

CONSOLIDATED BUDGET BY YEAR

COST-TYPE	CATEGORY	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Direct Costs	TOTAL PERSONNEL	\$317,260	\$324,954	\$332,917	\$341,159	\$349,689	\$1,665,980
	TOTAL FRINGE BENEFITS	\$284,043	\$290,931	\$298,061	\$305,440	\$313,077	\$1,491,551
	TOTAL TRAVEL	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0
	TOTAL CONTRACTUAL	\$1,648,404	\$2,103,404	\$2,178,404	\$2,028,404	\$1,728,404	\$9,687,020
	TOTAL OTHER	\$31,715,908	\$35,918,916	\$25,848,800	\$24,848,800	\$21,341,192	\$139,673,616
	TOTAL DIRECT	\$33,965,615	\$38,638,205	\$28,658,182	\$27,523,803	\$23,732,362	\$152,518,167
	TOTAL INDIRECT	\$117,164	\$120,005	\$122,946	\$125,990	\$129,140	\$615,246
TOTAL FUNDING		\$34,082,779	\$38,758,211	\$28,781,128	\$27,649,793	\$23,861,503	\$153,133,413

CONSOLIDATED BUDGET BY MEASURE

Measure Number	Project Name	Total Cost	% of Total	Total Cost adjust*	% of Total adjust*
1	MEDIUM AND HEAVY-DUTY ZERO EMISSION VEHICLES INCENTIVE AND CHARGING	\$72,572,806	47.4%	\$74,470,431	48.6%
2	IDLE REDUCTION FOR THE CT DOT CRASH UNIT	\$33,916,984	22.1%	\$34,563,859	22.6%
3	EXPANSION OF HEALTH AND SAFETY BARRIERS PROGRAM AND ENERGY EFFICIENCY PROGRAMS	\$22,953,236	15.0%	\$24,850,861	16.2%
4	FOOD WASTE DIVERSION	\$18,601,387	12.1%	\$19,248,262	12.6%
N/A	Community Engagement	\$2,587,500	1.7%	--	--
N/A	Workforce Development	\$2,501,500	1.6%	--	--
Total		\$153,133,413	100%	\$153,133,413	100%

*Distributes community engagement costs evenly across all 4 measures and splits workforce evenly across the MHD ZEV incentive and health and safety barriers and energy efficiency expansion measures.

BUDGET NARRATIVE

MEDIUM AND HEAVY-DUTY ZERO EMISSION VEHICLES INCENTIVE AND CHARGING

No Travel, Equipment or Supplies funds are requested by CTDEEP for the Medium and Heavy-Duty Zero Emission Vehicles Incentive and charging. See Measure Budget tab in the CPRG Implementation Grants Budget Table (Budgetcalcs_CTDEEP) included with this proposal for itemized costs associated with each budget category.

CTDEEP Personnel

CTDEEP's budget includes one total Full Time Equivalent (FTE). This includes:

- **A Supervising Environmental Engineer, Paul Kritzler**, who would oversee staff time and effort on the program. Annual Salary: \$106,764. Percentage of time assigned to the project: 0.25 FTE. Total costs: \$143,130.

- **Environmental Analyst 3** who would act as the program lead on this project. Annual Salary: \$96,876. Percentage of time assigned to the project: 0.25 FTE. Total costs: \$129,874.
- **Environmental Analyst 2**, who would be a staff member assigned to this program. Annual Salary: \$79,196. Percentage of time assigned to the project: 0.5 FTE. Total costs: \$212,343.

Salary increases were calculated at 3.5% per year. Additionally, with an existing incentive program DEEP anticipate drawing on that extensive experience to provide a foundation for staff work on this program. CTDEEP managers supported on non-CPRG funds are Tracy Babbidge - Bureau Chief (0.01 FTE) and Paul Farrell – Director (0.05 FTE).

CTDEEP Fringe Benefits

An agency-wide average fringe rate of 89.5% is used for budgeting purposes. Fringe benefits are charged in direct correlation of staff personnel/ salary charges. As staff code their time to the project, CTDEEP's State accounting software will automatically calculate and apply fringe benefit rates according to the time charged by each individual staff. It is comprised of the following components: FICA (6.20%), Group Life Insurance (0.11%), Medical Insurance (22.20%), Medicare (1.45%), and SERS (retirement) (59.57%). The total fringe costs given the personnel under this measure is: \$434,530. While used for budgeting purposes, CTDEEP will charge Fringe based on actual expenses incurred by Staff assigned and coding to the Grant based on applicable time worked.

CTDEEP Contractual

Funds directed for disbursement by a third-party administrator are listed as participant support costs in the "Other" budget category. Contractual funds include program development costs, ongoing program administration, rebate processing fees, and outreach.

- **Program development and administration contract.** Purpose: to select a single program administrator to design the program platform and applicant/dealer interface, which is necessary for a new incentive program. Program administration will entail verifying applicant and vehicle eligibility, processing applications, and issuing incentive payments. Program administration will also include EJ marketing and fleet assistance, which can cover a 25 fleet per year fleet advisory program as these programs have been shown to be successful in other jurisdictions. Estimated costs: the total cost considered for this contract is \$4,970,000. It included: platform development and interface development costs (\$750,000 on year 1), administrative costs incurred by similar programs in NY and MA (Assumes a cost of \$25,000/ month from year 2). The cost of processing applications (assumes 100 application/year and a \$50 cost per application from year 2) and costs for ongoing outreach by the contractor, and materials, for \$750,000/year between years 2 to 5. Proposed duration: five years. Proposed procurement method: competitive.

CTDEEP Other

Participant support costs for this measure include:

- Incentives, Vehicle Vouchers @ an average of \$148,500 per voucher. Assumes 101 vouchers/year. Total cost: \$60,000,000
- Incentives Electric Vehicle Supply Equipment (EVSE), including charging @ \$10,000 per voucher. Assumes 100 vouchers/year. Total cost: \$4,000,000

Incentive amounts under this measure are indexed to 101 vouchers per year at an average rate across classes if the Connecticut program matches the voucher amounts for the NY program. Of note, while Massachusetts has different, lower, incentive levels, in conversations with program staff, Massachusetts indicated it would be matching the NY rates. DEEP believes regional consistency will support program health and reasonableness of costs. A written agreement will be put in place for all participant support

costs per NOFO guidance on pg. 63-64 and *RAIN-2018-G05-R1 EPA Guidance on Participant Support Costs*.

CTDEEP Indirect Costs

Indirect costs were calculated at a Federally negotiated rate of 36.93% of total Personnel costs, for a Total cost of \$179,238.

IDLE REDUCTION FOR THE CT DOT CRASH UNIT

No Personnel, Fringe, Travel, Equipment, Supplies, Contractual or Indirect funds are requested by CTDEEP for this measure.

CTDEEP Other

Subaward to CTDOT

CTDEEP is requesting total funding of \$33,916,984 for a subaward to CTDOT for the implementation of the Idle Reduction for the CT DOT Crash Unit measure. All costs listed below are part of the subaward budget to CTDOT. See Measure Budget tab in the CPRG Implementation Grants Budget Table (Budgetcalcs_CTDEEP) included with this proposal for itemized costs associated with each budget category for the subaward.

Description of CTDOT Subaward: The Connecticut Department of Transportation (CTDOT) will be subawarded CPRG funds through an interagency Memorandum of Agreement (MOA) for the implementation of the greenhouse gas (GHG) reduction measure of replacing diesel-powered idling truck mounted attenuators (TMAs) used in CTDOT's transportation construction work with solar- and battery-powered ZeroRPM® TMA systems.

Personnel, Fringe Benefits, Equipment, Supplies, Other or Indirect Costs – no funds requested

CTDOT managers that will oversee the program supported on non-CPRG funds are James Chupas - Transportation Maintenance Director (0.33 FTE), Theresa Carey - Transportation Equipment General Supervisor (0.33 FTE), and Christopher Ruggiero - Office of Maintenance Operations (0.33 FTE).

CTDOT Travel: CTDOT requires travel for three staffers as part of the Project Pilot Inspection Group to the factory location (Royal Truck and Equipment located at 1100 Pottsville Pike in Shoemakersville, Pennsylvania.) to verify that the vehicle and equipment specification has been met. Total costs: Travel expenses were contemplated for years 1 and 2, for a total cost of \$1,816 (\$908 per year). Expenses include one trip per year using mileage for local travel to factory in Pennsylvania (500 miles per year @ \$0.4/mile - total cost of \$400) for pilot inspection of the new TMA units. Other travel related expenses include hotel accommodations (\$180 per night @ 1 night per year for 3 people – total cost of \$1,080) and meal per diem for the three members of the Project Pilot Inspection Group (\$28 per day @ 2 days per year for 3 people – total cost of \$336).

CTDOT Contractual: Purpose: The contractual scope is for CTDOT to purchase 144 TMA trucks with Zero RPM anti-idle technology for reduction of GHG from the current competitively bid state contract for fleet vehicle acquisition. The existing state contract allows for design build fleet acquisition and chassis upfit through contract options. The contractual scope of work is as follows: 1) Specify and purchase 144 Truck Chassis (100 year one, 44 in year two); 2) Chassis manufacturer to ship chassis to final body builder; 3) Body builder responsible for upfit of TMA body and work zone safety equipment; 4) Body builder responsible for installation of Zero RPM anti idle technology; 5) Body builder to test run all equipment and verify operation and 6) Delivery of TMA trucks to CTDOT. It is anticipated that a

minimum of 10 deliveries per month will be made until the order is completed. Total costs: \$33,915,168 distributed through year 1 and 2 as follows: During Year 1, \$23,552,200 is requested to purchase 100 TMA trucks at a price of \$235,522 each. In year 2, the contract will be used to request \$10,362,968 in funds to purchase the remaining 44 TMA trucks at the same price of \$235,522 per unit. Proposed duration: The contract will span two years. Proposed procurement method: CTDOT will purchase the ZeroRPM® TMA systems using a competitively bid state contract, Contract 14PSX0239 awarded by the Connecticut Department of Administrative Services (DAS) to Royal Truck and Equipment.

EXPANSION OF HEALTH AND SAFETY BARRIERS PROGRAM AND ENERGY EFFICIENCY PROGRAMS

No Travel, Equipment, or Supplies funds are requested by CTDEEP for the Expansion of Health and Safety Barriers Program and Energy Efficiency Programs. See Measure Budget tab in the CPRG Implementation Grants Budget Table (Budgetcalcs_CTDEEP) included with this proposal for itemized costs associated with each budget category.

CTDEEP Personnel

Since the boots-on-the-ground activities of installing measures would be handled by contractors, DEEP's role would primarily focus on contractor oversight, overall program management, and reporting to EPA. To effectively administer CPRG funding for low-income energy efficiency and weatherization barrier remediation measures aka REPS program, CTDEEP would hire the following personnel:

- **A Research Analyst CTDEEP Job Class:** 1 FTE Research Analyst (RA) or the equivalent of 1 FTE among multiple RAs would be hired to efficiently and effectively manage the CPRG funding deployment for the health and safety barriers and energy efficiency programs, including overseeing the contracting process and contractor. The RAs would be overseen by the management staff listed below funded by non-CPRG monies and would be supported by the Grants & Contracts Specialist. Annual Salary: \$74,892 Percentage of time assigned to the project: 1 FTE. Total costs: \$374,459.
- **A Grants & Contracts Specialist:** who focuses on grant reporting, contract compliance, and financial management across all grants administered by a specific DEEP office. Annual Salary: 90,165 Percentage of time assigned to the project: 0.25 FTE. Total costs: \$112,707.

CTDEEP staff supported on non-CPRG funds are Victoria Hackett - Bureau Chief of Energy and Technology Policy (0.025 FTE), Benjamin McMillan - Research Analyst Supervisor (0.05 FTE), and Becca Trietch - Senior Policy Advisor (0.05 FTE).

CTDEEP Fringe Benefits

An agency-wide average fringe rate of 89.5% is used for budgeting purposes. The total fringe costs given the personnel under this measure is: \$436,160. See Medium and Heavy-Duty Zero Emissions Vehicle Incentives narrative for details on fringe benefit calculations for CTDEEP.

CTDEEP Contractual

Values allocated to the REPS contractual and energy efficiency contractual line items are based on recent levels of demand for these programs in Connecticut. Values in the contractual and other (PSC) categories are expected to be fully expendable within, if not before, the five-year time horizon of CPRG. Program administrative expenses, including data collection, evaluation, and stakeholder outreach and education costs, whenever possible will be covered by other available funding sources to ensure that CPRG funding is focused, as much as possible, on direct measure delivery. The admin costs included in the Contractual section of the budget assume a 15% admin rate which is the current rate for the competitively selected REPS program administrator but is an estimate for the to-be-competitively selected energy efficiency implementer.

- **REPS Program Administrator Contract.** Purpose: An RFP was recently completed to select the REPS program administrator. Should CTDEEP be awarded CPRG funding for this measure, this existing, competitively established contract would be amended to add the CPRG funding as an expansion. Estimated costs: \$1,350,000 equating to the average admin rate for REPS of about 15% of program spend. Proposed duration: 5 years. Procurement method: competitive
- **Energy Efficiency Administrator Contract(s).** Purpose: For energy efficiency measure implementation, CTDEEP will issue a competitive Request for Qualifications (RFQ) to develop a list of prequalified entities that could receive contracts upon CTDEEP's award of CPRG funds. Since low-income energy efficiency and barrier remediation programs already exist in Connecticut and are supported by non-CPRG funding (ratepayer funds, RGGI funds, ARPA funding, and LIHEAP funds), wherever possible, CTDEEP will focus CPRG funding on covering the direct costs of installing energy efficiency and/or barrier remediation measures. Estimated costs: \$1,500,000 equal to a 15% admin rate used to estimate maximum administrative costs. Proposed duration: five years. Proposed procurement method: competitive

CTDEEP Other

Participant support costs for this measure include:

- 100% cost coverage for remediation measures needed to unlock weatherization in a low-income home. Remediation measures may include asbestos removal, vermiculite removal, mold and moisture remediation, and knob and tube wiring removal/deactivation. The budget assumes an average cost for remediation of about \$11,250 per unit consistent with the existing program, so at the same unitary cost the funding allocated would serve about 800 homes for a total of \$9,000,000.
- 100% cost coverage for recommended cost-effective energy efficiency upgrades in low-income homes. Common efficiency measures include insulation, air sealing, and appliance upgrades. Historically the average cost per home has been about \$5,000 in existing state-funded energy efficiency programs. CTDEEP estimates the requested funds would serve about 2,000 homes at the same unitary cost for a total of \$10,000,000.

A written agreement will be put in place for all participant support costs per NOFO guidance on pg. 63-64 and *RAIN-2018-G05-R1 EPA Guidance on Participant Support Costs*.

CTDEEP Indirect Costs

Indirect costs were calculated at a Federally negotiated rate of 36.93% of total Personnel costs.

FOOD WASTE DIVERSION

No Travel, Equipment, or Supplies funds are requested by CTDEEP for the Food Waste Diversion measure. See Measure Budget tab in the CPRG Implementation Grants Budget Table (Budgetcalcs_CTDEEP) included with this proposal for itemized costs associated with each budget category.

CTDEEP Personnel

- **Environmental Analyst 2 (x2).** CTDEEP will hire these two positions to provide compliance assistance and take necessary enforcement for an estimated average of 250 commercial organics generators per year. Personnel hired in these two positions will contact the commercial organics generators that are estimated to generate a high-end of 26 tons per year of excess food. Generators will be identified using EPA's Excess Food Opportunities Map. The personnel will further quantify the estimated food waste at each generator to determine if they meet the threshold criteria for the requirement to divert food scraps. The personnel will assist such generators in setting up food

diversion programs and take appropriate enforcement action as needed. Annual Salary: \$64,659.
Percentage of time assigned to the project: 2 FTE. Total costs: \$346,734/FTE x 2FTE = \$693,468.

A 3.5% growth in salary per year was included to account for pay increases.

CTDEEP staff supported on non-CPRG funds are Jennifer Perry - Bureau Chief of Materials Management and Compliance Assurance (0.025 FTE) and Brenna Giannetti - Environmental Analyst (0.1 FTE).

CTDEEP Fringe Benefits

An agency-wide average fringe rate of 89.5% is used for budgeting purposes. %) The total fringe costs given the personnel under this measure is: \$310,431. See Medium and Heavy-Duty Zero Emissions Vehicle Incentives narrative for details on fringe benefit calculations for CTDEEP.

CTDEEP Contractual

- **Contractors to administer subawards to municipalities and to provide technical assistance to municipalities that receive subaward funds to build composting infrastructure.** Purpose: Administration would include developing and releasing a request for subaward applications, evaluating proposals, and making recommendations to CTDEEP, formulating and executing contracts, administering funds, and meeting any reporting requirements. Estimated costs: \$1,529,520 for contracting for administration of subawards is estimated at 10% of the total budget for food waste collection program subawards. Proposed duration: These contracts would span the 5-year grant period to administer subawards. Proposed procurement method: competitive
- **Technical assistance Contract.** Purpose: Technical assistance will include assistance with permitting, constructing, and operating municipal compost facilities. Estimated costs: \$41,248 equates to 20% of the subawards for building composting infrastructure. Proposed duration: Technical assistance contracts are expected to last four years during the technical assistance grant period. Proposed procurement method: competitive

CTDEEP Other

Subawards will support the following activities:

- Subawards will be awarded as a competitive grant to CT municipalities to implement permanent food waste collection programs and to construct food waste processing infrastructure, such as composting facilities. The competitive process will be consistent with applicable statutes, regulations, and the terms of the EPA's financial agreement, but will not occur prior to this application, as allowed in EPA guidance. CTDEEP recently awarded 15 CT towns with funding to implement pilot food waste collection programs. The budget for this measure was estimated to reflect an additional four years of funding similar to the pilot collection programs, with an average participation of 15 municipalities/year and an average grant request of \$254,920 equal to \$15,295,200 total.
- Additional subaward money is budgeted to construct municipal food waste processing infrastructure, such as an aerated static pile. The budget reflects the estimated cost to construct five new aerated static pile systems at an estimated \$41,248 each equal to \$206,240 total, but this budget is intended to be used for any municipal composting infrastructure.

Subawards will include (but are not limited to) the following activities during the grant term:

1. Staffing and costs necessary to implement food scraps collection programs and/or processing infrastructure, including but not limited to general administration, facility operation, and enforcement.

2. Contractual costs necessary for collection, transportation, sortation, tracking, and processing of food scraps;
3. Planning and implementation meetings, workshops, and convenings necessary to perform community and stakeholder outreach and education within the municipality;
4. Supplies related to the collection and/or processing of food scraps, such as bags, buckets, and totes;
5. Equipment related to the processing of food scraps, such as a bucket loader;
6. Construction costs related to the processing of food scraps such as building materials, permitting costs, and construction costs.
7. Incidental costs related to the above activities, including without limitation: travel, membership fees, and indirect costs.

CTDEEP Indirect Costs

Indirect costs were calculated at a Federally negotiated rate of 36.93% of total Personnel costs.

COMMUNITY ENGAGEMENT

No Personnel, Fringe, Travel, Equipment, Supplies or Indirect funds are requested by CTDEEP for Community Engagement. CTDEEP staff supported on non-CPRG funds are Sarah Huang - Director of the Office of Environmental Justice (0.05 FTE). See Community Engagement Budget tab in the CPRG Implementation Grants Budget Table (Budgetcalcs_CTDEEP) included with this proposal for itemized costs associated with each budget category.

CTDEEP Contractual

Administration and development of the Participant Support Costs Program and Execution of

Community Engagement Plan. Purpose: CTDEEP intends to make funding available to support the cost of participation of individuals and community-based organizations in community engagement activities for the actions in this grant application, including for low income and disadvantaged and environmental justice communities. However, due to the state of Connecticut's procurement rules, CTDEEP likely needs to conduct a competitive request for proposals to select a third-party implementer for the participant support costs program and cannot include non-governmental subrecipients in this application. The implementer will support CTDEEP with administering and disbursing funds for participant support costs. In addition, the implementer will support with providing translation services, deploying community surveys, and carrying out public meetings as needed. Estimated costs: Contracting for administration of the participant support costs program assumes a 15% administration rate (a five-year total cost of \$337,500). Proposed duration: 5 years. Proposed procurement method: Competitive.

CTDEEP Other Costs

Participant Support Costs

- CTDEEP requests funding to support fellows that will serve as community liaisons between the DEEP CPRG-funded programs and LIDACs in the state. It is anticipated these fellows will attend and participate on standing and new advisory boards, councils and/or working groups, including, but not limited to the Connecticut Equity and Environmental Justice Advisory Council, the State Implementation Plan Revision Advisory Committee, the Energy Efficiency Board, and the Connecticut Coalition for Materials Management to inform the design and performance of the measures. They may also organize and/or attend community meetings to share information back and forth with LIDACs. This will result in a dynamic feedback process between communities and the advisory boards that will support the implementation of measures. CTDEEP will ensure geographic diversity when selecting community fellows. Estimated costs: Total of \$2,125,000 assuming

\$85,000/fellow, at five fellows per year for five years Proposed duration: 5 years. Proposed procurement method: The contracted implementer will develop an application process to competitively select the fellows and administer the fellowship program.

- CTDEEP requests funding to provide \$50 stipends for individuals to attend workshops, meetings or community events to provide input on the design and performance of the CPRG-funded measures. Estimated costs: Total of \$125,000 assuming \$50 stipend/person, at 100 participants per meeting or workshop with an estimated 5 events per year for five years. Proposed duration: 5 years.

A written agreement will be put in place for all participant support costs per NOFO guidance on pg. 63-64 and *RAIN-2018-G05-R1 EPA Guidance on Participant Support Costs*.

WORKFORCE DEVELOPMENT

No Personnel, Fringe, Travel, Equipment, Supplies, Contractual or Indirect funds are requested by CTDEEP for the workforce development. See Workforce Development Budget tab in the CPRG Implementation Grants Budget Table (Budgetcalcs_CTDEEP) included with this proposal for itemized costs associated with each budget category.

CTDEEP Other

Subaward to the Connecticut Office of Workforce Strategy (OWS)

Description of OWS Subaward: This subaward will be awarded through a competitive Request for Proposals to provide workforce training and support services. Training per participant will cost approximately \$5,000. Participants have the opportunity to take advantage of support services depending on need that can add up to \$5,000. Those services can include childcare, transportation, housing, technology, and/or stipends. Approximately 150 people will be trained through this funding.

OWS Travel, Equipment and Indirect Costs – no funds requested.

OWS Personnel

- *State Program Manager at the Office of Workforce Strategy:* The Program Manager will write and manage RFP for workforce training and wraparound services; manage all contracting regarding subaward(s), ensure contract compliance throughout grant lifetime; work with grantee(s) to support any curriculum design and program development; act as point of contact for grantee(s) and facilitate regular meetings for information sharing; manage financial and data reporting for each training cohort; provide administrative and strategic support for Clean Economy Council, specifically around workforce development in EVs, weatherization, and energy efficiency; work with the Connecticut Clean Economy Council for outreach and engagement with businesses in the EV, weatherization, and energy efficiency spaces; work with stakeholders in training, education, industry, and subject matter expertise to ensure success in training metrics and understanding of workforce and market challenges/opportunities; and manage program evaluation throughout grant completion. Annual Salary: \$100,000. Calculated based on State of Connecticut Department of Administrative Services job classes. Percentage of time assigned to the project: 1 FTE. Total costs: \$500,000 (\$100,000 per year for five years)

OWS Fringe

- Fringe was calculated at the Office of Workforce Strategy level of 100%. Total costs: \$500,000 (\$100,000 per year for five years)

OWS Supplies

Supplies include a laptop and any relevant software issued by the State of Connecticut. Funding is consistent with recent costs for employees beginning employment at the Office of Workforce Strategy. Total costs: \$1,500.

OWS Contractual

- *Workforce training contract(s)* Purpose: Competitive Request for Proposals will be issued for workforce training services, which may include pre-apprenticeship programs with connections to one or more Registered Apprenticeship Programs; registered Apprenticeship Programs; joint Labor-Management Training Programs; paid internships; and/or, partnerships with community colleges that award an industry-recognized credential providing training services. The contractor(s) will also administer support services for participants in the training (see participant support costs). Estimated costs: Total costs of \$750,000 calculated at \$5,000 per person for 150 people across 5 years. This cost estimate is an average cost based on historic costs of job training in Connecticut. Proposed duration: Budget assumes ramp up in Year 1 with 12.5% of budget spent, 25% spent/year in Years 2-4, and 12.5% in Year 5. Proposed procurement method: competitive.

OWS Other

Participant Support Costs:

The workforce training contractor(s) will provide workforce training participants with supportive services required to enable them to participate in training, which may include transportation, childcare, housing, food, technology, stipends, or other necessary services. Estimated costs: Total costs of \$750,000 calculated at \$5,000 per person for 150 people across 5 years. This cost estimate is an average cost based on historic costs of job training in Connecticut. Proposed duration: Budget assumes ramp up in Year 1 with 12.5% of budget spent, 25% spent/year in Years 2-4, and remaining 12.5% in Year 5.

A detailed budget for the participant support costs supportive services will be provided to EPA for approval after the competitive procurement for the workforce training contractors is complete and the contractor(s) provide their scope(s) of work and budget to OWS and CTDEEP. A written agreement will be put in place for all participant support costs per NOFO guidance on pg. 63-64 and *RAIN-2018-G05-R1 EPA Guidance on Participant Support Costs*.

EXPENDITURE OF AWARDED FUNDS

The Connecticut Department of Energy & Environmental Protection (CTDEEP) will expend and account for awarded funds in accordance with state laws and procedures for expending and accounting for the state's own funds. The financial management system of CTDEEP complies with the requirements of 2 CFR 200.302(b).

CTDEEP has a long-standing history of compliance with regards to grants terms and conditions. CTDEEP adheres to both policies set forth in the Connecticut State Accounting Manual as well as 2 CFR § 200 as a whole. It will continue to utilize procedures and tools already in place and modify certain procedural and staffing requirements to ensure the funds of Opportunity EPA-R-OAR-CPRGI-23-07 are used in accordance with the terms and conditions outlined in the award.

CTDEEP's organizational chart has several offices which will handle different aspects of the award, creating an environment of multiple checks and balances. The programmatic portion of the award will be handled by the bureau(s) in charge of applying for the funding, in this case the Bureaus of Energy & Technology Policy, Air Management, and Materials Management & Compliance Assurance, and the financial and administrative pieces of the will be handled in the Bureau of Central Services.

CTDEEP's Bureau of Central Services will handle the administration and financial aspects of the Federal award through the employment of multiple units within its Department of Financial

Management. The Federal Grants management team will be responsible for the creation and custodianship of funding strings to identify and keep award funds separate. In addition, the Federal Grants unit will share pertinent funding string information with the programmatic bureaus staff to ensure the correct funding is used throughout the duration of the award. Funds will be received and expended using the funding strings created by the Federal Grants team. Included in this is contractual payments, staff coding, travel, and any other cost category that may be approved in the final budget.

Throughout the course of the award, Grants Management will continue to monitor spend, prepare periodic financial reports, and prepare drawdowns of Federal funds as needed. There will be constant communication with the programmatic bureaus to ensure that both the programmatic and financial aspects of the grant are in line with one another from inception through the financial closeout process at the end of the award period.

In addition to the fiscal-safekeeping being done by the Bureau of Central Services, the Bureau of Energy & Technology Policy will build the programmatic work plan and ensure that the work being completed, both internally by CTDEEP and by any sub-grantees awarded, is in accordance with the objectives set forth in the award. The programmatic bureaus will engage with the Bureau of Central Services' Contracts unit in generating a comprehensive Request for Proposal that outlines sub-grantee responsibilities and expectations that will then go out for the bidding and selection process. In this process, applicants will be reviewed and rated, using a Risk Assessment tool similar to the "Sample Sub-grantee Risk Assessment Form" to evaluate the overall confidence rating in selecting and moving forward with a particular sub-grantee. Criteria being evaluated includes, but isn't limited to, the following: dollar value being requested by sub-grantee; complexity of the work proposed to be completed; sub-grantee's prior experience with receiving Federal funds; and existing experience and internal controls

Prior audit(s) After all proposals within the given selection period have been received and reviewed, the sub-grantee(s) will be selected and the contracting process shall continue. Upon execution of contracts, the programmatic bureaus will have continued correspondence with the selected sub-grantees. This communication will be programmatic in nature but also include the submission of invoices to be paid. The programmatic bureaus will review incoming invoices for completeness, accuracy and compare against its own tracking system to ensure that costs are allowable and accurate per the conditions set forth in the grant award and as part of the requirements in 2 CFR § 200.329. The programmatic bureaus will then work in unison with Financial Management to aid in the reporting aspects of the award.

CTDEEP will enter into an interagency Memorandum of Agreement (MOA) with the state agency subawardees of the CT DOT and the OWS prior to disbursement of subaward funds. CTDEEP will enter into a contract with any contractors. The MOA and any state contracts will include all applicable pass-through requirements for subrecipients in accordance with EPA's Subaward Policy and EPA's General Term and Condition for Subawards. Any contracts for services or products funded with EPA financial assistance will be compliant with the competitive procurement procedures of 2 CFR Part 200 and 2 CFR Part 1500, as applicable.

The semi-annual reports and final report will include a breakdown of expenditures associated with implementation of this proposal.