Office of Public Engagement and Environmental Education

UPLIFT

CLIMATE AND ENVIRONMENTAL COMMUNITY ACTION GRANT

Program Overview

Disclaimer

This presentation provides a general overview of the UPLIFT Grant Program and the federal grant application process. Please consult the Notice of Funding Opportunity (NOFO) for the most complete and current details.

Agenda

1. **UPLIFT Grant Program Basics**

2. **FY23 Notice of Funding Opportunity (NOFO) Overview**

3. **Eligibility Requirements**

4. **Subaward and Non-Federal Match Requirements**

5. **Budget and Cost Items**

6. **Contents of Applications and Review/Selection of Awards**

7. **Helpful Resources and Where to Find More Information**

8. **Tips for Success**

9. **Q&A**

Overview of

UPLIFT Climate and Environmental Community Action Grant

Introduction

EPA received $3 billion through the Inflation Reduction Act (IRA) to fund environmental and climate justice activities meant to benefit disadvantaged communities.

- $2.8 billion for grants including **$2.5 million for the UPLIFT Climate and Environmental Community Action ("UPLIFT") Grant Program.**
- Grants cannot exceed three years (no extensions).
- All grants must be awarded by September 30, 2026.

UPLIFT Grant Program

- Total funding available is $2.5 Million

- Only One (1) award will be selected.

- **The deadline for the application is February 25, 2025.**

Goals

UPLIFT Grant offers an unprecedented **opportunity to support disadvantaged communities by building the capacity of community-based organizations (CBOs) and institutions of higher education (IHEs) and** who play a significant role in supporting disadvantaged communities work towards creating healthy, climate resilient, and thriving communities for generations to come.

Goals - Continued

Invest in anchor institutions of higher education and supporting communities.

Invest in strong cross-sectoral collaborations with partners working with and for disadvantaged communities.

Fund community-driven pollution and climate resiliency projects on college campus and in communities.

Strengthen the voices of communities in the decision-making process.

Disadvantaged Communities

Applicants must demonstrate that the projects in their application will benefit disadvantaged communities. EPA is defining disadvantaged community as one that meets at least one of the following criteria:
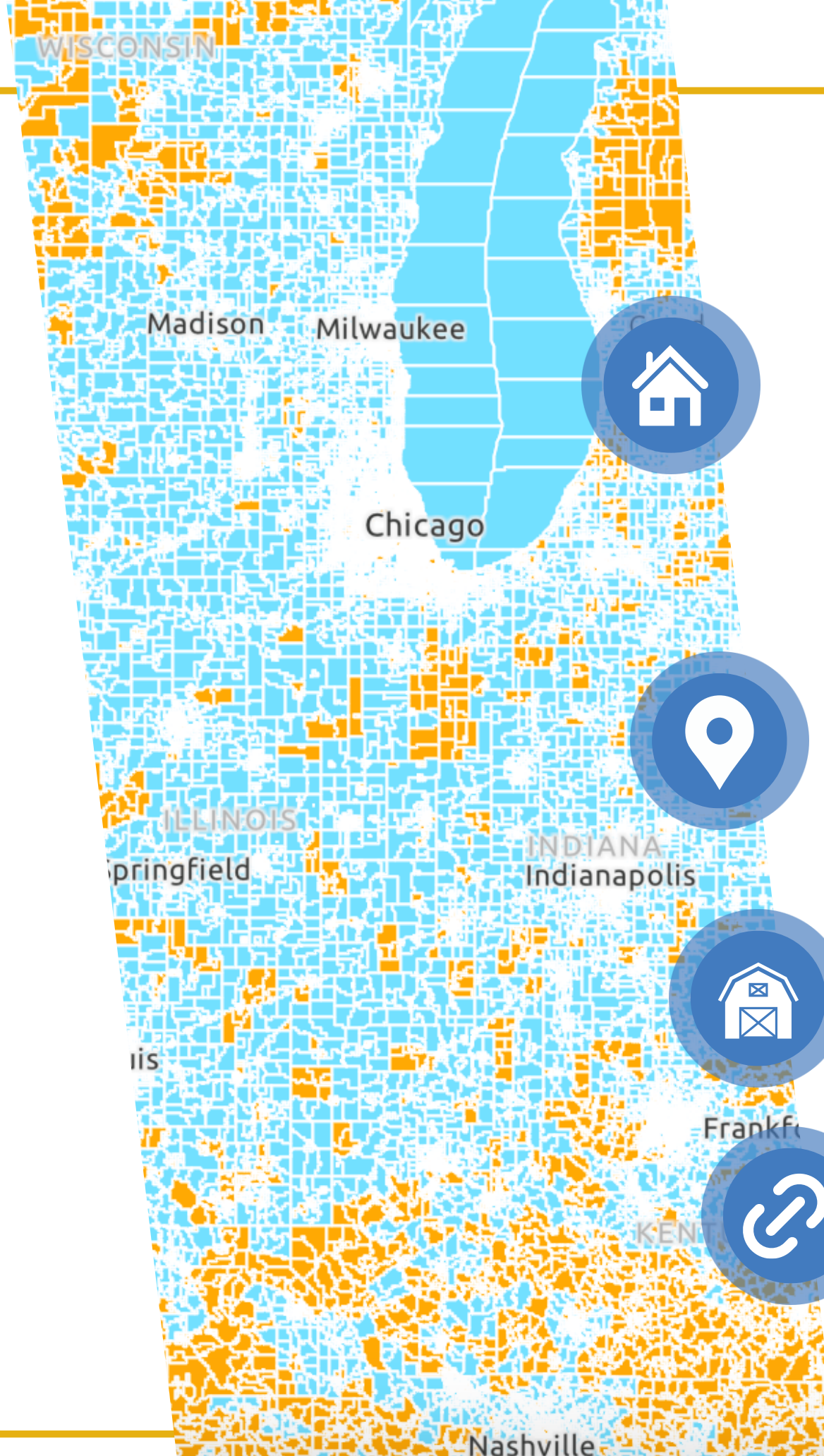
A geographically-defined community identified as disadvantaged on the EPA IRA [Disadvantaged Communities Map](#)

A Disadvantaged Unincorporated Community (DUC)

OR

A farmworker community

More information can be found in [Appendix A](#) of the NOFO.

Disadvantaged Communities: More Information

- A geographically defined community designated as disadvantaged on the [Disadvantaged Community Environmental and Climate Justice Program Map](#).

- The map combines multiple datasets (including [CEJST](#) and [EJScreen](#)) that determine whether a community is disadvantaged for the purposes of implementing programs under the IRA. All datasets are assigned values at the Census block group level.

- Applications must demonstrate that projects will benefit disadvantaged communities.

How To Use The Map

- [EPA Disadvantaged Community Environmental and Climate Justice Program Map](#)

- *Instructions for how to use the map to identify disadvantaged community eligibility are located in the mapping tool in the Contents section under layer titled "EPA Disadvantaged Community Environmental and Climate Justice Program."*
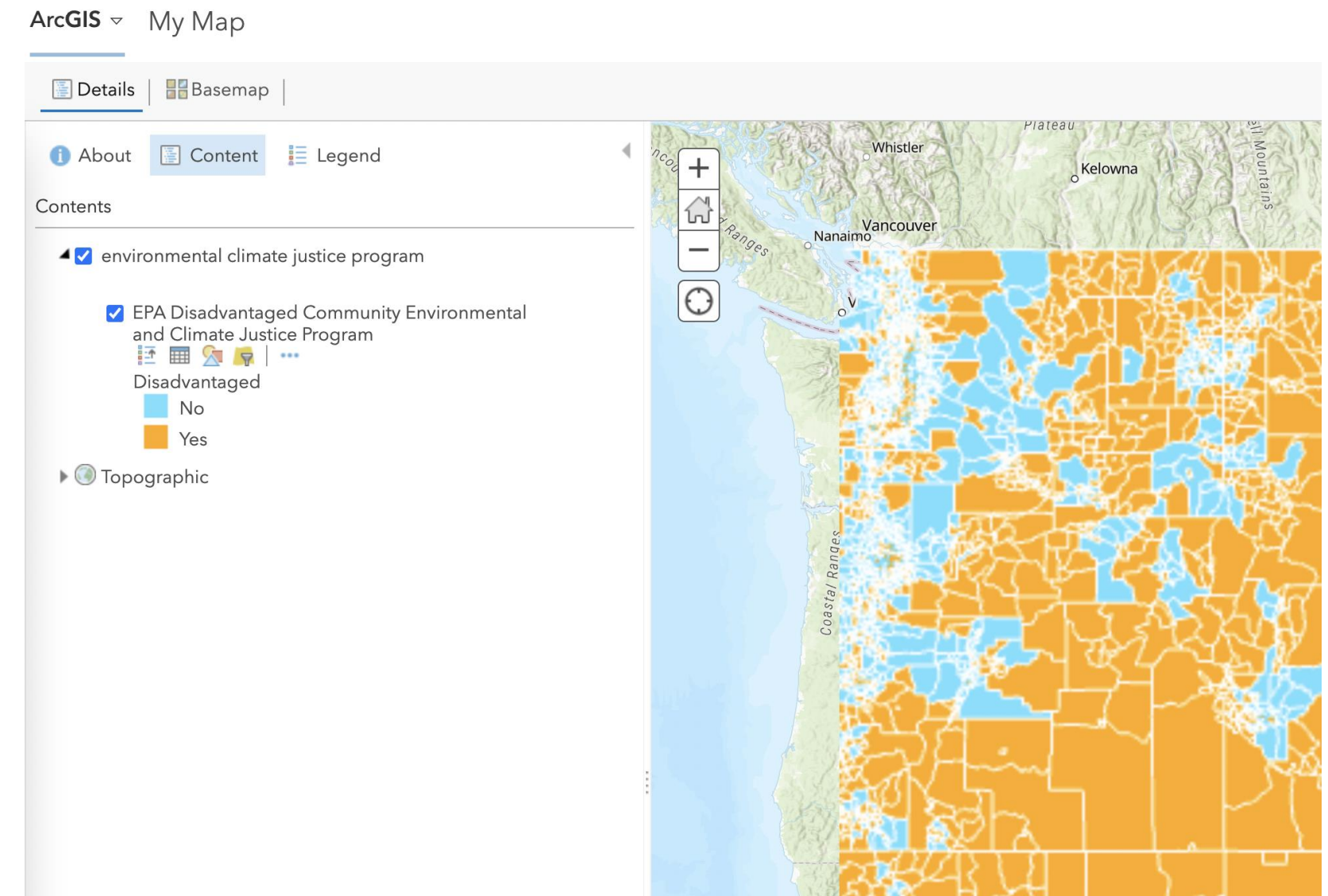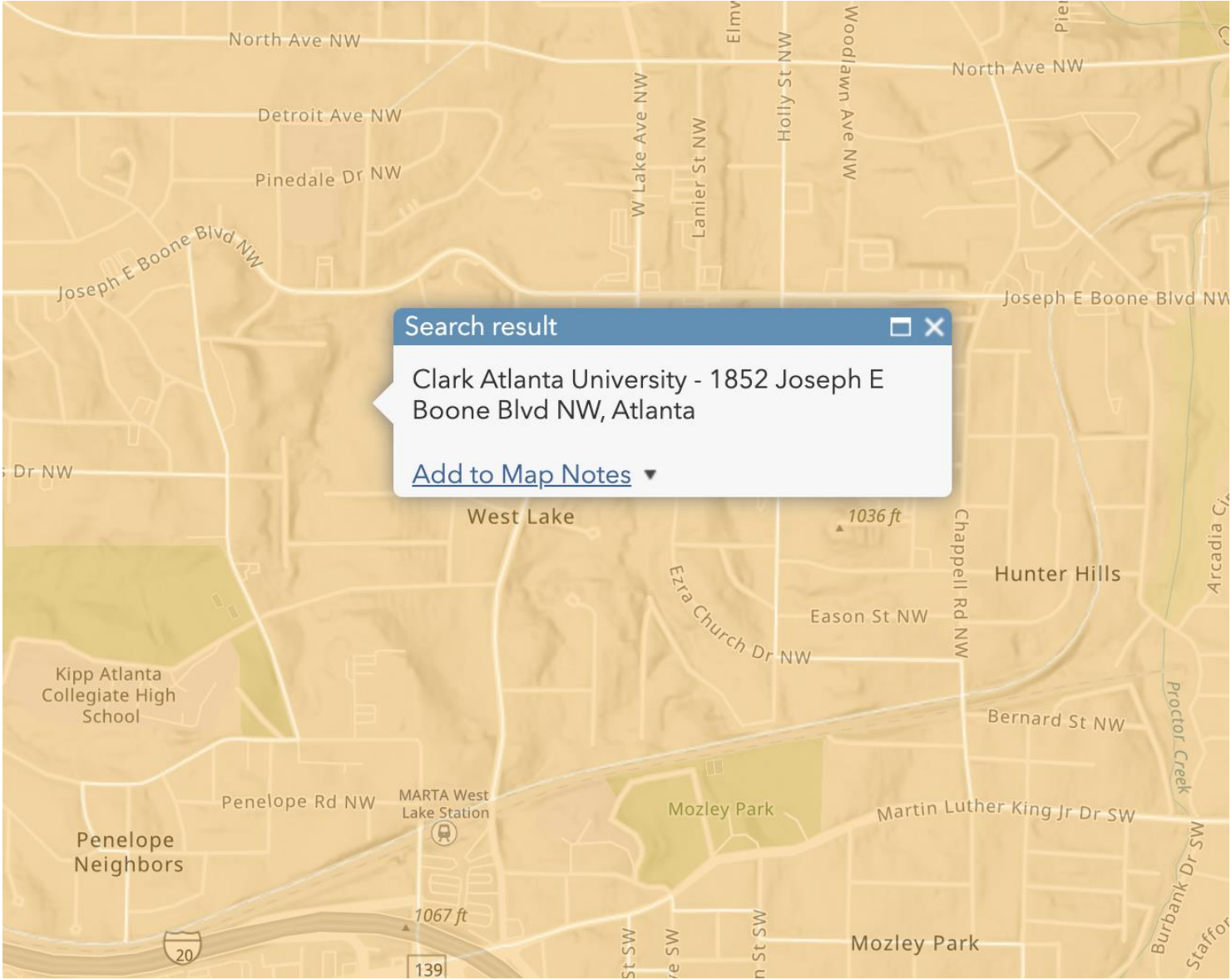

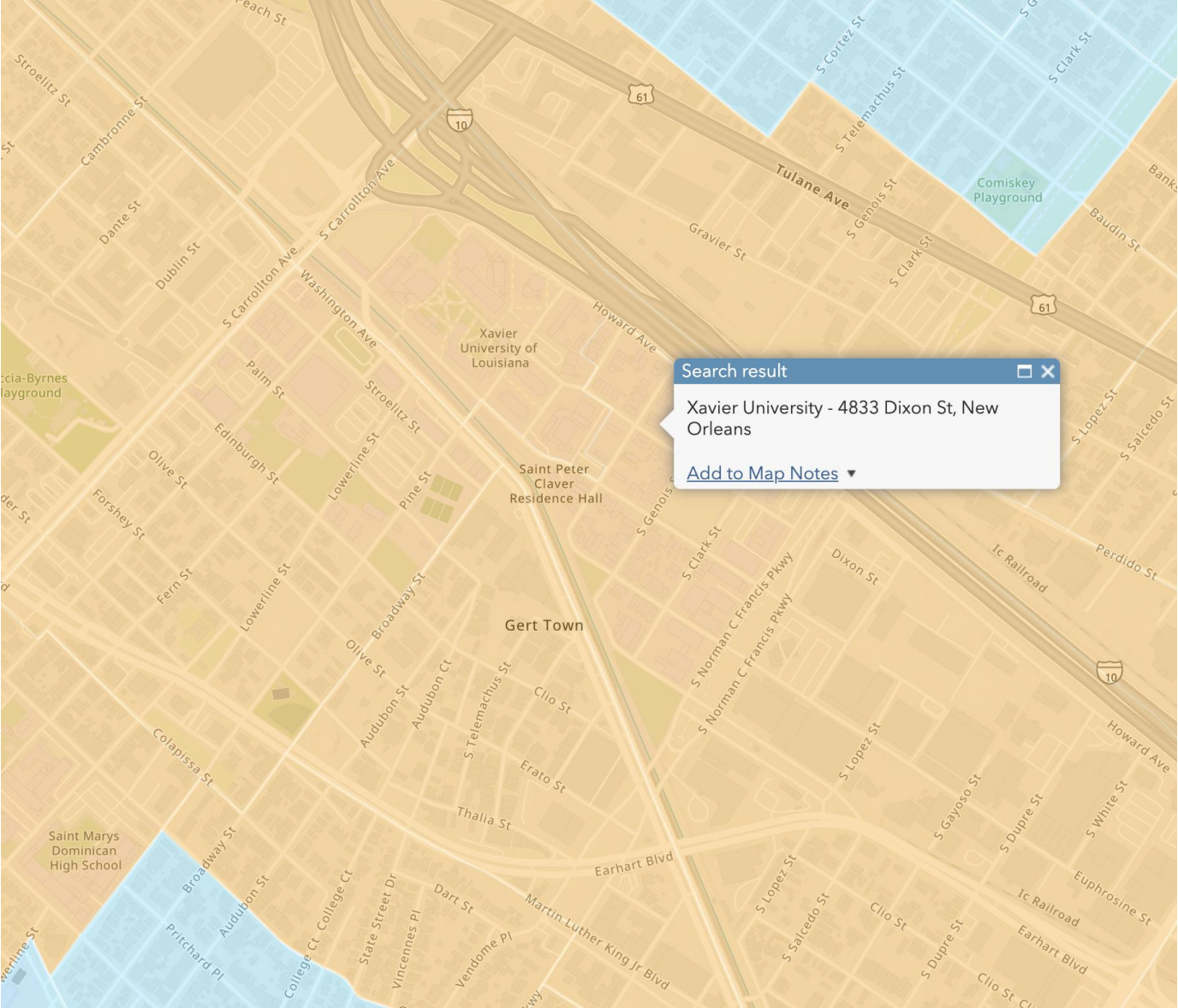**LEGEND**:

Disadvantaged
- No (light blue)
- Yes (orange)

Examples

Clark Atlanta University – Atlanta, GA

Address: 1852 Joseph E Boone Blvd. NW, Atlanta, GA

Xavier University – New Orleans, LA

Address: 4833 Dixon st, New Orleans, LA

Where to include this information in your application:

In the **Executive Summary, #8** as shown below is where this should be included:

"**8. Disadvantaged Community to benefit from the projects**:

- **Identify and list the IHE(s), CBO(s), and other entities that support or are located in disadvantaged communities**, as defined in Appendix A, intended to benefit from the projects in the application.

- The list should include the name of the entity, physical address (city, state, zip code), and main point of contact's name and email address."

Overview of

Threshold Eligibility Criteria

Eligibility

Applications must meet **all** eligibility criteria as outlined in Section 2.A of the NOFO to be considered for funding.

- ✓ Comply with the content and submission requirements.

- ✓ Meet the eligibility and statutory partnership requirements in Section 2.A.

- ✓ Must include a program budget under $2.5 million in EPA funding, including at least $1 million for the subaward program.

- ✓ Must demonstrate that the projects will primarily benefit disadvantaged communities.

- ✓ Projects must be completed within three years of the award.
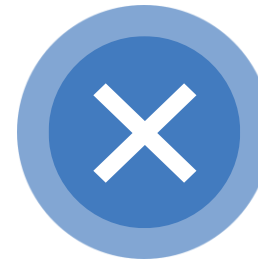
- ✓ Must include projects that support the development of a community of practice, **and** the development of a subaward program.

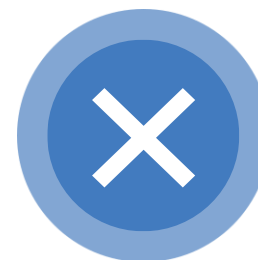- ✓ Written applications must be submitted in English only.

Eligibility Cont.

❌ Applications that intend to fund **workforce development projects must demonstrate that they will provide training in work that helps reduce air pollutants and GHG emissions.**
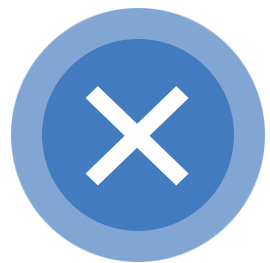
❌ **All project activities including those funded by the Subaward Program must occur within the United States** (including Puerto Rico) **and its territories.** Activities that take place in the Freely Associated States are not eligible for funding.
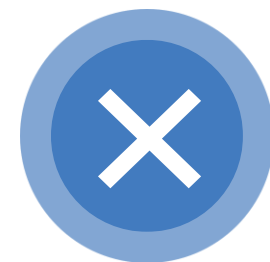
❌ EPA will **not consider any application that includes projects that are exclusively designed to conduct scientific research.**

✓ **Applications may include research components such as building blocks for outreach, training, and program implementation projects.** In such cases, applications should clearly articulate this link in their Project Narrative and explain why the research is necessary for the project's success and ensure that such research does not already exist.

❌ If an application is submitted that includes any ineligible projects, tasks, or activities, that portion of the application will be ineligible for funding and may, depending on the extent to which it affects the application, render the entire application ineligible for funding.

Statutory Partnership

Applicants **must** be a **partnership between of a community-based nonprofit organization (CBO) and an institution of higher education (IHE).**

Partnerships must be documented and meet certain legal requirements (see Section 4 - Other Mandatory Documents).

Additional information on eligibility and partnerships can be found in Section 2 of the NOFO.

LEAD APPLICANT + STATUTORY PARTNER

INSTITUTION OF HIGHER EDUCATION + COMMUNITY-BASED ORGANIZATION

COMMUNITY-BASED ORGANIZATION + INSTITUTION OF HIGHER EDUCATION

Note: While the CBO does not have to be the "Lead Applicant," all statutory partnerships must include a CBO.

Collaborating Entities

Other entities can be involved in projects as **collaborating entities**.

Collaborating Entities may include entities that legally could be CBOs, Federally-recognized Tribes, local governments, institutions of higher education, states and territorial governments.

For further details **on letters of commitment for collaborating entities**, see Section 3.1.C

How It Works

FORM A STATUTORY PARTNERSHIP

Lead Applicant + Statutory Partner

IDENTIFY COLLABORATING ENTITIES TO LEAD PROJECTS

THE COLLABORATIVE

EPA

Lead Applicant + Statutory Partner

Collaborating Entities
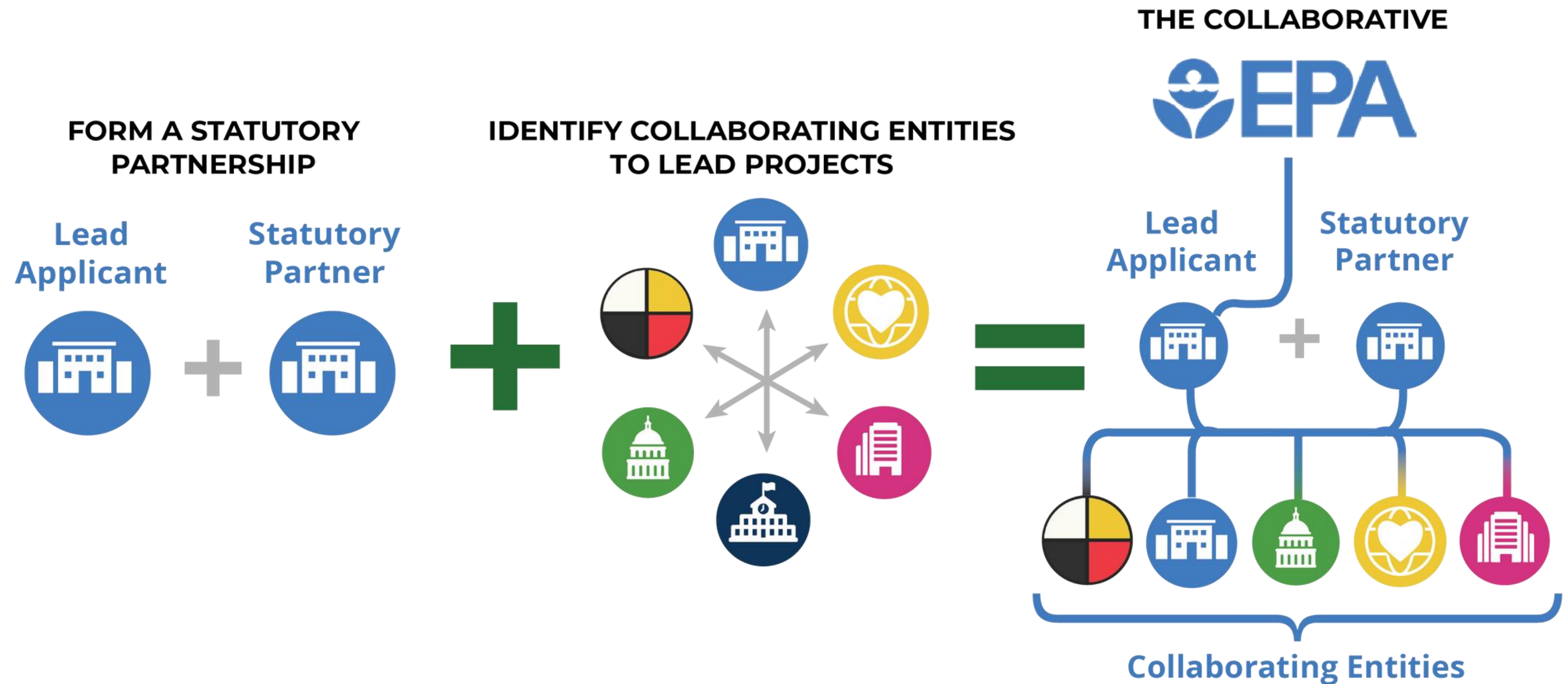
What the UPLIFT Grant Program Cannot Fund

Not funded:

- Lobbying as restricted in 2 CFR 200.450.

- Legal services, or representation in specific cases or controversies being litigated.

- Travel for federal employees.

- Costs for other activities that are unallowable under 2 CFR Part 200, Subpart E.

*This is not an exhaustive list of all ineligible activities. Please refer to the NOFO for more information.

Cost Sharing / Matching Requirements

Per Section 2.B, **<u>cost sharing is not a requirement to be eligible to apply</u>** to this funding opportunity.

Please note **only Federal funds are to be listed on the SF-424, SF-424A, and Budget Narrative and Detailed Program Budget.**

Important Note:
We encourage applicants to not include activities that would be covered by voluntary cost share as part of their applications. Applicants should only include activities that, if awarded, federal funds would be used for.

Subaward Requirements

- A minimum $1.0 Million of total funding allocated for Eligible subrecipients to meet the requirements of the grant.

- Applicants can allocate more funding for eligible subrecipients to meet the goals and objectives of the program.

- Subrecipients perform tasks integral to the project's goals.

- Applicants NOT required to name subrecipients in application.

- If subrecipients are NOT named within the application, you must outline the process and criteria that will be used for selecting eligible subrecipients within the Project Narrative.

Contracts (See Section 4.C)

- Applicants 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.

- A contractor is an individual, organization, or for-profit company that receives money from a prime recipient, subrecipient, or partner to provide goods or services (work tasks) considered non-integral or non-substantive to the project's goals.

- 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.

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Programmatic Priorities Overview

Priority 1: Community of Practice

The UPLIFT Grant builds the capacity of communities and governments to evaluate and redress environmental and climate injustices through government decision-making processes. An UPLIFT Community of Practice will support the participation of disadvantaged communities in the development and implementation of solutions, policies, and programs.


Priority 2: Sub-Award Program

A project that designs and manages a new competitive subaward program, focused on addressing longstanding environmental concerns; reduce and prevent pollution; build resilience to climate change and mitigating current and future climate risks; or advance environmental justice benefitting disadvantaged communities..

Outputs & Outcomes

Outputs are an environmental activity, effort, and/or associated work product related to an environmental goal or objective that will be produced or provided over time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during the project period.
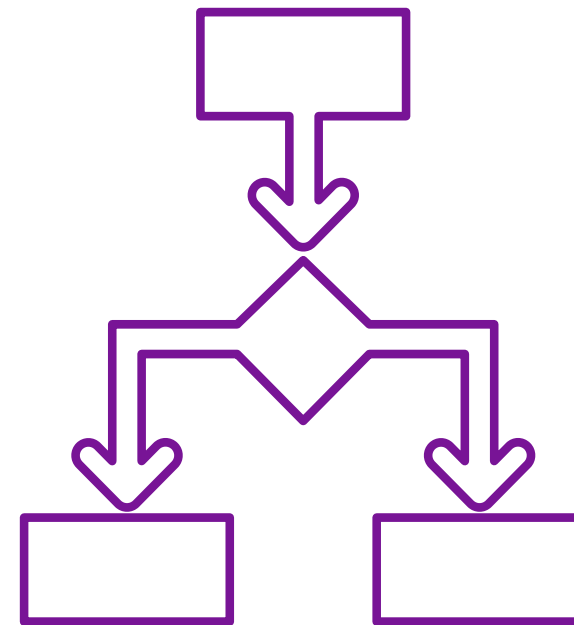
Outcomes are the result, effect, or consequence that will occur from carrying out the activities under the grant. Outcomes may be environmental, behavioral, health-related, or programmatic; may be qualitative or quantitative; and may not necessarily be achievable during the project period.

Priority 1: UPLIFTCommunity of Practice

A community of practice is defined as "a group of people who share a concern or a passion for something they do and learn how do it better as they interact regularly".

Objectives

- Cultivate community across Institutions of Higher Education including Historically Black Colleges and Universities (HBCUs) and other Minority Serving Institutions (MSIs), CBOs, philanthropy, the private sector, and government entities
- To build the capacity of communities to redress environmental and climate injustices.
- To give disadvantaged communities a meaningful voice in government decision-making processes including advisory groups, workshops, rulemakings, and other public processes.

Priority 1: UPLIFT Community of Practice   Key Information:

Applications should address the following key activities:

- **Design a Community of Practice that will give disadvantaged communities a meaningful voice in government decision-making processes** for environmental and climate injustices.

- **Develop a communications plan and conduct outreach activities to solicit membership of stakeholders from disadvantaged communities** to participate in the Community of Practice.

- **Develop and implement policies to ensure that members of the Community of Practice demonstrate a strong commitment to supporting disadvantaged communities.**

- **Develop an approach to the management of the Community of Practice demonstrating participatory governance** where one or more CBO(s)and/or IHEs is involved in the design and decision-making of the community of practice program.

- **Develop an efficient onboarding process for members of the Community of Practice** to maximize the amount of time within the 3-year project period for members to interact and learn from one another and impact government decision-making processes.

Priority 1: UPLIFT Community of Practice (Cont.)

key activities continued:

- **Provide technical support to members of the UPLIFT Community of Practice to assist in data collection, tracking, evaluation and reporting information** in alignment with achieving the project outputs and outcomes.

- **Disseminate project results, feedback, and success stories** through publicly available means.

- **Collaboratively work with EPA staff, federal technical assistance providers, the Environmental Finance Centers, Technical Assistance for Brownfields, and other federal grants programs to provide guidance** and support to communities seeking to address longstanding environmental in-justices impacting their communities.

- Other activities the applicant proposes to carry out successfully and EPA agrees to fund that further the purpose of the program

Example Projects and Associated Outputs & Outcomes

Example Projects	Example **Outputs**	Example **Outcomes**
Educational and Training Programs	• Community members from disadvantaged communities trained in environmental and climate justice leadership (#) • Workshops conducted on specific topics (e.g, public sector budget review, land use ordinances, NEPA reviews, etc.) (#)	• Increased number of community-led initiatives and proposals addressing local environmental challenges • Increased participation of community members in public hearings, advisory boards, commissions, and decision-making processes
Environmental Advisory Boards (EABs)	• EABs/task forces established at the local, state, or regional level (#) • Members of disadvantaged communities participating in EABs (#)	• Community members from disadvantaged communities feel more empowered to contribute to discussions on policies that affect their local environment and health • Future environmental and climate related decisions consistently take into account voices and needs of disadvantaged communities.

Priority 2: CECA Subaward Program

Objective

- Designs and manages a new competitive subaward program focused on funding community projects benefiting disadvantaged communities via subawards that address longstanding environmental concerns; reduce and prevent pollution; build resilience to climate change and mitigating current and future climate risks; or advance environmental justice.

Requirements

- The program must administer $1.0 Million in grant funds via subawards to IHEs, CBOs, and other eligible subrecipients groups
- All individual subawards awarded as part of the program must be between $100,000 - $250,000.
- All projects funded by subawards must benefit disadvantaged communities as defined by EPA's IRA Disadvantaged Communities Map
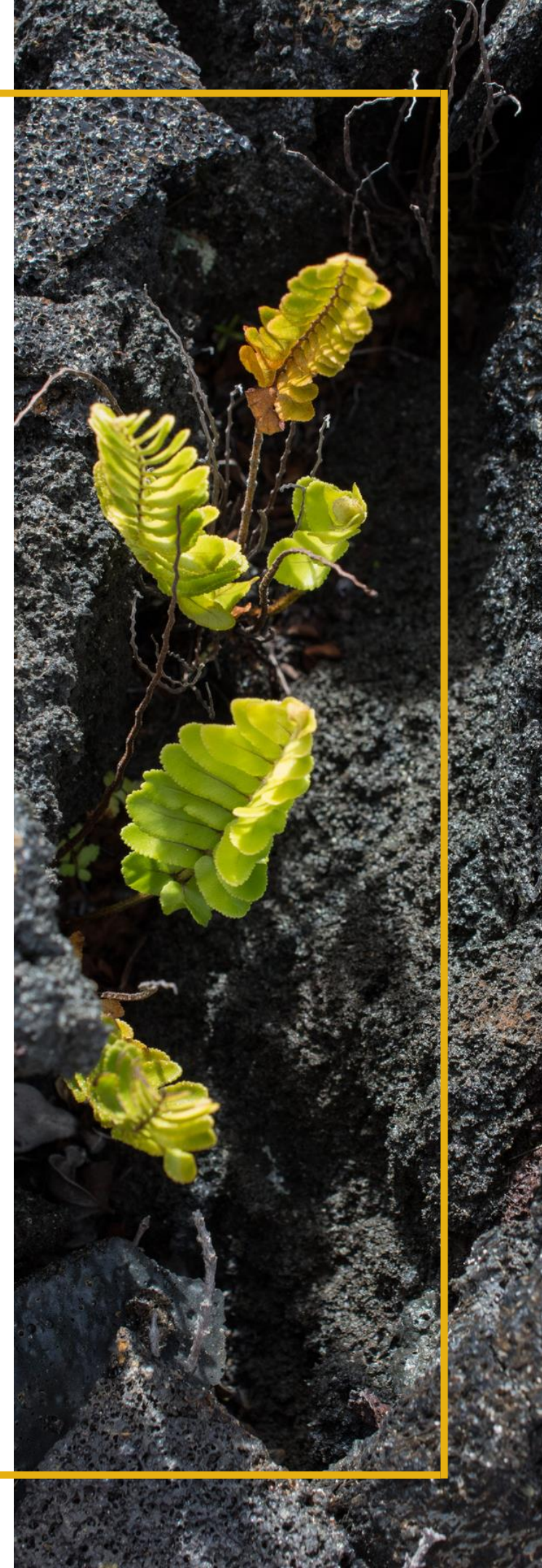
Priority 2: CECA Subaward Program Key Information

Applications should address the following key activities:

- **Design a competitive application submission and evaluation process for community projects** addressing local environmental issues and related public health issues in disadvantaged communities.

- **Develop communications plans and conduct outreach activities** to reach disadvantaged communities.

- **Develop an efficient subaward process** to make funds available to selected subrecipients quickly, monitoring progress of fund expenditures in compliance with federal regulations.

- **Design and implement a project management process which includes quality project oversight** for funding subrecipients to ensure projects support climate action and pollution reduction and that benefits primarily impact disadvantaged communities.

- **Plan to provide technical support to subrecipients**.

- **How the subaward application in-take processes, evaluations, awarding process, oversight/management, and project tracking will be managed**.

Priority 2: CECA Subaward Program (Cont.)

key activities continued:

- **Develop an approach demonstrating participatory governance** where one or more CBO is involved in the design and decision-making of the subaward program.

- **Develop an approach to provide a limited number of noncompetitive CECA subawards for severely capacity-constrained communities and CBOs**.

- **Plan to disseminate CECA Subaward project results, feedback,** and success stories through publicly available means.

- **Collaboratively working with EPA staff, federal assistance providers, and other federal grants programs to provide guidance and support to communities.**

- Other activities the successful applicant proposes to carry out.

Example Projects and Associated Outputs & Outcomes

Green Infrastructure and Reforestation Projects	• New campus or community gardens and greenhouses (#) from which produce is shared with the community and science classes are offered to interested members of the community. • Native and drought-tolerant trees planted (#) that increase carbon sequestration, provide shade, and increase green space for community.	• Increased green space as measured by square footage of added greenspace. • Increased resilience to extreme weather and climate conditions as measured by reduction in flash flooding events, improved groundwater recharge, and cooler ambient temperatures during heat waves.
Sustainable Transportation Initiatives	• New bikes / electric bikes, and other low-and-zero emissions vehicles that are available via vehicle sharing / bike sharing programs (#) for use by students and community members to increase low emission transportation options. • Streets improved to encourage walkability, bike-ability, and transit use (#, miles)	• Reduced air pollution from transportation (e.g., GHG reductions, reduced number of days with unsafe air quality for vulnerable populations) • Increased use of campus transportation services and programs that promote electric vehicles, car sharing, and bike sharing and reduce campus contributions to local air pollution benefiting local communities.

Overview of
Mandatory Documents

4

- Project Narrative
- Standard Forms
- Program Budget Narrative
- Detailed Budget Table
- Statutory Partnership Agreement
- Letters of Commitment

Project Narrative – Overview

The Project Narrative is comprised of:
1. **Section A** - Executive Summary
2. **Section B** - Project Workplan

Applicants should ensure they include information addressing the relevant evaluation criteria in Section 6 and any applicable threshold eligibility criteria in Section 2.

The Project Narrative must not exceed twenty-five (25) single-spaced pages and be on letter size pages (8 ½ X 11 inches). Excess pages will not be reviewed.

Each Project Narrative should be organized in the order and with the headings and information requested.

Applicants may, but are not required to, use the Optional Project Narrative Template (Found on EPA UPLIFT Grant Website). Applicants that do not use the template will not be penalized.

The attachments described in Section 4.A. are not part of the Project Narrative and do not count towards the page limit.

Project Narrative: Section A - Executive Summary

The Executive Summary should contain the elements below and should not exceed three (3) pages.

- **Application Title:** Provide a name for the application.
- **Lead Applicant:** Name of the Lead Applicant
- **Statutory Partner to the Lead Applicant**: Name of the Statutory Partner.
- **Contact Information:** Include a name, title, email address, and phone number for key personnel for the Lead Applicant and, Statutory Partner.
- **Eligibility:** Describe how the Lead Applicant and Statutory Partner meet the eligibility requirements described in Section 2 of the NOFO.
- **Grant Award Period and Completion:** Provide estimated beginning and ending dates for the period of performance for your proposed grant. Given the requirement under CAA § 138(b)(1) that all grants must be completed within three years, All projects should plan to start no earlier than August 1, 2025.
- **Amount of EPA Funding Requested**: See award sizes specified in Section 1.
- **Disadvantaged Community to benefit from the projects:** Identify and list the IHE(s), CBO(s), and other entities that support or are located in disadvantaged communities, as defined in Appendix A, intended to benefit from the projects in the application. The list should include the name of the entity, physical address (city, state, zip code), and main point of contact's name and email address.

- **Brief Project Descriptions**
  - UPLIFT Community of Practice: Describe in 300 words or less the need for the project/rationale for the work proposed for the community of practice, the major environmental and educational project activities the community of practice may work on, the expected outcomes and anticipated deliverables, the target audience and anticipated number reached (identify audiences by specific types – students, teachers, general public) and any other unique, interesting, or relevant information.

  - CECA Subaward Program: Describe in 300 words or less the design and rationale for the grant process the applicant seeks to take, the types of climate action and pollution reduction project that may be funded, the expected outcomes and anticipated deliverables, the target audience and anticipated number reached (identify audiences by specific types – students, teachers, general public) and any other unique, interesting, or relevant information.

Project Narrative: Section B - Work Plan

Consistent with the purpose and program priorities, applicants should describe in their workplan their plans to carry out the development of projects focused on the two Program Priorities :
1) Establishing an UPLIFT Community of Practice Program
2) Establishing a Climate and Environmental Community Action (CECA) Subaward Program.

It is highly recommended that you explain each aspect of your application clearly and address each topic by following the format below, include the headings as given, and do not reorder the paragraphs.

Major Sections of the Work Plan:

Priority #1: Establishing a UPLIFT Climate and Environmental Action Community of Practice Program

1.A. Activities to build the capacity of members of UPLIFT Community of Practice to engage in public processes for the benefit of disadvantaged communities.

1.B. Communications Plan and Outreach Activities

1.C. Participatory Governance and Transparent Management

1.D. Results, Success Stories, and Feedback

Project Narrative: Section B - Project Narrative

Priority #2: Climate and Environmental Community Action (CECA) Subaward Program

    2.A. Development of Application Submission, Evaluation, and Subaward Processes

    2.B. Communications Planning and Outreach Activities

    2.C. Development of a Project Management Tracking and Reporting System

    2.D Pass-Through Entity's Results, Success Stories, and Feedback

#3: Program Management

    3.A. Performance Management Plan and Outputs / Outcomes

    3.B. Feasibility and Sustainability

#4 Programmatic Capability and Environmental Results Past Performance

Reminder: Each Project Narrative should be organized in the order and with the headings and information requested below. Applicants may, but are not required to, use the Optional Project Narrative Template (found online at EPA UPLIFT Grant Website). Applicants that do not use the template will not be penalized.

Other Standard Forms & EPA Forms

- Application for Federal Assistance (SF-424)
- Budget Information for Non-Construction Programs (SF-424A)
- EPA Key Contacts Form 5700-54
- EPA Form 4700-4 Preaward Compliance Review Report
  - https://www.epa.gov/grants/tips-completing-epa-form-4700-4

Attachment A: Program Budget Narrative

Provide a detailed budget description and estimated funding amounts for each project component/task similar to that on the budget found in SF-424A, which includes the EPA funding requested to be expended over the three-year project period. This section provides an opportunity for a narrative description of the budget, or aspects of the budget found in the SF-424A.

In the description, explain
- how the budget is reasonable to accomplish the projects,
- the cost-effectiveness of the budget in terms of maximizing the share of funds used for the delivery of benefits to disadvantaged communities (both the direct costs of funds passed through for financial assistance as well as associated indirect costs).
- describe the approach, procedures, and controls that you will put in place to ensure that awarded grant funds will be expended in a timely and efficient manner.

Attachment B: Detailed Budget Table

The Detailed Itemized Program Budget (Optional template available online):
- Provide a detailed budget and estimated funding amount for each program priority/activity, as well as identify the requested federal dollars.
- Applicants should budget for up to $2.5 million total over 3 years.

Keep in mind that EPA reserves the right to partially fund applications by funding discrete portions of the proposed projects.

Clearly explain how the funds will be used.
Applicants must itemize costs related to:

- personnel
- fringe benefits
- contractual costs
- travel
- equipment
- supplies
- other direct costs
- indirect costs
- total costs

All subaward funding, including a minimum $1 million of total funding allocated for Eligible Subrecipients of both the CECA subaward and other priorities, should be located under the "other" category. Where necessary, your itemized budget sheet should include a budget narrative to make it clear how you determined/calculated the costs for each budget category.

Attachment C: Statutory Partnership Agreement

To be eligible for funding, the Lead Applicant must include in the application a copy of a written and signed Statutory Partnership Agreement with the Statutory Partner that is legally binding.

At a minimum, the Statutory Partnership Agreement must specify the following:

- Who will be the Lead Applicant and the Statutory Partner.

- The Lead Applicant is responsible for the overall management, performance, oversight, and reporting responsibilities under the grant, and for making subawards to Collaborating Entities.

- The Lead Applicant will be responsible for the receipt of federal funds from EPA and the proper expenditure of these funds and will bear liability for unallowable costs.

- The roles and responsibilities of the Lead and Statutory Partner for project activities and how disputes between them will be handled and resolved. Please note that EPA is not a party to the Partnership Agreement, and any disputes between the parties must be resolved under the law applicable to the Partnership Agreement.

Attachment C: Statutory Partnership Agreement (cont.).

Continued... the Statutory Partnership Agreement must specify the following:

- The Lead Applicant is responsible for compliance and legal issues, and managing risks associated with the project. It must also describe the procedures for replacing a Statutory Partner with another Statutory Partner, and for ensuring the replacement has the comparable expertise, experience, knowledge, and qualifications of the replaced Statutory Partner to ensure successful grant completion within 3 years. Replacement may be necessary for various reasons including performance issues. Note that replacement requires prior approval by an authorized EPA official pursuant to 2 CFR 200.308(c)6).

- The Lead Applicant and Statutory Partner's agreement, if the proposed application is selected for award, to enter a subaward that complies with the subaward requirements in the grant regulations at 2 CFR 200.331 and in EPA's Subaward Policy and related guidance and that contains terms and conditions including those above.

- **Note: Statutory Partnership Agreement(s) do not count toward the Project Narrative's 25-page limit.**

ATTACHMENT D: Letters of Commitment

Applicants will be evaluated on the quality and quantity of the letters of commitment submitted with the application by Collaborating Entities (ie. CBOs, IHEs, private sector, and philanthropic partners) of the Statutory Entity who are committed to supporting or if eligible participate in the community of practice.

The letters will be evaluated with respect to whether they explain:

- The **Collaborating Entities' role** with the Statutory Entity and **how it contributes towards the effectiveness of the community of practice program**.

- What **resources** (funding, in-kind, technical assistance, support, expertise, etc.) the **Collaborating Entities are bringing to the effort**, **how their participation will be financed**;

- **Their interest in the community of practice program**, and **their expertise/experience in helping disadvantaged communities** and communities in urban, rural, and remote areas.

Note: While the Letters of Commitment are part of the Project Narrative, they will not count against the 25- page Project Narrative page limit.

Overview of

Application Submission, Evaluation and Selection Process

SELECTION PROCESS

Eligibility

Applications reviewed for threshold eligibility.

Written Evaluation

Written applications will be reviewed and scored out of 180 possible points.

Final Consideration

Applications will be ranked and reviewed for final selection consideration.

REVIEW AND SELECTION

Threshold Eligibility Review Process
- All applications will be evaluated for eligibility using threshold eligibility criteria listed in Section 2 of the NOFO.

Panel Review and Evaluation Process
- Review panel(s) will review, score, and rank all eligible applications that pass the threshold eligibility review based on the merit evaluation criteria listed in Section 6 of the NOFO.
- Review panels will be comprised of EPA staff and/or external reviewers.

Final Selection Process and Other Factors
- The review panel chair will present final rankings and brief Selection Official on a selection recommendation. Selection Official makes funding decision based on rankings and preliminary recommendations.

- Selection Official may also consider any of the following "other factors" in making final selection decisions from among the high-ranking applications.

Debriefings and Disputes

Applicants who are deemed ineligible or who are not selected for funding may request a debriefing.

For more information on the debriefing and dispute process, see Section 6 of the NOFO.

Submission is Final

There will be no resubmissions considered.

APPLICATION DEADLINE

December 17, 2024

Applications Open

Grant webinar for prospective Applicants January 9, 2025

February 25, 2025

Applications Close

Application packages will be accepted until February 25, 2025, at 11:59 PM (Eastern Time) through grants.gov.
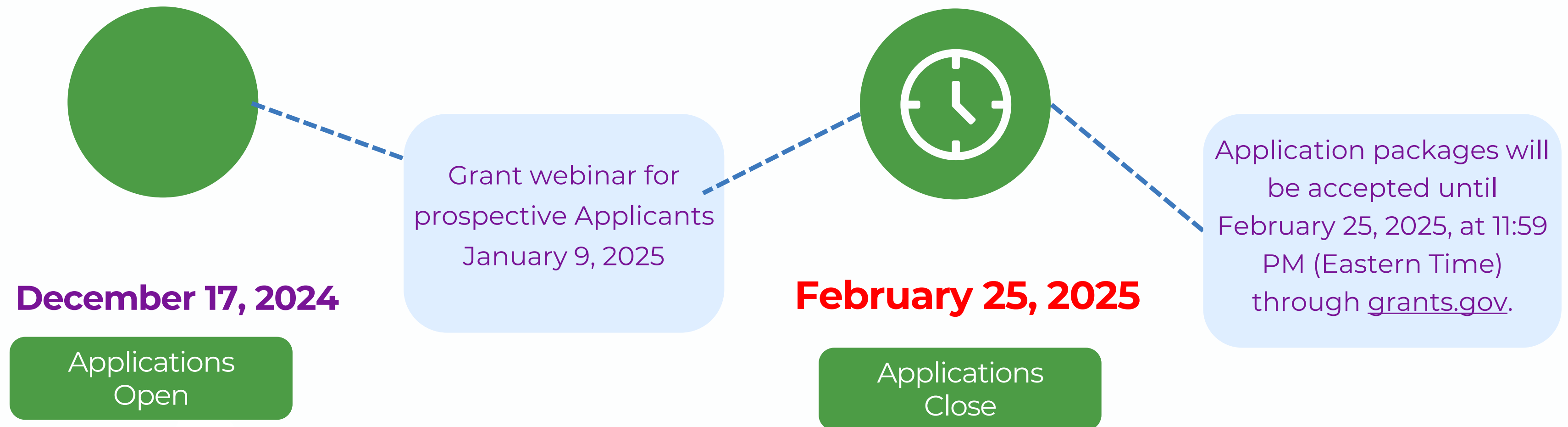
Technical Assistance

- EPA has selected 18 Environmental Justice Thriving Communities Technical Assistance Centers (EJ TCTACs) to help underserved and overburdened communities by providing training and other assistance to build capacity for navigating federal grant application systems, developing strong grant proposals, and effectively managing grant funding.
- Overview of the EJ TCTACs
- Map of the EJ TCTACs
- Submitting a Request for Technical Assistance

Tips for Applying

- Read entire NOFO and all FAQs before starting application.
- Apply to the correct funding opportunity!
- Start early and leave time to review and edit your application.
- Organize Work Plan in order (and with headings) listed in.
  - Optional Work Plan Template can help.
- Make sure dollar amounts match in SF-424A and Detailed Budget Table and Narrative.

More Tips for Applying

- Organize application around scoring criteria (listed in Section VI of NOFO).

- Demonstrate how your project will benefit one or more disadvantaged community(ies).

- Write simply and clearly – do not leave out important details; but **stick to page limits.**

- Clearly demonstrate how you meet each threshold eligibility criteria (Section 2) of NOFO).

- Use optional templates.

- Explain acronyms/terms and do not assume reviewer knowledge.

Final Tips for Applying

- Demonstrate adequate match and exact subaward amounts.

- If listing subaward recipient names in application, confirm eligibility of all subrecipients.

- Include plan to measure and evaluate success.

- Once your SAM.gov account is active, you must register in www.Grants.gov (see instructions in Section IV (B) of NOFO).

- Limit Project Narrative attachments to 6 or less.

- Send questions to UPLIFT.CECA@epa.gov – after you read the NOFO and FAQs thoroughly!

  - EPA **WILL** respond to questions from individual applicants regarding threshold eligibility criteria and requests for clarification about the funding opportunity. EPA **WON'T** accept invitations to meet with individual applicants or respond to emails requesting EPA staff discuss draft applications, provide informal comments on draft applications, or provide advice to applicants on how to respond to ranking criteria

Key Points

Check for Eligibility
- We know the NOFO is long but read it carefully!
- Make sure you meet the partnership eligibility requirements and applicable threshold eligibility requirements (Section 2.A).

Understand the Objectives for Different Program Priorities
- Be sure your application covers all objectives, requirements, and evaluation criteria for each Program Priority (Section 3A).
- Though it was not covered today, review the NOFO to understand the post-award and other requirements (Section 8).

Triple Check Your Application
- Make sure your project narrative addresses all the evaluation criteria (Section 6.B)
- Make sure you do not exceed the page limit (25) for the Project Narrative portion of the application package and other attachments (Section 4.B).
- Include all applicable attachments and forms to the application package (Section 5.B).

Important Links

In addition to the application requirements in the NOFO, it's important to understand what will be expected of grantees if they are awarded a grant. Below are a few important links to programmatic and administrative information - be sure to read the NOFO in full to understand them:

- Fraud, Waste & Abuse
- Davis Bacon Act
- Build America Buy America
- EPA's General Terms and Conditions
- EPA's Solicitation Clauses
- Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreement
- Methods of Procurement (2 CFR 200.320)
- Participant Support Costs (2 CFR 1500.1)

Future Developments

- **Frequently Asked Questions**: FAQs will be posted to the **UPLIFT website** and updated regularly to address NOFO questions.

- **Recordings of the Webinars:** A recording of this webinar will be posted on the UPLIFT website for your review.

Final Thoughts

FIND PARTNERS AND BUILD COALITION WITH IHEs (E.G. HBCUs AND OTHER MSIs), CBOs, AND OTHERS

IDENTIFY GOVERNMENTAL POLICIES AND PROGRAMS THAT CAN BE IMPROVED WITH COMMUNITY VOICES

IDENTIFY STRATEGIES FOR DEVELOPING A SUBAWARD PROGRAM THAT FUNDS ENVIRONMENTAL AND CLIMATE JUSTICE PROJECTS THAT BENEFIT DISADVANTAGED COMMUNITIES

REGISTER ON SAM.GOV AND GRANTS.GOV NOW (THIS PROCESS CAN TAKE UP TO A MONTH)

STAY UP TO DATE ON WEBINARS BY CHECKING UPLIFT.CECA.EPA.GOV

YOU CAN FOLLOW UP WITH QUESTIONS AT UPLIFT.CECA@EPA.GOV`

DEADLINE TO APPLY: February 25, 2025

Q&A

Email:
UPLIFT.CECA@EPA.GOV