

Tribal Wetland Program Development Grants
(FY17 and FY18)
U.S. Environmental Protection Agency

“Frequently Asked Questions”

The goals of the EPA’s wetland program include increasing the quantity and quality of wetlands in the U.S. by conserving and restoring wetland acreage and improving wetland condition. In pursuing these goals, the EPA seeks to develop the capacity of all levels of government to develop and refine effective, comprehensive programs for wetland protection and management.

What are Wetland Program Development Grants (WPDGs)?

The statutory authority for WPDGs is Section 104(b)(3) of the Clean Water Act (CWA). WPDGs are assistance agreements awarded to state, tribal, local government (S/T/LG) agencies and interstate/intertribal entities to develop or refine comprehensive state/tribal/local programs which protect, manage, and restore wetlands.

These programs are meant to develop the capacity of tribal governments to increase the quantity and quality of wetlands in the U.S. by conserving and restoring wetland acreage and improving wetland condition; and use one or more of the following “Core Elements” in order to achieve this goal:

1. monitoring and assessment;
2. voluntary restoration and protection;
3. regulatory approaches including CWA 401 certification; and
4. wetland-specific water quality standards

Comprehensive wetland programs help enable tribes to more effectively protect, restore, and manage their wetland resources. Wetland Program Plans (WPPs) for tribes are an EPA priority and describe overall program goals along with broad-based actions consistent with the Core Elements Framework and more specific activities that help achieve goals. Timelines for the WPPs vary between 3-6 years, with more specific timeframes typically associated with WPP actions/activities.

Actions listed in a WPP should be consistent with the broad actions listed in the relevant core elements chapter of the CEF (see individual core element tables at <http://www.epa.gov/wetlands/what-enhancing-state-and-tribal-programs-effort>. EPA-approved tribal WPPs can be found at: <https://www.epa.gov/wetlands/state-and-tribal-wetland-program-plans#r1>.

A list of previously funded proposals is posted at the EPA’s Wetland Grants

Database: <http://ofmpub.epa.gov/apex/grts/f?p=101:101:8604647356901::NO::>

Does the WPDG program support EPA's 2014-2018 Strategic Plan?

Yes.

All proposed projects must demonstrate the linkage to the Strategic Plan and include specific statements describing the environmental results of the proposed project in terms of well-defined outputs, and, to the maximum extent practicable, well-defined outcomes that demonstrate how the project will contribute to the overall goal of restoring and protecting ecosystems.

Goal 2: Protecting America's Waters, Objective 2.2: Protect and Restore Watersheds and Aquatic Ecosystems, Increase Wetlands of the EPA Strategic Plan

<http://www.epa.gov/planandbudget/strategicplan.html>.

Additional information regarding the EPA's definition of environmental results in terms of outputs and outcomes can be found at: <https://www.epa.gov/grants/epa-order-57007a1-epas-policy-environmental-results-under-epa-assistance-agreements>.

How are the FY17 and FY18 Tribal Wetland Program Development Grants unique?

The Tribal Wetland Program Development Grants focus specifically on projects that *develop or refine* tribal government wetland programs. Tribes and intertribal consortia are eligible to apply for WPDGs under this announcement. Tribes must be federally-recognized, although "Treatment as a state" status is not required. Intertribal consortia must meet the requirements of 40 CFR §35.504 (a) and (c) (http://www.ecfr.gov/cgi-bin/text-idx?SID=ee8aaaeb886b62da5acc07bba026ab76&mc=true&node=se40.1.35_1504&rgn=div8).

The Tribal Wetland Program Development Grants Request for Proposals (RFP) describes the grant selection and award process for eligible applicants. A list of examples of actions that are eligible for funding under this RFP can be found under the "Program Building Activities Menu" for each core element at: <http://www.epa.gov/wetlands/wetland-program-development-grants-eligible-activities-0>.

Details on ineligible activities are provided under RFP Section III (D), "Ineligible Activities", of the RFP announcement.

Can you apply to both the Regional WPDG RFP and this Tribal WPDG RFP?

Yes, you can apply to both your regular Regional WPDG RFP and this Tribal WPDG RFP with either different or the same proposals. If you are selected for funding in one RFP that will not decrease your potential to be funded under the other RFP as each submittal will be reviewed independently of the other.

If you submit the same proposal under both RFPs and you score high enough to be funded in either competition you may be selected for funding under one or the other RFP but not both. If

you submit the same proposal under both RFPs and you score high enough to be funded in one but not both of the RFPs, you may only be selected for funding under that RFP.

If you submit different proposals under the Regional and Tribal WPDG RFPs each submittal will be reviewed independently of the other.

Does this funding opportunity allow for implementation of wetland programs?

No. Implementation of wetland programs is not eligible for award under this announcement.

An implementation project is one that is accomplished through the performance of routine, traditional, or established practices, or a project that is simply intended to carry out a task rather than transfer information or advance the state of knowledge. (All monitoring and mapping projects should transfer information or advance the state of knowledge and therefore are eligible under this grant.)

Where do I find this funding opportunity?

Catalog of Federal Assistance Number: 66.461

Funding Opportunity Number: EPA-OW-OWOW-17-03.

The RFP will be posted on [grants.gov](https://www.epa.gov/grants) and at our webpage at <https://www.epa.gov/wetlands/wetland-program-development-grants>.

What is included in the application?

Mandatory Documents:

1. Application for Federal Assistance (SF-424)
2. Budget Information for Non-Construction Programs (SF-424A)
3. Proposal Narrative (Project Narrative Attachment Form)-prepared as described in Section IV.C.3 of the announcement

Optional Documents:

4. Other Attachments, if applicable

Applications submitted through grants.gov will be time and date stamped electronically.

If you have not received a confirmation of receipt from EPA (not from Grants.gov) within 30 days of the application deadline, please contact Myra Price at 202-566-1225. Failure to do so may result in your application not being reviewed.

What documents must my proposal package include?

1. Signed Standard Form 424 (SF-424), Application for Federal Assistance
2. Standard Form 424A (SF-424A), Budget Information for Non-Construction Programs
3. Proposal Narrative

What are the requirements of the proposal narrative?

20 pages to include Cover Page, Project Description, budget, and timeline.

How to title your proposal narrative?

When submitting proposals please do not use any special characters in the title as those files may not transfer to EPA from grants.gov. Please title projects with the name of the applicant,

description of the project (monitoring, mapping, restoration, etc.), and/or the funding opportunity number or the word “WPDG”.

Are there other potential application/proposal components to keep in mind?

Yes. Quality Assurance/Quality Control Statement (QA/QC requirements may apply to the collection of environmental data. Environmental data are any measurements or information that describe environmental processes, location, or conditions; ecological or health effects and consequences; or the performance of environmental technology.), Invasive Species Control, Mapping Data Requirements (please check with Fish and Wildlife Service National Mapping website for details <https://www.fws.gov/wetlands/Data/Contributed-Data.html>), and Optional Supporting documents.

How do I submit a proposal?

There are two separate applicant tracks for eligible applicants. Eligible tribes can submit proposals under either Track One or Track Two, while eligible intertribal consortia can only submit proposals under Track Two. Applicants under each track will only compete for awards against other applicants in their track. See Section V of the RFP for further information.

What track should I apply under?

If you are a tribe and your proposal/project is to develop a Wetland Program Plan (WPP) or if you already have an approved WPP and your proposal/project is to carry out some aspect of the WPP then that proposal/project can and should be submitted under Track 1. If you are submitting a proposal to develop a WPP you can also include in that submittal a task that will develop your wetlands program while you are developing your WPP. An example may be to develop a WPP as well as a task to pilot or inventory wetlands on your tribal lands.

If you are a tribe and you do not have a WPP, are not planning on developing a WPP, or are submitting a proposal that is not carrying out some aspect of your approved WPP then you must submit that proposal/project under Track 2.

If you are an intertribal consortium you must submit under Track 2.

Is there a preference given to Track 1 over Track 2?

There is no preference given to Track 1 over Track 2 proposal but Track 1 has a larger pool of funds (\$1,851,300 in federal funds under Track One and approximately \$793,500 in federal funds under Track Two) associated with it so potentially more awards will be given to Track 1 proposals than Track 2.

Can I submit more than one proposal/application?

Applicants may submit more than one proposal under this RFP under the applicable tracks. Each proposal must be separately submitted and be for a different project. In addition, tribal applicants may submit one or more proposal under each track but each proposal must be submitted under either Track One or Track Two. Tribal applicants cannot submit one proposal covering both tracks.

All proposals must be submitted electronically through Grants.gov as explained in Section IV of the RFP. Proposals must be submitted by June 5, 2017 at 11:59 P.M. EDT. Late proposals will not be considered for funding.

How much competition money is available?

The total amount of federal funding available under this announcement is approximately \$2,644,800 (\$1,191,800 expected from FY17 and \$1,453,000 expected from FY18) depending on Agency funding levels, which may vary from year to year, and other applicable considerations.

The EPA anticipates awarding approximately \$1,851,300 in federal funds under Track One and approximately \$793,500 in federal funds under Track Two.

It is anticipated that approximately 5 to 20 awards will be made under Track One and approximately 3 to 20 awards will be made under Track Two. Awards will likely range from \$25,000 to \$300,000 in federal funds.

The EPA reserves the right to increase or decrease (including to zero) the total number of awards and dollar amounts for each Track, or change the ratio of Track One to Track Two assistance agreements it awards. Such change may be necessary as a response to the quality of proposals received, the amount of funds awarded to the selected applicants, or budget availability.

Is there a match requirement?

Yes. All applicants must describe in their proposal how they will contribute the required minimum cost share/matching funds (see Section III.B of the RFP for information on the minimum non-federal 25 percent cost share/match requirement).

Can BIA funds be used as match?

In general, most BIA assistance funds can be used for match. Please check with your BIA contact to determine whether their funds can be used as match for other federal grants. EPA GAP, CWA 319 or CWA 106 funds cannot be used as match for these EPA grants.

Can the match be reduced?

Yes, match may be reduced to 5% if the tribe plans to put this awarded project into a Performance Partnership Grant (PPG) for the first two years in which the tribe or intertribal consortium receives a PPG. After two years, the cost share/match may be increased up to 10 percent of the workplan budget, or decreased to 0 percent (as determined by the appropriate Regional Administrator based on economic indicators).

What is the project period of awarded grants?

It is anticipated that the assistance agreements awarded under this announcement will have one to four-year project periods. Most projects can start after October 1, 2017 and may run up

to September 30, 2020. Most awards will be incrementally or partially funded (approximately ½ of the total funds) this year and the remaining funds will be added when they become available.

What if I name sub-awardees/sub-grantees and/or contractors in my project proposal?

Pay careful attention to the information in the CONTRACTS AND SUBAWARDS provisions found at <https://www.epa.gov/grants/epa-solicitation-clauses>.

What if I have questions?

Visit www.epa.gov/wetlands/wetland-program-development-grants for answers to frequently asked questions. Other questions about the RFP must be submitted in writing via e-mail and must be received by the Agency Contact identified in Section VII, AGENCY CONTACTS, before May 26, 2017.

How will I know if my proposal will be funded?

Following the EPA's evaluation of proposals, all applicants will be notified regarding their status. Final application(s) will be requested from the eligible applicants whose proposal(s) are preliminarily recommended for award. Those applicants will then be provided with instructions and a due date for submittal of final application package(s).

What dates are important?

06/05/17: Proposals must be submitted electronically through Grants.gov by 11:59 P.M. EDT (See RFP Section IV for further information).

08/15/17: EPA tentatively selects proposals for awards. Successful applicants will be requested to submit full grant applications and workplans for selected projects to be funded.

10/01/17: EPA tentatively awards grants to recipients.

The dates above (other than the June 5, 2017 proposal submission date) are anticipated dates and may be subject to change. See RFP Section IV for further information on submission methods and dates, submission through Grants.gov, and alternative submission methods if necessary and approved.

Can funds for a WPDG be included in a PPG?

Yes. The PPG should be created and in place before the time of grant award or created concurrently with the award of the wetland grant funds. The proposed project must have a project period that is within the PPG project period. It cannot be longer than the PPG project period.

Please remind me of key links/resources?

Additional information, including information concerning deadline extensions or other modifications, can be found at <http://www.epa.gov/wetlands/wetland-program-development-grants> and www.grants.gov.

What about accountability and reporting?

Performance reports and financial reports must be submitted at a minimum annually and are due 30 days after the reporting period. The final report is due 90 days after the assistance

agreement has expired. Recipients will be required to report direct and indirect environmental results from the work accomplished through the award.

Who is the primary Agency Contact?

Myra Price, price.myra@epa.gov

Will there be future National Tribal WPDG competitions?

EPA expects to hold future competitions for wetland program development projects solely for tribes and intertribal consortia. The next such competition is expected to be released in December 2018 or January 2019.