PLC Session 295 - June 21, 2023

Curriculum



ontents:

- 1. Latest News Impacting Brownfield Job Training Programs
- 2. Frequently Asked Questions
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The goal of the Brownfields Job Training Program (BJT) is to help community residents develop the skills and earn certifications needed to secure employment across a spectrum of brownfield related activities. Curriculum and training is addressed in several sections of the FY24 EPA Request for Applications (RFA) but is primarily addressed as part of the Training Program Description. Today's PLC discusses curriculum development, training, and recruitment of qualified instructors.

1. Latest News Impacting Brownfield Job Training Programs

The FY2024 Brownfields Job Training Grants solicitation is open. Applications are due **August 2, 2023**. For more information and a copy of the RFA from EPA go to the following link:



FY24 RFA Guidelines

https://www.epa.gov/brownfields/fy-2024-brownfields-job-training-jt-grants

EPA has also prepared a series of Frequently Asked Questions (FAQs) and answers to assist prospective applicants with preparing Job Training (JT) Grant applications. Go to the following link:

FY24 FAQs

https://www.epa.gov/brownfields/frequently-asked-questions-about-brownfields-job-training-jt-grants

You may also go directly to the Grants.gov website for a formal application package - click here. Completed applications are due August 2, 2023, and must be submitted through the grant.gov website.

Registration is Still Open for Brownfields 2023

Brownfields 2023 National Conference August 8 - 11, 2023 Detroit, MI

With over 180 educational sessions, exciting mobile workshops, and inspirational speakers, this event offers a unique opportunity to learn about the latest trends and best practices in brownfields remediation, redevelopment, environmental justice, and sustainability. The conference also offers unparalleled networking opportunities with other like-minded professionals. You'll have the chance to connect with peers from across the country and forge new relationships that could lead to future collaborations and projects.

To subscribe for updates and conference news, go to: https://brownfields2023.org/about/conference-overview/

To register, go to:

https://brownfields2023.org/registernow/

Brownfields Job Training Grantees Will Have an Opportunity to Exhibit at Brownfields 2023

HMTRI is sponsoring booth 113 at Brownfields 23 in Detroit Michigan August 9 and 10. The theme of the exhibit will focus on EPA's network of Brownfields Job Training Grantees and opportunities for employers to hire BJT graduates. The booth will act as a "home base" to meet potential employers, display program materials, and network. Grantees are encouraged to bring business cards and informational handouts. For additional information and ideas, contact Steve Fenton, HMTRI at sfenton103@aol.com

Mark Your Calendar for this BJT Panel at Brownfields 2023

Training for the EJ Terrain 3:15 – 4:15 Room 321 Thursday, August 10th, 2023

Abby Wolensky; Thomas Guentner; Gianna Rosati

Track 5: Environmental Justice and Public Participation

Learn how two inspiring and unique Job Training Grantees work cooperatively to trek the diverse needs of the underserved Environmental Justice communities around the urban landscape of Pittsburgh, Pennsylvania. Auberle Employment Institute (AEI) job training focuses on training individuals to assess and mitigate hazardous substances and contaminants at traditional brownfields. The U.S. Department of Labor twice named AEI as the number one workforce development program in the country. Within the same underserved community, Landforce takes a less traditional job training approach focusing job training on Environmental Stewardship that includes vacant lot stabilization, trail building and maintenance, and green stormwater infrastructure maintenance. AEI and Landforce use similar strategies to help prepare students to be leaders and have successfully leveraged multiple funding sources to achieve common goals.

2. Frequently Asked Questions



Question: Does EPA require grant recipients/applicants to have a set training curriculum? What certifications should I provide my students?

Response: The only required training is 40-hour HAZWOPER (OSHA 29 CFR 1910.120). EPA offers a wide latitude of potential training opportunities depending on the local needs assessment. It is important to note that the BJT curriculum must align with EPA's funding priorities. (See section I.B. of the RFA and section 3 below for more detail regarding allowable training supported by EPA).

Question: Can we provide training requested by employers but not supported by EPA in the RFA guidelines?

Response: You may with the understanding that supplemental training will be provided without grant funding.

Question: What is the average number of individuals trained during a training cycle?

Response: Grant recipients typically offer 2-3 training cycles per year. This number can fluctuate depending on the curriculum being offered. In the past, an average of 20-24 individuals were trained during each cycle. This number fluctuated depending on where the training program was located, (urban area versus rural) and the comprehensiveness of the curriculum.

Question: Now that the RFA has been issued, can you review the time schedule for the FY24 BJT grants?

Response: The FY24 grant cycle timeline for each grantee will depend on the actual award date and when applicants are authorized to spend funds. For the FY24 grant cycle, the first four years will focus on program development, training delivery and placement. The final year (5) is for completion of training, placement, tracking and program sustainability. Milestones for the FY24 BJT cycle is variable but might look like the schedule below:

2023

- May 30 FY24 RFA posted on Grants.gov
 Project period (Three years for FY21 and FY22 grants), (five years for FY23 and FY24 grants). (Note: FY23 awardees cannot apply for FY24 grants.)
- August 2 Applications are due on grants.gov (60 days from posting date)
- August 17 Notification to applicants that have not passed threshold eligibility criteria – (15 days from application due date)
- · Fall and Winter 2023 Evaluation criteria reviews continue.

Early 2024

- 1st Quarter 2024 (January/February) Applicants are notified for funding consideration.
 - (Note: Applications recommended for funding are likely in January)
- · Grant packages are sent to successful applicants.
- · Award letters and acceptance by applicants completed.
- · Begin preparation for FY25 BJT Request for applications.

Spring and Summer 2024

- 60-90 days after completing and submitting grant package Work plans and grant administration paperwork completed prior to final award.
- Following approval of work plans, budget, and grants administration review Project period Final date of award.
 - (Three years for FY21 and FY22 grants, five years for FY23 and FY24 grants)
- Budget period Usually concurrent to project period
- Authorization to spend funds must be made before September 31, 2024.

2024- 2028

- Training cohorts continue with program refinements, partnership development and placement improvements based on experience.
- Training and placement progress with ACRES reporting quarterly.

2029

- · Graduate placement and tracking continues.
- Consideration regarding program expansion, improvement and sustainability continue.
- Funding development and program continuation is considered as the completion date of the grant approaches.
- Final placement, tracking, program continuation plans, and grant wrap up.

3. Selecting a Curriculum

The goal of the Brownfields Job Training Program is to help its participants develop skills and earn certifications needed to secure full-time careers across a spectrum of brownfield-related activities, including the assessment, cleanup, remediation, and planning/site preparation for the revitalization of brownfield sites.



The training program is addressed in several sections of the RFA but is primarily addressed in the Training Program Description with the following evaluation criteria.

- The extent to which the courses and certifications offered meet the hiring needs of the employers in the target community.
- The degree to which the proposed training curriculum is comprehensive, achievable, and meets eligibility requirements.
- The extent to which the training program incorporates sustainable practices.



Training must address employer needs

BJT programs are expected to achieve placement rates exceeding 70% with many successful grantees achieving 100% placement. Those achieving 100% are almost always providing training guided by employers and advisory boards (which include potential employers). Applicants should tailor curricula to the labor market needs of their targeted

community. Often successful grantees receive commitments from employers to interview program graduates even before cohorts begin. Those commitments should be included as part of the grant application. Employers are more than happy to provide their expectations of job applicants including skill and knowledge requirements. Their input should have a high degree of influence on the curriculum.

Curriculum must align with EPA's BJT funding authority

BJT cooperative agreements are made possible with funding from the Infrastructure Investment and Jobs Act, (Bipartisan Infrastructure Law) through EPA's Office of Brownfields and Land Revitalization (OBLR). As previously noted, BJT grantees are given wide latitude to develop their training programs as they see fit so long as the courses offered align with EPA's BJT funding authority. The only required training is OSHA 29 CFR 1910.120 40-hour HAZWOPER. Section I of the FY24 Brownfields Job Training Grant Guidelines provides examples of training eligible and ineligible for funding. If there is doubt that training is eligible, grant applicants should check with their EPA project officer. Ineligible training will be removed from grant support.

Example eligible training articulated in Section I.C. of the RFA are summarized below:

- · Training in "green remediation" technologies
- Training in stormwater management
- · Emergency planning, preparedness, and response training for emergencies leading to contamination on brownfields sites
- Enhanced environmental health and safety training related to site remediation
- · Energy efficiency, and alternative energy technologies
- Training in the assessment, inventory, analysis, and remediation of sites or facilities at which hazardous substances, pollutants, contaminants, and petroleum products are located
- Training in sustainable deconstruction in preparation of a brownfield site cleanup or redevelopment
- · Training participants in the use of techniques and methods for cleanup of hazardous substances,
- · Asbestos abatement
- Lead abatement
- · lead renovation, repair, and painting (RRP)

- Mold remediation
- Cleaning up sites contaminated by the manufacturing of illegal drugs abandoned gas stations, or mine-scarred lands
- Training in confined space entry
- Training in first-aid, cardiopulmonary resuscitation (CPR), and blood-borne pathogens
- Training in chemistry, toxicology, and geology to the extent necessary to inventory, assess, remediate, and clean up contaminated sites
- Training in the requirements and implementation of the All-Appropriate Inquiries and due diligence
- · Training in radiation safety and the cleanup of uranium mine tailings
- Training in Hazardous Material (HAZMAT) commercial driver's license (CDL), forklift, and machine operations associated with the transportation of hazardous waste
- Training in Freon removal or the removal of hazardous substances from white goods located on a brownfield site
- Training in the preparation of sites for urban agriculture and horticulture
- Training participants in planning and conducting ecological restoration of contaminated land
- Awareness training in Environmental Stewardship and Environmental Justice to promote community involvement in assessment, cleanup, and reuse of brownfield sites
- Training in climate change mitigation and adaptation or resiliency as it relates to preparation of brownfield sites for cleanup and subsequent reuse
- Training in Green Infrastructure and Stormwater Management
- · Training in building trades related to remediating contamination and site preparation
- Training in national historic preservation and tribal historic preservation regulations associated with cleanup projects
- Training in vapor intrusion testing and mitigation
- Training in site surveying, mapping, blueprint reading, computer-aided design and drafting (CADD), and geographic information systems (GIS)
- Training in release detection methods, techniques, and practices at underground storage tank (UST) facilities where hazardous substances and/or petroleum products are or were located

Certifications and Certificates

Certifications and certificates validate the degree and comprehensiveness of the training received. They may be issued by a certifying agency, an employer, a trainer, or government agency. There is not a single certificate or certifying organization covering BJT training. It is important that BJT managers ensure that trainers they are using have the proper certifications (if required) and are using an approved curriculum (when required). Assurances should be written in training contracts as a condition of employment. It is important to determine the type of certification being offered, who recognizes it and what is its importance. For example:

- **HAZWOPER** A training certificate may be issued by the BJT program, but final certification and responsibility falls on specific operations and hazards at the work site. Details of training and certification requirements are specific and presented in 29CFR1910.120
- Asbestos and Lead training Requires approved curriculum on either the State or Federal Level
- · OSHA certifications Require OSHA certified trainers with an approved curriculum
- State certifications May involve State approved curriculum and/or instructors
- **BJT and third-party certifications –** Issued by third party organizations with an approved curriculum and/or instructors

Popular Curricula

As noted, training needs to address employer needs as determined as part of the labor market assessment and recommendations from the Advisory Committee. Training must also conform to the priorities and authority set forth in the RFA. Additionally, the proposed curriculum needs to address the needs and capabilities of program participants. Here are some examples of popular offerings from BJT grantees.

- · OSHA 40 Hazardous Site Worker Protection and Emergency Response (HAZWOPER)
- OSHA 30 Construction Safety
- OSHA 10 Hour General Construction
- OSHA Confined Space Operations
- OSHA Fall Protection Certification
- EPA Asbestos AHERA Worker Certification
- Forklift Driver (Hazardous materials handling)
- · Commercial Driver's License (CDL- DOT HAZMAT)
- Disaster Site Worker / Spill Response
- Underground Storage Tank Operations
- Green Infrastructure and Stormwater Management
- 8-hour Lead RRP
- Basic First Aid & Adult CPR
- Chemical Safety and Awareness

Many of these courses have specific training requirements and are accompanied by certifications and certificates. In addition, States often provide their own certification and certificate standards.

Every training program must incorporate sustainable practices that are appropriate for program participants

Included in the Training Program Evaluation Criteria is a discussion regarding the extent to which the training program incorporates sustainable practices. This section of the BJT application should not be overlooked. Here are examples of sustainability strategies that BJT grantees have used to reduce their carbon imprint during training.

- The venue where training is delivered (proximity to target community)
- Local and transportation issues associated with attending training
- The extent recyclable materials are used and reused during training
- The use of digital instruction replacing printed materials
- The use of tablets replacing textbooks for training
- · Consideration of reducing carbon footprint as part of training and remediation

4. Finding Qualified Trainers

Building an instructional staff often involves a variety of instructors and consultants each with specific skills, experience, and access to resources. Some instructors may be on staff, while others may require special credentials not readily available. When selecting instructors not on staff it is required that government procurement policies are followed for purchase orders exceeding \$10,000.00. Here are a few of the resources BJT programs have used for finding trainers.



- OSHA The Occupational Safety and Health Administration can assist in finding certified trainers for OSHA courses.
 - Go to: https://www.osha.gov/training/outreach/find-a-trainer
- NIEHS National Institute of Environmental Health Sciences provides extensive resources related to health and safety training. NIEHS funds 18 non-profit organizations dedicated to worker protection training.
 Go to: https://www.niehs.nih.gov/careers/hazmat/about_wetp/hwwt/index.cfm.
- PETE The Partnership for Environmental Technology Education including CCCHST
 the Community College Consortium for Health and Safety Training offering OSHA and EPA related training including "train the Trainer" opportunities.
 Go to: https://nationalpete.org/
- Third party trainers and consultants Many third-party organizations such as OSHATraining.com provide a variety of training and certifications. Searching "OSHA Training near me" will provide a host of available trainers to consider. Go to: https://oshatraining.com/
- Recommended training providers Local health, safety, and environmental agencies, State Brownfield Coordinators and Voluntary Cleanup Coordinators are often an excellent source for locating qualified trainers. Emergency response agencies and fire departments may offer to partner providing additional technical training, equipment, and straining sites.
- Universities and Community Colleges Universities and community colleges can be excellent partners for providing health and safety training as part of their noncredit extramural programs.



5. Incorporating Health and Safety

Easily overlooked, it is essential that BJT programs train and promote safety and health standards, both in the classroom, as part of the curriculum and after graduation. This is applicable whether the training is being conducted by program staff or a contracted trainer. BJT programs should be concerned for the welfare of graduates, so that appropriate safety and health procedures are being followed by employers.

Incorporating Safety and Health in the Classroom Curriculum and After Graduation

BJT trainers should provide a list of safety and health rules for students. Both students and trainers are asked to sign and date this document stating that they agree to comply with all safety policies and procedures. Often environmental, health, and safety courses require students to provide a medical waiver or undergo a physical examination. Note that HAZWOPER and some other courses require program participants to sign a "Participant Liability Waiver and Release of all Claims" form. This is especially true if a self-contained breathing apparatus (SCBA) is used during training.

Training Liability

If a student or graduate is injured either during training or after graduation actively engaged in cleanup activities, can his training (or lack of training) become an issue? Perhaps. This is why it is of the utmost importance that trainers are well vetted. Programs should keep training records

with pre, and posttests signed by students with documentation regarding the training received. Likely, the primary responsibly for worker health and safety will go back to the employer, but it remains a "best practice" to maintain your own training records. Trainer responsibilities and indemnification (with proof of insurance if needed) should be included as part of the training contract.

6. Unsupported Training

Training not supported by the BJT grant falls into two categories:

First are technical skills not related to the mission of the Office of Brownfields and Land Revitalization (OBLR). Second are life skills and remedial education. Examples of technical skills training EPA will **not** support include the following:



- · Training in general construction skills and trades not related to health and safety (e.g., carpentry, plumbing, electricity, etc. relating to constructing buildings).
- Training in natural resource extraction or related processes, such as hydraulic fracturing, oil refinery, or mining operations.
- Assessments or cleanups, except within the context of on-the-job training.
- · Training that seeks to test a product or is intended to expand a business.
- · Construction or substantial rehabilitation of buildings or other facilities to house training.
- · Training in equipment repairs.

The second category of training not funded by EPA includes remedial education, life skills and workplace readiness. Training in these non-brownfield related areas need to be provided by contributing partners. Fortunately, there are many nonprofit and social service agencies available to assist with this training. Financial institutions, volunteer, and faith-based organizations are good sources for leveraging nontechnical life skills instruction. Here are examples of unsupported types of training:

- · Life skills and general education
- Financial literacy
- · Anger management
- Presentation and verbal skills development
- · Remedial classes in math and reading
- Life coaching



7. Online Zoom Calls and Technical Assistance Environmental Justice - Meetings and National Environmental Justice Community Engagement Calls

The purpose of these calls is to inform communities about EPA's environmental justice work and enhance opportunities to maintain an open dialogue with environmental justice advocates. As environmental justice continues to be integrated into EPA programs and policies, the Agency hopes that these calls will help reaffirm EPA's continued commitment to

work with community groups and the public to strengthen local environmental and human health outcomes.

TBA, 2 - 4 p.m. Eastern

EPA Environmental Justice Initiatives

Listening Session and Dialogue: Q&A about ongoing EJ initiatives

For more information and registration, go to:

https://www.epa.gov/environmentaljustice/national-environmental-justice-community-engagement-calls

New EPA Grants Trainings Available from EPA's Office of Grants and Debarment

EPA's Office of Grants and Debarment periodically hosts webinars for the EPA grants community. EPA's Office of Grants and Debarment is pleased to announce the availability of several new and updated training resources for grant applicants and recipients. If you are interested in applying for EPA grants or are currently managing an EPA grant, please consider visiting one of these sites.

- NEW—Learn how to <u>Register in SAM.gov and Grants.gov</u> to apply for EPA grants. This webpage will help you register your organization in SAM.gov, create an applicant profile in Grants.gov, and get familiar with using Workspace.
- The <u>How to Develop a Budget training</u> was recently updated. This course will help you
 prepare work plans, budgets, and budget narratives for EPA grants.
- The <u>EPA Grants Management Training for Applicants and Recipients</u> course introduces key aspects of the grant life cycle starting with preparing an application through closing out a grant. The six modules can be completed individually.

Additional webinars or completed webinars with recordings and powerpoints are available at the following sites:

Competition Process

This webinar is intended for help grant applicants learn how to find and successfully apply for competitive EPA grants. EPA will also provide an overview of the competition process from application through evaluation and selection.

Training for EPA Pass-Through Grant Applicants, Recipients, and Subrecipients

This training is intended for EPA grant applicants and recipients that plan to use EPA funding to provide grants to other entities through "subawards." This type of EPA grant recipient is considered a pass-through entity because the goal of the grant is to further award EPA funds. This training will focus on:

- Oversight responsibilities of EPA pass-through entities
- Federal regulations that govern pass-through entities and the recipients of subawards (subrecipients)
- EPA's specific requirements for subrecipients

EPA pass-through entities are encouraged to share this training information with their subrecipients.

Procurement, Subawards, and Participant Support Costs

June 27, 2023 1:30-2:30pm ET

This training will cover procurement regulations and requirements. Specific topics include:

Best practices for contracts, consultants, equipment, and supply purchases

- Review of subawards (grant awards provided by a pass-through entity to a subrecipient)
- Participant support costs (payments to individuals who participate in grant activities but are not employees of the grant recipient)

Subscribe to the EPA Grants Update Listsery to receive updates about these webinars.

For those who missed the EJscreen webinar

EPA has hosted a webinar titled EJSCREEN 101: Mapping Tools and EPA Competitive Grants. EJSCREEN is an environmental justice mapping and screening tool that allows users to access environmental and demographic information for locations in the United States. Anyone can use this web-based tool to access high-resolution content about environmental justice, and compare data across state, EPA region, and national locations.

This webinar provides guidance on how to use EJSCREEN effectively, as well as how to tailor its usage to specific needs, like responding to competitive grants or other organizational needs. To learn more about EJSCREEN, please <u>visit the EJSCREEN website</u> and <u>access the EJSCREEN webinar here</u>.

8. In-Person Meetings and Workshops

Northeast Sustainable Communities Workshop (NSCW) September 19-20, 2023 Worcester, MA

NSCW is the premier conference for brownfield professionals in the northeast. Brownfield Coalition of the Northeast (BCONE) are looking for professionals from throughout the region to share their experiences, best practices, and innovative ideas on ways to revitalize contaminated or underused properties. Their 2023 theme is "Reimagining Brownfields: Strategies for Successful Redevelopment."

For more information visit the conference website.

The Pennsylvania Brownfields Conference

<u>Save the Date</u>

March 25-27, 2024

Penn Stater Hotel and Conference Center in State College, PA

The Pennsylvania Department of Environmental Protection's Land Recycling Program is pleased to partner once again with the Engineer Society of Western Pennsylvania in presenting the 2024 Pennsylvania Brownfields Conference.

More details coming soon.

9. Contact EPA Regional Coordinators

Regional Coordinators are the first place to go regarding questions about BJT grants, extensions, budgets, or work plans. Many Regions maintain a Listserv for past, current, and potential recipients.

EPA Region 1 CT, ME, MA, NH, RI, VT	EPA Region 2 NJ, NY, PR, VI
William "Bill" Lariviere Phone: (617) 918-1231 E-mail: lariviere.william@epa.gov	Schenine Mitchell Phone: (212) 637-3283 E-mail: mitchell.schenine@epa.gov
EPA Region 3 DE, DC, MD, PA, VA, WV	EPA Region 4 AL, FL, GA, KY, MS, NC, SC, TN
Gianna Rosati Phone: (215) 814-3406 E-mail: Rosati.Gianna@epa.gov	Olga Perry Phone: (404) 562-8534 E-mail: perry.olga@epa.gov
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Alma Moreno Lahm Phone: (913) 551-7380 E-mail: moreno-lahm.alma@epa.gov	Christine Michaud-Tilly Phone: (303) 312-6706 E-mail: MichaudTilly.Christine@epa.gov
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Noemi Emeric-Ford Phone: (213) 244-1821 E-mail: emeric-ford.noemi@epa.gov	AK, ID, OR, WA Angel Ip Phone: (206) 553-1673 E-mail: ip.angel@epa.gov



10. Join the Next PLC JULY 5, 2023

Join a conversation with EPA Brownfields Job Training grant recipients, alumni, and interested stakeholders. PLCs are scheduled on Wednesdays, same time, same PLC Zoom link.

To Join PLC Zoom Meetings, go to: https://zoom.us/j/93598658578

Meeting ID: 935 9865 8578

On the road - Computer not available? You can phone in using the nearest location

- +1 646 876 9923 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)
- +1 669 900 6833 US (San Jose)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)

Meeting ID: 935 9865 8578



The objective of the (PLC) is to promote and share innovative strategies among those interested in establishing community based environmental job training programs. Our sessions allow participants to stay in touch with BJT happenings, ask questions, showcase their programs, and help others. The Environmental Workforce PLC is open to all and there is no cost or obligation to attend. Join us when you can. If you would like to invite a guest, feel free to forward this email.

Showcase your program – Biweekly, the PLC will hear from one of our grantees, discuss opportunities or exchange ideas related to environmental job training. HMTRI is inviting you to participate in the next cycle of Professional Learning Community ZOOMs. If you would like to present at an upcoming PLC contact:

Mike at

msenew@gmail.com/

PLC notes presented represent individual opinions and ideas from Professional Learning Community participants and BJT recipients. They do not represent EPA policy, guidance or opinions and should not be taken as such.



The Brownfields Training PLC is sponsored under Cooperative Agreement with The US Environmental Protection Agency in association with the Hazardous Materials Training and Research Institute (HMTRI), part of the Eastern Iowa Community Colleges (EICC).



Notes from the Environmental Workforce Professional Learning Community — PLC - 295 Curriculum