



Environmental Justice
Thriving Communities
Grantmaking
Program
(EJ TCGM)

Overview Webinar

EPA-R-OEJECR-OCS-23-03
Office of Environmental Justice
and External Civil Rights
March 16, 2023

Webinar Agenda

- A. Zoom Housekeeping, EPA Staff and Interpreters
- B. Purpose of the EJ TCGM program
- C. Funding & Award Information (Section II)
- D. Eligibility (Section III)
- E. Funding Opportunity Description (Section I)
- F. Contents of a Full Application Package (Section IV)
- G. Evaluation Criteria (Section V)
- H. General Q & A

Zoom Meeting Best Practices

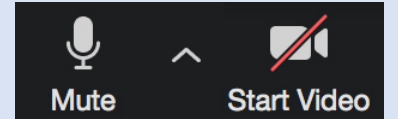


- *Use “raise hand”* or chat feature to indicate you would like to comment/speak
- Turn off microphone when you are not talking (Mute)

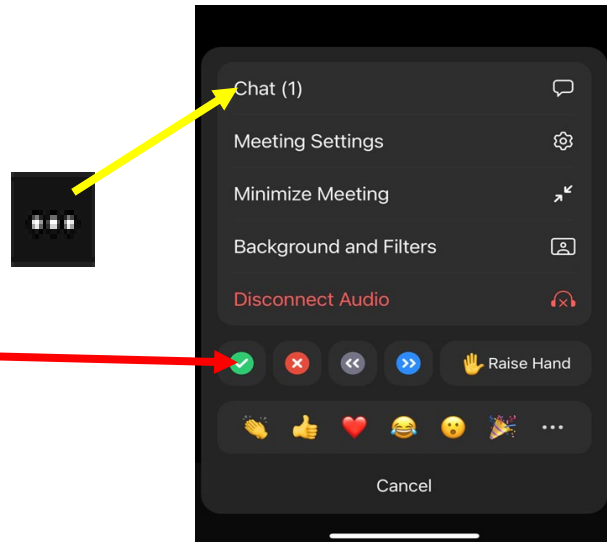
Questions



Use the toolbar to unmute



Cellphone



Raise hand

Computer



Raise hand

Zoom Housekeeping

- A. Remember to keep your line muted if you're not asking a question
- B. Interpreter Channels for Spanish Speakers
- C. To ask Questions, please:
 - Raise your Hand using the Zoom Controls, then unmute when called on
 - Those with raised hands will be called on first before we go to the Chat
 - Option to type your question into the Chat
- D. Quick Introductions of EPA staff and Interpreters

Topics to be covered in this section:

- Purpose of the EJ TCGM program
- Definition of a CBO
- Funding Totals and Award Information
- Eligibility – Who can apply directly to be a Grantmaker?
- Subrecipient Eligibility – Who can receive a Subgrant?
- Partnerships (IRA and/or Traditional EJ partnerships)
- SAM.gov and Grants.gov registration requirement

Purpose of EJ TCGM Program

- I. EPA is seeking applications to establish a network of Environmental Justice Thriving Communities Grantmakers (i.e., pass-through entities) throughout the nation
- II. Grantmakers will design and manage the **new** EJ Thriving Communities Subgrants program, in collaboration with EPA, as a pass-through competitive subaward program
- III. **The EJ TCGM is a competition to:**
 - a. Select pass-through entities (i.e., those organizations who will make subgrants to communities)
 - b. Transform EPA's smaller EJ grant opportunities
- IV. This is **not** a competition for CBOs looking for an EJ small grant (i.e., subgrant)

Purpose of EJ TCGM Program (cont.)

I. Grantmakers will provide the following benefits to community applicants:

- a. Reduce burden from applying to federal grant applications
- b. Increase efficiency of getting federal funds into the hands of communities

II. Grantmakers will conduct the following administrative activities:

- a. Develop streamlined processes for *receiving, evaluating, selecting* and *awarding* subgrants
- b. Collaborate with EPA to monitor performance of all subgrants
- c. Manage and track all subgrant transactions in compliance with regulatory requirements

Funding Opportunity (Section I)

pages 2 – 22 of the RFA

I. Definition of a Community Based Nonprofit Organization (CBO):

- a. a public or private nonprofit organization that supports and/or represents a community and/or certain populations within a community through engagement, education, and other related services provided to individual community residents and community stakeholders. A “community” can be characterized by a particular geographic area and/or by the relationships among members with similar interests and can be characterized as part of a broader national or regional community where organizations can be focused on the needs of urban, rural, and/or tribal areas, farmworkers, displaced workers, children with high levels of lead, people with asthma, subsistence fishers, and other similar groups.

II. Inflation Reduction Act (IRA) funding

- a. 2022 Inflation Reduction Act (IRA) created the Environmental and Climate Justice block grant program in section 138 of the Clean Air Act (CAA) and provided EPA with \$2.8 billion in grant funding for the program for projects to benefit disadvantaged communities.

Funding & Award Information (Section II)

pages 22 – 23 of RFA

I. Total Funding

- a. Up to approximately \$550 million available for the EJ TCGM program nationwide

II. Number of Awards

- a. Up to 11 awards nationwide

III. Total Funds per Award

- a. \$50 million per award (approx.)
 - i. 80% of project funds (i.e. \$40 million) must be explicitly budgeted for subgrants in the budget (Regional Grantmakers)
- b. Project Period of 3 years
- c. \$16.5 million per year funded incrementally (approx.)
- d. Cooperative Agreements – substantial EPA involvement & oversight

Eligibility (Section III)

pages 24 – 27 of RFA

I. Who is eligible to apply to be a Grantmaker?

- a. a community-based nonprofit organization (includes philanthropy and community foundations)
- b. a partnership of community-based nonprofit organizations
- c. a partnership between— a federally recognized tribal government and a community-based nonprofit organization
- d. a partnership between— an institution of higher education and a community-based nonprofit organization;

II. Who is ineligible to apply?

- a. States and local governments; quasi governmental entities; US Territories; hospitals; for profits; international organizations; individuals

Eligibility (Section III)

pages 24 – 27 of RFA

- I. **At least 80% of awarded funds must be budgeted for subgrants?**
 - a. This is a threshold eligibility criteria
 - b. For a \$50 million award, that means at least \$40 million should be budgeted for subgrants
 - c. In your itemized budget sheet and budget narrative:
 - a. Subgrants should be budgeted in the **Other Costs** budget category
- II. **For Regional Grantmaker applicants, if at least 80% of funds are not budgeted for subgrants, then your application will be considered **ineligible****
- III. **For National Grantmaker applicants, this percentage requirement is not applicable**

Eligibility (Section III)

pages 24 – 27 of RFA

I. Partnerships

- I. A CBO must be the lead applicant or an identified subawardee for an application to be eligible for a Grantmaker award

II. Types of Partnerships

a. Statutory Partnerships

- i. Subawards to partnering CBOs

b. Collaborative Pass-through Relationships

- i. Subawards to partnering non-CBOs (e.g., universities, local government)

c. Procurement Relationships

- i. Contracts with for-profit firms and individual consultants

d. Program Participants

- i. Travel stipends, rebates, subsidies, focus groups

e. Collaborative In-Kind Relationships (i.e., no transfer of EPA funds)

Who is eligible to Receive a Subgrant?

Page 9

I. Grantmakers will provide subgrants to “Eligible Subrecipients” including:

- Nonprofit organizations and grassroots nonprofit organizations
- Philanthropic and civic organizations with nonprofit status
- Tribal governments (both federally recognized and state-recognized) and intertribal consortia
- Native American Organizations
- Puerto Rico
- US Territories
- Freely Associated States (FAS)

I. Ineligible subrecipients include:

- Individuals
- For profit businesses
- State governments

Questions on...

- Purpose of the EJ TCGM program
- Definition of a CBO
- Funding Totals and Award Information
- Eligibility – Who can apply to be a Grantmaker
- Partnerships (different categories of partners)
- Eligible Subrecipients - Who can receive a subgrant

Topics to be covered in this section:

- Key Activities and Responsibilities of the Grantmakers
- Priority for Minority Serving Institution (MSI) Applicants
- Geographic Coverage
- Ineligible Activities

Section I (Key Activities & Responsibilities)

Grantmaker workplans should include the following activities:

- I. Design of a competitive application/submission/evaluation process for projects**
 - a. Open call for applications
 - b. Range of submission options (i.e., address the digital divide)
 - c. Minimal the “time to award” (6 months or less from submission to award)
- II. Communications planning and outreach activities**
 - a. Should reach all disadvantaged and underserved communities to the maximal extent practical (urban, rural, and remote communitis)

Section I (Key Activities & Responsibilities)

Grantmaker workplans should include the following activities:

III. Design of a project management process, which includes:

- a. quality project oversight for funding subrecipients
- b. Tracking and reporting process that reduces reporting burden on subrecipients

IV. Technical support to subrecipients to assist in:

- a. Data collection, tracking, evaluation, and reporting of project information/results
- b. Grantmakers should have a plan to coordinate with [EJ Thriving Communities Technical Assistance Centers](#)

Section I (Key Activities & Responsibilities)

Grantmaker workplans should include the following activities:

V. Participatory Governance

- a. One or more CBOs is involved in the design/decision-making of the subgrants program
- b. E.g., advisory bodies of CBOs that oversee and provide advice on the program design
- c. Conflicts of Interest – Be mindful and have a plan in place to address conflicts

VI. Noncompetitive, Fixed Amount Subawards (limited #)

- a. Reserved for severely capacity-constrained communities and CBOs
- b. \$75,000 max
- c. 6 months – 1 year project period

Section I (Key Activities & Responsibilities)

Grantmaker workplans should include the following activities:

V. Phase I Subgrants

- a. Assessment activities – testing, sampling, monitoring, studies, etc.
- b. \$150,000 each
- c. One year project period

VI. Phase II Subgrants

- a. Planning activities – coalition building, coordination, outreach, etc.
- b. \$250,000 each
- c. 1 – 2 year project period

Section I (Key Activities & Responsibilities)

Grantmaker workplans should include the following activities:

VII. Phase III Subgrants

- a. Project Development – Blueprints, schematics, technical development, Smaller land purchases
- b. \$350,000 each
- c. Two-year project period

VIII. Subgrants must address Environmental and/or Public Health Issues

- a. Air quality & asthma, Water quality & sampling, Small cleanup projects, Stormwater issues and green infrastructure, Lead and asbestos contamination, Pesticides, Healthy homes, Environmental job training

Section I (Geographic Coverage)

Applicants must apply to serve at least one of regional geographic areas listed below:

- 1) Regional Geographic Area #1 includes *EPA Region 1* (CT, ME, MA, NH, RI, VT)
- 2) Regional Geographic Area #2 includes *EPA Region 2* (NJ, NY, PR, VI)
- 3) Regional Geographic Area #3 includes *EPA Region 3* (DE, DC, MD, PA, VA, WV)
- 4) Regional Geographic Area #4 includes *EPA Region 4* (AL, FL, GA, KY, MS, NC, SC, TN)
- 5) Regional Geographic Area #5 includes *EPA Region 5* (IL, IN, MI, MN, OH, WI)
- 6) Regional Geographic Area #6 includes *EPA Region 6* (AR, LA, NM, OK, TX)
- 7) Regional Geographic Area #7 includes *EPA Region 7* (IA, KS, NE, MO)
- 8) Regional Geographic Area #8 includes *EPA Region 8* (CO, MT, ND, SD, UT, WY)
- 9) Regional Geographic Area #9 includes *EPA Region 9* (AZ, CA, HI, NV, AS, GU)
- 10) Regional Geographic Area #10 includes *EPA Region 10* (AK, ID, OR, WA)
- 11) National Geographic Area

Section I (Geographic Coverage)

National Grantmaker Applicants should have the ability to do the following:

- 1) Provide a number of subgrants nationwide to fill gaps where Regional Grantmakers cannot
- 2) Coordinate services amongst the 10 Regional Grantmakers
- 3) Design plans and systems for management and oversight
- 4) Coordinate project tracking and reporting efforts nationwide
- 5) Identify patterns related to community needs across regional geographic areas
- 6) Synthesize best practices for all regional Grantmakers, and
- 7) Develop tools, databases, platforms, and/or clearinghouses to facilitate connecting Eligible Subrecipients to their Regional Grantmaker

Section I (Priority for applications Minority Serving Institutions)

For purposes of this RFA, the following are considered MSIs:

- 1. Historically Black Colleges and Universities**, as defined by the Higher Education Act (20 U.S.C. § 1061(2)). A list of these schools can be found at [Historically Black Colleges and Universities](#).
- 2. Tribal Colleges and Universities (TCUs)**, as defined by the Higher Education Act (20 U.S.C. § 1059c(b)(3) and (d)(1)). A list of these schools can be found at [American Indian Tribally Controlled Colleges and Universities](#).
- 3. Hispanic-Serving Institutions (HSIs)**, as defined by the Higher Education Act (20 U.S.C. § 1101a(a)(5)). A list of these schools can be found at [Hispanic-Serving Institutions](#).
- 4. Asian American and Native American Pacific Islander-Serving Institutions; (AANAPISIs)**, as defined by the Higher Education Act (20 U.S.C. § 1059g(b)(2)). A list of these schools can be found at [Asian American and Native American Pacific Islander-Serving Institutions](#); and
- 5. Predominately Black Institutions (PBIs)**, as defined by the Higher Education Act of 2008, 20 U.S.C. 1059e(b)(6). A list of these schools can be found at [Predominately Black Institutions](#).

Ineligible Activities (Section I)

The following are examples of ineligible activities under the awards to be made from this RFA

- Lobbying as restricted in 2 CFR 200.450.
- Legal advice, services, or representation
- Travel for federal employees
- Costs for other activities that are unallowable under 2 CFR Part 200, Subpart E.

Drawdowns and Access to Funds

Pass-through entities may draw down funds from EPA to pay subrecipients when the pass-through entity:

- receives an invoice, payment request or similar documentation that the subrecipient has incurred costs in carrying out the subaward.

Immediate Cash Needs (5 Business Days):

- As required by EPA's Proper Payment Drawdown General Term and Condition, pass-through entities...must disburse 95% of the drawn down funds or \$1,000 whichever is less within **five (5) business days** of drawing down the EPA grant funds via the ASAP system.
- Note that pass-through entities may require that subrecipients provide additional financial information to support payments of EPA funding as provided in 2 CFR § 200.332(d)(1).
- Subrecipients are subject to the source documentation requirements in 2 CFR § 200.302(b). Authorized EPA Officials or representatives of EPA's Office of Inspector General or the Government Accountability Office must be provided with access to all subrecipient records pertinent to the EPA assistance agreement for audits and examinations as provided in 2 CFR § 200.337(a).

Questions on...

- Key Activities and Responsibilities (Section I)
- Geographic Coverage (Section I)
- Priority for applications from MSIs (Section I)
- Ineligible activities (Section I)
- Drawdowns and Access to funds

Contents of an Application Package (Section IV)

Mandatory Forms and Documents:

- 1) Application for Federal Assistance (SF-424)
- 2) Budget Information for Non-Construction Programs (SF-424A)
- 3) EPA Key Contacts Form 5700-54
- 4) EPA Form 4700-4 Preaward Compliance Review Report
- 5) Project Narrative Attachment Form for the Workplan (20-page limit)

Use Other Attachments Form for the following additional mandatory documents:

- Itemized Budget Sheet (optional template in the Appendices)
- Partnership Letters of Commitment
- Resumes of the Project Manager (PM) and other key personnel
- Sample Draft EJ Thriving Communities Subgrant Project Proposal Guidance Sheet (10 page limit)

Evaluation Criteria (Section V)

- **Each application passing Threshold Eligibility will be reviewed and scored by a panel of EPA staff and/or Subject Matter Experts**
- **100 points maximum**
- **Workplan – 25 page limit (excluding allowable attachments)**
- **5 overarching Evaluation Criterion**
 - Program Objectives
 - Project Activities / Milestone Schedule / Detailed Budget Narrative
 - Environmental Justice Results
 - Programmatic Capability
 - Past Performance

Evaluation Criteria (Section V) cont.

- **1.0 Program Objectives (44 points)**
 - Program Design: Community Application In-take and Evaluation Processes **(20 points)**
 - Outreach to Underserved, Urban, Rural, Remote, Tribal and Capacity Constrained Communities throughout the Geographic Area **(6 points)**
 - Partnerships / Collaboration / Participatory Governance / Letters of Commitment **(8 points)**
 - Applicant's Historical Connection to Underserved Communities throughout the Geographic Area **(4 points)**
 - Noncompetitive Fixed Amount Subawards and Limiting number of subawards to a single entity **(4 points)**
 - Project Linkages **(2 points)**

Evaluation Criteria (Section V) cont.

- **2.0 Project Activities / Milestone Schedule / Budget (14 points)**
 - Schedule of Activities (4 points)
 - Budget and Cost Effectiveness of Budget/Project (10 points)
 - Attach itemized budget sheet using the Other Attachments form
 - Budget narrative should be included in 25-page workplan
 - Regional Grantmakers must budget for at least 80% of funds for subgrants (other costs)
 - National Grantmakers do not have that percentage requirement **BUT** budget must still be reasonable and cost effective

NOTE – Budgets will be evaluated for reasonableness, allowability, and cost effectiveness

Evaluation Criteria (Section V) cont.

- **3.0 Environmental Justice Results – Outputs, Outcomes & Performance Measurement Plan (6 points)**
 - The applicant describes an effective plan for tracking and measuring their progress in achieving the expected project outcomes and outputs including those identified in Section I of the RFA, and the expected project outputs and outcomes identified in the application are effective in achieving the program objectives listed in Section I of the RFA.

Evaluation Criteria (Section V) cont.

- **4.0 Programmatic Capability (24 points)**
 - **Organizational Experience (12 points)**
 - **Staff Experience and Qualifications (6 points)**
 - It is not sufficient to only submit resumes and get full points here...
 - You should expound here in your narrative and use the resumes to support what you describe
 - **Expenditure of Awarded Grant Funds (6 points)**
 - Approach, procedures, and controls for ensuring that subgrants will be awarded to subrecipients in a timely and efficient manner and that all grant funds awarded to the Grantmaker will also be expended in a timely and efficient manner while ensuring all costs are eligible and allowable. **All funds must be expended within 3-years.**
 - The applicant should provide a comprehensive description of what systems they currently have and/or will develop to move funding through their accounting systems and to Eligible Subrecipients quickly and in compliance with EPA's Subaward Policy and the Automated Standard Application Payments (ASAP) and Proper Payment Draw Down General Term and Condition of EPA Financial Assistance Agreements.

Evaluation Criteria (Section V) cont.

- **5.0 Past Performance (12 points)**
 - List of Past federal and/or non-federal grants (6 points)
 - Grants within last 3 years only
 - List no more than 5 agreements
 - **Ideally, list grants similar in size, scope, and purpose to the EJ TCGM awards**
 - DO NOT list contracts
 - Reporting History (6 points)
 - Description of your history meeting reporting requirements

Evaluation Criteria (Section V) cont.

Other Factors - In addition to the final scores and ranks, the selection official may use the factors listed below to make final selection determinations amongst high-ranking applications:

- Priority for applications from Minority Serving Institutions (MSIs)
- EPA and OEJECR Programmatic Priorities.
- Availability of funds.

Timeline

- February 23, 2023– RFA opens
- **May 31, 2023 – RFA closes**
- June thru September 2023 – Threshold and Scoring Reviews
- October 2023 – National announcement for all Grantmaker awards
- November thru December 2023 – Awards issued
- Early 2024 – Grantmakers make subgrants available to communities

Contact Information & Resources

- Jacob Burney (EJ Grants Division Director)
 - Burney.jacob@epa.gov
 - 202-564-2907

- EJ TCGM website:
 - <https://www.epa.gov/environmentaljustice/environmental-justice-thriving-communities-grantmaking-program>

Feel free to raise virtual hand, unmute, and ask questions related to all components of the EJ TCGM program and the RFA...

General Question & Answer

