U.S. EPA GREAT LAKES NATIONAL PROGRAM OFFICE
Great Lakes Trash Free Waters Harbors, Rivermouths and Waterfronts
2021 Request for Applications

Federal Agency Name:	Environmental Protection Agency
Funding Opportunity Title:	Great Lakes Trash Free Waters Harbors, Rivermouths, and Waterfronts
Announcement Type:	Request for Applications
Funding Opportunity Number:	EPA-R5-GL2021-TFWR
Assistance Listing Number:	66.469

INTRODUCTION AND OVERVIEW

This Request for Applications (RFA) solicits applications from eligible entities for a cooperative agreement to be awarded pursuant to the Great Lakes Restoration Initiative (GLRI) Action Plan III. Applications are requested for large-scale projects that use trash capturing devices to remove trash from Great Lakes rivermouths and harbors.

Funding/Awards: Under this competition, approximately $5 million may be awarded for approximately 10 projects. The maximum award is $1,000,000 and minimum award is $300,000.

GLRI's statutory authority to award cooperative agreements is contained in the Clean Water Act, Section 118(c)(7), as amended by Public Law 114-322. EPA has authority to award grants and cooperative agreements for planning, research, monitoring, outreach and implementation projects in furtherance of the GLRI and the Great Lakes Water Quality Agreement. Governmental entities, including state agencies, interstate agencies, Indian tribes, local governments, institutions of higher learning (i.e., colleges and universities), and non-profit organizations (as defined at 2 CFR Part 200) are eligible to apply for funding under this RFA. Individuals, foreign organizations and governments, nonprofit organizations exempt from taxation under Section 501(c)(4) of the Internal Revenue Code that engage in lobbying, and "for-profit" organizations are not eligible.

Important Dates

- January 26, 2021 – Applicant webinar (3:00 – 4:00 p.m. Eastern Time / 2:00 – 3:00 p.m. Central Time)
- March 5, 2021– Applications must be submitted via Grants.gov by 11:59 p.m. Eastern Time / 10:59 p.m. Central Time. See Section IV for further submission information.
- June 2021 (tentative) – EPA will notify selected applicants.
- August 2021 (tentative) – EPA will make official awards.

COVID-19 Update: EPA is providing flexibilities to applicants experiencing challenges related to COVID-19. Please see the **Flexibilities Available to Organizations Impacted by COVID-19** clause in Section IV of EPA's Solicitation Clauses.

Other Application Information: For your convenience, an RFA web page has been created at https://www.epa.gov/great-lakes-funding/glri-trash-free-waters-fy2021-request-applications-rfa where you will find information relating to the RFA process as well as a link to frequently asked questions (FAQs). We encourage all applicants to sign up for our mailing list and register with us at www.epa.gov/great-lakes-funding/great-lakes-news-email-list. Further submittal information is described in Section IV.

Contents

I. APPLICATION INFORMATION 4
II. AWARD INFORMATION 9
III. ELIGIBILITY INFORMATION 10
IV. APPLICATION AND SUBMISSION INFORMATION 14
V. APPLICATION REVIEW AND SELECTION PROCESS 24
VI. AWARD ADMINISTRATION 27
VII. AGENCY CONTACTS 29
VIII. OTHER INFORMATION 29

U.S. EPA Great Lakes Restoration Initiative
Request for Applications: EPA-R5-GL2021-TFWR

I. APPLICATION INFORMATION

General Background, Authority, and Funded Activities:

The Great Lakes Restoration Initiative ("GLRI" or "Initiative") builds on the prior efforts of federal, state, and local agencies; Indian tribes; businesses; public interest groups; interested citizens; and others to develop a collaborative and comprehensive approach to restoring the Great Lakes. Information about the Initiative can be found at www.glri.us.

Consistent with Assistance listing 66.469, this RFA is expected to result in the award of up to approximately ten grant agreements (hereafter collectively referred to as "grants") to help implement the GLRI. Authorization for GLRI funding is contained in the Clean Water Act, Section 118(c)(7), as amended by Public Law 114-322.

EPA has the authority to award cooperative agreements for projects in furtherance of GLRI and the Great Lakes Water Quality Agreement (GLWQA). The statutory authority to act to implement the U.S. responsibilities under GLWQA and for GLRI funding is contained in the Clean Water Act, Section 118(c)(7), as amended by Public Law 114-322. The principal goal of GLWQA is the restoration and maintenance of the chemical, physical, and biological integrity of the Great Lakes ecosystem.

Broadly speaking, the range of EPA's funded activities must contribute to achieving the program goals of protection and restoration of the Great Lakes ecosystem by supporting the performance goals contained in: (i) the GLRI Action Plan III and (ii) EPA's Strategic Plan. Projects must (i) protect, enhance, and/or restore the Great Lakes, including Great Lakes connecting river systems, i.e., St. Marys River, Lake St. Clair, St. Clair-Detroit River System, Niagara River, and St. Lawrence River (at or upstream from the point at which the St. Lawrence River becomes the international boundary between Canada and the United States); or (ii) protect Great Lakes ecosystem health, including human health. Information about the GLRI can be found at www.epa.gov/great-lakes-funding/great-lakes-restoration-initiative-glri.

The activities to be funded under this announcement support achievement of EPA's FY 2018-22 Strategic Plan. Awards made under this announcement will support Goal 1: *A Cleaner, Healthier Environment*, Objective 1.2: *Provide for Clean and Safe Water* of the EPA Strategic Plan. Information about EPA's Strategic Plan can be found at https://www.epa.gov/planandbudget/strategicplan. For projects with international aspects, the above statutes are supplemented, as appropriate, by the National Environmental Policy Act, Section 102(2)(F).

All applications must be for projects that support the achievement of the program goals and objectives identified above. Applications for other activities will be rejected.

This RFA solicits applications from eligible entities for grant agreements to be awarded pursuant to the statutory authorities referenced above and the GLRI Action Plan III. Specifically, up to $5 million may be awarded under this RFA for large-scale projects that use trash capturing devices to remove trash from Great Lakes harbors, rivermouths and waterfronts. These projects will support the GLRI Action Plan III Goal 4.1 to "protect and restore communities of native aquatic and terrestrial species important to the Great Lakes" as measured by "acres of coastal wetland, nearshore, and other habitats restored, protected, or enhanced" through actions that result in "reducing [the] impacts of human activities such as trash, litter, and debris".

All projects will be evaluated as described in Section V.

Great Lakes Trash Free Waters Harbors, Rivermouths and Waterfronts Background, Goals, and Objectives:

Mismanaged or misplaced trash, including litter or garbage, can degrade aquatic habitats, threaten aquatic wildlife, and interfere with human uses of lake, coastal, and riparian environments, as described in more detail at https://www.epa.gov/trash-free-waters/impacts-mismanaged-trash. The goal of EPA's Trash-Free Great Lakes Grant Program is to support competitively funded projects to remove trash from the Great Lakes environment.

This funding opportunity will support large-scale projects that use trash capturing devices to remove trash from Great Lakes harbors, rivermouths and waterfronts. The objective of this funding opportunity is to increase the number of Great Lakes communities with operational large-scale aquatic trash collection devices by funding the purchase of equipment that will continue to be used after project funding has ended. This funding is not intended to offset the costs of existing trash collection efforts or programs, nor is it intended to fund the removal of construction debris or abandoned vessels/vehicles.

Funding Opportunity

A number of different trash capturing devices have proven effective in large-scale projects that remove trash, litter, debris, and garbage from aquatic environments, especially such devices as trash wheels, trash skimmer boats, river interceptors, and litter traps/nets. This funding opportunity will support investments in aquatic trash capturing devices that are effective at large-scale trash removal. Limited purchase of still water trash capture technologies (such as, but not limited to, the commercially available "4ocean Harbor Skimmer", "Marina Trash Skimmer", and "SeaBin" products[1]), and limited outreach and education activities may be included in project costs, but these smaller-scale devices and outreach and education activities are not a focus of this funding opportunity.

[1] EPA does not endorse tradenames or recommend the use of commercial products mentioned in this document.

To focus efforts at Great Lakes harbors, rivermouths and waterfronts, funded activities must remove trash from aquatic environments (as opposed to terrestrial environments) such as harbors, rivermouths, and waterfronts along Great Lakes shorelines, and/or in the waterways connecting the Great Lakes (including the U.S. portions of the St. Mary's River, St. Clair River, Lake St. Clair, Detroit River, and the Niagara River and St. Lawrence River) hereinafter referred to as "Great Lakes"; and/or within the aquatic portion of riparian corridors (natural or engineered stretches of rivers or streams) having a direct connection to a Great Lake but extending no more than 6.0 river miles away from the lake.

Required Activities: To be eligible under this request, applicants must demonstrate how they:

- Have identified a Great Lakes harbor, rivermouth, or waterfront with an ongoing, large-scale trash problem and have identified the effective and cost-effective trash capture device(s) best suited for the long-term management of this problem.
- Will use trash capturing devices – such as trash wheels, trash skimming boats, river trash interceptors, or litter traps/nets –to reduce a large-scale trash problem.
- Have or will work with relevant governmental jurisdictions and permitting agencies to site and permit the trash capture device(s).
- Will follow proper competitive procurement procedures to obtain trash capture device(s).
- Have developed a multi-year plan for use, maintenance, and storage of the trash capture device(s).
- Will assess effectiveness of trash capture device and report results.
- Will assume ownership of purchased equipment for long-term use beyond the grant funding period.

Applications may also include the purchase of no more than two small-scale, still-water trash capturing devices (such as harbor skimmers). Similarly, applications may include no more than 5% of staff time on outreach and education activities.

Outputs and Outcomes

For purposes of this RFA:

- The term "output" means an environmental activity, effort, and/or associated work product related to an environmental goal and 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 over the term of the grant funding period.
- The term "outcome" means the result, effect or consequence that will be achieved by carrying out an environmental activity, effort, and/or associated work product 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 a grant funding period.

Outputs must include the following and applicants **must** link proposed outputs to the GLRI Action Plan III Measures of Progress or goals and objectives:

- Projects for this funding opportunity must include the total number of aquatic acres improved by aquatic trash removal activities (GLRI Action Plan III Measure of Progress 4.1.1).

Outputs may also include other quantitative assessments of the trash removal activities, including pounds of trash removed.

Applicants must also demonstrate how their proposed project will achieve one or more of the following outcomes:

- Projects must include an outcome of "Number of waterways that show an improvement in reduction of trash with participation and/or assistance from EPA". Achievement of this metric can be based on before-and-after project implementation measurements of the waterway or through reporting based on the best professional judgment. To be counted, improvements should be observed at least once after the initial assessment after trash capture device installation. These waterways are likely to be a Great Lake and/or Great Lakes connecting river and may also include the river segment(s) in which trash capturing devices are installed.
- Project outcomes must include the reduction in negative habitat, recreational use, and/or aesthetic impacts caused by mismanaged or misplaced trash.

Human Subjects

Questions about Human Subjects Studies should be directed to the Human Subjects Research Review Official. https://www.epa.gov/osa/forms/contact-us-about-programs-office-science-advisor

Minority Serving Institutions (MSIs):

EPA recognizes that it is important to engage all available minds to address the environmental challenges the nation faces. At the same time, EPA seeks to expand the environmental conversation by including members of communities which may have not previously participated in such dialogues to participate in EPA programs. For this reason, EPA strongly encourages all eligible applicants identified in Section III, including minority serving institutions (MSIs), to apply under this opportunity.

For purposes of this solicitation, the following are considered MSIs:

1. Historically Black Colleges and Universities, as defined by the Higher Education Act (20 U.S.C. § 1061(2)). A list of these schools can be found at Historically Black Colleges and Universities;

2. Tribal Colleges and Universities (TCUs), as defined by the Higher Education Act (20 U.S.C. § 1059c(b)(3) and (d)(1)). A list of these schools can be found at American Indian Tribally Controlled Colleges and Universities;

3. Hispanic-Serving Institutions (HSIs), as defined by the Higher Education Act (20 U.S.C. § 1101a(a)(5)). A list of these schools can be found at Hispanic-Serving Institutions;

4. Asian American and Native American Pacific Islander-Serving Institutions; (AANAPISIs), as defined by the Higher Education Act (20 U.S.C. § 1059g(b)(2)). A list of these schools can be found at Asian American and Native American Pacific Islander-Serving Institutions; and

5. Predominately Black Institutions (PBIs), as defined by the Higher Education Act of 2008, 20 U.S.C. 1059e(b)(6). A list of these schools can be found at Predominantly Black Institutions.

Subawardees and/or Contractors:

If you name subawardees/subgrantees and/or contractor(s), including individual consultants, in your application as partners to assist you with the proposed project, pay careful attention to the information in Section III regarding "Coalitions" and to the "Contracts and Subawards" provisions at www.epa.gov/grants/epa-solicitation-clauses (incorporated by reference in Section IV).

II. AWARD INFORMATION

Amounts, Targets, and Number of Projects: Approximately $5 million in EPA funding is expected to be awarded under this RFA for about 10 grant agreements. The maximum award is $1,000,000 and minimum award is $300,000. Applications requesting funding outside of this range of funding will not be considered.

The actual total and incremental award amount may differ from what is estimated for many reasons, including funding availability. In addition, EPA reserves the right to reject all applications and make no award under this announcement or make awards totaling less than $5 million.

Anticipated Project Start and End Dates: This Request for Applications (RFA) instructs applicants to submit certifications and other documentation required for a full and complete funding package so that their projects could, if selected, proceed expeditiously. Applications should specify a start date on or around, October 1, 2021 and must specify an end date no later than March 31, 2024.

Additional Awards: EPA reserves the right to make additional awards under this announcement, consistent with Agency policy and guidance, if additional funding becomes available after the original selections are made. Any additional selections for awards will be made no later than 6 months after the original selection decisions.

Funding Type: Successful applicant(s) will be issued a grant or cooperative agreement as appropriate. A cooperative agreement is an assistance agreement that is used when there is substantial federal involvement with the recipient during the performance of an activity or project. EPA awards cooperative agreements for those projects in which it expects to have substantial interaction with the recipient throughout the recipient's performance of the project. EPA will negotiate the precise terms and conditions of "substantial involvement" as part of the award process. Federal involvement may include close monitoring of the recipient's performance; collaboration during the performance of the scope of work; in accordance with 2 CFR 200.317 and 2 CFR 200.318, as appropriate, review of proposed procurements, reviewing qualifications of key personnel, and/or review and comment on the content of printed or electronic publications prepared. EPA does not have the authority to select employees or contractors employed by the recipient. The final decision on the content of reports rests with the recipient.

Award Funding and Incremental/Full Funding: Awards may be fully or incrementally funded, as appropriate, based on funding availability, satisfactory performance, and other applicable considerations.

Future Funding: Selection or award of funding under this RFA is not a guarantee of future funding.

Partial Funding: In appropriate circumstances, EPA reserves the right to partially fund applications by funding discrete 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.

III. ELIGIBILITY INFORMATION

Applicant Eligibility: Qualified non-federal entities eligible to apply for grants include non-federal governmental entities, nonprofit organizations, and institutions. This includes state agencies; any agency or instrumentality of local government; interstate agencies; federally-recognized tribes and tribal organizations; colleges and universities; non-profit organizations; and other public or non-profit private agencies, institutions, and organizations.

Non-profit Definition: Non-profit organization, as defined by 2 CFR 200.70, means any corporation, trust, association, cooperative or other organization that: (1) is operated primarily for scientific, educational, service, charitable or similar purposes in the public interest; (2) is not organized primarily for profit; and (3) uses its net proceeds to maintain, improve and/or expand its operations. Note that 2 CFR Part 200 specifically excludes the following types of organizations from the definition of non-profit organization because they are separately defined in the regulation: (i) institutions of higher education; and (ii) state, local and federally recognized Indian tribal governments. While not considered to be a non-profit organization(s) as defined by 2 CFR Part 200, Institutions of Higher Education and state, local and federally-recognized Indian tribal governments are, nevertheless, eligible to submit applications under this RFA.

Encouraging Minority Serving Institutions to Compete: Eligible Minority Serving Institutions, as described in Section I, are strongly encouraged to apply for funding under this competition.

EPA recognizes that scientific, technical, engineering and mathematical (STEM) competence is essential to the Nation's future well-being in terms of national security and competitive economic advantage. For instance, the health and vitality of the economy is predicated, in part, on the availability of an adequate supply of scientists, technicians, engineers and mathematicians, to develop innovative technologies and solutions. In other words, this country must engage all available minds to address the challenges it faces. Minorities, women, and persons with disabilities historically have been under-represented in the STEM fields. For this reason, EPA strongly encourages all eligible applicants including, women, minorities, and persons with disabilities to apply.

Coalitions: Groups of two or more eligible applicants may choose to form a coalition and submit a single application under this RFA; however, one entity **must** be responsible for the grant. Coalitions **must** identify which eligible organization will be the recipient of the grant and which eligible organization(s) will be subawardees of the recipient. Subawards and subgrants **must** be consistent with the definitions of those terms in 2 CFR 200.92. The recipient that administers the grant will be accountable to EPA for proper expenditure of the funds and reporting and will be the point of contact for the coalition. As provided in 2 CFR 200.331(d), subrecipients or subgrantees are accountable to the recipient or grantee for proper use of EPA funding.

Coalitions may not include for-profit organizations that will provide services or products to the successful applicant. For-profit organizations are not eligible for subawards. For-profit organizations are eligible to receive contracts. Any contracts for services or products funded with EPA financial assistance must be awarded under the competitive procurement procedures of 2 CFR 200.319, as applicable. The

regulations also contain limitations on consultant compensation. (Please see 2 CFR 1500.9, formerly at 40 CFR 30.27(b) or 31.36(j), as applicable.) For additional information, please review the following Federal Register: edocket.access.gpo.gov/2004/pdf/04-7867.pdf.

Match or Cost-Share: There is no cost-sharing or matching requirement as a condition of eligibility under this RFA.

Threshold Eligibility Criteria: These are requirements that, if not met by the applicant by the time of application submission, will result in elimination of the application from consideration for funding. Only applications for eligible activities from eligible entities that meet these criteria by the time of application submission will be evaluated against the ranking factors in Section V of this RFA. Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified by email within 15 calendar days of the ineligibility determination.

- Applications **must** substantially comply with the application submission instructions and requirements set forth in Section IV of this RFA or else they will be rejected. However, where a page limit is stated in Section IV with respect to the application, of parts thereof, pages in excess of the page limitation will not be reviewed.
- Projects **must** remove trash from the aquatic environment through the purchase and use of large-scale trash capture devise(s).
- The installation/use of trash capturing devices **must** be along Great Lakes shorelines, and/or in the waterways connecting the Great Lakes (including the U.S. portions of the St. Mary's River, St. Clair River, Lake St. Clair, Detroit River, and the Niagara River and St. Lawrence River); and/or within the aquatic portion of riparian corridors (natural or engineered stretches of rivers or streams) having a direct connection to a Great Lake but extending no more than 6.0 river miles away from the lake. The proposal **must** include a map of the project site(s), along with the measurement method used to determine that the site meets the requirements in the above bulleted paragraph.
- The funding request **must** be within $300,000 to $1,000,000.
- The project period **must** have an end date on or before March 31, 2024.
  Projects for this funding opportunity **mus**t include the total number of acres improved by aquatic trash removal activities (GLRI Action Plan III Measure of Progress 4.1.1).
- Initial applications **must** be submitted through Grants.gov as stated in Section IV of this announcement (except in the limited circumstances where another mode of submission is specifically allowed for as explained in Section IV) on or before the application submission deadline published in Section IV of this announcement. Applicants are responsible for following the submission instructions in Section IV of this announcement to ensure that their application is timely submitted. Applications submitted 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 problems 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 an acceptable reason to consider a late submission. Applicants should confirm receipt of their application with Victoria Raymond (GLRI-RFA@epa.gov) as soon as possible after the submission deadline — failure to do so may result in your application not being reviewed.

Ineligible Activities:
These are activities that, if included in the project, will be deemed ineligible for funding. If an application is submitted that includes any ineligible tasks or activities, including, but not limited to, those listed below, 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.

- Trash removal activities outside of the U.S. Great Lakes basin are not eligible for funding.
- Trash removal activities in locations that are within riparian corridors (stretches of rivers or streams) having a direct connection to a Great Lake but more than 6.0 river miles away from the lake are not eligible for funding. (Note, as mentioned under Threshold Eligibility Criteria above, project sites within the waterways connecting the Great Lakes (including the U.S. portions of the St. Marys River, St. Clair River, Lake St. Clair, Detroit River, and the Niagara River and St. Lawrence River) are eligible for funding.)
- Any activities/projects that are specifically required by a draft or final NPDES permit, including a Municipal Separate Storm Sewer System (MS4) permit, or by a consent decree are not eligible for funding.
- Installation of trash capture technology within sewer infrastructure is not eligible for funding. This includes traditional water or wastewater infrastructure projects that are eligible for funding from: a) a state water pollution control revolving fund established under title VI of the Clean Water Act; or b) a state drinking water revolving loan fund established under Section 1452 of the Safe Drinking Water Act (42 U.S.C. Section 300j–12).
- Funding may not be used to offset the costs of already existing trash collection efforts.
- The purchase of any unproven/experimental trash capturing devices and/or research activities, meaning any systematic investigation principally for the purpose of expanding general knowledge or developing a new solution to a problem, are not eligible for funding. Applications that consists solely of these activities will be rejected.
- Funding for volunteer or other person-based cleanups are not eligible for funding. The use of small, human-powered boats (kayaks, canoes, etc.) are not eligible for funding.
- No more than two small-scale, still-water trash capture devices (such as, but not limited to, the commercially available "4ocean Harbor Skimmer", "Marina Trash Skimmer", and "SeaBin" products[2]) may be purchased.
- The use of more than 5% of staff time on outreach and education activities is ineligible.
- Funding may not be used to primarily fund the removal of construction debris or abandoned vessels/vehicles.
- Projects principally pertaining to contaminated sediment remediation are not eligible for funding.
- Legal/enforcement activities are not eligible for funding.
- Advocacy, including but not limited to advocacy for policies or legislation on trash management or product bans, is not eligible for funding.
- Projects where a significant portion of the work will be conducted on Federal property are not

[2] EPA does not endorse tradenames or recommend the use of commercial products mentioned in this document.

eligible for funding.

- Applications requesting funding outside the range of $300,000 to $1,000,000, as specified in Section II, will not be considered.
- Applications specifying an end date after March 31, 2024 will be rejected.

Questions about eligibility/ineligibility: Applicants should contact the applicable individual listed in Section VII with any questions about the threshold eligibility requirements and ineligible activities.

IV. APPLICATION AND SUBMISSION INFORMATION

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 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:
OGD Waivers
c/o Jessica Durand
USEPA Headquarters
William Jefferson Clinton Building
1200 Pennsylvania Ave., N. W.
Mail Code: 3903R
Washington, DC 20460

Courier Address:
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:

1. Funding Opportunity Number (FON)
2. Organization Name and Unique Entity Identifier (e.g., DUNS)
3. Organization's Contact Information (email address and phone number)
4. Explanation of how they lack the technical capability to apply electronically through 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 Grants.gov.

EPA will only consider alternate submission exception requests based on the 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 proposal 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 31 of the calendar year in which the exception was approved (e.g., if the exception was approved on March 1, 2019, it is valid for any competitive or non-competitive application submission to EPA through December 31, 2019). Applicants need only request an exception once in a calendar year and all exceptions will expire on December 31 of that calendar year. Applicants must request a new exception from required electronic submission through 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.

NOTE: The process described in this section is only for requesting alternate submission methods. All other inquiries about this announcement must be directed to the Agency Contact listed in Section VII of the announcement. 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.

B. Grants.gov Application Submission Instructions

The electronic submission of your application must be made by an official representative of your institution who is registered with 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 Grants.gov, go to 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 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 Grants.gov and should ensure that all such requirements have been met well in advance of the submission deadline. Registration on Grants.gov, SAM.gov, and Unique Entity Identifier (e.g., DUNS)number assignment is FREE.

Applicants need to ensure that the AOR who submits the application through 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 Unique Entity Identifier 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 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 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 Grants.gov. Go to Grants.gov and then click on "Search Grants" at the top of the page and enter the Funding Opportunity Number, **EPA-R5-GL2021-TFWR**, or the Assistance Listing number that applies to the announcement Assistance Listing 66.469), 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 Grants.gov no later than **March 5, 2021**, 11:59 p.m., Eastern Time (ET). Please allow for enough time to successfully submit your application process and allow for unexpected errors that may require you to resubmit. Please allow for enough time to successfully submit your application and allow for unexpected errors that may require you to resubmit.

Please submit *all* of the application materials described below using the Grants.gov application package. that you downloaded using the instructions above. All documents must be submitted as PDF files.

Application Materials: The following forms and documents are required under this announcement:

Mandatory Documents:

1. Application for Federal Assistance (SF-424)
2. Budget Information for Non-Construction Programs (SF-424A)
3. EPA Key Contacts Form 5700-54
4. EPA Form 4700-4 – Pre award Compliance Review Report
5. Narrative Proposal (Project Narrative Attachment Form)-prepared as described in Section IV of the announcement

Optional Documents:
6. Resumes and/ or CVs for key staff (should be defined in Programmatic Capability with justification, see section IV.C.2)
7. Other Attachments, 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 Victoria Raymond at 312-886-7981 / GLRI-RFA@epa.gov. Failure to do so may result in your application not being reviewed.

Technical Issues with Submission: Once the application package has been completed, the "Submit" button should be enabled. If the "Submit" button is not active, please call 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 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.

Submitting the Application: The application package must be transferred to 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. The Internet browser will launch, and a sign-in page will appear. Note: Minor problems are not uncommon with transfers to Grants.gov. It is essential to allow sufficient time to ensure that your application is submitted to Grants.gov BEFORE the due date identified in Section IV of the solicitation. The 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: Grants.gov issues a "case number" upon a request for assistance.

Transmission Difficulties: If transmission difficulties result in a late transmission, no transmission, or rejection of the transmitted application, and following the above instructions does not resolve the problem so that the application is submitted to 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 with the FON in the subject line. If you are unable to email, contact Victoria Raymond 312-886-7981. Be aware that EPA will only consider accepting applications that were unable to transmit due to Grants.gov or relevant SAM.gov 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 SAM.gov or Grants.gov is not an acceptable reason to justify acceptance of a late submittal.

1. If you are experiencing problems resulting in an inability to upload the application to Grants.gov, it is essential to call 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 Grants.gov representative by calling 606-545-5035. Be sure to obtain a case number from Grants.gov. If the problems stem from unforeseen exigent circumstances unrelated to Grants.gov, such as extreme weather interfering with internet access, contact Victoria Raymond at 312-886-7981.
2. Unsuccessful transfer of the application package: If a successful transfer of the application cannot be accomplished even with assistance from Grants.gov due to electronic submission system issues or unforeseen exigent circumstances, send an email message to GLRI-RFA@epa.gov prior to the application deadline. The email message must document the problem and include the Grants.gov case number as well as the entire application in PDF format as an attachment.

3. Grants.gov rejection of the application package: If a notification is received from Grants.gov stating that the application has been rejected for reasons other than late submittal promptly send an email to GLRI-RFA@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 Grants.gov the entire application should be attached in PDF format.

NOTE: Successful submission through Grants.gov or via email does not necessarily mean your application is eligible for award.

C. Content of Application Submission

The application package must include all of the following materials:

1. Grant Application Forms: Please complete the forms as appropriate.

- Standard Form 424, Application for Federal Assistance. Please note that the organizational Dun and Bradstreet (D&B) Data Universal Number System (DUNS) number must be included on the SF-424. Organizations may obtain a DUNS number at no cost by calling the toll-free DUNS number request line at 1-866-705-5711.
- Standard Form 424A, *Budget Information for Non-Construction Programs.*
- EPA Form 4700-4, Pre-Award Compliance Review Report for All Applicants Requesting Federal Financial Assistance.
- EPA Form 5700-54, Key Contacts Form.
- Project Narrative Attachment Form (See Section IV.C.2. below for additional information).
- Other Attachment Form, if applicable.

2. Narrative Proposal: Narrative Proposals (including the Summary Information Page, Workplan, Detailed Budget Narrative, Maps, Charts and Figures, and Meeting/Conference/Workshop Information) must be **no more than 20 single-spaced pages** in length and include the items below (Located in Section IV.C) in the requested order. Excess pages will not be reviewed. Maps, charts, pictures, and other figures must be included in the Narrative Proposal file. They may be included within the body of the workplan or as an appendix. In either case, inclusion of those items will be counted against the 20-page limit. Maps, charts, pictures, and other figures that are submitted as a separate attachment will not be reviewed.

Each Narrative Proposal must be formatted for 8½" x 11" paper and should use no smaller than an 11-point Times New Roman font with 1" margins. Do not use a "double column" (aka newspaper) format. Readability is of paramount importance. Do not include more than one application in any file. Please do not zip the file or use a zip extension for your file because it will not be accepted.

1. Summary Information Page (should not exceed one page):

Please provide the following information on a single cover page:

- **Funding Opportunity Number.** The RFA number **EPA-R5-GL2021-TFWR.**
- **Project Title**. Please limit to 60 characters. EPA reserves the right to change the project title for its administrative convenience.

- **Applicant Information.** Include applicant (organization) name, address, contact person, phone number, and email address. Do not include private information.
- **Proposed Funding Request.** The total dollar amount requested from EPA. (Make sure it is within the limits specified in Section II or your application will be rejected.)
- **Project Duration.** Provide beginning and ending dates. See "Anticipated Start and End Dates" in Section II.
- **Brief Project Description.** Summarize the proposed project in 100 words or less in a clear and succinct manner using PLAIN LANGUAGE, including expected outputs, outcomes and environmental benefits resulting from implementation of the project. Include environmental KEY TERMS that could be used as search terms. Do not use acronyms. Should the proposal be selected, and a grant awarded, this description may be posted to the EPA Web. EPA reserves the right to make unilateral changes to conform to posting requirements. Examples of project descriptions
- **Project Location**. Specify a single, representative project location within the Great Lakes basin, including 8- or 12-digit HUC code (Find HUC code), and latitude and longitude specifying decimal degrees, **even if the work will be done at multiple locations or by applicants who are located outside the Great Lakes basin. Please include the reason for the location you identify if that is not self-evident.**
- **Please also include project specific location information: cities, states, zip codes, and congressional districts. You can list up to five of each.**

2. **Work Plan:** The Work Plan for the proposed project **must** explicitly describe how the proposed project meets the guidelines established in Sections I-III of this RFA (including the threshold eligibility criteria in Section III) and **must** address each of the evaluation criteria set forth in Section V. Each Work Plan should be organized in the order and with the headings and information requested below. Details and associated point values for each section of the workplan are described in RFA Section V (Application Review) below.

   The Work Plan should include the following information:

   i. Project Design

   a. ***Description and Analysis of Trash Problem and Proposed Solution –***

      1. Applicants should describe with specificity the nature of the trash problem at the proposed project site(s), as well as the rationale for selecting the trash capture device. (Note that the cost-effectiveness of the selected trash capture device is to be discussed under "Budget, Cost Effectiveness of Selected Device", mentioned further below.)
      2. The project site(s) **must** be clearly shown on a map, along with the measure method used to determine that the site is along the U.S. shoreline of a Great Lake; and/or in the waterways connecting the Great Lakes (including the U.S.

portions of the St. Marys River, St. Clair River, Lake St. Clair, Detroit River, and the Niagara River and St. Lawrence River); and/or within riparian corridors (stretches of rivers or streams) having a direct connection to a Great Lake but extending no more than 6.0 river miles away from the lake and showing or describing their methodology for measuring. Applicants should also show the acres improved on the map.

3. The description should describe how trash moves through the site to the Great Lakes, including any major seasonal/weather-related variability. The typical quantities of trash at the project site should be described in total acres and preferably in pounds as well. There should be a short analysis of the types of trash capturing devices that were considered, along with the rationale for the proposed device.
4. The description should also include other specific project details including what actions will be done, by whom, how, and when it will be accomplished. Outline the steps to be taken and the significant milestones to be achieved to complete the proposed project as well as the estimated dates of these achievements, including the submittal of the final report.

b. ***Project Readiness and Support -*** The description should describe the extent to which the project is ready to be initiated by including a discussion of:
   1. Agreements in place for use of the project site.
   2. Proper competitive procurement procedures for purchasing the trash capture device.
   3. Permits necessary for the project and the extent to which permitting discussions have been initiated and/or are in place.
   4. Collaborator support which will help ensure project success. Clearly describe the roles and responsibilities of these collaborators. (Letters of support and other documentation may also be included as separate attachments – these do not count as part of the Project Narrative 20 page limit.)

c. ***Logistics for Long-term Operation of Trash Capture Device***
   1. Include a discussion of how the trash capture device will be properly maintained/repaired during the course of the project.
   2. Describe how purchased equipment will continue to be maintained and used to reduce trash impacts after project period has ended.

ii. Results

a. ***Outputs –***
   1. Describe the method used to estimate and the total aquatic acres of impacted by the project.
   2. Preferably also describe the method used to estimate the trash collected and the total expected pounds.

3. Other outputs may be described as well. Describe the plan and approach for measuring and tracking progress made towards achieving the expected project outputs.

b. ***Outcomes***

1. Describe the method(s) used to determine the waterway improvements
2. Describe the method(s) used to assess the enhancement of aquatic species and habitat.

c. ***QAPP***

1. State whether or not you expect to need to develop quality system documentation for collected data and explain why. (See page 26 of this RFA for more detail.) Note that the focus of this funding opportunity is **not** for detailed performance testing of already proven effective technology. Therefore, applicants may estimate acres improved and pounds of trash collected using basic methodologies without QAPP if they clearly specify that the information is not intended to be a high-precision representation of the extent of the project's outputs. This caveat should also appear in subsequent reporting of this information to EPA.

iii. Budget

a. ***Cost Effectiveness of Selected Device–***

1. Describe the method used for evaluating different technologies and the rationale for selecting the most cost-effective trash capture device for this project.

b. ***Detailed Budget Narrative --***

1. Applicants should clearly explain how EPA funds and any voluntary cost-shares will be used. For guidance, see Appendix 1. Use this section to provide a narrative description of the budget found in the SF-424A. Applicants must itemize costs related to personnel, fringe benefits, contractual costs, travel, equipment, supplies, other direct costs, indirect costs, and total costs. Applicants should use whole dollar amounts. Applicants should include costs for quality system documentation as needed (i.e., quality assurance project plans or quality management plans) and environmental and regulatory compliance (e.g., costs for assisting EPA with compliance by conducting surveys and analysis to identify whether protected resources are in the project location and, if so, whether there will be any effects; costs associated with potential mitigation measures; etc.). Applicants that do not include such costs may have to fund these and other overlooked costs out of their own funds.
2. As part of the detailed budget narrative, applicants should explain their approach, procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner. Please include an explanation of expenditure projections, with quarterly fiscal projections and milestones, for the life of the grant.

iv. Programmatic Capability and Past Performance

a. ***Programmatic Capability***

1. Provide information on your organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and your staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.
2. This information should be supported by resumes or *curricula vitae* for key staff as defined in document 6 of Section IV.B.

b. ***Past Performance***

1. Submit a list (of no more than five) federally [3] (including but not limited to previous GLRI awards from EPA or other federal sources) similar in size, scope, and relevance to the proposed project that your organization performed within the last three years (preferably EPA agreements) and describe: (1) whether, and how, you were able to successfully complete and manage those agreements; and (2) 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. For all EPA grants listed, include the EPA Grant Number. In evaluating applicants under these factors in Section V, 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 and prior federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant).
2. *NOTE:* If you have previously received a GLRI award or awards, you should list the award(s) and provide the information described above. In addition, for EPA GLRI awards issued in 2015 to 2020 please provide an explanation of and documentation supporting your quarterly rate of expenditure on those prior GLRI projects up through the date of the applicant's submission under this solicitation.
3. 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 0 for these factors.*

[3] Assistance agreements include federal grants and cooperative agreements, but not federal or other contracts.

v. **Other Attachments:** Forms 6 and 7 as described in Section IV.B may, as appropriate, be considered during evaluations and are not included in the 20-page limit. For additional information about each of these attachments, see the descriptions contained in Section IV.B.

D. Submission Date and Times: The closing date and time for submission of applications is March 5, 2021, 11:59 p.m., Eastern Time (ET). Applications submitted after the closing date and time will not be considered for funding.

E. Notification

See Section VII for contact information. All applicants will be contacted following selections to tell them whether they have been selected. Selection information will also be posted to a page linked to: https://www.epa.gov/great-lakes-funding/glri-trash-free-waters-fy2021-request-applications-rfa

F. Subawardees and/or Contractors

If you name subawardees/subgrantees and/or contractor(s), including individual consultants, in your application as partners to assist you with the proposed project, pay careful attention to the information in Section III regarding "Coalitions" and to the "Contracts and Subawards" provisions found in the EPA Solicitation Clauses.

G. Information provided to EPA

Before applying for an award, applicants should be aware that under Public Law No. 105-277, data produced under an award, and any information provided to EPA, is subject to the Freedom of Information Act.

H. Additional Provisions for Applicants Incorporated Into RFA

Additional provisions that apply to this RFA and/or awards made under this RFA, including but not limited to those related to confidential business information, application assistance and communications, management fees, contracts and subawards under grants, and duplicate funding can be found in the 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 proposals for this RFA. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in Section VII of this RFA to obtain the provisions.

V. APPLICATION REVIEW AND SELECTION PROCESS

A. Application Review

Applications meeting the threshold eligibility criteria in Section III will be evaluated based on the criteria set forth below. Applicants should directly and explicitly address these criteria as part of their Narrative Proposal (specifically Sections IV.C.2) and application submission. Each submittal will be rated under a point system, with a total of 100 points possible.

Applicants will be evaluated based on the quality and extent to which the application addresses the criteria; the failure to provide applicable information in the application may affect the score assigned for a criterion.

1. **Project Design – 45 points total**
   - **Description and Analysis of Trash Problem and Proposed Solution (25 points):** Applicants will be evaluated based on how well they document the existing large-scale trash problem at the project site and provide rationale for the type of trash capture device to be purchased. The description of the current trash problem should describe the location(s) and amount of garbage in the aquatic environment, ideally in acres and pounds. The rationale for the type of device should include an analysis of how trash moves through this location and the most effective ways to capture the trash. This analysis should clearly describe why the particular device was selected.
   - **Project Readiness and Support (10 points):** Applicants will be evaluated on the extent to which the project is ready to initiate. This may be demonstrated by having by having agreements in place for use of the project site, procedures in place for purchasing or competitively bidding the trash capture device, by having necessary permits identified and in place or process, and any other collaborator support. This should be expressed narratively in the project narrative. Letters of support and other documentation may also be included.
   - **Logistics for Long-term Operation of Trash Capture Device (10 points):** Applicants will be evaluated on their plans to properly maintain/repair the purchased equipment and how purchased equipment will continue to be used to reduce trash impacts after project period has ended.
2. **Results – 20 points total**
   - **Outputs (10 points):** Applicants will be evaluated on appropriateness of the method used to estimate total aquatic acres of impacted by the project, as well as the estimated amount of aquatic acres impacted. Applicants will also be evaluated on other outputs, such as the amount of pound of trash removed by the project.
   - **Outcomes (10 points):** Applicants will be evaluated on the method used to determine the waterway improvements and enhancement of aquatic species and habitat.
3. **Budget – 20 points total**
   - **Cost effectiveness of Selected Device (10 points):** Applicants will be evaluated on their analysis of the trash problem and rationale for selecting the most cost-effective device.
   - **Detailed Budget Narrative (7 points):** Describe with specificity your plan for how EPA funds will be used. Applications will be evaluated based on the reasonableness, necessity,

and allowability (of costs) of the proposed budget for the level of work proposed and for the expected benefits to be achieved. An applicant's budget and budget narrative must account for both federal funds and any non-federal funds (e.g., any voluntary cost-share/match if applicable). Applicants must precisely describe in their budget narrative how they will account for any voluntary cost-share/match or other non-EPA funds if applicable and what role EPA funding will play in the overall project.

- **Expenditure of Awarded Grant Funds (3 points):** Under this criterion, applicants will be evaluated based on their approach, procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner.

4. **Programmatic Capability and Past Performance – 15 points total**
   - **Programmatic Capability (10 points):** Organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.
   - **Past Performance (5 Points):** Past performance in successfully completing and managing the assistance agreements identified in response to Section IV.C.2 of the announcement, and history of meeting the reporting requirements under the assistance agreements identified in response to Section IV.C.2 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 why not.

     **NOTE:* In evaluating applicants under 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 (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.

     ***NOTE:* Points may be reduced from an applicant's score if it has previously been awarded GLRI funds and such funds, or a significant portion of them, have not been expended expeditiously as of the date of the applicant's submission without adequate explanation. Applicants must provide an explanation if they have failed to expeditiously expend previously awarded GLRI funds or a significant portion thereof.

     ****NOTE:* Points may be reduced from an applicant's score under part c. of this criterion if the applicant, without adequate explanation, has not demonstrated an ability to timely comply with current American National Standard Specifications and Guidelines for Quality Systems for Environmental Data Collection and Environmental Technology Programs, ANSI/ASQC E4-1994.

B. Selection Process

Applications will first be evaluated against the threshold factors listed in Section III. Only those applications which meet all of the threshold factors will be evaluated using the evaluation criteria listed above by a review panel composed of federal agency staff.

Final funding decisions will be made by the selection official. In making the final funding decision, the selection official will consider the review panel rankings and recommendations and may also consider program priorities.

C. Additional Provisions Incorporated by Reference

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 in the 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 proposals for this RFA. If you are unable to access these provisions electronically at the website above, please communicate with the EPA General RFA contact listed in Section VII this announcement to obtain the provisions.

VI. AWARD ADMINISTRATION

A. Award Notices and Status

Following evaluation of applications, all applicants will be notified regarding their status, as follows:

1. EPA anticipates notification to unsuccessful applicants will be made via email or postal mail to the original signer of the application or the project contact listed in the application.
2. EPA anticipates that notification to successful applicants will be made via telephone or electronic or postal mail by June 2021. The notification will be sent to the original signer of the application 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 EPA Region 5 Grants Management Office. 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.

B. Combining Applications into One Award

If an applicant submits applications for multiple tasks/activities under this competition, and is selected for multiple tasks/activities, EPA may award a single assistance agreement that combines separate applications for different tasks/activities.

C. Administrative and National Policy Requirement

The successful applicants will be required to adhere to federal grants requirements, particularly those found in applicable Cost Principles (2 CFR Part 200 Subpart E), Administrative Requirements (2 CFR Parts 200 and 1500), and Audit Requirements (2 CFR Part 200 Subpart F, Circular No. A133). This includes government-wide requirements pertaining to accounting standards, lobbying, minority or woman owned business enterprises, publication, meetings, construction, and disposition of property. Additional EPA regulations are codified in Title 40 of the Code of Federal Regulations. A listing and description of general EPA regulations applicable to the award of assistance agreements may be viewed at EPA Policies and Guidance for Grants.

D. Quality System Documentation

Quality system documentation (i.e., quality assurance project plans or quality management plans) is required for grants involving the use or collection of environmental data. EPA must have this documentation within 90 days of award, and it must be approved before grantees commence activities associated with the use or collection of environmental data. Applicants should budget time and resources for developing quality system documentation. Applicants that do not do so may have to fund the quality system documentation and any necessary project changes out of their own funds. A significant percentage of EPA's previously awarded GLRI grants required quality system documentation. Please review specific guidance on quality requirements.

Reporting Requirements Applicants selected for funding shall provide narrative technical progress reports addressing financial and work progress. Special conditions requiring quarterly and semi-annual financial and progress reporting and a detailed final technical report will be added to awards. Applicants should budget time and resources for these activities.

PLEASE NOTE If selected, applicants may be asked to revise their anticipated fiscal expenditure projections on a quarterly basis in order to monitor the progress of the awarded project. These projections should be submitted as a part of the fiscal and technical reporting.

Other Programmatic Requirements Additional applicable programmatic terms and conditions will be included in grant agreements, including, provisions for: signage for on-the ground projects, and EPA pre-approval of subcontracting and of conference participation. Applicants should budget time and resources for these activities.

E. Issuance of Awards

EPA reserves the right to negotiate appropriate changes in project terms and amounts (i.e., changes that do not affect the integrity of the competition or materially change the application) consistent with EPA Order 5700.5A1 and other applicable policies, before making final decisions and awards. Applicants may be asked to include greater detail and specificity for their work plans before final awards are issued. Applicants may also be requested to satisfy data quality or peer review requirements before or shortly after the awarding of grants.

F. 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 VII of the announcement. Please note that 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 this, 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.

G. Additional Provisions for Applicants Incorporated Into RFA

Additional provisions that apply to this RFA and/or awards made under this RFA, including but not limited to those related to human subjects, data access and information release, nonprofit administrative capability, subaward and executive compensation reporting, SAM and Unique Entity Identifier (e.g., DUNS)requirements, unliquidated obligations, website references, tax liabilities and felony convictions, unfair competitive advantage, exchange network, copyrights, restrictions on use of federal funds, and competency of organizations generating environmental measurement data, can be found in the 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 proposals for this RFA. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in this RFA to obtain the provisions.

VII. AGENCY CONTACTS

General RFA Contact: (for administrative, eligibility, and other general RFA questions):

- Victoria Raymond 312-886-7981 / GLRI-RFA@epa.gov

Technical Contact:

- James Schardt (312) 353-5085 / schardt.james@epa.gov

VIII. OTHER INFORMATION

GLNPO will send an email announcement of these and any of its funding opportunities to all who register at **greatlakesnews@lists.epa.gov**.

IX. Appendix I

Detailed Budget Narrative Sample

This section of the work plan is a detailed description of the budget found in the SF-424A and must include a detailed discussion of how EPA funds will be used. Applicants must itemize costs related to personnel, fringe benefits, travel, equipment, supplies, contractual costs, other direct costs, indirect costs, and total costs.

If the project budget includes any voluntary cost-share, the Budget Detail portion of the narrative proposal must include a detailed description of how the applicant will obtain the cost-share and how the cost-share funding will be used. If EPA accepts an offer for a voluntary cost-share, applicants must meet their sharing commitment as a legal condition of receiving EPA funding. If the proposed cost-share is to be provided by a third-party, a letter of commitment is required. Any form of cost-share included in the Budget Detail must also be included on the SF 424 and SF 424A. Please see Sections III and Section IV.C.2 of this RFA for more detailed information on cost-share.

Applicants should use the following instructions, budget object class descriptions, and example table to complete the Budget Detail section of the work plan. Use only whole dollar amounts.

A. Personnel - List all staff positions by title. Give annual salary, percentage of time assigned to the project, and total cost for the budget period. This category includes only direct costs for the salaries of those individuals who will perform work directly for the project (generally, paid employees of the applicant organization). If the applicant organization is including staff time (in-kind services) as a cost-share, this should be included as Personnel costs. Personnel costs do not include: (1) costs for services of consultants, contractors, consortia members, or other partner organizations, which are included in the "Contractual" category; (2) costs for employees of subrecipients under subawards, which are included in the "Other" category; or (3) effort that is nor directly in support of the proposed project, which may be covered by the organization's negotiated indirect cost rate. The budget detail must identify the personnel category type by Full Time Equivalent (FTE), including percentage of FTE for part-time employees, number of personnel proposed for each category, and the estimated funding amounts.

B. Fringe Benefits - Identify the percentage used, the basis for its computation, and the types of benefits included. Fringe benefits are allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages.

Fringe benefits include, but are not limited to the cost of leave, employee insurance, pensions and unemployment benefit plans.

C. Travel - Specify the mileage, per diem, estimated number of trips in-State and out-of-State and international (include specific international locations), number of travelers, and other costs for each type of travel. Travel may be integral to the purpose of the proposed project (e.g., inspections) or related to proposed project activities (e.g., attendance at meetings). Travel costs do not include: (1) costs for travel of consultants, contractors, consortia members, or other partner organizations, which are included in the "Contractual" category; (2) travel costs for employees of subrecipients under subawards, which are included in the "Other" category.

D. Equipment - Identify each item to be purchased which has an estimated acquisition cost of $5,000 or more per unit and a useful life of more than one year. Equipment also includes accessories necessary to make the equipment operational. Equipment does not include: (1) equipment planned to be leased/rented, including lease/purchase agreement; or (2) equipment service or maintenance contracts. These types of proposed costs should be included in the "Other" category. Items with a unit cost of less than $5,000 should be categorized as supplies, pursuant to 2 CFR Part 200 and or 2 CFR Part 1500. The budget detail must include an itemized listing of all equipment proposed under the project.

E. Supplies - "Supplies" means all tangible personal property other than "equipment". The budget detail should identify categories of supplies to be procured (e.g., laboratory supplies or office supplies). Non-tangible goods and services associated with supplies, such as printing service, photocopy services, and rental costs should be included in the "Other" category.

F. Contractual - Identify each proposed contract and specify its purpose and estimated cost. Contractual/consultant services are those services to be carried out by an individual or organization, other than the applicant, in the form of a procurement relationship. Leased or rented goods (equipment or supplies) should be included in the "Other" category. The applicant should list the proposed contract activities along with a brief description of the scope of work or services to be provided, proposed duration, and proposed procurement method (competitive or noncompetitive), if known.

G. Other - List each item in sufficient detail for EPA to determine the reasonableness and allowability of its cost. This category should include only those types of direct costs that do not fit in any of the other budget categories. Examples of costs that may be in this category are: insurance, rental/lease of equipment or supplies, equipment service or maintenance contracts, printing or photocopying, rebates, and subaward costs. Subawards (e.g., subgrants) are a distinct type of cost in this category. The term "subaward" means an award of financial assistance (money or property) by any legal agreement made by the recipient to an eligible subrecipient. This term does not include procurement purchases, technical assistance in the form of services instead of money, or other assistance in the form of revenue sharing, loans, loan guarantees, interest subsidies, insurance, or direct appropriations. Subcontracts are not subawards and belong in the contractual category. Applicants must provide the aggregate amount they propose to issue as subaward work and a description of the types of activities to be supported.

H. Indirect Charges - If indirect charges are budgeted, indicate the approved rate and base. Indirect costs are those incurred by the grantee for a common or joint purpose that benefit more than one cost objective or project and are not readily assignable to specific cost objectives or projects as a direct cost. In order for indirect costs to be allowable, the applicant must have a federal or state negotiated indirect cost rate (e.g., fixed, predetermined, final or provisional), or must have submitted a proposal to the cognizant federal or state agency. Examples of Indirect Cost Rate calculations are shown below:

- o Personnel (Indirect Rate x Personnel = Indirect Costs)
- o Personnel and Fringe (Indirect Rate x Personnel & Fringe = Indirect Costs)

- Total Direct Costs (Indirect Rate x Total direct costs = Indirect Costs)
- Direct Costs minus distorting or other factors such as contracts and equipment
- (Indirect Rate x (total direct cost – distorting factors) = Indirect Costs)

Example Budget Table

	EPA Funding	Cost-Share
Personnel		
(1) Project Manager @ $40/hr x 10 hrs/week x 52 wks		$20,800
(5) Project Staff @ $30/hr x 40 hrs/week x 40 wks	$244,000	
TOTAL PERSONNEL	$244,000	$20,800
Fringe Benefits		
20% of Salary and Wages - Retirement, Health Benefits, FICA, SUI	$48,800 (20% of $244,000)	$4,160 (20% of 20,800)
TOTAL FRINGE BENEFITS	$48,800	$4,160
Travel		
In State travel for Project Manager and staff: (Specify the mileage, per diem, and other costs for each type of travel)	$3,300	
TOTAL TRAVEL	$3,300	
Equipment		
Trash Skimming Boat	$610,000	
TOTAL EQUIPMENT	$610,000	
Supplies		
Office and related supplies to support training	$400	
Office computer and printer	$2,500	
TOTAL SUPPLIES	$2,900	
Contractual		
ABC Support Services Contract: (Specify duration and work to be performed or services provided and type of contract)	$20,000	
TOTAL CONTRACTUAL	$20,000	
Other		
Project Vehicle (leased)	$12,000	
TOTAL OTHER	$12,000	
Indirect Charges		
Federal Negotiated Indirect Cost Rate = 10% (Indirect Rate x Personnel) = Indirect Costs; as negotiated)	$26,480	
TOTAL INDIRECT	$26,480	
TOTAL EPA Requested FUNDING	$967,480	$24,960
TOTAL PROJECT COST	$992,440	

** Any voluntary cost-share funds, while not required under this RFA, must also be included on the SF-424A as detailed in Section IV of this RFA. Federal funds are not allowed to be used for cost-share; please identify the source of the cost-share in your budget narrative.

Expeditious Spending and Sufficient Progress in the use of GLRI Funds: Include an explanation of how, if the applicant is awarded a grant, they will ensure that the funding will be used expeditiously.