



Getting Ready to Apply for the CPRG Implementation Grants: General Competition

January 16, 2024 | 1:00 PM Eastern

Welcome



- This webinar will be recorded, and a recording will be posted on EPA's [website](#).
- The Question and Answer (Q&A) is closed for this meeting, but if you have additional questions, please send them to CPRG@epa.gov.

Today's Agenda



Climate Pollution Reduction Grants (CPRG) General Competition Implementation Grants

Peter Hansel, Special Advisor for Implementation, Office of Air Quality Planning and Standards

- *Q&A and NOFO Updates Reminder*
- *Key Dates and Application Process*
- *Evaluation Criteria*

Q&A Topics



EPA continues to monitor inquiries relating to the CPRG grant program via CPRG@epa.gov.

Applicable questions related to the implementation grant program will be answered via the Question and Answer (Q&A) documents posted on the CPRG website (rather than through direct responses to individual emails):

- [The general competition Q&A document](#)
- [Tribes and territories only Q&A document](#)

This Q&A document is updated regularly, so please be sure to check back frequently to see if your question or a similar one has been responded to.

EPA will not post questions submitted after March 15, 2024.

General Competition NOFO Updates (since publication)



- Municipalities in Florida, Iowa, Kentucky, and South Dakota covered by applicable MSA PCAP are eligible. Specific MSAs: Omaha-Council Bluffs, NE-IA and Cincinnati, OH-KY-IN (*October 27, 2023*)
- Definition of municipal entities eligible to apply (*December 11, 2023*)
- Definition of state entities eligible to apply (*December 11, 2023*)
- Coalition requirements: “Letters of Intent” and Memoranda of Agreement (*December 11, 2023*)
- List of application materials: Recommended filename and file format conventions, updated Appendix D (*December 11, 2023*)
- Wyoming state agencies are ineligible and Wyoming municipalities not covered by an applicable MSA. Cheyenne, MSA participating in the planning grant program (*January 16, 2023*)
- Additional minor corrections as explained [here](#)



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Key Dates and Application Process

Implementation Grants: Key Dates



Timeline for General Competition

Sept 20, 2023	Feb 1, 2024	March 1, 2024	April 1, 2024	July 2024*	October 2024*
Notice of Funding Opportunity (NOFO) released	Optional Notice of Intent to Apply deadline	Priority Climate Action Plans due	Application deadline	Notification of Awards	Funds Awarded

*Anticipated Dates

Notice of Intent to Apply



Notices of Intent to Apply (NOI) are requested, but they are optional and non-binding.

For the general competition, **submit via email** to CPRG@epa.gov by February 1, 2024 and include:

- Applicant name;
- Amount of funding requested;
- 1-2 sentences about scope and sectors of GHG measures; and,
- List of anticipated coalition members (if applicable).

NOIs assist EPA in managing the grant review process.

How to Register to Apply



All EPA grant applications must be submitted online, except in limited circumstances. Organizations must be registered in two government systems to apply for EPA grants:

1. The System for Award Management (SAM.gov) registers organizations to conduct business with the U.S. Government, which includes federal grants.
2. Grants.gov is the official system for managing all federal grant applications.

These two systems share information. Together, they provide access to everything needed to identify federal grant opportunities and to complete the online application process.

This registration process can take months to complete. EPA advises applicants to start the process as soon as possible so that it does not interfere with finalizing the application.

Application Materials



All grant applications must be submitted through [Grants.gov](https://www.grants.gov) by April 1, 2024, and must include:

- Mandatory federal forms
- Project narrative
 - Cover page (does not count toward 25 pages for workplan)
 - Workplan (up to 25 pages)
 - Budget narrative (up to 10 additional pages)
 - Technical appendix (up to 10 additional pages) documenting GHG emission reductions
- PDF copy of the applicable PCAP(s) serving as the basis for the application
- List of affected low income and disadvantaged communities
- Letter of intent for coalition applications only
 - Memorandum of Agreement is not due at time of application (recommended by July 1, 2024, and no later than by time of award).

Application Materials: Federal Forms



Mandatory federal forms

	Application Element	Required or Optional	Page Limit	File Format	Filename
	<u>Standard Form 424, Application for Federal Assistance</u> . Please note that the organizational Unique Entity Identifier (UEI) must be included on the SF-424.	Required	N/A	Form	N/A
	<u>Standard Form 424A, Budget Information for Non-Construction Programs</u>	Required	N/A	Form	N/A
	<u>EPA Form 4700-4, Pre-Award Compliance Review Report</u> . See EPA's Applicant Tips for completing this form.	Required	N/A	Form	N/A
	<u>EPA Form 5700-54, Key Contacts Form</u>	Required	N/A	Form	N/A
	Grants.gov , <u>Lobbying Form</u>	Required	N/A	Form	N/A
	<u>Standard Form LLL, Disclosure of Lobbying Activities</u> . Some applicants may be required to complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352.	Required if applicable	N/A	Form	N/A

Application Materials: Project Narrative



The Project Narrative Attachment Form allows multiple attachments to be uploaded:

- Cover page (does not count toward 25 pages for workplan)
- Workplan (up to 25 pages)
- Budget narrative (up to 10 additional pages)
- Technical appendix (up to 10 additional pages) documenting GHG emission reductions

Application Materials: Cover Page



	Application Element	Required or Optional	Page Limit	File Format	Filename
	Cover page. See example cover page PDF file provided with this NOFO on Grants.gov. Upload as attachment to Project Narrative Attachment Form.	Required	N/A	PDF	Cover_ <i>Applicant Name</i> .pdf

- Applicant Information: Applicant organization, primary contact name, phone number, and email address
- Type of application: Individual application or coalition application
- Funding Requested: Total CPRG implementation grant funding requested
- Application Title
- Brief Description of GHG measures: Describe each GHG reduction measure in 1-2 sentences each
- Sectors
- Expected Total Cumulative GHG Emissions Reductions: For 2025-2030 and for 2025-2050
- Location: List primary location(s) where GHG reduction measures will be implemented (e.g., city & state)
- Applicable PCAP reference(s): Provide references to applicable PCAP(s) under which each GHG measure is covered including PCAP lead organization, PCAP title, PCAP website link, list of GHG reduction measures, and PCAP page numbers

Application Materials: Workplan



	Application Element	Required or Optional	Page Limit	File Format	Filename
	Workplan. See optional outline provided with this NOFO on Grants.gov. Upload as attachment to Project Narrative Attachment Form. Sections include:	Required	25	PDF or Word	Workplan_ <i>ApplicantName</i> .pdf or .doc

- Overall Project Summary and Approach
- Impact of GHG Reduction Measures
- Environmental Results – Outputs, Outcomes, and Performance Measures
- Low-Income and Disadvantaged Communities
- Job Quality
- Programmatic Capability and Past Performance
- Budget

Application Materials: Budget Narrative



	Application Element	Required or Optional	Page Limit	File Format	Filename
	Budget narrative. Descriptive budget narrative (up to 10 additional pages). Upload as attachment to Project Narrative Attachment Form.	Required	10	PDF or Word	Budget_ <i>ApplicantName</i> .pdf or .doc
	Budget spreadsheet. See optional budget spreadsheet provided with this NOFO on Grants.gov. Upload as attachment to Project Narrative Attachment Form.	Optional	N/A	Excel	Budgetcalcs_ <i>ApplicantName</i> .xlsx

Application Materials: Technical Appendix



	Application Element	Required or Optional	Page Limit	File Format	Filename
	Technical appendix. Explains the assumptions and methodology for determining the estimated GHG emission reductions for each measure; see Appendix C of NOFO. Upload as attachment to Project Narrative Attachment Form.	Required	10	PDF or Word	Techappx_ <i>ApplicantName</i> .pdf or .doc
	GHG emission reduction calculations spreadsheet. Provides the GHG emission reduction calculations for each measure (no page limit); see Appendix C. Upload as attachment to Project Narrative Attachment Form.	Optional	N/A	Excel	GHGcalcs_ <i>ApplicantName</i> .xlsx

Application Materials: Other required attachments



<p><u>Other Attachments Form</u>. The Other Attachments Form allows for multiple attachments to be uploaded. The following attachments should be attached to the Other Attachments Form:</p>					
Copy/copies of the applicable PCAP(s) serving as the basis for the application. Ensure filename indicates the relevant PCAP state, MSA, tribe, or territory. Upload as attachment to Other Attachments Form.	Required	N/A	PDF or Word	<i>NameofPCAP_ApplicantName.pdf or .doc</i>	
Letters of Intent are required from each eligible applicant participating as a member of a coalition application as described in Section III.A. Ensure filename provides an indication of the organization submitting the letter. Upload as attachment to Other Attachments Form.	Required for coalition applications	N/A	PDF or Word	Example: <i>CoalitionMemberName_LOI_ApplicantName.pdf or .doc</i>	
List of Climate and Economic Justice Screening Tool (CEJST) Census tract IDs or EPA's EJScreen Census block group IDs for each community that may be affected by a proposed measure in the application. Upload as attachment to Other Attachments Form.	Required	N/A	Excel	<i>Areas_ApplicantName.xlsx</i>	



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Evaluation Criteria

Evaluation Criteria Summary – General Competition



EVALUATION CRITERIA SUMMARY	POINTS
1. Overall Summary and Approach	45
2. Impact of GHG Reduction Measures	60
3. Environmental Results - Outputs, Outcomes, and Performance Measures	30
4. Low-Income and Disadvantaged Communities	35
5. Job Quality	5
6. Programmatic Capability and Past Performance	30
7. Budget	45
TOTAL	250

Evaluation Criteria: Section 1



Overall Project Summary and Approach	POINTS
<p>1.a. Description of GHG Reduction Measures Provide description of each proposed GHG reduction measure; major features, milestones, and risks; and relationship of each measure to PCAP.</p>	20
<p>1.b. Demonstration of Funding Need Explain how other funding streams have been explored, applied for, and/or secured; why not sufficient; and why CPRG funds are needed.</p>	10
<p>1.c. Transformative Impact Demonstrate that proposed GHG reduction measures can create transformative opportunities or impacts leading to GHG reductions.</p>	15
SUBTOTAL	45

1.a. Description of GHG Reduction Measures



- Provide a detailed description of each of the proposed GHG reduction measures to be undertaken.
- Include the major features, tasks, and milestones for each measure and their underlying assumptions and risks associated with the features/tasks/milestones.
- At a minimum, the application should discuss risks that could reasonably lead to delays or interruptions in the development or implementation of a GHG reduction measure or could impact its effectiveness.
- The application should also include an explanation of how each GHG reduction measure included in the application relates to a GHG reduction measure included in the relevant PCAP(s), why each measure was selected as a priority, and a description of how each measure will meet the goals of the CPRG program.
- **For Coalition Application Only:** Describe the roles and responsibilities of each coalition member in the project design and implementation. Affirmatively declare that the lead applicant will submit a MOA signed by all coalition members by July 1, 2024, or provide an alternative date and justification if they will not be able to meet the July 1st date.

1.b. Demonstration of Funding Need



- Demonstrate a strong need for CPRG implementation funding that is unmet by other funding sources.
- Explain if and how they have explored the availability of other federal and state grants, tax incentives, and other funding sources and why these sources are not sufficient.
- Include a list of federal and non-federal funding sources that the applicant has applied for, secured, and/or will secure to implement the GHG reduction measures, if applicable.
- For GHG reduction measures for which the applicant has secured partial funding, which may include tax incentives, the applicant should explain why CPRG funds are also needed.

1.c. Transformative Impact



- Describe the extent to which the proposed GHG reduction measures have the potential to create transformative opportunities or impacts that can lead to significant additional GHG emission reductions. Transformative impacts could include:
 - Pioneering, replicable, and scalable policies or programs to increase the deployment of existing GHG emission reduction technologies or mitigation approaches;
 - GHG emission reductions from hard-to-abate sectors where GHG emission reduction measures are not widely adopted; or,
 - Market transformations that accelerate the deployment and market adoption of emerging GHG emission reduction technologies or practices.

Evaluation Criteria: Section 2



Impact of GHG Reduction Measures	POINTS
<p>2.a. Magnitude of GHG Reductions from 2025 through 2030 Provide cumulative reductions from 2025 to 2030 that directly result from CPRG grant funding. Also describe durability of reductions.</p>	20
<p>2.b. Magnitude of GHG Reductions from 2025 through 2050 Provide cumulative reductions from 2025 to 2050 that directly result from CPRG grant funding. Also describe durability of reductions.</p>	10
<p>2.c. Cost Effectiveness of GHG Reductions Calculate: CPRG grant dollars divided by cumulative 2025-2030 reductions. Include qualitative narrative describing factors affecting cost-effectiveness.</p>	15
<p>2.d. Documentation of GHG Reduction Assumptions Provide methodologies, assumptions, and calculations used for 2a thru 2c.</p>	15
SUBTOTAL	60

2a: Magnitude of GHG Reductions from 2025 through 2030



- Describe the magnitude of cumulative GHG emission reductions and the durability and permanence of the reductions that will be achieved through implementation of each GHG reduction measure for the period 2025 **through 2030**.
 - Cumulative reductions from 2025 through 2030.
 - Reported in metric tons of CO₂-equivalent.
 - For each measure and a sum total for all measures in the application
- Discuss the extent to which the measures will result in a permanent reduction in cumulative GHG emissions.

2b: Magnitude of GHG Reductions from 2025 through 2050



- Describe the magnitude of cumulative GHG emission reductions and the durability and permanence of the reductions that will be achieved through implementation of each GHG reduction measure for the period 2025 **through 2050**.
 - Cumulative reductions from 2025 through 2050.
 - Reported in metric tons of CO₂-equivalent.
 - For each measure and a sum total for all measures in the application
- Discuss the extent to which the measures will result in a permanent reduction in cumulative GHG emissions.

2c: Cost Effectiveness of GHG Reductions



- Calculate of the requested CPRG implementation grant dollars divided by the quantified CO₂-equivalent GHG emission reductions for the period 2025 through 2030 calculated to meet criterion 2.a for the set of measures included in the application.
 - For applications with more than one GHG reduction measure, the quantified emission reductions of all measures should be added together before conducting the calculation.
 - Cost effectiveness of GHG reductions = (Requested CPRG funding) / (Sum of Quantified GHG reductions from CPRG funding from 2025 through 2030).
- May also provide a qualitative narrative explaining any factors that affect the measures' cost effectiveness (e.g., sector dynamics, expected beneficiaries of the measures, prevailing costs in the implementation areas, or other circumstances).

2d: Documentation of GHG Reduction Assumptions



- Applicants must provide a technical appendix, along with the project narrative, demonstrating the reasonableness of their GHG emission reduction estimates (up to 10 additional pages).
- For each GHG reduction measure applications should demonstrate the quality, thoroughness, reasonableness, and comprehensiveness of the methodology, assumptions, and calculations described for developing the estimated GHG emission reductions.
- Applicants should document the methods for estimating GHG emission reductions using the latest available information, whenever possible, including enacted federal, state, tribal, territorial, local, and/or other requirements and policies, where applicable.
- All applicants should provide measure-specific assumptions and data elements needed to calculate GHG emission reductions.
 - Both the technical appendix and GHG emission reduction calculations will not count toward the 25-page limit for the workplan.
 - The rigor of the calculations should be commensurate with the level of funding requested in the application.

Evaluation Criteria: Section 3



Environmental Results – Outputs, Outcomes, and Performance Measures	POINTS
3.a. Expected Outputs and Outcomes Identify expected outputs and outcomes, including GHG reductions and emissions changes for criteria and hazardous air pollution.	10
3.b. Performance Measures and Plan Provide clear description of performance measures to track and report progress towards outputs and outcomes for each GHG measure.	10
3.c. Authorities, Implementation Timeline, and Milestones Identify roles/responsibilities for implementing each measure; describe legal/statutory authority; provide detailed implementation timeline.	10
SUBTOTAL	30

3.a. Expected Outputs and Outcomes

- Identify the expected outputs and outcomes for each GHG reduction measure. At a minimum, applicants must list GHG emission reductions as outcomes.
- For measures that are reasonable expected to have direct co-pollutant emissions changes, applicants should also list CAP and HAP emissions reduced in general and in low-income and disadvantaged communities as expected outcomes.
- While applicants are expected to quantify GHG reductions, EPA does not expect applicants to quantify CAP and/or HAP emission reductions in their application.
- **Outputs:** An environmental activity, effort, and/or associated work product 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 able to be assessed during an assistance agreement funding period.
- **Outcomes:** The result, effect, or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related, or programmatic but must also be quantifiable. They may not necessarily be achievable within a grant funding period.

3.b. Performance Measures and Plan

- Describe the proposed performance measures that will be the mechanism to track, measure, and report progress toward achieving the expected outputs and outcomes for each GHG reduction measure.
- Describe the plan for tracking and measuring progress toward achieving the expected outputs and outcomes and how the results of each GHG reduction measure will be evaluated.
- Details on the approach to quantify and disclose the actual GHG emission reductions and associated CAP and HAP changes (if applicable) accomplished by each GHG measure.
- The description of performance measures should directly relate to the project outcomes and outputs.

3.c. Authorities, Implementation Timeline, and Milestones



- Describe the parties responsible for implementing each GHG reduction measure, including roles and responsibilities for each party, including subawardees (including other members of a coalition), contractors, and other entities, whose cooperation is necessary for success of the measures.
- Articulate which party or parties have the authority to carry out each proposed measure or, in the case where they do not have authority, provide a clean plan and timeline to obtain it during the grant period.
- List all other entities whose participation is necessary for GHG reduction measure implementation.
- Detailed implementation timeline for each GHG reduction measure including milestones for completing specific tasks by the end of the grant period, such as quality assurance project plans, bidding, procurement, installation, and reporting, along with estimated dates.
- Applicants should account for semi-annual and final report preparation in the project timeline.

Evaluation Criteria: Section 4



Low-Income and Disadvantaged Communities	POINTS
<p>4.a. Community benefits</p> <p>Provide assessment of benefits and avoided disbenefits to low-income and disadvantaged communities. List affected census tracts/block groups. Describe plan to report a more thorough analysis of benefits, including co-pollutant reductions.</p>	25
<p>4.b. Community engagement</p> <ul style="list-style-type: none">• Explain how input by low-income and disadvantaged communities has been incorporated into application.• Describe how meaningful engagement will be included in implementation.	10
SUBTOTAL	35

4.a. Community Benefits



- Discuss and quantify, where possible, direct and indirect benefits and potential disbenefits to low-income and disadvantaged communities (LIDACs).
- Use the definition in the NOFO: Any community that meets at least one of the following characteristics:
 - Any census tract that is included as disadvantaged in the Climate and Economic Justice Screening Tool (CEJST);
 - Any census block group that is at or above the 90th percentile for any of EJScreen’s Supplemental Indexes when compared to the nation or relevant state; or,
 - Any geographic area within tribal lands as included in EJScreen.
- Include a list of Census tract IDs or Census block group IDs and name of the relevant jurisdiction (e.g., city, town, etc.) areas that may be affected by the proposed GHG reduction measures.
- Describe any anticipated negative impacts and concrete strategies for mitigating those risks.
- Clearly identify a plan and process for continuing to assess, quantify, and report benefits and avoided disbenefits to these communities, including co-pollutant impacts. Grant recipients will be required to submit to EPA an analysis of these benefits 1-year after grant receipt.

4.a. Community Benefits (continued)



- Examples of expected direct and indirect benefits to these communities from GHG reduction measures could include:
 - Direct and indirect benefits from mitigating climate impacts;
 - Increased resilience to climate change;
 - Improved public health resulting from reductions in co-pollutants;
 - Creation of high-quality jobs and new workforce training opportunities;
 - Improved access to services and amenities;
 - Decreased energy costs and improved energy resilience;
 - Reduced noise pollution;
 - New green space and/or community beautification;
 - Increased access to transportation alternatives;
 - Improved housing quality, comfort, and safety.

4.b. Community Engagement



- Provide a qualitative discussion of how input by low-income and disadvantaged communities has been incorporated into the application.
- Provide a qualitative discussion of how meaningful engagement with low-income and disadvantaged communities will be continuously included in the development and implementation of the GHG reduction measures throughout the life of this grant.
 - Applicants should specify how they plan to ensure early and consistent inclusion of various linguistic, cultural, institutional, geographic, and other perspectives throughout project development and implementation.
- Letters of commitment should be included in the application as an attachment if applicable and will not count toward the 25-page workplan page limit.

4.b. Community engagement (continued)



- Examples of meaningful community involvement could include, but are not limited to:
 - Developing an outreach and engagement strategy; promoting the use of a wide variety of techniques to create early, frequent, and continuing opportunities for community engagement;
 - Creating a transparent planning process that also provides opportunity for early risk mitigation;
 - Holding community consultations or public input meetings;
 - Providing a publicly accessible list of all upcoming community engagement opportunities (e.g., listening sessions, outreach, questions and answers sessions, door-to-door visits, and community meetings);
 - Creating a community work group or advisory board made up of community members;
 - Having a community-elected member(s) on the planning and project team; and/or,
 - Getting community feedback on local benefits and prioritizing what they value most.

Evaluation Criteria: Section 5



Job Quality	POINTS
<p>5. Job Quality</p> <p>The application will be evaluated on the quality of the response and extent to which it describes concrete strategies and commitments to ensure job quality, strong labor standards, and a diverse, highly skilled workforce for the implementation of the GHG reduction measures.</p>	5
SUBTOTAL	5

5. Job Quality



- Describe concrete, specific strategies to ensure CPRG implementation grant funds and the implementation of the GHG reduction measures generate high-quality jobs with a diverse, highly skilled workforce and support “high road” labor practices.
- Applicants are strongly encouraged to review the eight Good Jobs Principles developed by the U.S. Department of Labor and Department of Commerce and the Good Jobs Toolkit when developing their application.
- If an applicant does not believe this job quality criterion is relevant for their proposed measures, they should indicate this in the application and provide a clear justification (e.g., a targeted policy measure using the applicant’s existing government workforce may not be expected to create new job opportunities directly).

Evaluation Criteria: Section 6



Programmatic Capability and Past Performance	POINTS
6.a. Past performance Demonstrate successful management and completion of past grants.	10
6.b. Reporting requirements Demonstrate history of timely meeting reporting requirements; addressing insufficient progress; and submitting acceptable final reports.	10
6.c. Staff Expertise Demonstrate requisite organizational experience, staff expertise, and resources to obtain additional staffing to successfully achieve goals of the project.	10
SUBTOTAL	30

6.a. Past Performance

- Submit a list of up to five federally funded or non-federally funded assistance agreements that the applicant is performing or has performed within the last three years. Assistance agreements include federal or non-federal grants and cooperative agreements, but not contracts. These assistance agreements should be awards made directly to the applicant.
- For each of these agreements, include:
 - Project title,
 - Assistance agreement number (if applicable),
 - Federal or non-federal funding agency and assistance listing number (if applicable),
 - Brief description of the agreement in no more than two sentences, and
 - Contact from organization that funded the assistance agreement.
- Include a discussion of whether and, if so, how the applicant was able to successfully complete and manage the listed agreements.
- If the applicant does not have any relevant or available past performance or past reporting information, they should indicate this in the application.

6.b. Reporting Requirements



- For each of the assistance agreements listed, the applicant should describe their history of meeting the reporting requirements under the agreement(s). This should include:
 - Whether the applicant submitted acceptable interim and/or final reports under those agreements;
 - The extent to which the applicant adequately and timely reported on its progress toward achieving the expected outputs and outcomes under those agreements; and,
 - If progress was not being made, whether the applicant adequately reported why not.

6.c. Staff Expertise



- Include information on their organization, including a description of the staff’s knowledge, expertise, qualifications, and resources, and/or the ability to obtain them, to successfully achieve the proposed project’s goals and GHG reduction measures.
- Biographical sketches, including resumes or curriculum vitae for key staff, managers, and any other key personnel can be included as an optional project team biography attachment
 - The optional attachment does not count towards the 25-page limit of the workplan.

Evaluation Criteria: Section 7



Budget and Timely Expenditure of Grant Funds	POINTS
7.a. Budget detail Provides detailed breakout by funding type in the proper budget category for each activity.	20
7.b. Expenditure of awarded funds Demonstrates approach, procedures, and controls will ensure that funds will be expended in a timely and efficient manner.	15
7.c. Reasonableness of cost Demonstrate proposed grant expenditures are reasonable for accomplishing goals, objectives, and measurable outcomes.	10
SUBTOTAL	45

Budget Requirements



An applicant must submit a separate budget narrative attached to the project narrative, up to 10 additional pages, which may include:

- The applicant's approach to ensuring proper management of grant funds,
- A detailed description of the SF-424A budget, and
- Detailed description of every itemized budget item/cost, including how every item/cost relates to the project narrative and emission reduction activities.

An applicant may submit an optional budget spreadsheet with no page limit, using the optional detailed budget table on EPA's CPRG Implementation Grants website.

- For projects that include multiple measures, include both a Consolidated Budget Table and Detailed Budget Tables for individual measures or projects.
- Include itemized costs for each budget category.
- Break down individual costs into each applicable budget category.
- If the applicant chooses to include any federal and/or non-federal voluntary cost share, this funding must be included in the budget table and budget narrative.
- Round up to the nearest dollar and do not use any cents.

7.a. Budget Detail

- Provide a detailed breakout for each GHG reduction measure in their application by funding type included in the proper budget category for each activity requesting funds. Applicants should consult [EPA's "Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance."](#)
- Budget Categories include:
 - Personnel
 - Fringe Benefits
 - Travel
 - Equipment
 - Supplies
 - Contractual

7.b. Expenditure of Awarded Funds



- The application will be evaluated on the quality of the response and extent to which it demonstrates that the approach, procedures, and controls described in the application will ensure that awarded grant funds will be expended in a timely and efficient manner.

7.c. Reasonableness of Cost



- The application will be evaluated on the quality of the response and extent to which the proposed grant expenditures are reasonable for accomplishing the proposed goals, objectives, and measurable environmental outcomes described in the application.
- Applications should demonstrate the reasonableness of the budget for each GHG reduction measure in the narrative description of the budget and detailed breakout of requested funding for each work component or task.
- Applicants should provide a detailed description of every itemized budget item/cost, including how every budget item/cost relates to the project narrative and specific emission reduction activities.

For More Information

Upcoming Webinars

- Getting Ready to Apply: Tribes and Territories Competition (January 24th at 4pm Eastern)

Previous Webinars

- [September 21 and October 3, 2023: General Competition webinars](#)
- [December 12, 2023: Notice of Funding Opportunity Revisions, Frequently Asked Questions, and Budgeting](#)
- [December 18, 2023: Documentation of GHG Reduction Assumptions](#)

NOFOs, Questions and Answers, Newsletter Signup

www.epa.gov/inflation-reduction-act/climate-pollution-reduction-grants

Submit Questions to: CPRG@epa.gov