



US Environmental Protection Agency Office of Pesticide Programs

Funding Opportunity Announcement - Pesticide Environmental Stewardship Program (PESP) Regional Grants

April 28, 2009

Funding Opportunity Announcement

Pesticide Environmental Stewardship Program (PESP) Regional Grants

Overview Information

The following list provides key information concerning this funding opportunity:

- A. Federal Agency and Office Name: Environmental Protection Agency (EPA), Office of Prevention, Pesticides and Toxic Substances (OPPTS), Office of Pesticide Programs (OPP)
- B. Funding Opportunity Title: Pesticide Environmental Stewardship Program (PESP) Regional Grants
- C. Funding Opportunity Number: EPA-OPP-09-004
- D. Announcement Type: Initial Announcement
- E. Catalog of Federal Domestic Assistance (CFDA) number: 66.714 - Pesticide Environmental Stewardship Regional Grants
- F. Statutory Authority: Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), Section 20.
- G. Dates: Hard copy proposals via express delivery (DHL, FedEx, UPS, USPS, etc.) must be received by 5:00 PM local time on **June 12, 2009** by the Regional PESP Coordinator listed in Section VII for the Region where the applicant is proposing to perform the project. Proposals submitted by e-mail must be received by 5:00 PM local time on **June 12, 2009** by the Regional PESP Coordinator listed in Section VII for the Region where the applicant is proposing to perform the project. All proposals received after the listed due date and time will NOT be considered. If you do not receive an e-mail confirmation of your application from EPA within 10 business days of submission, or if you have questions regarding submission of your application by e-mail, please call Frank Ellis at (703) 308-8107.

Brief Description

EPA's Office of Pesticide Programs (OPP), in coordination with the EPA Regional Offices, announces the availability of approximately \$500,000 in fiscal year 2009 funds for assistance agreements to further the pesticide risk reduction goals of the Pesticide Environmental Stewardship Program (PESP). Proposed projects must address implementation of integrated pest management approaches that reduce the risks associated with pesticide use in an agricultural or non-agricultural setting and demonstrate the importance and relevancy of the project to the goals of PESP. Eligible applicants include the 50 States, District of Columbia, U.S. Virgin Islands, Commonwealth of Puerto Rico, any territory or possession of the United States, any agency or instrumentality of a State including State universities, and all federally recognized Indian tribal governments. The Agency anticipates funding approximately ten (10) projects, one per EPA Region, with a maximum funding level of \$50,000 per project. The project period of performance is limited to two years. Awards will be made by EPA's Regional Offices with funding and direction from EPA's Office of Pesticide Programs.

I. Funding Opportunity Description

A. Authority

EPA expects to award assistance agreements under the authority provided in Section 20 of the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA, 7 U.S.C. 136r) which authorizes the Agency to issue assistance agreements for research, public education, training, monitoring, demonstration and studies. Regulations governing these assistance agreements are found at 40 CFR part 31 for States. In addition, the provisions in 40 CFR part 32 governing government-wide debarment and suspension; and the provisions in 40 CFR part 34 regarding restrictions on lobbying apply. All costs incurred under this program must be allowable under the applicable OMB Cost Circulars: A-87 (states); A-122 (non-profits); and A-21 (educational institutions) as appropriate. Copies of these circulars can be found at <http://www.whitehouse.gov/omb/circulars> and 2 CFR 225. In accordance with EPA policy and the OMB circulars, as appropriate, any recipient of funding must agree not to use assistance funds for lobbying, fund-raising, or political activities (e.g., lobbying members of Congress or lobbying for other Federal grants, assistance agreements or contracts). See 40 CFR part 34.

B. Program Description

1. Goals and Objectives

The goal of the Pesticide Environmental Stewardship Program is to reduce the risks associated with pesticide use in agricultural and non-agricultural settings in the United States. EPA intends that recipients will use funding provided under this program to help:

- Address national pesticide program stewardship priorities related to pest management needs and IPM program adoption.
- Measure and document the effects of using the reduced-risk IPM programs on the environment, human health and communities within the pesticide program priorities.

2. Purpose and Scope

PESP Regional grants will provide financial assistance to eligible applicants to carry out projects that address pesticide risk reduction, integrated pest management (IPM), IPM in schools, children's health issues related to pesticides, and those research methods for documenting IPM adoption or the reduction of risks associated with changes in pesticide use. Proposed projects must have defined outcomes that can quantitatively document their environmental, human health, or community impacts. Awards will be made by EPA's Regional Offices with funding and direction from EPA's Office of Pesticide Programs.

EPA specifically seeks to build IPM capacities or to evaluate the feasibility of new IPM approaches (i.e., innovative approaches and methodologies that reduce the risks associated with pesticide use) in accordance with the following priorities:

National Pesticide Program Stewardship Priorities

1. Agricultural issues (on sites including agricultural production areas, greenhouses, nurseries, and rangeland) involving pesticides for which IPM advancements are sought:
 - i. Resistance management
 - ii. Water quality and runoff issues
 - iii. Pollinator protection issues
 - iv. Endangered species protection

- v. IPM approaches for controlling rodents in livestock operations
 - vi. Repeating emergency exemption requests on minor crops (including: nematodes on raspberry, dodder on cranberry, *Alternaria* and *Phytophthora* on ginseng, green mold on mushrooms, blight on walnut, varroa mite on raised honeybees, post-bloom fruit drop on citrus, and white mold on fruiting vegetables (especially tomatoes))
 - vii. Urban / rural interface and volatile pesticides
 - viii. Agricultural pesticides for which reduced risk pest management alternatives are sought, especially on [but not limited to] minor crops:
 - azinphos methyl
 - soil fumigants
 - strobilurin fungicides
 - carbofuran in spinach seed production
2. Community issues involving pesticides for which IPM advancements are sought:
 - i. Pest management in private, commercial, and public landscaped areas such as lawns, parks, urban forests, recreational areas, and surrounding buildings.
 - ii. Pest management in commercial and residential buildings used for human occupancy such as schools, daycare centers, community centers, and hospitals.
 - iii. IPM approaches for public health pests such as ticks and mosquitoes.
 3. Vegetation management issues involving herbicides, noxious weeds, and invasive weeds in federal/state/public land areas including utility and highway rights-of-ways, rangeland, grazing areas, and public recreation areas for which integrated vegetation management (IVM) advancements are sought.

3. History

Since 1996, EPA's Office of Pesticide Programs, in coordination with the EPA Regions, has published similar solicitations, awarding approximately \$500,000 annually to eligible State and tribal entities for projects supporting pesticide risk reduction. This announcement provides the procedures and requirements for submitting proposals for the fiscal year 2009 monies. A list of projects funded since fiscal year 1998 and a majority of their proposal summaries may be obtained at http://epa.gov/pesp/regional_grants.htm or from your Regional PESP Coordinator.

4. EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs

- a. Linkage to EPA Strategic Plan/GPRA Architecture

These assistance agreements will support EPA Strategic Plan Goal 4, Healthy Communities and Ecosystems; Objective 4.1: Chemical, Organism and Pesticide Risk; Subobjective 3 – Protect Human Health from pesticide Risk - Program/Project J1; and Subobjective 4 – Protect the Environment from Pesticide Risk – Program/Project J2; and Objective 4.5: Enhance Science and Research, Sub-objective 4.5.2: Conduct Relevant Research. To see EPA's 2006-2011 Strategic Plan visit: <http://www.epa.gov/ocfo/plan/plan.htm>.
- b. Outputs

The term "output" means an environmental activity, effort, and/or associated work products 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 during an assistance agreement funding period.

The anticipated outputs of the expected agreements may include: (1) educational and outreach materials; (2) pest management plans that include reduced-risk IPM program components; (3) training for producers and technical service providers; (4) acres (or, for example, number of community buildings and people) impacted by the project under management that include pesticide risk reduction practices; and (5) pounds of pesticide use reduced.

c. **Outcomes**

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

Expected outcomes from this program include, but are not limited to the following: (1) an increase in the average and/or number of growers (in agricultural settings), communities (including size of affected populations in buildings (commercial, residential), schools, daycare centers), and individuals using reduced risk/IPM tools and techniques; (2) a reduction in risks from exposure to pesticides through implementation of proven reduced risk approaches to pest management; (3) a quantitative measure or qualitative reduction in the use of higher risk pesticides or pesticides in general; (4) a business case that supports the adoption of a reduced risk pest management strategy; (5) the development of new, feasible, environmentally-based IPM strategies to control pests of public health importance; and (6) increased partnerships between stakeholders, producers, state/tribal entities to implement reduced risk/IPM programs or achieve quantitative and qualitative benefits to human health, environment and communities due to the adoption of reduced-risk IPM.

II. Award Information

A. What is the amount of funding available?

The total estimated funding expected to be available for awards under this competitive opportunity is approximately \$500,000.

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

EPA anticipates award of up to ten (10) assistance agreements, one per EPA Region, under this announcement ranging in value up to \$50,000 and subject to the availability of funds and quality of evaluated proposals. 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 six months after the original selection date.

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/application, 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.

D. What is the project period for awards resulting from this solicitation?

The estimated project period for awards resulting from this solicitation will begin in September 2009. Proposed project periods may be up to two (2) years.

E. Funding Type

EPA's Regional Offices will award funding in the form of assistance agreements (grants or cooperative agreements) according to FIFRA Section 20. If awards are in the form of cooperative agreements, there will be substantial involvement between the EPA Project Officer and the selected applicants in the performance of the work supported. While EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial federal involvement would be:

1. close monitoring of the successful applicant's performance to verify the results proposed by the applicant;
2. collaboration during performance of the scope of work;
3. in accordance with 40 CFR 31.36(g), review of proposed procurement;
4. approving qualifications of key personnel (EPA will not select employees or contractors employed by the award recipient);
5. review and comment on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient).

F. Funding Restrictions

Indirect costs must be included in the funding amount. In accordance with 40 CFR 30.25 (f), "Recipients are authorized without prior approval or a waiver to: (1) Incur pre-award costs 90 calendar days prior to award. (i) Pre-award costs incurred more than 90 calendar days prior to award require the prior approval of the EPA Award Official. (ii) The applicant must include all pre-award costs in its application. (iii) The applicant incurs such costs at its own risk (i.e., EPA is under no obligation to reimburse such costs if for any reason the recipient does not receive an award or if the award is less than anticipated and inadequate to cover such costs). (iv) EPA will only allow pre-award costs without approval if there are sufficient programmatic reasons for incurring the expenditures prior to the award (e.g., time constraints, weather factors, etc.), they are in conformance with the appropriate cost principles, and any procurement complies with the requirements of this rule."

G. Disclaimer

EPA reserves the right to reject all proposals and make no awards under this announcement, or make fewer awards than anticipated.

III. Eligibility Information

A. Eligible Applicants

Eligible applicants include the 50 States, District of Columbia, U.S. Virgin Islands, Commonwealth of Puerto Rico, any territory or possession of the United States, any agency or instrumentality of a State including State universities, and all federally recognized Indian tribal governments.

B. Cost Sharing/Matching

There are no cost sharing or matching requirements.

C. Threshold Eligibility Information

These requirements, if not met by the time of proposal submission, will result in elimination of the proposal from consideration for funding. Only proposals that meet **ALL** of these criteria will be evaluated against the ranking factors in Section V of the announcement. Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

1. Applicants must be eligible (see Section III. A) to receive funding under this announcement.
2. The maximum funding level requested for a project must not exceed \$50,000.
3. The proposed project period of performance must not exceed two years.
4. Projects must take place in one or more of the states within the EPA Region to which the proposal is being submitted (For example, a proposal submitted to EPA Region 2 must take place in New York, New Jersey, Puerto Rico, and/or the Virgin Islands.)
5. Applications must substantially comply with the submission instructions and requirements set forth in Section IV of this announcement. Where page limitations are established, pages in excess of the page limitation will not be reviewed.
6. Hard copy proposals via express delivery (DHL, FedEx, UPS, USPS, etc.) must be received by 5:00 PM local time on **June 12, 2009**, by the Regional PESP Coordinator listed in Section VII for the Region where the applicant is proposing to perform the project. Proposals submitted by e-mail must be received by 5:00 PM local time on **June 12, 2009**, by the Regional PESP Coordinator listed in Section VII for the Region where the applicant is proposing to perform the project. Please note that if you choose to submit your materials via e-mail, you are accepting all risks attendant to e-mail submission including server delays. All proposals received after the listed due date and time will NOT be considered.
7. Proposals received 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 and not the applicant. For hard copy submissions, where Section IV requires proposal receipt by a specific person/office by the submission deadline, receipt by an Agency mailroom is not sufficient. Applicants should confirm receipt of their proposals with the appropriate PESP Regional Contact as soon as possible after the submission deadline—failure to do so may result in your initial proposal not being reviewed.
8. Hard copy proposals will only be accepted via an express delivery service. EPA will not accept proposals submitted via fax or standard 1st Class Mail delivery by U.S. Postal Service.
9. EPA will consider only the first proposal submitted by each individual investigator. Proposals from different investigators within the same organization are acceptable.

IV. Proposal and Submission Information

A. How to Obtain Proposal Package

To view the full funding announcement, go to http://epa.gov/pesp/regional_grants.htm or go to <http://www.grants.gov> and click on "Find Grant Opportunities" on the left side of the page and then click on Search Opportunities/Browse by Agency and select Environmental Protection Agency.

Applicants may also download individual grant proposal forms from EPA's Office of Grants and Debarment website at: http://www.epa.gov/ogd/grants/how_to_apply.htm or <http://www.epa.gov/ogd/AppKit/application.htm>.

To obtain a hard copy of materials, please send an email or written request to the appropriate EPA Regional PESP Coordinator listed in Section VII of this announcement.

B. Mode of Proposal Submission

Applicants have the option to submit their proposals in one of two ways: 1) Hard copy via express delivery (DHL, FedEx, UPS, USPS, etc.), or 2) electronically via email. Proposals will not be accepted via fax or standard 1st Class Mail delivery by U.S. Postal Service. All proposals must be prepared, and include the information, as described in Section IV.C. below, regardless of mode of transmission.

1. Instructions for Hard Copy Submissions

Applicants must submit two complete packages including all of the documents identified in Section IV. C. of this announcement. In addition, a CD containing separate Adobe PDF files corresponding to each of the documents identified in Section IV. C. of this announcement must be submitted.

Hard Copy Proposal Submission Deadline

Proposals must be received by 5:00 PM local time on **June 12, 2009**, by the Regional PESP Coordinator listed in Section VII for the Region where the applicant is proposing to perform the project. All proposals received after this due date and time will NOT be considered.

2. Instructions for Electronic Submissions

E-mail submissions must be submitted to the Regional PESP Coordinator listed in Section VII for the Region where the applicant is proposing to perform the project. All required documents listed in Section IV.C. of this announcement must be attached to the submission e-mail as separate Adobe PDF files.

Please note that if you choose to submit your materials via e-mail, you are accepting all risks attendant to e-mail submission including server delays and transmission difficulties. E-mail submissions exceeding 15MB will experience transmission delays which will affect when they are received by the Agency. For these size submissions, applicants should submit their application materials via hardcopy or else they may be received late and not considered for funding.

E-Mail Proposal Submission Deadline

E-mail submissions must be received by 5:00 PM local time on **June 12, 2009**. Applicants submitting their application materials through e-mail should confirm receipt of the materials with the appropriate Regional PESP Coordinator listed in Section VII as soon as possible after submission.

If you have not received a confirmation of receipt from EPA within 15 days of the proposal deadline, please contact the appropriate EPA Regional PESP Coordinator listed in Section VII. Failure to do so may result in your application not being reviewed.

C. Application Materials

Applicants must submit a complete, detailed application to include all of the documents described below, in the sequential order shown. Additional guidance on completing the documents is available through EPA's Office of Grants and Debarment (<http://www.epa.gov/ogd/>).

The following forms and documents are required under this announcement:

1. Application for Federal Assistance (SF-424)
2. Budget Information for Non-Construction Programs (SF424A)
3. Project Narrative – prepared as described below
4. Budget Narrative
5. Appendix A - Timetable
6. Appendix B – Resumes

The application package must include all of the following materials:

1. Standard Form (SF) 424, Application for Federal Assistance.
Complete the form. There are no attachments. Please be sure to include organization fax number and email address in Block 5 of the form. Form SF424 can be obtained online at: <http://www.epa.gov/ogd/AppKit/application.htm> or from the Agency Contacts listed in Section VII.
2. Standard Form (SF) 424A – Budget Information for Non-Construction Programs.
Complete the form. There are no attachments. The total amount of federal funding requested for the project period should be shown on line 5(e) and on line 6(k) of SF-424A. If indirect costs are included, the amount of indirect costs should be entered on line 6(j). The indirect cost rate (i.e., a percentage), the base (e.g., personnel costs and fringe benefits), and the amount should also be indicated on line 22. If indirect costs are requested, a copy of the Negotiated Indirect Cost Rate Agreement must be submitted as part of the application package.
3. Project Narrative
The project narrative must be submitted as a single Adobe PDF file. The project narrative must be 12 pages or less typewritten on 8.5 x 11 inch paper. Proposal narratives must contain the following information in the sequential order shown:

Cover Page (page 1). The cover page must list the following information with your letterhead:

- EPA docket ID number: EPA-HQ-OPP-09-004
- Project Title:
- Project Coordinator:

- Organization Name and Address:
- Telephone No.: Fax No.: Email Address:
- Project Duration (including Starting Date and Ending Date):
- First Year Funding Request:
- Second Year Funding Request, if applicable:
- Total Funding Request (for the entire project):
- Indicate if this proposal is for new activities connected with a previously EPA funded project. If yes, please provide the following:
 - EPA Assistance Number: _____
 - Budget Period of Project: _____

Executive Summary (page 2). Stand-alone, one page document that concisely explains the national pesticide program stewardship priority addressed, objectives, outputs, and outcomes of the proposed project. It must also include an assurance that the eligibility factors, as listed in Section III - Eligibility Information, are addressed in the proposal.

Proposal Narrative (10 pages recommended). The narrative shall contain the Parts I - VIII as identified below.

Part I. Project title

Part II. Project Summary and Approach

- i. Purpose Statement: One sentence description of what will be accomplished as a result of the project.
- ii. National Pesticide Program Stewardship Priorities: Describe how the project addresses one or more of the national pesticide program stewardship priorities identified in Section I.B.2 and what will be different as a result of this project.
- iii. Project Design: Describe the project activities and how they will improve human health, the environment and/or the community. Describe how the project activities build upon or consider lessons learned from existing efforts. Describe the target audience and geographic area intended for this project, and how you will encourage participation by these groups. Explain the project benefits to the public, and specifically the potential audience(s) served. Provide evidence of stakeholder participation in the project.

Part III. Outreach and Transferability

Describe the applicant's history of working with stakeholders on pesticide risk reduction projects. Describe how the project will be promoted to ensure project information and outcomes are clearly presented and reach the intended audience.

Part IV. Sustainability

Describe how the project efforts may continue after EPA funding ends.

Describe to the greatest extent possible how information and outcomes from the project may be useful to other locales, commodities, or other audiences.

Part V. Environmental Results—Outcomes and Outputs

Identify the expected quantitative and qualitative outcomes of the project (See Section I), including what measurements will be used to track your progress towards achieving the expected outcomes and how the results of the project will be evaluated. Identify the expected project outputs and how progress towards achieving the expected outputs will be tracked and measured.

For agricultural and turf projects, output measures should include the number of acres impacted by the project. For school, daycare, or structural IPM projects, output measures should include the number of people impacted by the project. Direct measures identify actual environmental changes occurring from IPM programs. For example: benefits to water and/or air, soil quality, applicator and worker health, community. In contrast, surrogate measures identify changes in strategies or behavior that should lead to environmental changes. For example: an increase in the percentage of growers using an IPM technique.

Part VI. Past Performance

1. Programmatic Capability

Submit a list of federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) similar in size, scope and relevance to the proposed project that your organization performed within the past three years (no more than five agreements, and preferably EPA agreements) and describe whether, and how, you were able to successfully complete and manage those agreements including submitting acceptable final technical reports under the agreements.

In addition, 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. Reporting on Environmental Results--Outcomes and Outputs

Submit a list of federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) that your organization performed within the past three years (no more than five agreements, and preferably EPA agreements), and describe how you documented and/or reported on whether you were making progress towards achieving the expected results (e.g., outputs and outcomes) under those agreements. If you were not making progress, please indicate whether, and how, you documented why not.

Part VII. Organizational Experience and Resources

Description of the applicant's organization and experience related to the

proposed project. State what human resources, potential collaborators and/or existing networks you offer to increase possibility of project success and the role these people or organizations will play in the project.

Part VIII. Detailed Budget Narrative

Explain how EPA funds will be used. This section provides an opportunity for 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.

*Selected applicants will need to submit a copy of their current indirect cost rate that has been negotiated with a federal cognizant agency.

Management Fees: When formulating budgets for proposals/applications, applicants must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the applicants cognizant audit agency, or at the rate provided for by the terms of the agreement negotiated with EPA. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs that are not allowable under EPA assistance agreements. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

4. Budget Narrative
Provide an explanation of the itemized budget.
5. Appendix A: Timetable
Provide a timetable that details each project object.
6. Appendix B: Resumes
Provide brief resumes (not to exceed two pages) of the major project participants.

C. General Submission Information

1. Coalitions

Groups of two or more eligible applicants may choose to form a coalition and submit a single application for this assistance agreement. However, one entity must be responsible for the grant. Coalitions must identify which eligible organization will be the recipient of the assistance agreement, and which eligible organization(s) will be sub-awardees of the recipient. Sub-awards or sub-grants must be consistent with the definition of that term in 40 CFR Parts 30.2(ff) and 31.3. The recipient must administer the assistance agreement, is accountable to the EPA for proper expenditure of the funds and reporting, and will be the point of contact for the coalition. As provided in 40 CFR Parts 30.2(gg) and 31.3, sub-recipients or sub-grantees 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 sub-awards. Any contracts for services or products funded with EPA financial assistance must be awarded under the competitive procurement procedures of 40 CFR Parts 30

and 31. The regulations also contain limitations on consultant compensation. Applicants are not required to identify contractors or consultants in the proposal. Moreover, the fact a successful applicant has named a specific contractor or consultant in the proposal EPA approves does not relieve it of its obligation to comply with competitive procurement requirements or consultant compensation limitations.

2. Intergovernmental Review

This program is excluded from coverage under Executive Order 12372.

3. Allowable Costs

EPA grant funds may only be used for purposes set forth in the assistance agreement, and must be consistent with the statutory authority for the award. Assistance agreements funds may not be used to match 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 governmental entity. All costs identified in the budget must conform to applicable Federal Cost Principles contained in OMB Circulars A-87; A-122; and A-21 as appropriate.

4. Confidential Business Information

By submitting an application in response to this solicitation, the applicant grants the EPA permission to make limited disclosures of the application to technical reviewers both within and outside the Agency for the express purpose of assisting the Agency with evaluating the application. Information from a pending or unsuccessful application will be kept confidential to the fullest extent allowed under law; information from a successful application may be publicly disclosed to the extent permitted by law.

In accordance with 40 CFR 2.203, applicants may claim all or a portion of their application/proposal package as confidential business information. EPA will evaluate confidentiality claims in accordance with 40 CFR Part 2. Applicants must clearly mark applications/proposals or portions thereof that they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(c)(2) prior to disclosure. However, competitive proposals/applications are considered confidential and protected from disclosure prior to the completion of the competitive selection process.

5. Pre-proposal/Application Assistance and Communications

In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their applications/ proposals. However, EPA will respond to questions in writing from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement.

D. Partnerships, Contractors and Subawards: Contracts and Subawards

1. Can funding be used for the applicant to make subawards, acquire contract services, or fund partnerships?

EPA awards funds to one eligible applicant as the recipient even if other eligible applicants are named as partners or co-applicants or members of a coalition or consortium. The recipient is accountable to EPA for the proper expenditure of funds.

Funding may be used to provide subgrants or subawards of financial assistance, which includes using subawards or subgrants to fund partnerships, provided the recipient complies with applicable requirements for subawards or subgrants including those contained in 40 CFR Parts 30 or 31, as appropriate. Applicants must compete contracts for services and products, including consultant contracts, and conduct cost and price analyses, to the extent required by the procurement provisions of the regulations at 40 CFR Parts 30 or 31, as appropriate. The regulations also contain limitations on consultant compensation. Applicants are not required to identify subawardees/subgrantees and/or contractors (including consultants) in their proposal/application. However, if they do, the fact that an applicant selected for award has named a specific subawardee/subgrantee, contractor, or consultant in the proposal/application EPA selects for funding does not relieve the applicant of its obligations to comply with subaward/subgrant and/or competitive procurement requirements as appropriate. Please note that applicants may not award sole source contracts to consulting, engineering or other firms assisting applicants with the proposal solely based on the firm's role in preparing the proposal/application.

Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products from for-profit organizations to carry out its assistance agreement. The nature of the transaction between the recipient and the subawardee or subgrantee must be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section .210 of OMB Circular A-133, and the definitions of subaward at 40 CFR 30.2(ff) or subgrant at 40 CFR 31.3, as applicable. EPA will not be a party to these transactions. Applicants acquiring commercial goods or services must comply with the competitive procurement standards in 40 CFR Part 30 or 40 CFR Part 31.36 and cannot use a subaward/subgrant as the funding mechanism.

2. How will an applicant's proposed subawardees/subgrantees and contractors be considered during the evaluation process described in Section V of the announcement?

Section V of the announcement describes the evaluation criteria and evaluation process that will be used by EPA to make selections under this announcement. During this evaluation, except for those criteria that relate to the applicant's own qualifications, past performance, and reporting history, the review panel will consider, as appropriate and relevant, the qualifications, expertise, and experience of:

- i. an applicant's named subawardees/subgrantees identified in the proposal/application if the applicant demonstrates in the proposal/application that if it receives an award that the subaward/subgrant will be properly awarded consistent with the applicable regulations in 40 CFR Parts 30 or 31. For example, applicants must not use subawards/subgrants to obtain commercial services or products from for profit firms or individual consultants.
- ii. an applicant's named contractor(s), including consultants, identified in the proposal/application if the applicant demonstrates in its proposal/application that the contractor(s) was selected in compliance with the competitive Procurement

Standards in 40 CFR Part 30 or 40 CFR 31.36 as appropriate. For example, an applicant must demonstrate that it selected the contractor(s) competitively or that a proper non-competitive sole-source award consistent with the regulations will be made to the contractor(s), that efforts were made to provide small and disadvantaged businesses with opportunities to compete, and that some form of cost or price analysis was conducted. EPA may not accept sole source justifications for contracts for services or products that are otherwise readily available in the commercial marketplace.

EPA will not consider the qualifications, experience, and expertise of named subawardees/subgrantees and/or named contractor(s) during the proposal/application evaluation process unless the applicant complies with these requirements.

V. Application Review Information

Each application that meets the eligibility requirements set forth in Section III will be subjected to a technical and programmatic review. The following criteria will be used in the evaluation process:

A. Application Review

All application packages received will be reviewed by the EPA Regional PESP Coordinator in the Region to which the package is submitted. The EPA Regional PESP Coordinators will determine if the applications submitted to their Region meet threshold eligibility criteria established in Section III. Application packages that meet the threshold eligibility criteria will be evaluated by a panel convened by each EPA Regional PESP Coordinator against the selection criteria described below.

B. Selection Criteria

Each eligible proposal will be evaluated according to the criteria set forth below. Applicants must directly and explicitly address these criteria as part of their application package submittal. Each proposal will be rated under a points system, with a total of 100 points possible.

Criteria	Points
1. National Pesticide Program Stewardship Priorities. Under this criterion, applicants will be evaluated based on the extent to which the project clearly addresses one or more of the National Pesticide Program Stewardship Priorities identified in Section I.B.2.	10
2. Project Design. Under this criterion, applicants will be evaluated based on the extent to which the project objectives: (i) (10 points) increase implementation of reduced-risk IPM programs, (ii) (10 points) address how human health, the environment and/or community will be improved, and (iii) (5 points) build upon or consider lessons learned from existing efforts.	25
2. Outreach and Transferrability. Under this criterion, applicants will be evaluated based on the extent to which: (iv) (5 points) the project includes meaningful involvement of partner organizations and local stakeholders to achieve transfer of reduced-risk IPM tools and techniques, and (v) (5 points) results of the project will be disseminated to others.	10
3. Sustainability. Under this criterion, applicants will be evaluated based on the extent to which the project efforts are intended to be continued after EPA funding ends.	5

Criteria	Points
<p>4. Environmental Results—Outcomes and Outputs: Under this criterion, the Agency will evaluate the effectiveness of the applicant's plan for tracking and measuring its progress toward achieving expected project outputs and outcomes.</p>	15
<p>5. Past Performance--Programmatic Capability and Reporting on Environmental Results: Under this criterion, the Agency will evaluate the applicant's technical ability to successfully complete and manage the proposed project taking into account the applicants: (i) (5 points) past performance in successfully completing and managing federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) similar in size, scope, and relevance to the proposed project performed within the last 3 years, (ii) (5 points) history of meeting reporting requirements on federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) similar in size, scope, and relevance to the proposed project performed within the last 3 years and submitting acceptable final technical reports under those agreements, and (iii) (5points) past performance in documenting and/or reporting on progress towards achieving the expected outcomes and outputs (e.g., results) under federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) similar in size, scope and relevance to the proposed project within the last 3 years; and, if such progress was not made whether the documentation and/or reports satisfactorily explained why not.</p> <p><u>NOTE:</u> 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). Applicants with no relevant or available past performance or reporting history will receive a neutral score for those elements under this criterion. 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.</p>	15
<p>6. Staff Expertise/Qualifications: Under this criterion, the Agency will evaluate the following factors: (i) (5 points) the description of staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project , (ii) (5 points) and description of the applicant's organization and experience relating to the proposed project.</p>	10
<p>7. Budget/Resources: Under this criterion, the Agency will evaluate the following factors: (i) (5 points) whether the proposed project budget is appropriate to accomplish the proposed goals, objectives, and measurable environmental outcomes, (ii) (5 points) whether the budget provides an approximation of the percentage of the budget designated for each major activity.</p>	10

C. Selection Process

Each Regional Office will convene a review panel to evaluate the proposals submitted to their respective Regions. Each proposal will be rated on the applicant's ability to meet each criterion listed. After all proposals are reviewed and ratings are summed, each reviewer will number the proposals in priority order of the highest ranking (100 points maximum) to the lowest. The panel will recommend to the Selection Official which proposals should be funded. The top proposal from each of the ten EPA Regions will be funded.

VI. Award Administration Information

A. Award Notices

Following evaluation of proposals, all applicants will be notified regarding their status.

1. EPA anticipates notification to the successful applicant will be made via telephone, email or postal mail by August 26, 2009. The notification will advise the applicant that its proposed project has been successfully evaluated and recommended for award. The notification will be sent to the original signer of the Standard Form (SF) 424.

This notification, which advises that the applicant's proposed project has been recommended for award, is not an authorization to begin performance. The award notice signed by the EPA grants officer is the authorizing document and will be provided through postal mail. At a minimum, this process can take up to 90 days from the date of recommendation.

A listing of successful proposals will be posted on the EPA website (http://www.epa.gov/peps/regional_grants.htm) at the conclusion of the competition.

2. EPA anticipates notification to unsuccessful applicant(s) will be made via email or postal mail by August 26, 2009. The notification will be sent to the original signer of the Standard Form (SF) 424.

B. Quality Assurance Requirements

In accordance with 40 CFR 30.54 and 31.45, projects that include the generation or use of environmental data are required to submit a Quality Assurance Project Plan (QAPP). This includes efficacy and performance data, surveys and similar results. The award recipient must develop and implement quality assurance and quality control procedures, specifications and documentation that are sufficient to produce data of adequate quality to meet project objectives. The QAPP is the document that provides comprehensive details about the quality assurance/quality control requirements and technical activities that must be implemented to ensure that project objectives are met. The QAPP must be prepared in accordance with EPA QA/R-5: EPA Requirements for Quality Assurance Project Plans. The QAPP must be submitted to the EPA Project Officer at least 30 days prior to the initiation of data collection or data compilation. Requirements for QAPP's can found at http://www.epa.gov/quality1/qa_docs.html.

C. Administrative and National Policy Requirements

The award and administration of these assistance agreements will be governed by the Uniform Administrative Requirements for Grants and Cooperative Agreements to states, tribes, and local governments set forth at 40 CFR part 31. In addition, the provision in 40 CFR part 32, governing government-wide debarment and suspension, and the provisions in 40 CFR part 40 regarding restrictions on lobbying, apply.

All costs incurred under this program must be allowable under the applicable OMB Cost Circular A-87. Copies of this circular can be found at <http://www.whitehouse.gov/omb/circulars/>. In accordance with the EPA policy and the OMB circular, any recipient of funding must agree not to use assistance funds for fund-raising, or political activities such as lobbying members of Congress or lobbying for other federal grants, cooperative agreements, or contracts. See 40 CFR part 34.

If a conference or workshop is an element of the project, the applicant will be required to answer the following questions: Who is initiating the conference/workshop/meeting? How will it be advertised? Whose logo will be on the agenda and materials? What is the percentage of participants, i.e. federal, state, local or public? Will the grant recipient prepare the proceedings and disseminate the information back to the targeted community? Will program income be generated from this event?

If indirect costs are budgeted in the assistance application and the non-profit organization or educational institute does not have a previously established indirect cost rate, it agrees to prepare and submit its indirect cost rate proposal and/or cost allocation plan in accordance with the appropriate Federal cost principle, OMB Circular A-122, "Cost Principles for Non-Profit Organizations" or OMB Circular A-21, "Cost Principles for Educational Institutions" within ninety (90) days from the effective date of the award for this assistance agreement.

If a local government does not have a previously established indirect cost rate, it will need to prepare its indirect cost rate proposal and/or cost allocation plan in accordance with OMB Circular A-87, "Cost Principles for State, Local, and Indian Tribal Governments." The local government recipient whose cognizant Federal agency has been designated by the Office of Management and Budget (OMB) must develop and submit its indirect cost rate proposal for approval to its cognizant Federal agency within six (6) months after the close of the governmental unit's fiscal year. If the cognizant Federal agency has not been identified by the OMB, the local government recipient must still develop (and when required, submit) its proposal within that period.

EPA awards funds to one eligible applicant as the "recipient" even if other eligible applicants are named as "partners" or "co-applicants" or members of a "coalition" or "consortium". The recipient is accountable to EPA for the proper expenditure of funds.

Funding may be used to acquire services or fund partnerships, provided the recipient follows procurement and subaward or subgrant procedures contained in 40 CFR Parts 30 or 31, as applicable. For profit organizations are not eligible for subawards or subgrants under this announcement but may enter into procurement contracts with recipients.

Successful applicants must compete contracts for services and products and conduct cost and price analyses to the extent required by these regulations. The regulations also contain limitations on consultant compensation. Applicants are not required to identify contractors or consultants in their proposal. Moreover, the fact that a successful applicant has named a specific contractor or consultant in the proposal EPA approves does not relieve it of its obligations to comply with competitive procurement requirements. Please note that applicants may not award sole source contracts to consulting, engineering or other firms assisting applicants with the proposal solely based on the firm's role in preparing the proposal/application.

Subgrants or subawards may be used to fund partnerships with non profit organizations and governmental entities. Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products to carry out its cooperative agreement. The nature of the transaction between the recipient and the subgrantee must

be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section .210 of OMB Circular A-133, and the definitions of “subaward” at 40 CFR 30.2(ff) or “subgrant” at 40 CFR 31.3, as applicable. EPA will not be a party to these transactions. Applicants acquiring commercial goods or services must comply with the competitive procurement standards in 40 CFR Part 30 or 40 CFR Part 31.36 and cannot use a subaward/subgrant as the funding mechanism.

Human Subjects: A grant recipient must agree to meet all EPA requirements for studies using human subjects prior to implementing any work with these subjects. These requirements are given in 40 C.F.R. 26. For observational studies involving children and/or pregnant women, please refer to Subparts B & D of 40 C.F.R. 26. No work involving human subjects, including recruiting, may be initiated before the EPA has received a copy of the applicant’s Institutional Review Board’s (IRB) approval of the project and the EPA has also provided approval. Where human subjects are involved in the research, the recipient must provide evidence of subsequent IRB reviews, including amendments or minor changes of protocol, as part of annual reports.

D. DUNS Number

All applicants are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for a Federal grant or cooperative agreement. Applicants can receive a DUNS number, at no cost, by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711, or visiting the D&B website at: <http://www.dnb.com>.

E. Reporting Requirements

Funding recipients must complete project activity report(s) as required by the EPA Regional PESP Coordinator. Applicants must provide a final project report at the end of the grant period (within 90 days after the close of the project period). Project activity reports must address the status of all objectives and activities outlined in the project (including measures), a statement of impacts, and incurred project expenses.

F. Dispute Resolution Process

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 <http://www.epa.gov/ogd/competition/resolution.htm>. Copies of these procedures may also be requested by contacting the Agency Contact listed under Section VII.

VII. Agency Contacts

If you have questions or need additional information regarding this announcement, please contact your appropriate EPA Regional PESP Coordinator.

A. EPA Regional PESP Coordinators

Region I (Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island, Vermont),
Andrea Szylvian, 1 Congress St Ste 1100 (CPT), Boston, MA 02114-2023. Telephone:
(617) 918-1198; e-mail: szylvian.andrea@epa.gov

Region II (New York, New Jersey, Puerto Rico, Virgin Islands), Audrey Moore, 2890 Woodbridge Ave (MS-105), Edison, NJ 08837-3679. Telephone: (732) 906-6809; e-mail: moore.audrey@epa.gov

Region III (Delaware, Maryland, Pennsylvania, Virginia, West Virginia, District of Columbia), John Butler, 1650 Arch St (3WC32), Philadelphia, PA 19103-2029. Telephone: (215) 814-2127; e-mail: butler.john@epa.gov

Region IV (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee), Patricia Livingston, 61 Forsyth St SW, Atlanta, GA 30303-8960. Telephone: (404) 562-9171; e-mail: livingston.patricia@epa.gov

Region V (Illinois, Indiana, Michigan, Minnesota, Ohio, Wisconsin), Heather Anhalt, 77 W Jackson Blvd (DT-8J), Chicago, IL 60604-3507. Telephone: (312) 886-3572; e-mail: anhalt.heather@epa.gov

Region VI (Arkansas, Louisiana, New Mexico, Oklahoma, Texas), Eugene Thilsted, 1445 Ross Ave Ste 1200 (6PD-P), Dallas, TX 75202-2733. Telephone: (214) 665-2782; e-mail: thilsted.eugene@epa.gov

Region VII (Iowa, Kansas, Missouri, Nebraska), Heather Duncan, 901 N 5th St (WWPDPEST), Kansas City, KS 66101. Telephone: (913) 551-7640; e-mail: duncan.heather@epa.gov

Region VIII (Colorado, Montana, North Dakota, South Dakota, Utah, Wyoming), Jaslyn Dobrahner, 1595 Wynkoop St (8P-P3T), Denver, CO 80202-1129. Telephone: (303) 312-6252; e-mail: dobrahner.jaslyn@epa.gov

Region IX (Arizona, California, Hawaii, Nevada, American Samoa, Guam), Cindy Wire, 75 Hawthorne St (CMD-1), San Francisco, CA 94105, Telephone: (415) 947-4242; e-mail: wire.cindy@epa.gov

Region X (Alaska, Idaho, Oregon, Washington), Sandra Halstead, WSU-IAREC, 24106 N. Bunn Road, Prosser, WA 99350. Telephone: (509) 786-9225; e-mail: halstead.sandra@epa.gov

B. EPA Headquarters Contact

Frank Ellis, EPA Office of Pesticide Programs, 1200 Pennsylvania Avenue, NW (7511P), Washington, DC 20460. Telephone: (703) 308-8107; e-mail: ellis.frank@epa.gov.

List of Subjects:

Environmental Protection, Pesticide Environmental Stewardship Program, PESP, Grants, Pesticides, Pest Management.