

4. Anticipated Outcomes and Outputs are required in all Proposals.

Pursuant to Section 6a of EPA Order 5700.7, "Environmental Results under EPA Assistance Agreements," EPA requires that grant applicants and recipients adequately describe environmental outputs and environmental outcomes to be achieved under assistance agreements (see EPA Order 5700.7, Environmental Results Under Assistance Agreements (<http://www.epa.gov/ogd/grants/award/5700.7.pdf>)).

Outputs and outcomes differ both in their nature and how they are measured. A generic P2 Regional centers' information dissemination logic model can be found in Figure 1-1 of EPA's May 2008 report (<http://www.epa.gov/evaluate/pdf/PPIN-EvalReport.pdf>) and applicants should use this example to identify their project outputs and outcomes.

a) Environmental Outputs. The term "output" means an activity, effort and/or associated work product related to an environmental goal or objective that will be produced or provided over a period of time or by a specified date. Some examples of outputs for the agreement to be awarded under this RFP include, but are not limited to: creation of standard procedures for demonstrating effectiveness of center services; producing marketing materials; conference presentations; meeting minutes and reports summarizing Regional center activities.

b) Environmental Outcomes. The term "outcome" means the result, effect, or consequence that will occur from carrying out an activity that is related to an environmental or programmatic goal or objective. Outcomes may be knowledge or attitude-based, behavioral, health-related, or environmental in nature, and ultimately reflect improvements in environmental or environmentally-based health-risk conditions. Examples of outcomes include, but are not limited to: changes in environmental conditions or reductions in pollutant releases. Outcomes may not necessarily be fully achievable within an assistance agreement funding period, but they should be quantifiable.

i) Short-term outcomes. These outcomes reflect changes in learning, knowledge, attitude, skills, or understanding. Examples of short-term outcomes from the agreement to be awarded under this RFP include, but are not limited to: increased access to or awareness of P2 information resulting from outreach activities and Regional centers demonstrating understanding of evaluation procedures. These short-term outcomes should be reported during the project period.

ii) Intermediate outcomes. These outcomes reflect changes in behavior, practice, or decisions, which are the foundations of pollution prevention and environmental stewardship. Intermediate outcomes are expected to lead to beneficial long-term outcomes. Intermediate outcomes for the center coordinator could be, but are not limited to: Regional centers use new standardized procedures to report new measures, improved sharing of P2 information, and Regional centers increase the

documentation of their effectiveness. Some of these intermediate outcomes may be reported during the project period and some may occur after the end of the project period.

iii) Long-term outcomes. These outcomes reflect changes in environmental conditions. These long-term outcomes are the desired end or ultimate results of a project or program. They represent results that lead to environmental or public health improvement. A long-term outcome under the agreement of center coordinator activities could be a reduction in hazardous waste or conservation of water resources. These long-term outcomes will most likely result from program activities outside of a given project period.

II. AWARD INFORMATION

A. What Is the Amount of Funding Available?

Expected funding under this competition is approximately \$95,000 available in fiscal year 2010, and an additional \$95,000 funding in fiscal year 2011, for an approximate total of \$190,000 for two years. Funding for proposals is subject to the quality of proposals received and the availability of funds. Continued funding for a second year will be subject to satisfactory performance and availability of funds.

B. How Many Agreements Will EPA Award in this Competition?

One cooperative assistance agreement will be awarded. EPA reserves the right to reject all proposals and make no awards under this competition.

C. Partial Funding.

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

To be considered for partial funding, the applicant's work plan must have clearly delineated tasks that include separate budget estimates for each task or phase of the project. The completed proposal package must include a budget that estimates the costs for labor (by labor category), fringe benefits, travel, equipment, supplies, contractors, and for other direct costs and indirect costs. The budget must itemize these costs under each task identified in the work plan as well as for the entire proposed project.

D. What Is the Project Period for Awards Resulting from this Solicitation?

The project period for this award is up to two years (24 months), depending on the quality of the proposal and performance in the first year after the award. The award will be made in early FY 2011, depending on Congressional appropriations for this program, the quality of proposals received, and other applicable considerations.

E. Funding Type.

EPA will issue the award for the center coordinator in the form of a cooperative agreement. A cooperative agreement permits substantial involvement between the EPA Project Officer and the selected applicant. EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process. Substantial Federal involvement for this project could include: monitoring of performance, collaborating in aspects of the work plan such as reviewing agendas for meetings and conference calls, approving qualifications of key personnel (EPA will not select employees or contractors employed by the award recipient), and commenting on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient). Award of funding through this year's competition is not a guarantee of future funding.

F. Funding Restrictions.

Proposals must not request more than \$95,000 per year in Federal funds. EPA assistance agreement funds may only be used for the purposes set forth in the assistance agreement and must be consistent with the designated statutory authorities of CFDA 66.717. Assistance agreement funds may not be used for matching funds for other Federal grants, lobbying, or intervention in Federal regulatory or adjudicatory proceedings. In addition, Federal funds may not be used to sue the Federal government or any other government entity. All costs identified in the budget must conform to applicable Federal cost principles contained in OMB Circular A-87; A-122; and A-21, as appropriate. EPA will subtract proposed ineligible costs from the final approved budget if a grant is awarded.

G. Amending This Solicitation.

EPA reserves the right to amend this solicitation as necessary. Amendments could be administrative (such as changes in dates), technical (such as a change in requirements), or fiscal. If this need occurs, EPA will post the amended solicitation at the same location as this announcement and the amendment will also be posted on <http://www.grants.gov> and <http://www.epa.gov/p2/pubs/grants/index.htm>

III. ELIGIBILITY INFORMATION

A. Eligible Applicants.

Eligible applicants include the fifty States, the District of Columbia, the United States Virgin Islands, the Commonwealth of Puerto Rico, any territory or possession of the United States, local governments, city or township governments, independent school districts, incorporated non-profit organizations (other than institutions of higher education), public and private institutions of higher education, community-based grassroots organizations, and Federally-recognized Indian Tribes that meet the requirement for treatment in a manner similar to a State in 40 CFR 35.663 and Intertribal Consortia that meet the requirements in 40 CFR 35.504.

Note: Eligible non-profit organizations must be able to demonstrate their non-profit status with appropriate documentation by the time of award.

Individuals, for-profit businesses and 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 ineligible to apply for funding.

B. Cost Sharing and Matching Requirements.

EPA requires the applicant to provide a minimum 5% match, as part of the total allowable project cost. For example, the Federal government will provide 95% of the total allowable cost of the project and the recipient will provide the remaining 5%. The match may be issued in the form of cash and/or in-kind contributions, e.g., donated services, charges for real property and equipment or the value of goods and services directly benefiting the EPA funded project.

Proposals that do not describe how the 5 percent match requirement will be met will not be reviewed. Grant recipients must comply with 40 CFR 30.23 or 40 CFR 31.24 as applicable when meeting the cost share requirement.

The match requirement may be applied at the time of award or at mutually agreed upon intervals during the project period. The grant applicant must document in the itemized budget plan the type of match to be applied and how it will be used. The grant project officer will monitor the grant recipient's compliance. EPA may consider the recipient's failure to comply with the match requirement to be a material violation of the terms of the agreement and take appropriate enforcement action, including termination of the agreement and disallowance of the federal share of costs, under 40 CFR 30.61 and 40 CFR 30.62 or 40 CFR 31.43 as applicable.

C. Threshold Eligibility Criteria

Proposals must meet the following requirements by the time of submission or they will be eliminated from consideration for funding. Only proposals that meet all of these criteria will be evaluated against the ranking factors in Section V of this announcement. **Applicants deemed**

ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days.

1. Threshold Program Requirements.

- a) Proposals must be from an eligible applicant as defined in Section III.A.
- b) Proposals must indicate how 5% of the total project cost will be provided in non-Federal dollars as described in Section III.B.
- c) Proposals must not ask for more than \$95,000 per year as described in Section II.F.
- d) Proposals must relate grant activities to the purposes identified under the statutory authorities listed in Section I.C.1. These statutes authorize grants for: “research, investigations, experiments, training, and demonstration of new or innovative techniques, surveys and studies.” These activities relate generally to the gathering or transferring of information or advancing awareness.
- e) Proposals must meet EPA's definition of pollution prevention provided in Section I.C.2.
- f) Proposals must specify outputs and outcomes as described in Section I.C.4 and link outcomes to Goal 5 of EPA's Strategic Plan, Sub-objective 5.2.1 "prevent pollution and promote environmental stewardship" as noted in Section I.C.3.
- g) Proposals must address the program initiatives for FY 2010 as listed in section I.B.

2. Threshold Submission Requirements.

- a) Proposals must substantially comply with the proposal submission instructions and requirements set forth in Section IV of this announcement or they will be rejected. If the project narrative exceeds the page limit expressed in Section IV, pages in excess of the page limitation will not be reviewed.
- b) Submission of proposals. Proposals must be submitted for delivery (as shown on receipt or waybill), postmarked or received through via <http://www.grants.gov>, on or before the proposal submission deadline published in Section IV of this announcement. Applicants are responsible for ensuring that their proposal reaches the designated person/office specified in Section IV of the announcement by the submission deadline.

Proposals postmarked or received by <http://www.grants.gov> after the submission deadline will be considered late and returned to the sender without further consideration unless the applicant can clearly demonstrate that it was late due to EPA mishandling. For hardcopy, where section IV requires proposals receipt by a specific person/office by a submission deadline, receipt by the Agency mailroom is not sufficient. Applicants should confirm

