



US Environmental Protection Agency Office of Pesticide Programs

Funding Opportunity Announcement:

Pesticide Environmental Stewardship Program (PESP) Regional Grants

June 10, 2010

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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 Chemical Safety and Pollution Prevention (OCSPP), Office of Pesticide Programs (OPP)
- B. **Funding Opportunity Title:** Pesticide Environmental Stewardship Program (PESP) Regional Grants
- C. **Funding Opportunity Number:** EPA-OPP-10-005
- 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:** Applications must be submitted through Grants.gov on or before **Monday, July 26, 2010**, by 5:00 PM local time of the EPA Region to which application is being submitted (5:00 PM Eastern Time for Regions 1, 2, 3, and 4; 5:00 PM Central Time for Regions 5, 6, and 7; 5:00 PM Mountain Time for Region 8; and 5:00 PM Pacific Time for Regions 9 and 10).

Hard copy applications via express delivery only (e.g., FedEx, UPS, etc.) must be received by the appropriate Regional PESP Contact listed in Section VII.B on or before **Monday, July 26, 2010** by 5:00 PM local time of the EPA Region to which application is being submitted (5:00 PM Eastern Time for Regions 1, 2, 3, and 4; 5:00 PM Central Time for Regions 5, 6, and 7; 5:00 PM Mountain Time for Region 8; and 5:00 PM Pacific Time for Regions 9 and 10). EPA will not accept applications submitted via fax, email, or 1st Class Mail delivery by U.S. Postal Service. See Section IV for further information. Applications received after the closing date will NOT be considered for funding.

Brief Description

EPA's Office of Pesticide Programs (OPP), in coordination with the EPA Regional Offices, announces the availability of approximately \$530,000 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 total estimated funding expected to be available for awards under this competitive opportunity is approximately \$530,000. The Agency anticipates funding approximately eleven (11) projects, one per EPA Region (except in Region 9 where up to two projects may be

funded), with a maximum funding level of \$53,000 per project. The project period of performance is limited to two years. Selections and awards will be made by EPA's Regional Offices with funding from EPA's Office of Pesticide Programs.

I. Funding Opportunity Description

A. History

Since 1996, EPA's Office of Pesticide Programs, in coordination with the EPA Regions, has published similar solicitations, awarding approximately \$500,000 annually for projects supporting pesticide risk reduction. This announcement provides the procedures and requirements for submitting applications for the fiscal year 2010 program. A list of projects funded since fiscal year 1998 and a majority of their project summaries may be obtained at <http://sai.ipm.gov/pub/index.php?pro=PSP> or from the EPA Headquarters Contact listed in Section VII.B.

B. 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 2 CFR part 180 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 Circulars A-87 (Cost Principles for State, Local and Indian Tribal Governments), relocated to 2 CFR Part 225; A-122 (Cost Principles for Non-Profit Organizations), relocated to 2 CFR Part 230; and A-21 (Cost Principles for educational institutions), relocated to 2 CFR Part 220. Copies of these circulars can be found at <http://www.whitehouse.gov/omb/circulars>. 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.

C. 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, and
- 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 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:
 - resistance management,
 - water quality and runoff issues,
 - pollinator protection issues,
 - endangered species protection,
 - IPM approaches for controlling rodents and predators in livestock operations,
 - urban/rural interface and volatile pesticides,
 - 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, white mold on fruiting vegetables, broadleaf weeds on strawberries and flax, liverwort on commercial greenhouses and ornamentals, thrips on onions, and fire blight on apples, and
 - emerging pest management gaps for laurel wilt on avocado and bacterial blight on tomatoes.
2. Agricultural pesticides for which reduced risk pest management alternatives are sought, especially on [but not limited to] minor crops:
 - azinphos methyl (AZM) and carbofuran alternatives,
 - soil fumigant alternatives,
 - herbicide alternatives on leaf lettuce,
 - aquatic herbicide alternatives, and
 - alternatives that support the carbofuran phase-out on spinach seed,

3. Community issues involving pesticides for which IPM advancements are sought:
 - pest management in private, commercial, and public landscaped areas such as lawns, parks, urban forests, recreational areas, and surrounding buildings,
 - pest management in commercial and residential buildings used for human occupancy such as schools, daycare centers, community centers, and hospitals, and
 - IPM approaches for public health pests such as ticks and mosquitoes.
4. 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.

D. EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs

1. 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>.

2. 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.

3. 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 (1) environmental, (2) behavioral, (3) health-related or (4) 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. Amount of funding available

The total estimated funding expected to be available for awards under this competitive opportunity is approximately \$530,000. The Agency anticipates funding approximately eleven (11) projects, one per EPA Region (except in Region 9 where up to two projects may be funded), with a maximum funding level of \$53,000 per project. The project period of performance is limited to two years. Awards will be made by EPA's Regional Offices with funding from EPA's Office of Pesticide Programs. EPA reserves the right to reject all applications and make no awards.

B. Total Number of Awards

EPA anticipates award of up to eleven (11) assistance agreements, one per EPA Region (except in Region 9 where up to two awards will be made), under this announcement ranging in value up to \$53,000 and subject to the availability of funds and quality of evaluated applications.

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 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 applicant 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.

D. Start Date/Project Duration

The estimated project period for awards resulting from this solicitation will begin in September 2010. 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 recipient'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); and
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. Additional Award Information

EPA reserves the right to reject all applications 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

No matching funds are required under this competition. Although cost sharing/matching is not required as a condition of eligibility under this competition, under Section V.B.4 (Leveraging and Sustainability) of this announcement EPA will evaluate proposals based on a leveraging criterion. Leveraging is generally when an applicant proposes to provide its own additional funds/resources or those from third party sources to support or complement the project they are awarded under the competition which are above and beyond the EPA grant funds awarded. Any leveraged funds/resources, and their source, must be identified in the proposal (see Section IV). Leveraged funds and resources may take various forms as noted below.

--**Voluntary cost share** is a form of leveraging. Voluntary cost sharing is when an applicant voluntarily proposes to legally commit to provide costs or contributions to

support the project when a cost share is not required. Applicants who propose to use a voluntary cost share must include the costs or contributions for the voluntary cost share in the project budget on the SF-424. If an applicant proposes a voluntary cost share, the following apply:

- A voluntary cost share is subject to the match provisions in the grant regulations (40 CFR30.23 or 40 CFR 31.24, as applicable).
- A voluntary cost share may only be met with eligible and allowable costs.
- The recipient may not use other sources of federal funds to meet a voluntary cost share unless the statute authorizing the other federal funding provides that the federal funds may be used to meet a cost share requirement on a federal grant.
- The recipient is legally obligated to meet any proposed voluntary cost share that is included in the approved project budget. If the proposed voluntary cost share does not materialize during grant performance, then EPA may reconsider the legitimacy of the award and/or take other appropriate action as authorized by 40 CFR Parts 30 or 31 as applicable.

--Other leveraged funding/resources that are not identified as a voluntary cost share. This form of leveraging may be met by funding from another federal grant, from an applicant's own resources, or resources from other third party sources. This form of leveraging should not be included in the budget and the costs need not be eligible and allowable project costs under the EPA assistance agreement. While this form of leveraging should not be included in the budget, the grant workplan should include a statement indicating that the applicant is expected to produce the proposed leveraging consistent with the terms of the announcement and the applicant's proposal. If applicants propose to provide this form of leveraging, EPA expects them to make the effort to secure the leveraged resources described in their proposals. If the proposed leveraging does not materialize during grant performance, then EPA may reconsider the legitimacy of the award and/or take other appropriate action as authorized by 40 CFR Parts 30 or 31 as applicable.

C. Threshold Eligibility Information

These requirements, if not met by the time of application submission, will result in elimination of the application from consideration for funding. Only applications 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 \$53,000.
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 application is being submitted (For example, an application submitted to EPA Region 2 must take place in New York, New Jersey, Puerto Rico, and/or the Virgin Islands.)
5. Applications must comply with the submission instructions and requirements set forth in Section IV. Where page limitations are established, pages in excess of the page limitation will not be reviewed.

6. Applications must be received through Grants.gov, as specified in Section IV, on or before **Monday, July 26, 2010** by 5:00 PM local time of the EPA Region to which application is being submitted (5:00 PM Eastern Time for Regions 1, 2, 3, and 4; 5:00 PM Central Time for Regions 5, 6, and 7; 5:00 PM Mountain Time for Region 8; and 5:00 PM Pacific Time for Regions 9 and 10).
7. Hard copy applications via express delivery (e.g., FedEx, UPS, etc.) must be received by **Monday, July 26, 2010** by the PESP Regional Contact listed in Section VII.A by 5:00 PM local time of the EPA Region to which application is being submitted (5:00 PM Eastern Time for Regions 1, 2, 3, and 4; 5:00 PM Central Time for Regions 5, 6, and 7; 5:00 PM Mountain Time for Region 8; and 5:00 PM Pacific Time for Regions 9 and 10).
8. Hard copy applications will only be accepted via an express delivery service. EPA will not accept applications submitted via fax, email, or standard 1st Class Mail delivery by U.S. Postal Service.
9. Applications 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. For hard copy submissions, where Section IV requires application receipt by a specific person/office by the submission deadline, receipt by an Agency mailroom is not sufficient. Applicants should confirm receipt of their applications with the appropriate PESP Regional Contact as soon as possible after the submission deadline; failure to do so may result in their application not being reviewed.
10. EPA will consider only the first application submitted by each individual investigator. Applications from different investigators within the same organization are acceptable.

IV. Application and Submission Information

A. How to Obtain Application Package

To view the full funding announcement, go to http://epa.gov/pestwise/grants/regional_grants.htm. Alternatively, 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 obtain the required application forms from EPA's Office of Grants and Debarment website at http://www.epa.gov/ogd/grants/how_to_apply.htm.

B. How to Submit Applications

Applicants have the option to submit their applications in one of two ways: 1) Hard copy via express delivery (FedEx, UPS, etc.) or 2) electronically via Grants.gov. EPA will not accept applications submitted via fax, email, or 1st Class Mail delivery by U.S. Postal Service. Applicants must submit a complete, detailed application to include all of the documents described in Section IV.C. below.

1. Hard Copy Submission

Applicants must submit, via express delivery (FedEx, UPS, etc.), one original plus one copy of the complete package including all of the documents identified in Section IV.C by **Monday, July 26, 2010** by 5:00 PM local time of the EPA Region to which application is being submitted (5:00 PM Eastern Time for Regions 1, 2, 3, and 4; 5:00 PM Central Time for Regions 5, 6, and 7; 5:00 PM Mountain Time for

Region 8; and 5:00 PM Pacific Time for Regions 9 and 10). In addition, a CD containing separate Adobe PDF files corresponding to each of the documents identified in Section IV.C must be submitted. Hard copy submissions must be sent to the appropriate PESP Regional Contact listed in Section VII.A.

2. Grants.gov Submission

Applicants choosing to send their application electronically must do so through <http://www.grants.gov>. Grants.gov is a database created in response to the President's 2002 Fiscal Year Management Agenda to improve government services to the public. Agencies were instructed to "allow applicants for Federal grants to apply for and ultimately manage grant funds online through a common website, simplifying grants management and eliminating redundancies." Please refer to **Attachment A** at the end of this announcement for instructions on sending an application through <http://www.grants.gov>.

If you have not received a confirmation of receipt from EPA within 5 business days after the application submission deadline, please contact the appropriate EPA Regional PESP Contact listed in Section VII.B. Failure to do so may result in your application not being reviewed.

C. Content of Application Submission

Regardless of the mode of submission, the application package must include all of the following materials, 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/>).

1. Standard Form (SF) 424, Application for Federal Assistance

Complete the form available at <http://www.epa.gov/ogd/forms/forms.htm>. There are no attachments. Be sure to include organization fax number and e-mail address in Block 5 of the SF-424 form. Clearly state the total funding amount requested for the ENTIRE project period in Block 15.

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. Alternatively, applicants may also request a DUNS number online by going to <http://fedgov.dnb.com/webform> and following the instructions for a cooperative agreement.

2. SF-424A, Budget Information for Non-Construction Programs

Complete the form available at <http://www.epa.gov/ogd/forms/forms.htm>. 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. 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. Clearly state the total funding amount requested for the ENTIRE project period in Block 15.

3. **EPA Form 5700-54, Key Contacts**
Complete the form available at http://www.epa.gov/ogd/forms/adobe/5700-54_sec.pdf. There are no attachments. If additional pages are needed, attach these additional pages to your front page in the form of a word document. Include a header on the additional pages with the form number and your name.
4. **SF-424B, Assurances for Non-Construction Programs**
Complete the form available at http://www.epa.gov/ogd/forms/adobe/SF424B_sec.pdf. There are no attachments.
5. **EPA Form 6600-06, Lobbying Form – Certification Regarding Lobbying**
Complete the form available at http://www.epa.gov/ogd/AppKit/form/Lobbying_sec.pdf. There are no attachments. Disregard the line in the upper right for inserting an EPA Project Control Number.
6. **EPA Form 4700-4, Pre-Award Compliance Review Report**
Complete the form available at http://www.epa.gov/ogd/forms/adobe/4700-4_sec.pdf. There are no attachments.
7. **Project Proposal**
 - a. **Cover Page (page 1).** The cover page must list the following information with your letterhead:
 - EPA docket ID number: EPA-HQ-OPP-10-005
 - 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 application is for new activities connected with a previously EPA funded project. If yes, please provide the following:
 - EPA Assistance Number: _____
 - Budget Period of Project: _____
 - b. **Table of Contents (Page 2):** A one-page table listing the different parts of the application and the page number on which each part begins.
 - c. **Executive Summary (page 3).** 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 application.

- d. **Project Narrative (10 pages or less).** The description shall contain the Parts I – VI as identified below.

The project narrative must be 10 pages or less typewritten on 8.5 x 11 inch paper, single spaced. The project narrative must contain the following information in the sequential order shown:

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.C.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. Leveraging and Sustainability

Demonstrate how you will leverage additional funds/resources beyond the grant funds awarded to support the proposed project activities and how these funds/resources will be used to contribute to the performance and success of the proposed project. This includes but is not limited to funds and other resources leveraged from businesses, labor organizations, non-profit organizations, education and training providers, and/or Federal, state, tribal, and local governments, as appropriate. Describe the amount and type of leveraged resources to be provided, how you will obtain the leveraged resources, the likelihood the leveraging will materialize during grant performance, the strength of the leveraging commitment, and the role the leveraged resources will play to support the proposed project activities. Selected applicants are expected to abide by their proposed leveraging commitments during grant performance and the failure to do so may affect the legitimacy of the award.

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. Performance Measures and Expected Outcomes and Outputs

Identify the expected project outputs (see Section I.D.2) 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.

Identify the expected quantitative and qualitative outcomes of the project (see Section I.D.3), 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. 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. Programmatic Capability and Environmental Results Past Performance

Submit a list of federally [and/or non-federally if offices want to allow that also] funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than 5 agreements, and preferably EPA agreements) and describe (i) whether, and how, you were able to successfully complete and manage those agreements and (ii) 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. 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/prior grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available past performance or past reporting information, please indicate this in the proposal 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.

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.

8. Budget Narrative

In addition to the SF-424A form, prepare a detailed budget with narrative, explaining/outlining the need for funding under each of the appropriate budget categories as listed below. Link each task or activity from the project work plan to the associated resources needed to accomplish the activity.

Personnel: Include only direct costs for salaries of those individuals who will perform work directly for the project. Identify the personnel type by full time employee. Personnel costs do not include: costs for services of consultants, contractors or other partner organizations. Include the requested federal and any non-federal cost share in these estimates.

Travel: Include the travel location(s), estimated number of trips, estimated total mileage, applicable reimbursement rate, and number of nights lodging required throughout the entire project period.

Equipment: Include only equipment proposed to be purchased as a direct cost. This does not include equipment to be leased/rented and service/maintenance contracts. Include costs for each item.

Supplies: Include tangible personal property other than equipment. Include a brief description of the supplies required to perform the work and categorized by major supply category. Example: office supplies, computer supplies, etc.

Contractual/Consultant Services: List services and associated costs that are to be carried out by an individual or organization other than the applicant in the form of a procurement relationship. Include a brief description of the scope of work or services to be provided.

Other Direct Costs: Include only those types of direct costs that do not fit in any of the other budget categories. Examples include: printing/photocopying and sub-award costs.

Sub-awards: Any award of financial assistance by any legal agreement made by the recipient to an eligible sub-recipient.

Include sufficient detail for EPA to determine if the costs are eligible, allocable, reasonable, and allowable. For more information, see <http://www.epa.gov/ogd/recipient/tips.htm> and for guidelines and a sample budget, see <http://www.epa.gov/ogd/AppKit/budget%20sample.pdf>.

You must submit, as Appendix C, a copy of your organization's Indirect Cost Rate Agreement as part of the application package if your proposed budget includes indirect costs. See instructions for Appendix C below.

Management Fees: When formulating budgets for applications, applicants must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the 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.

9. SF-LLL, Disclosure of Lobbying Activities, if applicable

Complete the form, available at http://www.epa.gov/ogd/AppKit/form/sflllin_sec.pdf, if your organization is involved in lobbying activities.

10. Appendix A: Timetable

Provide a timetable that details each project object.

11. Appendix B: Resumes

Provide brief resumes (not to exceed two pages) for the major project participants.

12. Appendix C: Indirect Cost Rate Agreement

You must submit a copy of your organization's Indirect Cost Rate Agreement as part of the application package if your proposed budget includes indirect costs.

D. 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 application. Moreover, the fact a successful applicant has named a specific contractor or consultant in the application EPA approves does not relieve it of its obligation to comply with competitive procurement requirements or consultant compensation limitations.

E. Intergovernmental Review

Applicants must comply with the Intergovernmental Review Process and/or consultation provisions of Executive Order 12372 or Section 204 of the Demonstration Cities and Metropolitan Development Act, if applicable, which are contained in 40 CFR Part 29. Further information regarding this requirement will be provided if your application is selected for funding.

F. 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 (Cost Principles for State, Local and Indian Tribal Governments), relocated to 2 CFR Part 225; A-122 (Cost Principles for Non-Profit Organizations), relocated to 2 CFR Part 230; and A-21 (Cost Principles for educational institutions), relocated to 2 CFR Part 220, as appropriate.

G. 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 package as confidential business information. EPA will evaluate confidentiality claims in accordance with 40 CFR Part 2. Applicants must clearly mark applications 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 applications are considered confidential and protected from disclosure prior to the completion of the competitive selection process.

H. 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 applications, provide informal comments on draft applications, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their applications. However, consistent with the provisions in the announcement, EPA will respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the application, and requests for clarification about the announcement. Responses to questions will be posted on OPP's web site at <http://epa.gov/pestwise/pep/grants/frequentquestions.html>.

I. 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 application. However, if they do, the fact that an applicant selected for award has named a specific subawardee/subgrantee, contractor, or consultant in the 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 application solely based on the firm's role in preparing the 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 application if the applicant demonstrates in the 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 application if the applicant demonstrates in its 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 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 Regional PESP Contact, or their designee, in the Region to which the package is submitted. The Regional PESP Contacts, or their designees, 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 Regional PESP Contact, or their designee, against the selection criteria described below.

B. Selection Criteria

Each eligible application will be evaluated according to the criteria set forth below. Applicants must directly and explicitly address these criteria as part of their application package submittal. Each application 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.C.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
3. Outreach and Transferability. Under this criterion, applicants will be evaluated based on the extent to which: (i) (5 points) the project includes meaningful involvement of partner organizations and local stakeholders to achieve transfer of reduced-risk IPM tools and techniques, and (ii) (5 points) results of the project will be disseminated to others.	10

Criteria	Points
<p>4. Leveraging and Sustainability. Under this criterion, applicants will be evaluated based on the extent they demonstrate that they will leverage additional funds/ resources beyond the grant funds to support the proposed project activities and how these funds/resources will be used to contribute to the performance and success of the proposed project. This includes but is not limited to funds and other resources leveraged from businesses, labor organizations, non-profit organizations, education and training providers, and/or Federal, state, tribal, and local governments, as appropriate. Applicants will also be evaluated based on the amount and type of leveraged resources to be provided, how they will obtain the leveraged resources, the likelihood the leveraging will materialize during grant performance, the strength of the leveraging commitment, and the role the leveraged funds/resources will play to support the proposed project activities. Applicants will also be evaluated based on the extent to which the project efforts are intended to be continued after EPA funding ends including how outputs and outcomes from the project may be useful to other locales, commodities, or other audiences.</p>	5
<p>5. Performance Measures & Expected 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>6. Past Performance--Programmatic Capability and Reporting on Environmental Results: Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project taking into account the applicant's: (i) (5 points) past performance in successfully completing and managing the assistance agreements identified in response to Section IV.C.7.d. of the announcement,, (ii) (3 points) history of meeting the reporting requirements under the assistance agreements identified in response to Section IV.C.7.d. 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, (iii) (2 points) organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and (iv) (5 points) staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.</p> <p>NOTE: Note: In evaluating applicants under items i and ii of this criterion, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). If you do not have any relevant or available past performance or past reporting information, please indicate this in the proposal and you will receive a neutral score for these subfactors (items i and ii above-a neutral score is half of the total points available in a subset of possible points). If you do not provide any response for these items, you may receive a score of 0 for these factors.</p>	15
<p>7. 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>8. Budget/Resources: Under this criterion, the Agency will evaluate the following factors: (i) (5 points) whether the proposed project budget is appropriately to accomplish the proposed goals, objectives, and measurable environmental outcomes, (ii) (5 points) whether the budget narrative provides details of the budget designated for each major activity and justifies the proposed costs.</p>	10

C. Selection Process

Each Regional Office will convene a review panel to evaluate the applications submitted to their respective Regions. Each application will be rated on the applicant's ability to meet each criterion listed. After all applications are reviewed and ratings are summed, each reviewer will number the applications in priority order of the highest ranking (100 points maximum) to the lowest. The panel will recommend to the Selection Official which applications should be funded. The top application from each of the ten EPA Regions will be funded except in Region 9 where the top two applications will be funded.

VI. Award Administration Information

A. Award Notices

Following evaluation of applications, 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 1, 2010. 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 applications will be posted on the EPA website (<http://epa.gov/pestwise/grants/2010regionalgrants.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 1, 2010. 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 2 CFR part 180, 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 Circular A-87 (Cost Principles for State, Local and Indian Tribal Governments), relocated to 2 CFR Part 225. 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), relocated to 2 CFR Part 230, or OMB Circular A-21 (Cost Principles for Educational Institutions), relocated to 2 CFR Part 220 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), relocated to 2 CFR Part 225. 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 application. Moreover, the fact that a successful applicant has named a specific contractor or consultant in the application 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 application solely based on the firm's role in preparing the 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.

D. Human Subjects

A grant applicant 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. Studies involving intentional exposure of human subjects who are children or pregnant or nursing women are prohibited by Subpart B of 40 CFR Section 26. For observational studies involving children or pregnant women and fetuses please refer to Subparts C & D of 40 CFR Section 26. U.S. Department of Health and Human Services regulations at 45 CFR § 46.101(e) have long required "... compliance with pertinent Federal laws or regulations which provide additional protection for human subjects." EPA's regulation 40 C.F.R. Part 26 is such a pertinent Federal regulation. Therefore, the applicant's Institutional Review Board (IRB) approval must state that the applicant's study meets the EPA's regulations at 40 CFR § 26. No work involving human subjects, including recruiting, may be initiated before the EPA has received a copy of the applicant'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.

E. Animal Welfare

A grant recipient must agree to comply with the Animal Welfare Act of 1966 (P.L. 89-544), as amended, 7 U.S.C. 2131-2156. The recipient must also agree to abide by the "U.S. Government Principles for the Utilization and Care of Vertebrate Animals used in Testing, Research, and Training." (50 Federal Register 20864-20865 (May 20,1985))

F. Data Access and Information Release

The Office of Management and Budget (OMB) Circular A-110 has been revised to provide public access to research data through the Freedom of Information Act (FOIA) under some circumstances. Data that are (1) first produced in a project that is supported in whole or in part with Federal funds and (2) cited publicly and officially by a Federal agency in support of an action that has the force and effect of law (i.e., a regulation) may be accessed through FOIA. If such data are requested by the public, the EPA must ask for it, and the grantee must submit it, in accordance with A-110 and EPA regulations at 40 C.F.R. 30.36.

G. Reporting Requirements

The successful applicant(s) will be required to submit project activity reports throughout the duration of the project, as frequently as quarterly, as directed by the EPA Project Officer. 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. A final project report is also required 90 days following the end of the project period. Related published reports and research publications on the project with analytical data should be attached when applicable. All reports can be submitted either electronically or in hard copy.

H. 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>.

I. 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 EPA Headquarters Contact listed in Section VII.B.

VII. Agency Contacts

If you have questions or need additional information regarding this announcement, please contact the appropriate Regional PESP Contact for your state.

A. Regional PESP Contacts

Region I (Connecticut, Massachusetts, Maine, New Hampshire, Rhode Island, Vermont), Nancy Barmakian, 5 Post Office Square Suite 100 (OES05-04), Boston, MA 02109-3912. Telephone: (617) 918-1016; e-mail: barmakian.nancy@epa.gov

Region II (New York, New Jersey, Puerto Rico, Virgin Islands), Adrian Enache, 2890 Woodbridge Ave (MS-105), Edison, NJ 08837-3679. Telephone: (732) 321-6769; e-mail: enache.adrian@epa.gov

Region III (Delaware, Maryland, Pennsylvania, Virginia, West Virginia, District of Columbia), Angela Paez, 1650 Arch St (3LC62), Philadelphia, PA 19103-2029. Telephone: (215) 814-2064; e-mail: paez.angela@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), Amy Mysz, 77 W Jackson Blvd (DT-8J), Chicago, IL 60604-3507. Telephone: (312) 886-0224; e-mail: mysz.amy@epa.gov

Region VI (Arkansas, Louisiana, New Mexico, Oklahoma, Texas), Gregory Weiler, 1445 Ross Ave Ste 1200 (6PD), Dallas, TX 75202-2733. Telephone: (214) 665-7564; e-mail: weiler.gregory@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), Barbara Barron, 1595 Wynkoop St (8P-P3T), Denver, CO 80202-1129. Telephone: (303) 312-6617; e-mail: barron.barbara@epa.gov

Region IX (Arizona, California, Hawaii, Nevada, American Samoa, Guam), Don Hodge, 75 Hawthorne St (CED-1), San Francisco, CA 94105, Telephone: (415) 972-3240; e-mail: hodge.don@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. 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.

ATTACHMENT A

Grants.gov Application Instructions

General Application Instructions

The electronic submission of your application must be made by an official representative of your institution who is registered with Grants.gov. For more information, go to <http://www.grants.gov> and click on “Get Registered” on the left side of the page. *Note that the registration process may take a week or longer to complete.* If your organization is not currently registered with Grants.gov, please encourage your office to designate an AOR and ask that individual to begin the registration process as soon as possible.

To begin the application process under this grant announcement, go to <http://www.grants.gov> and click on the “Apply for Grants” tab on the left side of the page. Then click on “Apply Step 1: Download a Grant Application Package” to download the compatible Adobe viewer and obtain the application package. To apply through grants.gov you must use Adobe Reader applications and download the compatible Adobe Reader version (Adobe Reader applications are available to [download for free on the Grants.gov website](#)). For more information on Adobe Reader please visit the [Help section](#) on grants.gov at <http://www.grants.gov/help/help.jsp> or http://www.grants.gov/aboutgrants/program_status.jsp.

Once you have downloaded the viewer, you may retrieve the application package by entering the Funding Opportunity Number, EPA-OPP-10-005, or the CFDA number that applies to the announcement (CFDA 66.714), in the appropriate field. You may also be able to access the application package by clicking on the Application button at the top right of the synopsis page for this announcement on <http://www.grants.gov> (to find the synopsis page, go to <http://www.grants.gov> and click on the “Find Grant Opportunities” button on the left side of the page and then go to Search Opportunities and use the Browse by Agency feature to find EPA opportunities).

Application Submission Deadline: Your organization’s AOR must submit your complete application electronically to EPA through Grants.gov (<http://www.grants.gov>) no later than **Monday, July 26, 2010** by 5:00 PM local time of the EPA Region to which application is being submitted (5:00 PM Eastern Time for Regions 1, 2, 3, and 4; 5:00 PM Central Time for Regions 5, 6, and 7; 5:00 PM Mountain Time for Region 8; and 5:00 PM Pacific Time for Regions 9 and 10).

Please submit *all* of the application materials described below.

Application Materials

The following forms and documents are required under this announcement:

1. SF-424, Application for Federal Assistance
2. SF-424A, Budget Information for Non-Construction Programs
3. EPA Form 5700-54, Key Contacts
4. SF-424B, Assurances for Non-Construction Programs
5. EPA Form 6600-06, Lobbying Form - Certification Regarding Lobbying
6. EPA Form 4700-4, Pre-Award Compliance Review Report
7. Project Narrative - prepared as described in Section IV.C.7 of the announcement

8. Budget Narrative - prepared as described in Section IV.C.8 of the announcement
9. SF-LLL, Disclosure of Lobbying Activities
10. Appendix A - Timetable
11. Appendix B – Resumes
12. Appendix C – Negotiated Indirect Cost Rate Agreement, if applicable

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 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.

2. 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. (See instructions for document 7 below.)

3. EPA Form 5700-54 - Key Contacts

Complete the form available at http://www.epa.gov/ogd/forms/adobe/5700-54_sec.pdf.

There are no attachments. If additional pages are needed, attach these additional pages to your front page in the form of a word document. Include a header on the additional pages with the form number and your name.

4. SF-424B, Assurances for Non-Construction Programs

Complete the form. There are no attachments.

5. EPA Form 6600-06, Lobbying Form – Certification Regarding Lobbying

Complete the form, available at http://www.epa.gov/ogd/AppKit/form/Lobbying_sec.pdf, if your organization is involved in lobbying activities. There are no attachments. Disregard the line in the upper right for inserting an EPA Project Control Number.

6. EPA Form 4700-4 – Pre-Award Compliance Review Report

Complete the form available at http://www.epa.gov/ogd/forms/adobe/4700-4_sec.pdf. There are no attachments.

7. Project Narrative

Prepared as described in Section IV.C.7 of the announcement.

8. Budget Narrative

Prepare the budget narrative in accordance with the instructions in Section IV.C.8 of the announcement and attach it by clicking on “Budget Narrative Attachment Form” and then “Add Mandatory Budget Narrative.” If indirect costs are included in the project budget, you

must submit a copy of your organization's Indirect Cost Rate Agreement as part of the application package. (See instructions for document 7 below.)

9. SF-LLL, Disclosure of Lobbying Activities

Complete the form if your organization is involved in lobbying activities. There are no attachments.

10. Other Attachments Form - Appendix A – Timetable

Prepared as described in Section IV.C.5 of the announcement. Use the "Other Attachments Form" in the "Optional Documents" box to attach a copy of the timetable.

11. Other Attachments Form - Appendix B – Resumes

Prepared as described in Section IV.C.6 of the announcement. Use the "Other Attachments Form" in the "Optional Documents" box to attach a copy of the resumes.

12. Other Attachments Form – Appendix C - Negotiated Indirect Cost Rate Agreement

If indirect costs are included in the project budget, you must submit a copy of your organization's Indirect Cost Rate Agreement as part of the application package. Use the "Other Attachments Form" in the "Optional Documents" box to attach a copy of your organization's Indirect Cost Rate Agreement, if applicable. (See Application Preparation and Submission Instructions below for more details.)

Application Preparation and Submission Instructions

Documents 1 through 12 listed under Application Materials above should appear in the "Mandatory Documents" box on the Grants.gov Grant Application Package page.

For documents 1, 2, 4 and 9, click on the appropriate form and then click "Open Form" below the box. The fields that must be completed will be highlighted in yellow. Optional fields and completed fields will be displayed in white. If you enter an invalid response or incomplete information in a field, you will receive an error message. When you have finished filling out each form, click "Save." When you return to the electronic Grant Application Package page, click on the form you just completed, and then click on the box that says, "Move Form to Submission List." This action will move the document over to the box that says, "Mandatory Completed Documents for Submission."

For documents 3, 5, 6, 7, 8, 10, 11, and 12, you will need to attach electronic files. For document 7, prepare your project narrative as described above and save the document to your computer as an MS Word or PDF file. When you are ready to attach your project narrative to the application package, click on "Project Narrative Attachment Form," and open the form. Click "Add Mandatory Project Narrative File," and then attach your proposal (previously saved to your computer) using the browse window that appears. You may then click "View Mandatory Project Narrative File" to view it. Enter a brief descriptive title of your project in the space beside "Mandatory Project Narrative File Filename;" the filename should be no more than 40 characters long. If there are other attachments to submit to accompany your proposal, you may click "Add Optional Project Narrative File" and proceed as before. When you have finished attaching the necessary documents, click "Close Form." When you return to the "Grant Application Package" page, select the "Project Narrative Attachment Form" and click "Move Form to Submission List." The form should now appear in the box that says, "Mandatory Completed Documents for Submission." Follow the same general procedures for attaching: document 3 – EPA Form 5700-24 (Key Contacts), document 5 – EPA Form 6600-06 (Lobbying Form – Certification

Regarding Lobbying), document 6 – EPA Form 4700-4 (Pre-Award Compliance Review Report), document 8 - Budget Narrative, document 10 - Timetable – using the “Timetable Attachment Form;” and document 11 – Resumes – using the “Resumes Attachment Form.”

Document 12 is listed in the “Optional Documents” box, but *please note that this so-called “optional” document must also be submitted as part of the application package, if applicable to your organization.* You are required to submit document 12 – Negotiated Indirect Cost Rate Agreement – if you have included any indirect costs in your proposed budget. To attach document 12, use the “Other Attachments Form” in the “Optional Documents” box. After attaching the document, please remember to highlight the “Other Attachments Form” and click “Move Form to Submission List” in order to move the document to the box that says, “Optional Completed Documents for Submission.”

Once you have finished filling out all of the forms/attachments and they appear in one of the “Completed Documents for Submission” boxes, click the “Save” button that appears at the top of the Web page. It is suggested that you save the document a second time, using a different name, since this will make it easier to submit an amended package later if necessary. Please use the following format when saving your file: “Applicant Name – FY10 – Assoc Prog Supp – 1st Submission” or “Applicant Name – FY 10 Assoc Prog Supp – Back-up Submission.” If it becomes necessary to submit an amended package at a later date, then the name of the 2nd submission should be changed to “Applicant Name – FY10 Assoc Prog Supp – 2nd Submission.”

Once your application package has been completed and saved, send it to your AOR for submission to EPA through Grants.gov. Please advise your AOR to close all other software programs before attempting to submit the application package through Grants.gov.

In the “Application Filing Name” box, your AOR should enter your organization’s name (abbreviate where possible), the fiscal year (e.g., FY10), and the grant category (e.g., Assoc Prog Supp). The filing name should not exceed 40 characters. From the “Grant Application Package” page, your AOR may submit the application package by clicking the “Submit” button that appears at the top of the page. The AOR will then be asked to verify the agency and funding opportunity number for which the application package is being submitted. If problems are encountered during the submission process, the AOR should reboot his/her computer before trying to submit the application package again. [It may be necessary to turn off the computer (not just restart it) before attempting to submit the package again.] If the AOR continues to experience submission problems, he/she may contact Grants.gov for assistance by phone at 1-800-518-4726 or email at <http://www.grants.gov/help/help.jsp>.

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 5 days of the application deadline, please contact the appropriate Regional PESP Contact listed in Section VII.B. Failure to do so may result in your application not being reviewed.