



Pollution Prevention Grants: Federal Announcement of Availability

US Environmental Protection Agency
Office of Pollution Prevention and Toxics (OPPT)

Webinar for Potential Applicants and Interested Stakeholders
March 21, 2018

Webinar Logistics



- **Technical Difficulties**: If you are having technical difficulties, visit www.gotowebinar.com and click on FAQs in the blue navigation bar on the left side of the page. You may also type in your technical issues and we can try to assist you.
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Goal of the Webinar



- Review the Pollution Prevention Grant Request for Proposals (RFP) that was posted on Feb 28 for potential applicants and interested stakeholders.
- Provide information and answer questions about the application and review process that can help potential applicants submit a high quality application for consideration.

Agenda



1. Poll Question 1
2. Describe P2 Grant Opportunity
 1. Purpose of the grants
 2. Desired work
 3. Eligibility
 4. Funding
3. What is Pollution Prevention (P2)?
4. P2 National Emphasis Areas (NEAs)
5. Break for Questions
6. Poll Question 2
7. Grant Reporting and Measures
8. Proposal Submission and Evaluation
 1. Proposal Package Components
 2. Submission Deadline and How to Submit
 3. Threshold Criteria
 4. Evaluation Criteria
 5. Grant Proposal Evaluation
9. Poll Question 3
10. Tips & Resources
11. Break for Questions

Poll Question 1



Poll Question 1
Please Participate

Purpose of the P2 Grants



As required by the Pollution Prevention Act of 1990, grants support state and tribal programs to provide technical assistance and training to businesses to help them adopt source reduction approaches (aka, pollution prevention or P2).

Desired Work



EPA is interested in receiving proposals that will:

- Provide technical assistance/training to businesses about source reduction techniques to help them adopt and implement source reduction approaches, and to increase the development, adoption, and market penetration of greener products and sustainable manufacturing practices.
- Identify, develop, document and share P2 best management practices and innovations so this information may inform future technical assistance, and these P2 approaches and outcomes may be replicated by others.

Eligibility



- Any of the 50 states, District of Columbia, the U.S. Virgin Islands, the Commonwealth of Puerto Rico, any territory or possession of the U.S. (40 CFR 35.345)
- Federally-recognized Indian tribes that meet the requirements for treatment in a manner similar to a state as described in (40 CFR 35.663),
- Intertribal Consortia that meet the requirements in (40 CFR 35.504)

Eligibility (contd.)



Any agency or instrumentality of the state, including state colleges and universities.

- Colleges and universities must include documentation demonstrating that they are chartered, commissioned or publically-owned/operated by the state.
- Documentation may include, but is not limited to: a state/tribe constitutional reference, college/university charter, W-7 tax form that has confirmed the college or university to serve as an instrumentality of a state, etc.

Funding



- EPA anticipates awarding approximately \$9.38 million in federal P2 grant funding over a two-year funding cycle (approx. \$4.69 million in FY 2018 and approx. \$4.69 million in FY 2019).
 - ❑ Individual grant awards may potentially be in the range of \$40,000-\$500,000 for the two-year funding period (e.g., \$20,000 - \$250,000 incrementally funded per year).
 - ❑ Some EPA regions have decided to have lower award caps (noted on the next slide).
 - ❑ Avg. number of awards: **~40-50 awards**
- NOTE: These amounts are estimates only. The number and value of P2 grants issued will depend on Congressional appropriations, funding availability, the quality of proposals received, satisfactory performance and other applicable considerations.
- P2 awards are expected to be performed in each EPA region and will be funded in the form of grants or cooperative agreements.

Funding (contd.)



The following P2 Regional Programs will have lower award caps:

- Region 1 – \$40,000-\$180,000, issued over a 2-year funding period (\$20,000 - \$90,000 per year). Projects that benefit multiple states in Region 1 may have a 2-year cap of \$200,000.
- Region 2 – \$40,000 – \$300,000, issued over a two-year funding period (\$20,000 - \$150,000 per year).
- Region 3 – \$40,000- \$400,000 issued over a two-year funding period (\$20,000 - \$200,000 per year).
- Region 4 - \$40,000 - \$160,000, issued over a two-year funding period (\$20,000 - \$80,000 per year).
- Region 7 – \$50,000 - \$350,000 for the two-year funding period (\$25,000 - \$175,000 per year).

Partial Funding



- EPA reserves the right to partially fund proposals by funding discrete activities, portions or phases of a proposals.
- If EPA decides to partially fund a proposal, it will do so in a manner that will not prejudice any applicant or affect the basis upon which a proposal or a portion will be evaluated or selected.

Match Requirements



- As required by the P2 Act, grant recipients must provide at least a 50 percent match of the total allowable project cost.
- For example, if the total project cost is \$100,000, the applicant must be able to provide \$50,000 in cash or in-kind contributions in order to be eligible to receive a \$50,000 grant from EPA.

Match Requirements (contd.)



- Cost sharing and matching contributions may include, but are not limited to:
 - Dollars;
 - In-kind goods and services (such as volunteered time, photocopying and printing services, etc.);
 - Third-party contributions consistent with 2 CFR 200.306.
 - University faculty time or effort can be offered as a cash contribution as long as the cost sharing occurs during the assistant agreement project period and while the faculty member is under a continuing contract with the university;
- Applicants must document in their budgets the type of match applied and how it will be used.

Match Requirement Exceptions



- Cost sharing and matching requirements are waived for proposals under \$200,000 from Insular Area applicants (U.S. Virgin Islands, American Samoa, Guam and the Northern Mariana Islands).
- Insular Area applicants with proposals that require a cost share of \$200,000 or greater are advised to contact EPA to determine if the cost share requirements will be waived in whole or in part.
- Tribes and intertribal consortia that are awarded P2 grant funds and then place that awarded P2 grant workplan into an approved performance partnership grant (PPG) agreement will have their cost share/match reduced from 50% to 5% (40 CFR 35.535 (b)).

Funding Types



EPA will decide to issue P2 awards in the form of grants or cooperative agreements

- Grants - Awards of financial assistance issued by the federal government to eligible recipients based on approved workplans. EPA will not be substantially involved in the performance of grants but will monitor and perform oversight of grant work to ensure federal funds are being used as intended and expended in a timely and efficient manner.
- Cooperative Agreements - involve substantial involvement between the EPA and the selected applicant in performance of supported work. EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process.

Funding Period



- Funding anticipated for 2 years (dependent on Congressional appropriation, satisfactory performance of grantee, etc.)
- EPA will not issue an RFP next year
- Funding is generally to support two-years of technical assistance
- The recipient's proposal may allot time and set aside funds from the two-year award for an optional third-year if needed, to obtain the required follow-up information to report on the adoption of P2 approaches by businesses they provided technical assistance/ training under the grant.

What is P2?



- P2 (source reduction), is any practice which reduces the amount of any hazardous substance, pollutant, or contaminant entering any waste stream or otherwise released into the environment prior to recycling of discarded material, treatment, or disposal; and reduces the hazards to public health and the environment associated with the releases of those substances, pollutants or contaminants.
- P2 practices include equipment or technology, process or procedure modifications, reformulation or redesign of products, substitution of raw materials, and improvements in maintenance, training, or inventory control.
- EPA interprets P2 as including practices that, increase efficient use of water, energy, raw materials, or other resources, or that may protect natural resources through conservation methods.

What is not P2?

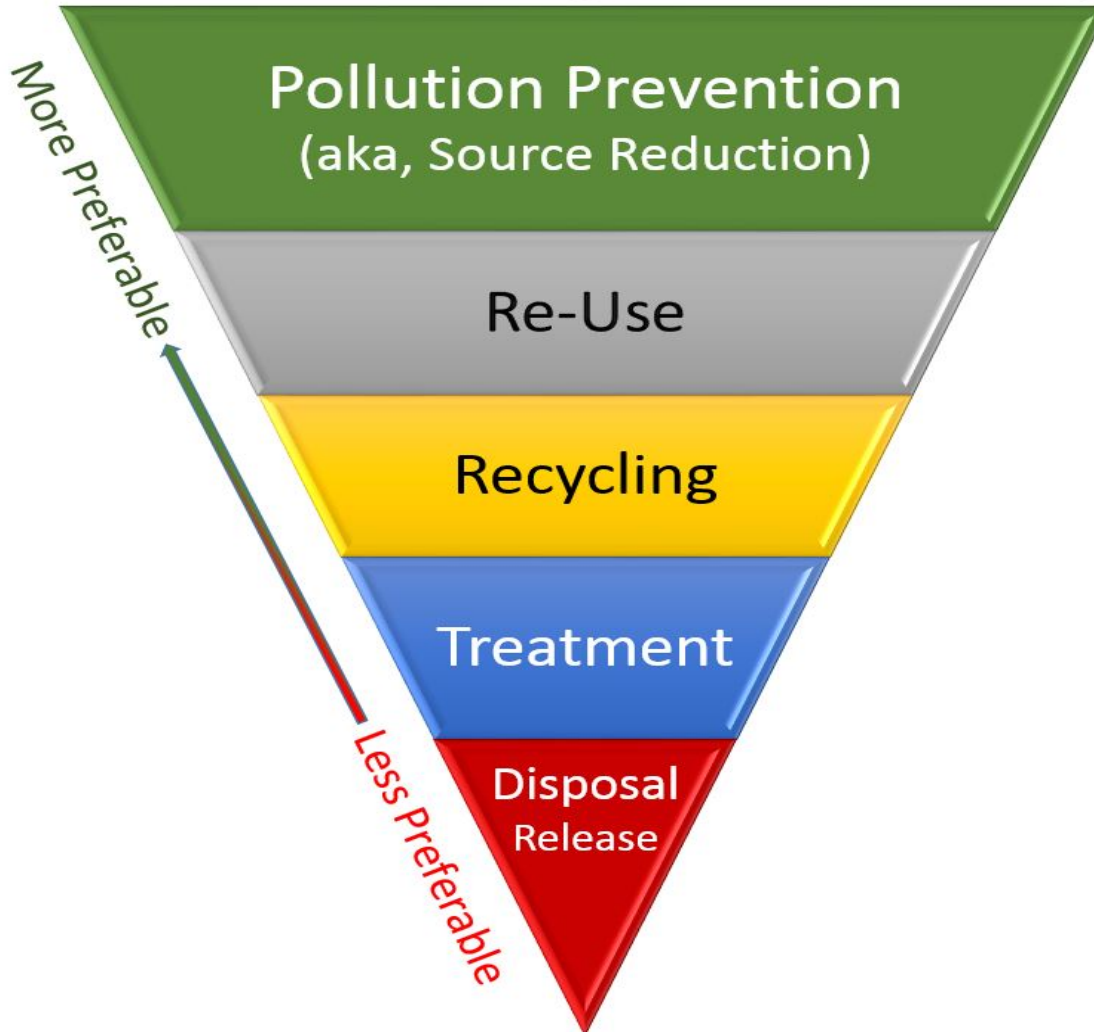


- Practices which alter the physical, chemical or biological characteristics or the volume of a pollutant, hazardous substance or contaminant through a process or activity which itself is not integral to and necessary for the production of a product or the providing of a service (refer to PPA Section 66303 and 40 CFR 35.343 AND 35.662).
- Recycling of discarded materials, waste, clean-up, disposal activities, and management of or processing of non-hazardous solid waste (e.g., paper/cardboard, glass, plastics, etc.) are not P2 activities and cannot serve as a basis for P2 grant funding.
- If any of these activities represent more than a small or ancillary part of the proposed work funded through the P2 Grant, EPA will not consider the proposal for an award.

Why P2?



The Waste Management Hierarchy



P2 Benefits?



An ounce of
Pollution Prevention
is worth a
pound of cure



P2 Benefits (contd.)

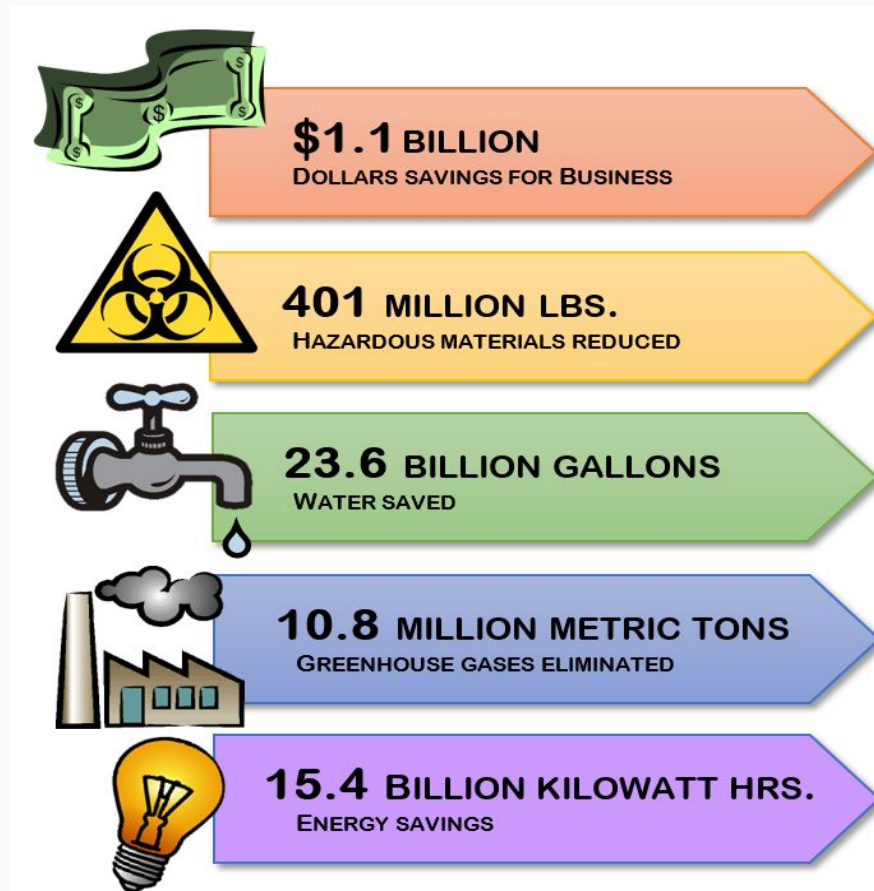


- P2 means producing less waste to control, treat or dispose.
- Less pollution means fewer hazards posed to public health and the environment.
- P2 helps American business:
 - ❑ Compete economically through improved environmental performance
 - ❑ Reduce operating, regulatory, and liability costs
 - ❑ Spur, leverage, and amplify innovation
 - ❑ Protect human health and the environment

P2 Grant Program Results



Between 2011-2015, the EPA's P2 Program issued 281 assistance grants totaling \$31.6 million, which resulted in the following rolling 4-year results:



P2 National Emphasis Areas



- National Emphasis Areas (NEAs) are program priorities for the P2 Program
- Created to focus resources and funding to generate more impactful and measurable results.
- Help facilitate information from P2 technical assistance and/or training to businesses nationwide.
- Applicants are to choose **one or more** of the NEA topic areas as the focus of their P2 grant proposals.

NEAs for FY 18-19 P2 Grants



- NEA #1: Business-Based Pollution Prevention Solutions Supporting Toxic Substances Control Act (TSCA) Priorities and Chemical Safety
- NEA #2: Food and Beverage Manufacturing and Processing
- NEA #3: Hazardous Materials Source Reduction Approaches in States or Communities



Business-Based P2 Solutions Supporting TSCA Priorities and Chemical Safety

- Carry out P2 technical assistance and projects that identify, test, implement and/or disseminate business-based P2 solutions for TSCA-regulated chemicals. Emphasis placed on chemicals identified in TSCA 2014 Workplan for chemical assessment.
- Encourage businesses to identify and adopt chemical and process alternatives, and promote innovative efforts on market-driven research, product design, product substitution and product applications that target source reduction, i.e., reducing the use and release of hazardous substances, pollutants or contaminants.

Webinar on P2 Grants & TSCA



- P2 and TSCA, an Overview of EPA's New National Emphasis Area for Pollution Prevention Grants
- Thursday, March 29, 2018
- GoTo webinar registration link – <https://attendee.gotowebinar.com/register/4091951659517175041>

NEA #1 Potential Grant Projects



- Provide technical assistance to businesses to identify and pilot options/alternatives for existing chemicals (governed by TSCA), including those that are TSCA priorities or for which unreasonable risks have been determined.
 - ❑ Focus on specific sectors (e.g., automotive, aerospace, electronics).
 - ❑ Focus on chemical function (e.g., solvents).
- Facilitate industry collaborations or projects to develop or test alternative chemicals and/or chemical processes that can demonstrably reduce hazards associated with TSCA priority chemicals.
- Facilitate industry collaborations or projects to explore uses and applicability of new and/or innovative chemicals for which P2 claims are made in [EPA's New Chemicals Program](#).
- Conduct outreach with large institutional procurement officials on procurement of environmentally preferable and Safer Choice products, including those purchased up their supply chains.
- Work with an industry significantly impacted by chemical regulation or restriction to develop public-private partnerships to reduce or eliminate use of those chemicals



Food and Beverage Manufacturing and Processing

- P2 technical assistance and projects to support more sustainable food and beverage manufacturing and processing entities in North American Industry Classification System (NAICS) codes 311 and 3121 resulting in reduced toxic air emissions or water discharges, water or energy usage, hazardous materials generation and use, and/or business costs.
- Technical assistance projects or activities associated with entities that are not included under NAICS codes 311 or 3121, such as restaurants, grocery stores and other retail establishments, do not qualify for this NEA, but may be considered under other NEAs if the scope of the project is consistent with those other NEAs.

NEA #2 Potential Grant Projects



- Implementing and measuring water conservation techniques (e.g., use of high volume, low pressure washing systems that reuse water; alternative practices to minimize loadings to wastewater systems, managing production times to optimize cleaning and reduce water usage, extending operating times between cleanings, etc.)
- Implementing and measuring reduction of energy use and efficiency at a facility or in the supply/transportation chain to and from a facility.
- Implementing and measuring Green Chemistry solutions.
 - e.g., reduce quantity and toxicity of cleaning products or food processing chemicals, developing projects that identify and find alternative chemicals or procedures for cleaning equipment and the building space, in particular alternatives to Clean-in-Place chemicals and practices, developing environment-friendly food grade lubricants, cleaners, processes (i.e., ozone cleaning) and materials used in equipment in contact with food, etc.)

NEA #2 Potential Grant Projects



- Implementing and measuring reduced air emissions and water discharges (e.g., steps to prevent ammonia refrigeration leaks and other accidental releases, developing refrigerant alternatives that are of low toxicity, etc.)
- Establishing food-manufacturing roundtables to exchange information, ideas, and technology information among food manufacturers and that incorporate follow-up measures to document P2 practices that result from the information exchanged.
- Reduction of energy use and cost by concentrating on identifying opportunities for energy (particularly heat energy) conversion, transfer and/or storage.
- Investigating byproduct recovery and transformation to reduce air emissions and other discharges.



Hazardous Materials Source Reduction Approaches in States or Communities

- P2 technical assistance and projects to support state or community-based approaches to hazardous materials source reduction to reduce the generation and use of hazardous materials from business or industry sectors.
- This NEA is intended to leverage governmental/business/economic/infrastructure resources within a geographically contiguous area to address local (community) or broader (state) environmental and public health issues using P2 approaches.
- The term community as defined under this emphasis area applies to businesses, industry sectors, multi-organizational partnerships, and disadvantaged or underserved communities within geographically-defined land areas (e.g., federally-recognized tribal lands, state, county, city, township, etc.).

NEA #3 Potential Grant Projects



- Assisting businesses within a community to improve material practices that reduce the use and risk of release of hazardous chemicals during a storm, flooding or other natural disaster event. (i.e., reduce stockpiling and use of non-hazardous chemicals).
- Identifying and targeting businesses or sectors within environmental justice communities that use hazardous materials and providing P2 assessments focusing on hazardous materials and/or energy and water use reduction and training.
- Using Toxic Release Inventory (TRI)-P2 reporting data to target similar businesses or operations with similar P2 opportunities in hazardous materials source reduction within local communities.

NEA #3 Potential Grant Projects



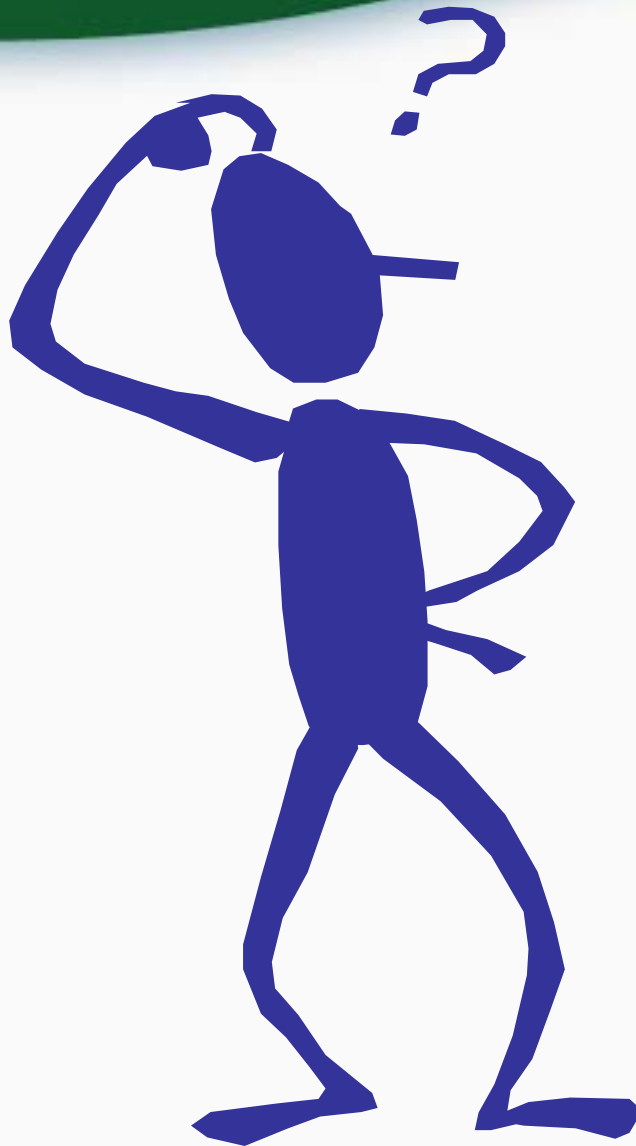
- Creating training and other assistance methods to teach businesses to identify and reduce the use of hazardous chemicals, and/or water and energy in their facilities through source reduction techniques and/or practices, (e.g., participating in EPA's Safer Choice program, using Safer Choice-labeled products, or using EPA's Safer Chemical Ingredients List, etc.)
- Establishing regional manufacturing roundtables to exchange information, ideas, and technology information among the manufacturers that incorporate follow-up measures to document P2 practices that result from the information exchanged.
- Providing technical assistance to manufacturers to reduce the generation of hazardous materials through process changes included, but not limited to: [Green Engineering](#) practices, through in-process reuse of the materials, and/or through the reclamation and remanufacturing of the hazardous secondary materials to extend their useful life.

Regional Focus Areas



- Some EPA regions have Regional Focus Areas that expand upon one or more of the NEAs and reflect Regional Pollution Prevention Program needs.
- Regional Focus Areas are described in the RFP for EPA Regions 1, 2, and 7.
- Applicants proposing projects to be performed within those regions should consider opportunities to support the Regional Focus Areas.

Questions?



Poll Question 2



Poll Question 2
Please Participate

Performance Measures



Applicants must provide a comprehensive plan for gathering and reporting on the expected environmental outputs and outcomes of proposed grant work.

- **Environmental outputs may include:**
 - Number of stakeholder groups involved in the process
 - Number of technical assistance assessments or visits
 - Number of recommendations made to businesses/facilities
 - Number of recommendations implemented/adopted by businesses/facilities
- **Environmental outcomes may include:**
 - Gallons of water reduced
 - Pollution prevention dollars saved
 - Pounds of hazardous materials reduced
 - Metric tons of carbon dioxide equivalent (MTCO₂e) reduced or offset

Document and Report



- EPA is placing additional emphasis on documenting and sharing the P2 best practices and innovations identified and developed through these grants so that others can replicate these approaches and outcomes.
- Therefore, in general, grant recipients must document and report on the P2 recommendations where they are provided to businesses/facilities as part of the technical assistance, and at a later date, report on P2 actions adopted by the businesses/facilities that received the technical assistance and training.
 - Alternative reporting options are available if technical assistance is broadly provided to businesses/facilities (e.g., training, outreach materials, tool development, roundtables, green certification or leadership programs).

Grant Reporting



- Grant recipients are required to submit semi-annual progress reports during the project period and a final technical report at the completion of the grant.
- A schedule for submitting the semi-annual reports will be established by the EPA region managing the grant award.
- Grant recipients will be expected to report on the outputs of the grant, such as those described in the Performance Measurement and Reporting Plan in **Section 1.H.2** of the RFP.
- Different workplans will yield and require different reporting information.
 - ❑ If P2 Recommendations Were Provided to a Specific Business/Facility
 - ❑ If P2 Technical Assistance was Broadly Provided (e.g., P2 training courses, outreach materials, tool development, roundtables, green certification or leadership programs)
- Grant recipients will be encouraged to use a table and text (**refer to examples offered in Appendix C**). EPA will use this information to determine if workplan requirements are being met and to build a repository of pollution prevention lessons learned that can be widely shared and replicated.

Proposal Submission



- Proposals submitted to Grants.gov by April 26, 11:59 pm EDT.
 - See RFP for alternative means for submission.
- The narrative proposal, including the cover page, cannot exceed a maximum of 13 single-spaced pages.
- Narrative must explicitly describe:
 - How the proposed project meets the guidelines established in Sections I-III of the RFP (including the threshold eligibility criteria in Section III.E)
 - Must address each of the evaluation criteria.
- Letters of Support, Resumes, Budget/Timeline tables are not included in the page limit requirement.

Threshold Criteria



- Proposals must meet the Threshold Program Requirements in order to be considered for funding.
- Only proposals that meet all Threshold Criteria will be evaluated and ranked against the Evaluation Criteria described in Section V.A of the RFP.

Threshold Criteria (contd.)



1. Proposals must adhere to the definition of P2 and regulatory and statutory criteria of P2 grants.
2. Preponderance of work must support P2
3. Proposals must address one or more of NEAs
4. Proposals must link to EPA Strategic Plan
5. Proposals must be from eligible applicants
6. Proposals must adhere to 50% match (exceptions - 5% for Tribes with PPG; match waived for insular area applicants – with proposals under \$200K).
7. Proposals must comply with submission instructions
8. Proposals must be submitted through [Grants.gov](https://www.grants.gov)/accepted alternative method
9. Proposals submitted late will be disqualified
10. Proposals must adhere to 13 page narrative limit, including cover page.

Evaluation Criteria



A. Evaluation Criteria:

Criteria	Description	Points
1. Project Strategy & Overall Approach	Proposals will be evaluated based on the quality and extent to which applicants describe an effective strategy and approach that clearly illustrates:	
	a) How the proposed project activities support and align with the goals of the P2 NEA(s) that the proposal addresses. Refer to Section I.G and Appendix A.	8
	b) The types and estimated number of businesses/facilities to be targeted for technical assistance and/or training (e.g., business types, sectors, conference attendees, NAICS code, etc.), the anticipated environmental and/or human health concerns anticipated at those targeted businesses/facilities, and how the adoption of P2 approaches could improve or resolve the anticipated environmental and/or human health concerns.	15
	c) How the P2 technical assistance/training will be provided (e.g., on-site assistance technical assistance visits to businesses to identify and develop P2 best management practices and innovations; off-site or remote support; referring clients to other technical assistance materials and sources; offering training to multiple businesses; planning collaborative opportunities for business sectors or communities to explore and develop P2 solutions, a mix of approaches, etc.)	10
	d) How the proposal leverages the resources and expertise of partners/stakeholders to provide technical assistance, training and information to businesses on P2, or identifies, develops, documents or shares P2 best management practices and innovations.	9



What will Reviewers be looking for in the proposal narrative?

- Compliance with Threshold Criteria and submission requirements
- Project relevancy to P2 National Emphasis Areas (NEAs)
- Compliance with Cost Share/Match Requirement
- Responsiveness to Evaluation Criteria

Poll Question 3



Poll Question 3
Please Participate

Tips for Preparing Proposals



- Start Early
- Line up partners committed to the work
- Identify cash and in-kind resources needed to meet match requirement
- Cross-check calculation of match requirement
- Seek out EPA's Office of Grant and Debarment (OGD) webinar training on basics to apply for grant funding
- Provide detailed descriptions of proposed work

Resources



- Agency Contacts – Section VII of RFP
- Refer to EPA's P2 Program Grants page
 - ❑ Grant Guidance
 - ❑ Grant Measurement Guidance and Data
- EPA's Office of Grants and Debarment's Recipient Training Requirements and Opportunities page
<http://www.epa.gov/grants/recipient-training-requirements-and-opportunities>

Questions?



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