success and, document achievement of expected outputs identified in *Section 1.G.* **(4 points)**	15
Budget/Resources. This criterion refers to the proposed budget, in-kind goods and services, and other resources that the applicant outlines to carry out the proposed project. The Application will be evaluated based on the extent that: a. The budget is clearly stated, detailed, and appropriate to achieve the project's objectives. How will your proposed budget effectively sustain your proposed project? How will you plan on managing this budget? This should include cost estimates for each of the proposed project activities to be conducted using EPA funds. **(5 points)** b. The Application clearly states the approach, procedures and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner. **(3 points)** c. The Application identifies partnering organization(s) and documents the relationship with the applicant, for example, through letters of support, joint statements, or principles of agreement signed by other parties. **(2 points)** Note that any agreements involving transferring EPA funds to a partner are subject to the regulatory requirements for competition for contracts and EPA's Subaward Policy described in the solicitation clause "contracts and subawards" which is available through the link in Section 5 C.	10

5.B. Review and Selection Process

All Applications for Projects One and Two received by the closing date and time for the submission are first reviewed by EPA staff to determine eligibility for funding based upon compliance with

Section 3.C. Only Applications determined eligible will be evaluated for technical merit. Each eligible Application will be evaluated by a review panel of EPA Headquarters (HQ) staff for technical merit, based on the evaluation criteria detailed in *Section 5.A.* of this solicitation. Applications for Projects One and Two will be evaluated separately.

EPA Headquarters and Regions may provide information to the review panel on an applicant's response to the *Programmatic Capability and Past Performance* ranking criterion. This information may take into account the regional and HQ EPA Office's experience, if any, with the applicant's performance on grants managed by the Region and HQ respectively.

Upon completion of the technical merit evaluation, each Application for Projects One and Two will be given an evaluated numerical score, with a total of 100 points possible for each project. The evaluated numerical scores from an applicant's Applications for both projects will be combined for a total of 200 points possible and will be placed in rank order. The review panel will recommend the Application with the highest combined evaluated numerical score to the EPA Headquarters Selection Official for award.

5.C. Additional Provisions for Applicants Incorporated into the Solicitation

Additional provisions that apply to this solicitation and/or awards made under this solicitation including the clause on Reporting and Use of Information Concerning Recipient Integrity and Performance can be found at EPA Solicitation Clauses. These, and the other provisions that can be found at the website link, are important, and applicants must review them when preparing Applications for this solicitation. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in this solicitation to obtain the provisions.

SECTION 6 - AWARD ADMINISTRATION INFORMATION

6.A. Award Notices

EPA anticipates notification to both successful and unsuccessful applicants will be made via electronic mail within 90 days from the application submission deadline.

The notification will be sent to the chief executive or the project contact listed in the Application. This notification, which informs the applicant that its Application has been selected and is being recommended for award, is not an authorization to begin work. The official notification of an award will be made by a Grants Management Official (GMO). Applicants are cautioned that only a grants officer is authorized to bind the Government to the expenditure of funds; selection does not guarantee an award will be made. For example, statutory authorization, funding or other issues discovered during the award process may affect the ability of EPA to make an award to an applicant. The award notice, signed by an EPA grants officer, is the authorizing document and will be provided through electronic or postal mail. The successful applicant may need to prepare and submit additional documents and forms (e.g., work plan), which must be approved by EPA, before the grant can officially be awarded. The time between notification of selection and award of a grant can take up to 90 days or longer.

6.B. Administrative and National Policy Requirements

1. A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at: https://www.epa.gov/grants/introduction-regulations-policies-and-guidance-epa-grants.

2. Funding will be awarded as a cooperative agreement. The applicants whose Applications are selected will be asked to submit a cooperative agreement application package to EPA. This package will include the Application (Standard Form 424), a proposed work plan, a proposed budget, and other required forms. An EPA Project Officer will work with selected grantees to finalize the budget and work plan.

3. Approved cooperative agreements will include terms and conditions that will be binding on the grant recipient. Terms and conditions specify what grantees must do to ensure that grant-related and program-related requirements are met. Terms and conditions may be viewed at: Grant Terms and Conditions.

4. An applicant that receives an award under this announcement is expected to manage assistance agreement funds efficiently and effectively and make sufficient progress towards completing the project activities described in the work plan in a timely manner. The assistance agreement will include terms and conditions implementing this requirement.

5. Reimbursement Limitation. If the recipient expends more than the amount of funding in its EPA approved budget in anticipation of receiving additional funds from EPA, it does so at its own risk. EPA is not legally obligated to reimburse the recipient for costs incurred in excess of the EPA approved budget.

6.C. Reporting Requirement

Semi-annual progress reports and a detailed final report will be required. The semi-annual progress reports will be submitted to the EPA Project Officer within thirty days after each reporting period. These reports shall cover work status, work progress, difficulties encountered, preliminary data results, anticipated activities, and any changes of key personnel involved with the project. In addition, a discussion of expenditures along with a comparison of the percentage of the project completed to the project schedule and an explanation of significant discrepancies shall be included in the report. The report shall also include any changes of key personnel involved with the project.

At the close of the grant, the successful applicant will submit a final technical report to the EPA Project Officer within 90 calendar days of completion of the period of performance. The final technical report shall include a summary of accomplishments, expenditures, outcomes, outputs, lessons learned, any other resources leveraged during the project and how they were used.

6.D. Use of Funds

An applicant that receives an award under this announcement is expected to manage assistance

agreement funds efficiently and effectively and make sufficient progress towards completing the project activities described in the work plan in a timely manner. The assistance agreement will include terms/conditions implementing this requirement.

6.E. Disputes

Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2005) which can be found at Grant Competition Dispute Resolution Procedures. Copies of these procedures may also be requested by contacting the person listed in *Section 7* of the announcement. Note, the FR notice references regulations at 40 CFR Parts 30 and 31 that have been superseded by regulations in 2 CFR parts 200 and 1500. Notwithstanding the regulatory changes, the procedures for competition-related disputes remains unchanged from the procedures described at 70 FR 3629, 3630, as indicated in 2 CFR Part 1500, Subpart E.

6.F. Additional Provisions for Applicants Incorporated into the Solicitation

Additional provisions that apply to this solicitation and/or awards made under this solicitation, including but not limited to those related to DUNS, SAM, copyrights, disputes, and administrative capability, subrecipients and contractors (including individual consultants) can be found at: www.epa.gov/grants/epa-solicitation-clauses. These, and the other provisions that can be found at the website link, are important, and applicants must review them when preparing Applications for this solicitation. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in this solicitation to obtain the provisions.

SECTION 7 - AGENCY CONTACT

Erika Wilson, U.S. Environmental Protection Agency, Office of Land and Emergency Management (MC 5101T), 1200 Pennsylvania Avenue, N.W., Washington, DC 20460; Phone: (202) 343-9113; or e-mail: wilson.erika@epa.gov.

EPA staff will respond to questions regarding threshold eligibility criteria, administrative issues related to the submission of the Application, and requests for clarification about this announcement. In order to maintain the integrity of the competition process, EPA staff cannot meet with individual applicants to discuss draft applications, provide informal comments on draft applications, or provide advice to applicants on how to respond to ranking criteria. EPA's limitations on staff involvement with grant applicants are described in EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1).

SECTION 8 - OTHER INFORMATION

8.A. Grants Resource Information

For additional information on how to apply for, manage, and complete an EPA grant, please visit: http://www.epa.gov/ogd/training/resources_for_communities/epa_grants_101.htm.