



Air Monitoring Grants Under the Inflation Reduction Act of 2022

Program Guidance for Air Pollution Control Agencies

United States Environmental Protection Agency
Office of Air and Radiation

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Summary

Program Guidance for Air Monitoring Grants under the Inflation Reduction Act of 2022 (IRA)

Section 60105(a) of the Inflation Reduction Act (IRA) provides funding for “grants and other activities authorized under subsections (a) through (c) of section 103 and section 105 of the Clean Air Act to deploy, integrate, support, and maintain fence-line air monitoring, screening air monitoring, national air toxics trend stations, and other air toxics and community monitoring.”

Section 60105(b) of the IRA provides funding for “grants and other activities authorized under subsections (a) through (c) of section 103 and section 105 of the Clean Air Act (1) to expand the national ambient air quality monitoring network with new multipollutant monitoring stations; and (2) to replace, repair, operate, and maintain existing monitors.”

The EPA has elected to issue noncompetitive grant funding under IRA Sections 60105(a) and 60105(b) totaling approximately \$81,000,000 to eligible state, local, Tribal, and territorial air pollution control agencies under CAA section 103. These funds may be used for air monitoring related activities authorized under CAA section 103. No cost share is required.

The term “grant” in this guidance refers to both grants and cooperative agreements, as defined by [2 CFR 200.1](#). Eligible state, local, Tribal, and territorial entities will receive a grant or cooperative agreement depending on whether the EPA will be substantially involved in the project(s) funded by the assistance agreement.

These grants may include any cost category (e.g., personnel, supplies, contractual) provided:

- the costs are eligible under both CAA section 103 (a)-(c) and IRA Sections (a) or (b);
- the costs are reasonable¹; and
- the costs are incurred directly or indirectly to carry out the activities included in the work plan.

Applicants should consult [EPA’s How to Develop a Budget](#) website for assistance with developing their budget.

The EPA encourages eligible state, local, Tribal, and territorial air agencies to submit grant applications as soon as possible and no later than April 8, 2024.

¹ A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. Refer to [2 CFR 200.404](#) for additional details.

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I. Overview

In August 2022, Congress passed the Inflation Reduction Act (IRA), which provided funding for various air monitoring activities, including funds to be used for fenceline and multipollutant monitoring. In the context of these IRA provisions and this grant program, fenceline and multipollutant monitoring includes screening air monitoring, national air toxics trend stations, other air toxics and community monitoring, and ambient air monitoring stations designed to monitor for more than one air pollutant.

The non-competitive grants to be awarded to air pollution control agencies under this funding opportunity are expected to include activities that will result in either establishing new air monitoring activities and stations or in maintaining, operating, or upgrading existing monitoring activities and stations.

II. Assistance Listing

The EPA will award these grants under assistance listing 66.034 – Surveys, Studies, Research, Investigations, Demonstrations, and Special Purpose Activities Relating to the Clean Air Act

III. Statutory Authority

Sections 60105(a) and (b) of the Inflation Reduction Act provide funding for “grants and other activities authorized under subsections (a) through (c) of section 103 and section 105 of the Clean Air Act.”

Section 60105(a) of the IRA provides funding “to deploy, integrate, support, and maintain fenceline air monitoring, screening air monitoring, national air toxics trend stations, and other air toxics and community monitoring.”

Section 60105(b) of the IRA provides funding “(1) to expand the national ambient air quality monitoring network with new multipollutant monitoring stations; and (2) to replace, repair, operate, and maintain existing monitors.”

The statutory authority for this program is Clean Air Act section 103, which authorizes “the coordination and acceleration of, research, investigations, experiments, demonstrations, surveys, and studies relating to the causes, effects (including health and welfare effects), extent, prevention, and control of air pollution.”

The funding covered by this guidance will support activities related to establishing new air monitoring stations or in maintaining, operating, or upgrading existing monitoring stations. Grantees will receive one grant for activities covered by this guidance, which will be funded by section 60105(a) or (b). The allocation in this guidance provides the intended total amount of funding for each Region. OAR will work with the EPA Regions to determine the breakdown of funding between section 60105(a) and (b).

Because this funding comes from a different appropriation, the EPA must award these grants separately from other CAA section 103 and/or 105 grants that the eligible agencies may typically receive from the EPA (*i.e.*, annual state and Tribal assistance grants). However, similarly to the way annual state and

Tribal assistance grants are allocated, these IRA air monitoring grants will be distributed to the ten EPA Regional Offices who will make awards to individual air agencies in their Region.

IV. Cost Sharing

These grants will be issued under CAA section 103. No cost share is required by CAA section 103.

V. Justice40 Initiative and Advancing Environmental Justice

The goal of the [Justice40 Initiative](#) is to ensure that "...40 percent of the overall benefits of certain Federal investments flow to disadvantaged communities that are marginalized, underserved, and overburdened by pollution." This grant program is considered a "covered program" in the [Justice40 Initiative](#). The EPA is committed to meeting the objectives of the Justice40 Initiative set forth in Executive Order 14008. In addition, the EPA is committed to accelerating environmental justice in communities overburdened by pollution through its IRA investments, including through this grant program.

Additionally, this program is responsive to the Administration's call for agencies to advance environmental justice in [Executive Order 14096: Revitalizing Our Nation's Commitment to Environmental Justice for All](#). Environmental Justice is the just treatment and meaningful involvement of all people regardless of income, race, color, national origin, Tribal affiliation, or disability in agency decision making and other Federal activities that affect human health and the environment so that people:

- a) are fully protected from disproportionate and adverse human health and environmental effects (including risks) and hazards, including those related to climate change, the cumulative impacts of environmental and other burdens, and the legacy of racism or other structural or systemic barriers; and
- b) have equitable access to a healthy, sustainable, and resilient environment in which to live, play, work, learn, grow, worship, and engage in cultural and subsistence practices with respect to the development, implementation, and enforcement of environmental laws, regulations, policies, and investments.

Disadvantaged communities are more likely to suffer from the disproportionate and adverse environmental, human health, climate-related, and other cumulative impacts, and their adverse economic consequences. These disproportionate and adverse impacts may include:

- Differential proximity and exposure to environmental hazards;
- Greater susceptibility to adverse effects from environmental hazards (due to genetic predisposition, age, chronic medical conditions, lack of health care access, or poor nutrition);
- Unique environmental exposures because of practices linked to cultural background or socioeconomic status (e.g., subsistence fishing or farming);
- Cumulative effects from multiple chemical and non-chemical stressors;
- Reduced ability to effectively participate in decision-making processes due to language barriers, inability to access traditional communication channels, or limited capacity to access technical and legal resources; and

- Degraded physical infrastructure, such as poor housing, poorly maintained public buildings (e.g., schools), or lack of access to transportation.

For the purposes of this guidance, the EPA defines disadvantaged communities as any community that meets at least one of the following criteria:

- Any census tract that is identified as disadvantaged in Climate and Economic Justice Screening Tool (CEJST)²;
- 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 state³; and/or,
- Any geographic area within Tribal lands as included in EJScreen⁴.

IRA funding from sections 60105(a) and (b) is covered by the Justice40 initiative. Therefore, workplans should address how the overall outcomes of the workplan support Justice40 using the above criteria, including information about new and existing sites in disadvantaged communities, as shown using the EPA IRA Disadvantaged Communities Map⁵.

² <https://screeningtool.geoplatform.gov>

³ EJScreen is the EPA's environmental justice mapping and screening tool that uses national datasets for environmental and socioeconomic indicators to show how a selected area compares to the state, the EPA region, or the nation. EJScreen operates at a finer geographic scale of Census block groups than the CEJST, allowing EJScreen [Supplemental Indexes](#) to identify smaller areas that may be disadvantaged within a larger non-disadvantaged area. To identify areas in EJScreen that meet one of the above definitions of a low-income or disadvantaged community, applicants should use the “Supplemental Indices” option under the tool’s map layers.

⁴ The Tribal Lands category in EJScreen to use for this purpose includes Alaska Native Allotments (EPA Metadata Record), Alaska Native Villages (EPA Metadata Record), American Indian Reservations (EPA Metadata Record), American Indian Off-reservation Trust Lands (EPA Metadata Record), and Oklahoma Tribal Statistical Areas (EPA Metadata Record).

⁵ <https://www.epa.gov/environmentaljustice/inflation-reduction-act-disadvantaged-communities-map>

VI. Eligible Entities

Eligible air agencies for the purpose of this funding opportunity are air pollution control agencies currently involved in air monitoring activities that regularly receive CAA section 103 or 105 grants either annually or every few years. “Air pollution control agencies” as defined by section 302 of the Clean Air Act include air agencies of states (including the District of Columbia, American Samoa, Commonwealth of the Northern Marianas, Guam, Puerto Rico, and the U.S. Virgin Islands), local governments, and federally recognized Tribes. These funds are one-time funds and air agencies should have plans to sustain the work after the period of performance of these grants.

Any subawards must be consistent with the definition of that term in [2 CFR 200.1](#) and comply with [EPA’s Subaward Policy](#). The pass-through entity that administers the grant will be accountable to the EPA for proper expenditure of the funds and reporting and will be the point of contact for the project. As provided in 2 CFR 200.332, subrecipients are accountable to the pass-through entity for proper use of the EPA funding. For-profit organizations are not eligible for subawards under this grant program but may receive procurement contracts. Any contracts for services or products funded with the EPA financial assistance must be awarded under the competitive procurement procedures of 2 CFR Part 200 and/or 2

CFR Part 1500, as applicable. The regulations at 2 CFR 1500.10 contain limitations on the extent to which the EPA funds may be used to compensate individual consultants. Refer to the [Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements](#) for guidance on competitive procurement requirements and consultant compensation. Do not name a procurement contractor (including a consultant) as a “partner” or otherwise in your application unless the contractor has been selected in compliance with competitive procurement requirements.

VII. [Allocation of IRA Air Monitoring Grant Funds](#)

In August 2023, the EPA conducted an air monitoring needs assessment of eligible entities to better understand the fence-line and multipollutant monitoring needs of eligible air agencies to inform the allocation approach.

Needs Assessment Background

Eligible state, local, and Tribal air monitoring agencies submitted to the EPA air monitoring needs and associated details related to several categories. The EPA collected needs related to air monitoring equipment and support equipment for new and existing sites (including National Air Toxics Trends Stations (NATTS) and multipollutant sites), special studies, training, staffing, and contract support. Agencies provided details regarding the total expected cost of addressing these needs, pollutant(s) of focus, geographic location, whether the need is in a disadvantaged community, etc.

The submitted needs of eligible agencies far exceed the funds available under these IRA monitoring provisions. The funding allocation approach is informed by those needs but will not fully satisfy them.

Allocation Approach

A portion of IRA funds from IRA sections 60105(a) and 60105(b) totaling approximately \$81,000,000 will be allocated across the EPA Regions based on priorities identified in the IRA monitoring provisions, results from the IRA monitoring needs assessment, and information about the number of air quality monitors agencies operate. More specifically, the EPA identifies five factors to distribute funds from these two IRA provisions across the Regions:

- 1) **New National Air Toxics Trends Stations (NATTS):** The allocation supports deploying or expanding new NATTS sites and is based on state, local, and Tribal agency interest, communicated via the needs assessment, in establishing and operating a new NATTS site. The Regional allocation includes \$200,000 per new NATTS site along three years of operational support (\$179,000 per year).
- 2) **Existing NATTS sites:** The allocation supports maintenance of existing sites and is based on the number of existing NATTS sites and laboratories operating in each EPA Region. The Regional allocation includes one-time funding of \$50,000 per existing NATTS site, with an additional \$75,000 for agencies that operate NATTS labs.
- 3) **New Multipollutant Monitoring sites:** The allocation supports deploying or expanding new multipollutant monitoring sites and is based on the number of new multipollutant monitoring sites requested by air agencies in the needs assessment, with considerations of future network sustainability. The EPA expects that these funds will be awarded to agencies taking into account their existing monitoring network, regulatory requirements, unmonitored areas, and plans by the air agency to maintain site operation. The Regional allocation includes the amounts

requested via the needs assessment up to \$200,000 in one-time funds for each newly established site, with a maximum of 3 to 4 new sites per agency.

- 4) **Existing Multipollutant Monitoring sites:** The allocation supports maintenance of existing sites and is based on the number of monitors⁶ reporting to [EPA's Air Quality System](#) (AQS) that eligible state, local, and Tribal agencies operate. The number of AQS monitors was used as an indicator of the amount of existing monitoring conducted by eligible agencies, which is related to the amount of funds the EPA expects to award to agencies for this category. For example, the Regional allocation includes \$75,000 for agencies operating between 0-5⁷ monitors, \$355,000 for agencies operating between 6-90 monitors, and \$555,000 for agencies operating more than 90 monitors. The majority of eligible air agencies operate between 0-5 air monitors. Most of the funds allocated to the Regions support this factor.
- 5) **Staffing, Contracts, and/or Training Support:** The allocation supports integration and operation, and maintenance of air monitoring and is based on the number of AQS monitors that eligible state, local, and Tribal agencies operate. The number of AQS monitors was used as an indicator of the amount of existing monitoring conducted by eligible agencies, which is related to the amount of funds that the EPA expects to award to agencies for staffing, contracts, and/or training support. The Regional allocation includes approximately half the level of funding for staffing, contracts, and/or training support as they receive for existing site support (i.e., factor #4 above).

An example of potential funding available to a medium-sized agency, operating 50 monitors, operating 1 NATTS site and lab, and requesting 1 new multipollutant site is shown below⁸:

Category	Funding
New NATTS Site	\$0
Existing NATTS Site and Lab Support	\$125,000
New Multipollutant Site	\$200,000
Existing multipollutant Sites	\$355,000
Staffing, Contracts, and/or Training Support	\$177,500
Grant Total	\$857,500

The resulting planned allocation across the EPA Regions is provided in the table below. It is expected that the minimum award under this program will be approximately \$100,000. The size of awards will be related to the level of ongoing ambient air monitoring work, the number of new sites requested, number of NATTS sites and laboratories, and the air monitoring needs of the agencies. The EPA Regional Offices have discretion regarding final grant distributions and may elect to include proposed grant maximums in their “please apply” letters to air agencies. The total awards and final allocation may differ slightly from the planned allocation upon implementation.

⁶ AQS monitors/agency were determined based on the assigned AQS collecting agency, accounting for samplers and analyzers that generate multiple parameters, and excluding meteorological parameters.

⁷ The EPA allocated funding for eligible agencies that currently report no data to AQS.

⁸This is provided as an example and assumes that the workplan includes eligible activities consistent with the funding levels.

Table 1. Planned Allocations to the EPA Regional Offices for Direct Awards under IRA sections 60105(a) and (b).

EPA Region	Planned Allocation
1	\$4,657,500
2	\$2,697,500
3	\$6,665,000
4	\$14,205,000
5	\$7,902,500
6	\$5,127,500
7	\$4,407,500
8	\$8,197,500
9	\$20,945,000
10	\$6,137,000
Total	\$80,942,000

Grantees will receive one grant for activities covered by this guidance, which will be funded by section 60105(a) or (b). The allocation in this guidance provides the intended total amount of funding for each Region. OAR will work with the EPA Regions to determine the breakdown of funding between section 60105(a) and (b).

VIII. [Application Package and Submission Information](#)

Applicants must apply electronically through [Grants.gov](#) for IRA Air Monitoring grants based on the Grants.gov instructions in this guidance. The following forms are required for each application and will be accessible through the funding announcement in Grants.gov. Applicants may work with their EPA Region prior to submitting applications via Grants.gov; the EPA Regional Offices will provide “please apply” letters, application instructions, and other information. Eligible air agencies must have both an active SAM.gov and Grants.gov account. Applicants should ensure as soon as possible that their accounts are active. Click this [link](#) for additional information about registering in SAM.gov and Grants.gov.

- Cover Page- The EPA has provided an example cover page template with the posting for this opportunity on Grants.gov. The example template is optional. The EPA will not penalize or withhold a benefit from an applicant who provides information in another format.
- Standard Form 424, *Application for Federal Assistance*. Please note that the organizational Unique Entity Identifier (UEI) must be included on the SF-424
- Standard Form 424A, *Budget Information for Non-Construction Programs*
- EPA Form 4700-4, *Pre-Award Compliance Review Report* (see [EPA Tips for Completing Form 4700-4](#))
- EPA Form 5700-54, *Key Contacts Form*
- Grants.gov Lobbying From – for any grant over \$100,000

- Project Narrative Attachment Form, *Project Narrative* – see Section IX. Work Plan Contents below
- Budget narrative (Detail budget) – Applicants should consult with [“Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance”](#) for assistance with developing their budget.

Use “Other Attachments” Form for any additional supporting documents.

The EPA encourages eligible state, local, Tribal, and territorial air agencies to submit grant applications as soon as possible and no later than April 8, 2024.

IX. [Work Plan Contents](#)

As required under 40 CFR 107(b) for state and local air agencies and 40 CFR 507(b) for Tribal air agencies, all work plans must specify:

- i. The work plan components (i.e., activities) to be funded under the grant;
- ii. The estimated work years and the estimated funding amounts for each work plan component;
- iii. The work plan commitments for each work plan component and a time frame for their accomplishment;
- iv. A performance evaluation process and reporting schedule; and
- v. The roles and responsibilities of the recipient and the EPA in carrying out the work plan commitments.

IRA funding from sections 60105(a) and (b) is covered by the Justice40 initiative outlined in Section V of this document. Therefore, workplans should address how the overall outcomes of the workplan support Justice40 goals, using the criteria in Section V of this guidance, including information about new and existing sites in disadvantaged communities, as shown using the EPA’s IRA Disadvantaged Communities Map.

Eligible Activities

Eligible air agencies may use the 60105(a)-(b) IRA Air Monitoring funds for air monitoring related activities under CAA section 103. Within reason, this funding may be used to continue work that began under another federally funded air monitoring project, assuming that there is no duplication of work, and proposed costs must follow the Basic Considerations of the Uniform Grant Guidance (see [2 CFR 200.403 through 411](#)). Any cost category, including staffing and contracting costs, included in the workplan must support the activities outlined in the workplan only and cannot be used for other activities. See the [EPA’s Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance](#) for additional details on determining the eligibility of costs and developing a budget.

The primary goal of this program is to expand and enhance air agencies’ air monitoring across the country. The EPA expects primarily to fund new or replace existing eligible air monitoring equipment with these grants. Examples of eligible activities for the Fenceline and Multipollutant Monitoring provisions include but are not limited to the following:

- Establishing and operating new NATTS sites⁹;
- Supporting, maintaining, and upgrading existing NATTS sites or NATTS laboratories;
- Establishing and operating new multipollutant sites¹⁰;
- Replacing, repairing, operating, and maintaining existing air toxics and multipollutant monitoring operations;
- Fenceline, screening, and/or community air monitoring projects;
- Air monitoring related training courses or activities;
- Air monitoring related staffing needs that result from work identified in the workplan;
- Ambient air monitoring asset management support;
- Maintaining or enhancing data collection-related network security;
- Quality assurance and/or quality control documentation and audit activities.

OAR will work with the EPA Regions to determine the breakdown of funding between section 60105(a) and (b), depending on the eligible activities listed in the workplan.

Applicants should include those activities they choose to undertake in their work plan and provide associated outputs and outcomes for each activity. Grantees will be expected to submit semi-annual progress reports to the EPA on progress in meeting the agreed-upon outputs and outcomes.

Prior to naming a contractor (including consultants) or subrecipient in your application as a “partner,” please carefully review [EPA’s Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements, EPA’s Subaward Policy, and EPA’s Subaward Policy Frequent Questions](#). As provided in [2 CFR 200.317](#), with limited exceptions, state air agencies follow the same policies and procedures they follow for procurements financed with non-Federal funds. All other grantees must compete contracts for services and products, including consultant contracts, and conduct cost and price analyses, to the extent required by the procurement provisions of the regulations at 2 CFR Part 200. Applicants are not required to identify subrecipients and/or contractors (including consultants) in their grant application. However, if they do, the fact that an applicant selected for award has named a specific subrecipient, contractor, or consultant in the application EPA selects for funding does not relieve the applicant of its obligations to comply with subaward and/or competitive procurement requirements as described in the referenced guidances. **Please note that applicants may not award sole source contracts to consulting, engineering, or other firms assisting applicants with the application solely based on the firm's role in preparing the application or based on an assertion that the individual or firm has “unique qualifications.”**

The EPA expects recipients of funding to comply with competitive procurement contracting requirements in 2 CFR Parts 200 and 1500 as well as the EPA’s rule on Participation by Disadvantaged Business Enterprises in EPA Programs in 40 CFR Part 33. **The Agency does not accept justifications for sole source contracts for services or products available in the commercial marketplace such as consulting, data analysis, or project management.**

For additional guidance, applicants should review [EPA’s Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements, EPA’s Subaward Policy, and EPA’s Subaward Policy Frequent Questions](#).

⁹ New NATTS sites must comply with the NATTS Technical Assistance Document, revision 4 available at <https://www.epa.gov/system/files/documents/2022-08/NATTS-TAD-Revision-4-Final-July-2022-508.pdf>.

¹⁰ For the purposes of this grant program, multipollutant sites include sites designed to measure more than one air pollutant.

Period of Performance

The maximum period of performance for these grants is up to five years. The period of performance should be based on the time required to accomplish the workplan components.

Environmental Results and Strategic Plan Information

Pursuant to Section 6.a. of EPA Order 5700.7A1, “Environmental Results under EPA Assistance Agreements,” the EPA must link proposed assistance agreements with the Agency’s Strategic Plan. The EPA also requires that grant applicants and recipients adequately describe environmental outputs and outcomes to be achieved under assistance agreements (see [EPA Order 5700.7A1, Environmental Results under Assistance Agreements](#)). Applicants must 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 will demonstrate how the project will contribute to the Strategic Plan goals listed below.

Strategic Plan Linkage

The activities to be funded under this announcement support the EPA’s Fiscal Year (FY) 2022-2026 Strategic Plan. Awards made under this announcement will support Goal 4: Ensure Clean and Healthy Air for All Communities, Objective 4.1: Improve Air Quality and Reduce Localized Pollution and Health Impacts. For more information see [EPA’s FY 2022 – FY 2026 EPA Strategic Plan](#).

Outputs

The term “output” means 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 measurable during an assistance agreement funding period.

Applicants should identify outputs in their work plan associated with the eligible activities they choose to undertake. Expected outputs from the projects to be funded under this announcement include, but are not limited to:

- Number of new areas measuring air pollution;
- Number of new NATTS monitoring sites;
- Number of new multipollutant air monitoring sites;
- Number of new equipment deployed at existing air monitoring sites;
- Number of existing air monitoring sites and equipment supported and upgraded;
- Number of trainings for air quality monitoring;
- Development of quality assurance/quality control documentation;

- Completion of air monitoring related performance testing and/or audits.

Outcomes

The term “outcome” means the result, effect or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related, or programmatic in nature, but must also be quantitative. They may not necessarily be achievable within an assistance agreement funding period.

Applicants should identify outcomes in their work plan associated with the eligible activities they chose to undertake. Expected outcomes from the projects to be funded under this announcement may include, but are not limited to:

- Increased disadvantaged communities monitored for air quality;
- Problem identification;
- Increased public awareness of ambient air quality;
- Increased access to information and tools that increase understanding and reduction of environmental and human health risks;
- Information about air quality in previously unmonitored areas;
- Increased sustainability of ambient air monitoring networks;
- Informed policy and decision making by air agencies;
- Mitigation actions from parties responsible for certain air pollution;
- Change in behavior of public based on new air quality information;
- Reduction of ambient concentrations of certain air pollutant(s);
- Reduction of human exposure to certain air pollutant(s);
- Publicly available air quality monitoring data for communities;
- Identification of new ambient air sampling and analysis methods;
- Benefits for disadvantaged communities.

X. Reporting Requirements

Semi-annual progress reports and a detailed final report are required. Semi-annual progress reports should summarize technical progress, planned activities for the next six months, and expenditures. The final report shall be submitted to the EPA within 120 calendar days of the completion of the period of performance. The final report must include a summary of the project or activity, advances achieved, and costs of the project or activity. In addition, the final report shall discuss the problems, successes, and lessons learned from the project or activity that could help overcome structural, organizational, or technical obstacles to implementing a similar project elsewhere. The schedule for submission of semi-annual reports will be established by the EPA, after the grants are awarded. Award recipients may be provided with additional information and guidance on reporting performance measures and project progress after award.

Performance Measures. The applicant should also develop performance measures for key outputs and outcomes they expect to achieve through the proposed activities and describe them in their application. These performance measures will be the mechanism to track progress concerning successful processes as well as output and outcome strategies and will provide the basis for gaining insights and developing lessons to inform future recipients. It is expected that the description of performance measures will directly relate to the project outcomes and outputs (see previous section). The description of the performance measures will directly relate to the project’s planned outputs and outcomes, including but not limited to:

- Overseeing subrecipients, and/or contractors and vendors;
- Tracking and reporting project progress on expenditures and purchases; and
- Tracking, measuring, and reporting accomplishments and proposed timelines/milestones.

The following are questions to consider when developing output and outcome measures of quantitative and qualitative results:

- What are the measurable short-term and longer-term results the project will achieve?
- How does the plan measure progress in achieving the expected results (including outputs and outcomes) and how will the approach use resources effectively and efficiently?
- What are the expected locations of the outputs and outcomes?

XI. Grant Terms and Conditions

Air agencies should be aware that the [EPA’s General Grants Terms and Conditions](#) will apply to these awards. Additional program-specific terms and conditions may also apply. For questions regarding this guidance document and the development of workplans, please contact the following, based on the EPA Region:

EPA Region	Point(s) of Contact	Contact Information
1	Jennifer Brady	617-918-1698; brady.jenniferL@epa.gov
2	Emmet Keveney	212-637-3459; Keveney.Emmet@epa.gov
3	Krista Gonzalez AJ McCullough	215-814-3300; gonzalez.krista@epa.gov 215-814-2093; Mccullough.amanda@epa.gov
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6	Donnett Patterson Aunjane Gautreaux (Tribal)	214-665-7418; Patterson.Donnnett@epa.gov 214-665-7127; Gautreaux.Aunjane@epa.gov
7	Stephanie Doolan Andy Hawkins	913- 551-7719; Doolan.Stephanie@epa.gov 913-551-7179; hawkins.andy@epa.gov
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9	Angela Latigue Jean Samolis	415- 947-4170; latigue.angela@epa.gov 415-972-3939; samolis.jean@epa.gov

EPA Region	Point(s) of Contact	Contact Information
10	Christina Miller (S/L) Sandra Brozusky (Tribal)	206-553-6512; miller.christina@epa.gov 206-553-5317; brozusky.sandra@epa.gov