

**AGENCY:** ENVIRONMENTAL PROTECTION AGENCY (EPA)

**TITLE:** Trace Gases in the Global Atmosphere: Effects on Ozone and Climate

**ACTION:** Request for Proposals (RFP)

**RFP NO:** EPA-OAR-SPD-06-05

**CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO:** 66.034

**DATES:** Hard copy proposals must be received by EPA by **July 16, 2007, 4:00 p.m., EDT.** Electronic proposals, submitted only through Grants.gov, must be received by **July 16, 2007, 11:59 p.m., EDT.** No late proposals will be accepted.

Full applications will be requested from those eligible entities whose proposal has been successfully evaluated and preliminarily recommended for award.

**SUMMARY:** The Stratospheric Protection Division (SPD) seeks proposals from eligible entities for projects to support studies to improve the understanding of the effects of human-related emissions of atmospheric gases on ozone and climate.

**FUNDING/AWARDS:** The total estimated funding for this competitive opportunity is approximately \$210,000. EPA anticipates an award of one cooperative agreement resulting from this announcement, subject to availability of funds and the quality of proposals received.

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## **SECTION I—FUNDING OPPORTUNITY DESCRIPTION**

### **A. Background**

In the 1970s, scientists first grew concerned that certain chemicals could damage the earth's protective ozone layer. In the early 1980s, these concerns were validated by the discovery of thinning of the ozone layer over Antarctica in the southern hemisphere. While the ozone did not completely disappear in this area, it was so thin that scientists and the popular press started talking about an ozone hole.

A compromised ozone layer -- and the resulting increase in ultraviolet (UV) radiation reaching the earth's surface -- can have serious consequences. Overexposure to UV radiation in humans can cause a range of health effects, including skin damage (skin cancers and premature aging), eye damage (including cataracts), and suppression of the immune system. Scientific studies also suggest a link between ultraviolet radiation and adverse effects on some animal and plant life and some plastic materials.

Because of the risks posed by ozone depletion, leaders from around the world crafted a workable solution. Since 1987, over 180 nations have ratified a landmark environmental treaty, the Montreal Protocol on Substances that Deplete the Ozone Layer. The Protocol's chief aim is to reduce and eventually eliminate the production and use of man-made ozone depleting substances. By agreeing to the terms of the Montreal Protocol, signatory nations -- including the United States -- committed to take actions to protect the ozone layer, hoping in the long-term to reverse the damage that had been done by the use of ozone depleting substances.

As part of the United States' commitment to implementing the Montreal Protocol, the U.S. Congress amended America's Clean Air Act, adding provisions (under Title VI) for protection of the ozone layer. Most importantly, the amended Act required the gradual end to the production of chemicals that deplete the ozone layer.

With input from industry groups, environmentalists, and the public, EPA has published a range of regulations for the protection of the ozone layer. Because of their relatively high ozone depletion potential, several man-made compounds including chlorofluorocarbons (CFCs), carbon tetrachloride, methyl chloroform, and halons were targeted first for phase out. EPA is developing additional regulations under its ozone protection program for the continued protection of the environment and public health.

As ozone depleting substances are taken out of use and substitutes and sometimes, novel substances, take their place in various industry sectors, the direct and indirect impacts on the ozone layer must be explored and defined. There is general agreement that if Montreal Protocol obligations are followed worldwide, the ozone layer will recover by middle of this century. However, it is not clear how the compromised ozone layer will recover. Factors such as climate impacts may influence how the ozone layer recovers.

This project aims to extend the knowledge base of interested public groups (including scientists) involved in the international assessment of ozone and climate change as well as the general public, caregivers of children and public health officials. These groups are interested in the recovery of the ozone layer as overexposure to ultraviolet radiation (as a result of ozone layer

depletion) can lead to serious health effects, such as skin cancer, cataracts, and immune system suppression.

## **B. Scope of Work**

Through this RFP, EPA is seeking proposals involving activities that will improve and expand the understanding of the effects of human-related emissions of atmospheric gases on ozone and climate using three-dimensional tropospheric chemistry models.

Examples of eligible activities include, but are not limited to:

- effects of human activities and potential international policy actions on the projected recovery in the stratospheric ozone over the next century,
- climate effects on ozone layer recovery from greenhouse gas emissions,
- stabilization of ozone depletion and the onset of ozone layer recovery,
- changes and variance in observations of surface ultraviolet radiation and expectations for the future,
- evaluation of the Ozone Depletion Potential (ODP) and Global Warming Potential (GWP) of alternatives to ODS and their degradation products, and
- influence of atmospheric trace species on the earth's chemical and radioactive balance and the variation of the concentration of these trace species regionally and seasonally.

The grant recipient is expected to have access and proficiency with three-dimensional tropospheric chemistry models with known or predicted chemical reactions with ODS and ODS alternatives. The models should be continually enhanced and updated to reflect the latest information available and pay particular attention to the interactions of climate change and ozone layer depletion.

The recipient is expected to participate in and actively contribute to international assessments of ozone layer recovery, such as the Scientific Assessment of Ozone Depletion (<http://www.wmo.ch/web/arep/ozone.html>).

The recipient is expected to publish studies funded under this grant in peer-reviewed journals.

## **C. EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs**

### **1. Linkage to EPA Strategic Plan.**

This project supports Goal 1 (Clean Air and Global Climate Change), Objective 1.3 (Protect the Ozone Layer) by improving the understanding of the effects of human-related emissions of atmospheric gases on ozone and climate.

This project also relates to EPA's mission in that SPD has not only regulatory authority, but responsibility for educating the public and disseminating information on the potential effects of trace gases on climate and ozone layer restoration.

## **2. Outcomes.**

Results from this grant project will add important information to ongoing public dialog and education campaigns.

## **3. Outputs.**

This project's outputs will be papers in peer-reviewed journals, presentations at relevant conferences, and reports.

## **D. Supplementary Information.**

The statutory authority for this action is Clean Air Act, Section 103(b)(3) which authorizes the award of grants for research, investigations, experiments, demonstrations, surveys, and studies related to studies relating to the effects of air pollutants.

## **SECTION II—AWARD INFORMATION**

### **A. Amount of Funding Available**

The total estimated funding for this competitive opportunity is approximately \$210,000.

### **B. Number of Awards**

EPA anticipates award of one cooperative agreement resulting from this announcement, between \$50,000 to \$100,000 per year, subject to the availability of funds and the quality of proposals submitted. The total awarded amount will not exceed \$210,000.

The EPA reserves the right to make additional awards under this announcement, consistent with Agency policy, if additional funding becomes available after the original selections are made. Any additional selections for awards will be made no later than four months after the original selection decisions.

In appropriate circumstances, EPA reserves the right to partially fund proposals by funding discrete portions or phases of proposed projects. If EPA decides to partially fund a proposal, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal, or portion thereof, was evaluated and selected for award, and therefore maintains the integrity of the competition and selection process.

EPA also reserves the right to reject all proposals and make no awards under this announcement.

### **C. Start Date/Project Duration**

The estimated project period for awards resulting from this solicitation will begin in July, 2007. Proposed project periods may be up to three years.

#### **D. Funding Type**

The funding for selected projects will be in the form of a cooperative agreement. Cooperative agreements permit substantial involvement between the EPA Project Officer and the selected applicants in the performance of the work supported. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial Federal involvement for this project may be:

- close monitoring of the successful applicant's performance to verify the results proposed by the applicant;
- collaboration during performance of the scope of work;
- in accordance with 40C.F.R 31.36(g) review of proposed procurements
- approving qualifications of key personnel (EPA will not select employees or contractors employed by the award recipient);
- review and comment on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient);

#### **E. Funding to Acquire Services or Fund Partnerships**

EPA awards funds to one eligible applicant as the "recipient" even if other eligible applicants are named as "partners" or "co-applicants" or members of a "coalition" or "consortium". The recipient is accountable to EPA for the proper expenditure of funds.

Funding may be used to provide subgrants or subawards of financial assistance to fund partnerships provided the recipient complies with applicable requirements for subawards or subgrants including those contained in 40 CFR Parts 30 or 31, as appropriate. Successful applicants must compete contracts for services and products and conduct cost and price analyses to the extent required by the procurement provisions of these regulations. The regulations also contain limitations on consultant compensation. Applicants are not required to identify contractors or consultants in their proposal. Moreover, the fact that a successful applicant has named a specific contractor or consultant in the proposal EPA approves does not relieve it of its obligations to comply with competitive procurement requirements. Please note that applicants may not award sole source contracts to consulting, engineering or other firms assisting applicants with the proposal solely based on the firm's role in preparing the proposal.

Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products from for-profit organizations to carry out its assistance agreement. The nature of the transaction between the recipient and the subawardee or subgrantee must be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section .210 of OMB Circular A-133, and the definitions of "subaward" at 40 CFR 30.2(ff) or "subgrant" at 40 CFR 31.3, as applicable. EPA will not be a party to these transactions.

### **SECTION III—Eligibility Information**

## **A. Eligible Entities**

Proposals will be accepted from States, local governments, territories, Indian Tribes, and possessions of the U.S., including the District of Columbia, international organizations, public and private universities and colleges, hospitals, laboratories, other public or private non-profit organizations, as defined by OMB Circular A-122.

Non-profit organization, as defined by OMB Circular A-122, means any corporation, trust, association, cooperative, or other organization which: (1) is operated primarily for scientific, educational, service, charitable, or similar purposes in the public interest; (2) is not organized primarily for profit; and (3) uses its net proceeds to maintain, improve, and/or expand its operations. For this purpose, the term "non-profit organization" excludes (i) colleges and universities; (ii) hospitals; (iii) state, local, and federally-recognized Indian tribal governments; and (iv) those non-profit organizations which are excluded from coverage of this Circular in accordance with paragraph 5 of the Circular.

Non-profit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply.

## **B. Cost Sharing or Matching**

There is no statutory or regulatory match requirement under the Clean Air Act Section 103. Cost sharing/matching/participation will not be considered in the evaluation of proposals.

## **C. Threshold Eligibility Factors**

To be considered for funding under this RFP, applicants are expected to have access and proficiency with three-dimensional tropospheric chemistry models with known or predicted chemical reactions with ODS and ODS alternatives. The models should be continually enhanced and updated to reflect the latest information available and pay particular attention to the interactions of climate change and ozone layer depletion.

Proposals must substantially comply with the submission instructions and requirements set forth in Section IV of this announcement or else they will be rejected. Pages in excess of the page limitation expressed in Section IV will not be reviewed.

In addition, proposals must be received by the EPA or through [www.grants.gov](http://www.grants.gov) on or before the solicitation closing date published in Section IV of this announcement. Proposals received after the published closing date will be returned to the sender without further consideration.

## **SECTION IV—APPLICATION AND SUBMISSION INFORMATION**

### **A. How to Obtain Application Package**

EPA encourages applicants to obtain proposal materials and apply electronically through <http://www.grants.gov>.

Applicants may also download individual grant application forms from EPA's Office of Grants and Debarment website at: [http://www.epa.gov/ogd/grants/how\\_to\\_apply.htm](http://www.epa.gov/ogd/grants/how_to_apply.htm).

To obtain a hard copy of materials, please send an email or written request to one of the Agency contacts listed in Section VII of this announcement.

## **B. Form of Application Submission**

Applicants have the option to submit their proposals in *one of two ways*: 1) Electronically through the Grants.gov website, or 2) hard copy by express delivery service or U.S. Postal Service. All proposals must be prepared, and include the information as described in Section IV.C. below, regardless of mode of transmission.

### **1. Grants.gov Submission**

The electronic submission of your application must be made by an official representative of your institution who is registered with Grants.gov and is authorized to sign applications for Federal assistance. For more information, go to <http://www.grants.gov> and click on "Get Registered" on the left side of the page. *Note that the registration process may take a week or longer to complete.* If your organization is not currently registered with Grants.gov, please encourage your office to designate an AOR and ask that individual to begin the registration process as soon as possible.

To begin the application process under this grant announcement, go to <http://www.grants.gov> and click on the "Apply for Grants" tab on the left side of the page. Then click on "Apply Step 1: Download a Grant Application Package and Instructions" to download the PureEdge viewer and obtain the application package for the announcement. To download the PureEdge viewer click on the "PureEdge Viewer" link. Once you have downloaded the viewer, you may retrieve the application package by entering the Funding Opportunity Number, EPA-OAR-SPD-06-05, or the CFDA number that applies to the announcement (CFDA 66.034), in the appropriate field. You may also be able to access the application package by clicking on the button "How To Apply" at the top right of the synopsis page for this announcement on <http://www.grants.gov> (to find the synopsis page, go to <http://www.grants.gov> and click on the "Find Grant Opportunities" button on the left side of the page and then go to Search Opportunities and use the Browse by Agency feature to find EPA opportunities).

### **Application Submission Deadline**

Your organization's AOR must submit your complete application electronically to EPA through Grants.gov (<http://www.grants.gov>) no later than **11:59 p.m. EDT on July 16, 2007**.

### **Proposal/Application Materials**

**The following forms and documents are required to be submitted under this announcement:**

- I. Application for Federal Assistance (SF-424)
- II. Budget Information for Non-Construction Programs (SF-424A)
- III. Narrative Proposal (as described in section IV.C)

-The proposal/application package *must* include all of the following materials:

**I. Standard Form (SF) 424, Application for Federal Assistance**

Complete the form. There are no attachments. Please be sure to include organization fax number and email address in Block 5 of the Standard Form SF 424.

Please note that the organizational Dun and Bradstreet (D&B) Data Universal Number System (DUNS) number must be included on the SF-424. Organizations may obtain a DUNS number at no cost by calling the toll-free DUNS number request line at 1-866-705-5711.

**II. Standard Form SF 424A – Budget Information:**

Complete the form. There are no attachments.

The total amount of federal funding requested for the project period should be shown on line 5(e) and on line 6(k) of SF-424A. If indirect costs are included, the amount of indirect costs should be entered on line 6(j). The indirect cost rate (i.e., a percentage), the base (e.g., personnel costs and fringe benefits), and the amount should also be indicated on line 22.

**III. Narrative Proposal**

*The document should be readable in PDF, MS Word or Word Perfect WP6/7/8 for Windows and consolidated into a single file.*

**Documents I through III** listed under Application Materials above should appear in the “Mandatory Documents” box on the Grants.gov Grant Application Package page.

For documents I and II, click on the appropriate form and then click “Open Form” below the box. The fields that must be completed will be highlighted in yellow. Optional fields and completed fields will be displayed in white. If you enter an invalid response or incomplete information in a field, you will receive an error message. When you have finished filling out each form, click “Save.” When you return to the electronic Grant Application Package page, click on the form you just completed, and then click on the box that says, “Move Form to Submission List.” This action will move the document over to the box that says, “Mandatory Completed Documents for Submission.”

For document number III, the Narrative Proposal, you will need to attach electronic files. Prepare your narrative proposal as described above in Section IV.C. of this announcement and save the document to your computer as an MS Word, PDF or WordPerfect file. When you are ready to attach your proposal to the application package, click on “Project Narrative Attachment Form,” and open the form. Click “Add Mandatory Project Narrative File,” and then attach your proposal narrative (previously saved to your computer) using the browse window that appears.



You may then click “View Mandatory Project Narrative File” to view it. Enter a brief descriptive title of your project in the space beside “Mandatory Project Narrative File Filename;” the file name should be no more than 40 characters long. If there are other attachments that you would like to submit to accompany your proposal, you may click “Add Optional Project Narrative File” and proceed as before. When you have finished attaching the necessary documents, click “Close Form.” When you return to the “Grant Application Package” page, select the “Project Narrative Attachment Form” and click “Move Form to Submission List.” The form should now appear in the box that says, “Mandatory Completed Documents for Submission.”

Once your application package has been completed and saved, send it to your AOR for submission to U.S. EPA through Grants.gov. Please advise your AOR to close all other software programs before attempting to submit the application package through Grants.gov.

In the “Application Filing Name” box, your AOR should enter your organization’s name (abbreviate where possible), the fiscal year (e.g., FY06), and the grant category (e.g., Assoc Prog Supp). The filing name should not exceed 40 characters. From the “Grant Application Package” page, your AOR may submit the application package by clicking the “Submit” button that appears at the top of the page. The AOR will then be asked to verify the agency and funding opportunity number for which the application package is being submitted. If problems are encountered during the submission process, the AOR should reboot his/her computer before trying to submit the application package again. [It may be necessary to turn off the computer (not just restart it) before attempting to submit the package again.] If the AOR continues to experience submission problems, he/she may contact Grants.gov for assistance by phone at 1-800-518-4726 or email at <http://www.grants.gov/help/help.jsp> or contact Karen Thundiyil at (202) 343-9464 or [thundiyil.karen@epa.gov](mailto:thundiyil.karen@epa.gov).

Application packages submitted thru grants.gov will be time/date stamped electronically.

If you have not received a confirmation of receipt from EPA (*not from grants.gov*) within 30 days of the application deadline, please contact **Karen Thundiyil at (202) 343-9464**. Failure to do so may result in your application not being reviewed.

## **2. Hard Copy Submission**

Because of the unique situation involving U.S. mail screening, EPA highly recommends that applicants use an express mail option to submit their applications. Please provide original proposal and four copies--no binders or spiral binding--plus one signed and completed application to:

### **U.S. Postal Service**

U.S. Environmental Protection Agency  
Attn: Karen Thundiyil  
1200 Pennsylvania Ave, NW  
MC 6205J

Washington, DC 20460  
Phone: (202) 343 9464

**Express Delivery Address (FedEx, UPS, DHL, etc.)**

U.S. Environmental Protection Agency  
Attn: Karen Thundiyil  
1310 L. Street NW  
Washington, DC 20005  
Phone: (202) 343 9464

**C. Content of Application Submission**

All proposal submissions, regardless of mode of transmission, must contain a completed and signed SF-424, Application for Federal Assistance, a completed SF-424A, Budget Information—Non-Construction Programs, and a Narrative Proposal.

**Narrative Proposal**

The Narrative Proposal must be a maximum of 20 typewritten pages, including the Summary Page. Pages in excess of 20 will not be considered. Supporting materials, such as resumes and letters of support, can be submitted as attachments and are not included in the 20-page limit.

**1. Summary Page**

- a. Project Title
- b. Applicant Information. Include applicant (organization) name, address, contact person, phone number, fax and e-mail address.
- c. Funding Requested. Specify the amount you are requesting from EPA.
- d. Total Project Cost. Specify total cost of the project. Identify funding from other sources, including cost share or in-kind resources.
- e. Project period. Provide beginning and ending dates.

**2. Narrative Work Plan**

The Narrative must specifically address each of the evaluation criteria disclosed in Section V.A., Evaluation Criteria and must substantially conform to the following outline:

**a. Project Summary/Approach.**

- i. Specific actions and methods to be undertaken and the responsible institutions, including estimated time line for each task.

- ii. The associated work products to be developed.
- iii. An explanation of project benefits to the public.
- iv. Description of the roles of the applicant and partners, if any.
- v. Description of the applicant's organization and experience related to the proposed project.
- vi. Staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.
- vii. Applicant's expertise in the ozone and climate science and contribution to international forums related to ozone layer restoration and climate science.
- viii. Budget and estimated funding amounts for each work component/task. This section provides an opportunity for narrative description of the budget or aspects of the budget found in the SF-424A such as "other" and "contractual."

## **b. Environmental Results—Outcomes and Outputs**

Identify the expected quantitative and qualitative outcomes of the project (See Section I), including what measurements will be used to track your progress towards achieving the outcomes and how the results of the project will be evaluated. Identify the expected project outputs and how progress towards achieving the outputs will be tracked and measured.

## **c. Past Performance**

**i. Programmatic Capability:** Submit a list of federally funded assistance agreements similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than 5 agreements, and preferably EPA agreements) and describe (i) whether, and how, you were able to successfully complete and manage those agreements and (ii) your history of meeting the reporting requirements under those agreements including submitting acceptable final technical reports. In evaluating applicants under these factors in Section V, EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available past performance or reporting information, please indicate this in the proposal and you will receive a neutral score for this factor under Section V.

**ii. Reporting on Environmental Results--Outcomes and Outputs:** Submit a list of federally funded assistance agreements that your organization performed within the last three years (no more than 5 agreements, and preferably EPA agreements), and describe how you documented and/or reported on whether you were making progress towards achieving the expected results (e.g., outputs and outcomes) under those agreements. If you were not making progress, please indicate whether, and how, you documented why not. In evaluating applicants under this factor in Section V, EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current and prior Federal

agency grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available environmental results past performance information, please indicate this in the proposal and you will receive a neutral score for this factor under Section V.

### **3. Detailed Budget Narrative/Funds Leveraging**

Clearly explain how EPA funds will be used. Applicants must itemize costs related to personnel, fringe benefits, contractual costs, travel, equipment, supplies, other direct costs, indirect costs and total costs. Applicants shall also describe their ability to leverage funds.

**4. Attachments.** These are not included in the 20-page limit.

**a. Resumes.** Provide resumes or curriculum vitae for all principal investigators and any other key personnel.

**b. Support Letters.** Specifically indicate how the supporting organization will assist in the project.

### **D. Submission Dates and Times**

The deadline for submission of hard copy proposal packages is **July 16, 2007, 4:00 p.m., EDT.** All hard copies of proposal packages must be received by 4:00 p.m., EDT on the closing date in order to be considered for funding. Electronic submissions must be submitted via Grants.gov by **July 16, 2007, 11:59 p.m., EDT.** Proposals received after the closing date and time will not be considered for funding.

Final (full) grant applications will be requested only from those eligible entities whose proposals have been tentatively selected for award. Additional instructions for final application packages will be provided when the applicant is notified of the tentative selection.

### **E. Confidential Business Information**

In accordance with 40 CFR 2.203, applicants may claim all or a portion of their application/proposal as confidential business information. EPA will evaluate confidential claims in accordance with 40 CFR Part 2. Applicants must clearly mark applications/proposals or portions of applications/proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204 (c)(2) prior to disclosure.

### **F. Pre-proposal/Application Assistance and Communications**

In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their applications/proposals. However,

EPA will respond to questions in writing from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement

## SECTION V—APPLICATION REVIEW INFORMATION

Each eligible application will be evaluated according to the criteria set forth below. Applicants should directly and explicitly address these criteria as part of their proposal submittal. Each application will be rated under a points system, with a total of 100 points possible.

### A. Evaluation Criteria.

Criteria	Points
<p><b>1. <u>Project Summary/Approach:</u></b> Proposals will be evaluated on the project overall and the approach, including the applicant’s demonstrated expertise in the ozone and climate science and contribution to international forums related to ozone layer restoration and climate science.</p>	<b>40</b>
<p><b>2. <u>Environmental Results -- Anticipated Outputs and Outcomes:</u></b> The quantity and quality of outputs and outcomes that will be accomplished through the proposed project. Effectiveness of applicant’s plan for tracking and measuring its progress toward achieving expected outputs and outcomes identified in Section I of this announcement.</p>	<b>25</b>
<p><b>3. <u>Past Performance--Programmatic Capability and Reporting on Environmental Results:</u></b> Under this criterion, the Agency will evaluate the applicant’s ability to successfully complete and manage the proposed project taking into account the following factors: (i) its past performance in successfully completing and managing U.S. Government and/or non-U.S. Government funded projects similar in size, scope, and relevance to the proposed project performed within the last 3 years, (ii) its history of meeting reporting requirements on federally or non-federally funded assistance agreements similar in size, scope, and relevance to the proposed project performed within the last 3 years and submitting acceptable final technical reports under those agreements, and (iii) its past performance in documenting and/or reporting on progress towards achieving the expected outcomes and outputs (e.g., results) under federally and/or non-federally funded projects similar in size, scope and relevance to the proposed project within the last 3 years; and, if such progress was not made whether the documentation and/or reports satisfactorily explained why not.</p> <p>NOTE: In evaluating applicants under this criterion, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past performance or reporting history will receive a neutral score for this criterion.</p>	<b>25</b>
<p><b>4. <u>Budget/ Leveraging:</u></b> EPA will review the budget narratives to determine if costs are reasonable and commensurate with activities proposed. Under leveraging,</p>	<b>10</b>

applicants will be evaluated based on the extent they demonstrate (i) how they will coordinate the use of EPA funding with other Federal and/or non Federal sources of funds to leverage additional resources to carry out the proposed project(s) and/or (ii) that EPA funding will compliment activities relevant to the proposed project(s) carried out by the applicant with other sources of funds or resources. Applicants may use their own funds or other resources for a voluntary match or cost share if the standards at 40 CFR 30.23 or 40 CFR 31.24, as applicable, are met. Only eligible and allowable costs may be used for matches or cost shares. Other Federal grants may not be used as matches or cost shares without specific statutory authority (e.g. HUD's Community Development Block Grants).	
<b>TOTAL</b>	<b>100</b>

**B. Review and Selection Process**

Applications will be reviewed by a team of EPA staff members using the evaluation criteria described above. Each proposal will be given a numerical score and will be rank-ordered according to the numerical score. Preliminary funding recommendations will be provided to the Approving Official based on this ranking.

Final funding decisions will be made by the Approving Official, based on the review team recommendation. In making final funding decisions, the Approving Official may also consider programmatic priorities and geographic distribution of funds.

**SECTION VI—AWARD ADMINISTRATION INFORMATION**

**A. Award Notices**

All applicants, including those who are not selected for funding, will be notified once decisions have been made. Final applications will be requested from those entities whose proposal has been successfully evaluated and preliminarily recommended for award. Those entities will be provided with instructions and a due date for submittal of the final application package.

**B. Administrative and National Policy Requirements**

A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at:

[http://www.epa.gov/ogd/AppKit/applicable\\_epa\\_regulations\\_and\\_description.htm](http://www.epa.gov/ogd/AppKit/applicable_epa_regulations_and_description.htm)

Grants and agreements with institutions of higher education are subject to 40 CFR Parts 30 and 40 and OMB circular A-122 for non-profits and A-21 for institutions of higher learning.

Programmatic terms and conditions will be negotiated with the selected recipient.

Executive Order 12372, Intergovernmental Review of Federal Programs may be applicable to

awards resulting from this announcement. Applicants selected for funding may be required to provide a copy of their proposal to their State Point of Contact (SPOC) for review, pursuant to Executive Order 12372, Intergovernmental Review of Federal Programs. This review is not required with the Initial Proposal and not all states require such a review.

### **C. DUNS Number**

All applicants are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for a Federal grant or cooperative agreement. Applicants can receive a DUNS number, at no cost, by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711, or visiting the D&B website at: <http://www.dnb.com>.

### **D. Reporting Requirement**

Quarterly progress reports and a detailed final report will be required. Quarterly reports summarizing technical progress, planned activities for next quarter and summary of expenditures are required. The Final report shall be completed within 90 calendar days of the completion of the period of performance. The schedule for submission of quarterly reports will be established by EPA, after award.

### **E. Exchange Network**

EPA, states, territories, and tribes are working together to develop the National Environmental Information Exchange Network, a secure, Internet- and standards-based way to support electronic data reporting, sharing, and integration of both regulatory and non-regulatory environmental data. States, tribes and territories exchanging data with each other or with EPA, should make the Exchange Network and the Agency's connection to it, the Central Data Exchange (CDX), the standard way they exchange data and should phase out any legacy methods they have been using. More information on the Exchange Network is available at [www.exchangenetwork.net](http://www.exchangenetwork.net).

### **F. Disputes**

Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2006) which can be found at: [http://frwebgate.access.gpo.gov/cgi-bin/getpage.cgi?position=all&page=3629&dbname=2005\\_register](http://frwebgate.access.gpo.gov/cgi-bin/getpage.cgi?position=all&page=3629&dbname=2005_register).

### **G. Administrative Capability Requirement**

Non-profit applicants that are recommended for funding under this announcement are subject to pre-award administrative capability reviews consistent with Section 8b, 8c and 9d of EPA Order 5700.8 - Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards ([http://www.epa.gov/ogd/grants/award/5700\\_8.pdf](http://www.epa.gov/ogd/grants/award/5700_8.pdf)). In addition, non-profit applicants that qualify for funding may, depending on the size of the award, be required to fill out and submit to the Grants

Management Office the Administrative Capabilities Form, with supporting documents, contained in Appendix A of EPA Order 5700.8.

## **SECTION VII--AGENCY CONTACTS**

For further information, contact:

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All questions or comments must be communicated in writing via postal mail or electronic mail to the contact person listed above. Questions and answers will be posted until the closing date of this announcement at the OAR Grants/Funding webpage:  
[http://www.epa.gov/air/grants\\_funding.html](http://www.epa.gov/air/grants_funding.html)