

U.S. EPA, OPPTS
National Community-Based Lead Outreach and Training Grant Program
Request for Proposals (RFP) FY 2008

FEDERAL AGENCY NAME: U.S. Environmental Protection Agency, Office of Prevention, Pesticides and Toxic Substances

FUNDING OPPORTUNITY TITLE: National Community-Based Lead Outreach and Training Grant Program: Request for Proposals FY 2008

ANNOUNCEMENT TYPE: New Announcement

FUNDING OPPORTUNITY NUMBER: EPA-OPPT-08-003

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO: 66.718

DATES: The closing date for receipt of hard copy proposal packages March 31 2008, 5:00 p.m., Eastern Standard Time (EST). All hard copies of proposal packages must be postmarked by March 31, 2008, 5:00 p.m., EST in order to be considered for funding. Electronic submissions must be submitted via Grants.gov by March 31, 2008, 5:00 p.m., EST. Proposals received after the closing date and time will not be considered for funding. Final applications will be requested from those eligible entities whose proposal has been successfully evaluated and preliminarily recommended for award.

SUMMARY: The U.S. Environmental Protection Agency (EPA) is soliciting grant proposals from eligible entities to reduce incidences of childhood lead poisoning in low-income communities with older housing. Potential activities include outreach, training, ordinance development, and other activities that would result in reduction of childhood lead poisoning. This grant will support the partnership of national organizations with community-based organizations and local governments to improve the environmental health of a community regarding lead poisoning prevention. EPA is awarding grants that will provide approximately \$2 million to interested entities. It is anticipated that approximately 6-8 awards will be made. The number of grants EPA will fund as a result of this announcement will be based on the quality of proposals received and the availability of funding.

FULL TEXT OF THE ANNOUNCEMENT

I. FUNDING OPPORTUNITY DESCRIPTION

A. Purpose and Goals

According to the latest data available from the Centers for Disease Control and Prevention (CDC), approximately 310,000 children remain at risk for adverse health effects of elevated blood-lead levels. In addressing the remaining vulnerable populations of children at risk, particularly in low-income communities, it is important to look beyond the activities that the

EPA Lead Awareness Program has traditionally focused on to reach those children who are still at risk. In order to do this, EPA needs to form a wider network of partnerships between national organizations and local groups and organizations to jointly resolve this issue and compliment other capacity-building efforts for communities at the same time.

The Agency believes that in order to address the remaining children at risk for lead poisoning, it must look at the lead problem from the community level. The community represents a smaller nucleus and may have an understanding of where the lead-poisoned children reside and where toxic dwellings are located. Communities are unique and diverse places and serve as vehicles for introducing health education and behavioral changes. Through collaboration, priorities are set, plans are developed, and health programs are established. Partnering national organizations with community groups on the local level will aid in developing lead awareness programs and will foster collaboration between local and national organizations. The purpose of these grants is to support the partnership of national and community-based organizations in an effort to reduce incidences of childhood lead poisoning in low-income communities with a focus on those living in poorly maintained, older housing.

EPA seeks to award grants to recipients under this program who are best able to undertake activities that will support and accomplish the following goals: to identify and reduce the likelihood of incidences of elevated blood-lead levels in low-income communities with poor housing; and to educate low-income communities of the dangers of lead poisoning.

B. Background

The number of children with elevated blood-lead levels has continued to decrease. In 1999-2002, the National Health and Nutrition Examination Survey (NHANES) estimated that approximately 310,000 children under six years old still have blood lead levels greater than or equal to CDC's level to trigger community-wide prevention activities of 10 $\mu\text{g}/\text{dl}$ (micrograms per deciliter). EPA and other federal agencies, along with other state and local health departments, have made great strides in reducing lead poisonings, from 14 million in 1976 to 310,000. However, many communities in this country continue to be disproportionately affected by childhood lead poisoning. These communities, which are often under-served, range from tracts of low-income, older, and poorly maintained housing, to immigrant communities that are exposed to various sources of lead, to communities exposed to non-paint lead sources, to communities exposed to lead Superfund sites, to low-income communities exposed to lead during and after renovation and/or demolition activities.

EPA has significantly decreased childhood lead poisoning through national public education by operating a toll-free hotline, collaborating with organizations such as the Women, Infants, and Children program and Head Start Centers, as well as providing outreach to Spanish-speaking communities. Some decreases in lead exposure levels among children can be attributed to a number of EPA standards and programs that were developed as a result of the Lead Based Paint Hazard Reduction Act of 1992, often referred to as "Title X." EPA currently offers other lead outreach grants open to state, local, and tribal governments; institutions of higher learning; nonprofit organizations; and community action agencies for vulnerable populations. However, the grants offered in this RFP support national and local organizations that form partnerships to effectively reach poisoned children at the community level. The communities served must also

be new to lead awareness programs (or be communities that have not fully benefited from previous federal, state, or local lead poisoning prevention grants); thus reaching under-served populations where children may be at risk for lead poisoning.

Under-served populations are often found in heavily populated urban areas and rural areas where screening data are lacking. Medicaid screening rates remain low, and many children in low-income neighborhoods have limited access to health care. Thus, more data need to be generated from populations that have the risk factors for lead poisoning (e.g., low income, older housing, and/or proximity to Superfund-contaminated sites) in order to address the remaining cases of lead poisoning.

One way to address this data gap is to increase outreach efforts to low-income communities that have not fully benefited from previous lead awareness and training programs offered by the federal, state, or local governments. Many houses and apartments built before 1978 contain lead from paint, dust, and soil, and it is, therefore, important to provide awareness and training on lead-safe renovations to communities that lack the infrastructure from years of governmental assistance. Renovation activities, such as scraping off paint or tearing out walls, can disturb painted surfaces and create lead hazards. If not conducted properly, certain types of renovations can release lead from paint and dust into the air and directly into the bodies of young children, in particular. It is important that lead education is provided to homeowners and renters before they hire a contractor (or begin remodeling or renovations themselves) to work in homes with lead hazards. This can be accomplished through outreach and training. Outreach and awareness tools should also address lead exposures from housing that may be in close proximity to contaminated sites.

As more workers are trained in lead-safe work practices, their behavior will be modified since they will create fewer lead hazards during remodeling, renovation, and repair of homes. Availability and access to training on lead-safe work practices is important, especially at the day laborer level within communities. Providing effective outreach and training at the community level can greatly decrease the number of children disproportionately exposed to lead hazards while increasing the number of individuals who may be trained in lead-safe work practices (LSWP).

Training Do-It-Yourself workers and contractors in LSWP will decrease children's exposure to lead. However, actions beyond LSWP training need to be taken to address ordinances and building permits to protect children from lead when renovations are conducted. Properties could be renovated safely to eliminate the creation of lead hazards and encourage the repair of existing hazards, which will decrease children's exposure to lead. Local agencies can require Do-It-Yourselfers and construction workers to work safely when dealing with lead-based paint projects. Awareness and training on the real estate disclosure requirements of Toxic Substances Control Act (TSCA) Section 1018 is also important when minimizing potential exposure to lead in paint, dust, and soil.

As communities engage in lead outreach and training, supporting capacity-building efforts is an important function as well. Communities may need to be trained in other areas such as financing lead renovation projects. National organizations may be able to train communities in financing options to help them become more knowledgeable about available resources that may be used to finance lead renovation projects. Such training may benefit the entire community by supporting other capacity-building efforts and activities of community development plans.

C. Activities to be Funded

These grants will fund outreach, training, and infrastructure development activities conducted in communities with poorly maintained, older housing containing lead paint, dust, and soil, including housing in close proximity to lead-contaminated sites. The activities shall take place in communities that have not fully benefited from previous lead. The activities do not include lead abatement, environmental lead testing and analysis, and blood-lead testing. The activities should be part of a larger strategy/plan, supported by the partnership or an existing partnership/network that supports the needs of the community. The three main activities, outreach, training, and infrastructure, which are defined more specifically below, must all be addressed in the proposal.

1. Outreach. Lead poisoning prevention outreach may be provided to communities through various methods, including but not limited to: workshops, health fairs, guest speakers, lectures, panel presentations, peer education, practitioner to client interactions, written materials (brochures, fact sheets, and pamphlets), curricula, public service announcements, health programs, radio and television advertisements, in-home education, puppet shows, etc. Applicants should understand how the local culture, values, language, and history of the community may positively or negatively influence health behaviors or partner with community groups who have such background information. Applicants should be aware of any natural gathering places in the community or partner with community groups who have such background information. Text, visuals, and format should be consistent with the average literacy of the community. Outreach activities that are based on community partnership strategies that support the needs of the community will be ranked higher than those without such strategies. Applicants may offer small incentives to encourage community participation in activities.

2. Training. Training on lead-safe work practices may be provided for remodelers, renovators, painters, day laborers, maintenance workers, landlords and renters, Do-It-Yourself homeowners, or people within the community who hire such workers. The information presented should be tailored to the needs of the community. Although there is no state or federal accredited training program for LSWP, it is recommended that applicants use the existing 8-hour EPA/U.S. Department of Housing and Urban Development (HUD)-developed training course for renovators, remodelers, and painting contractors on how to work safely in housing with lead-based paint. Training on the real estate disclosure requirements of TSCA Section 1018 should also be included. Trainers may obtain additional information from the National Lead Information Center (NLIC) at 1-800-424-LEAD or visit www.epa.gov/lead/pubs/traincert.htm. Applicants should provide effective training, using the latest advances in electronic technology, such as broadcast training using telecommunications systems, to increase the number of individuals who may be trained.

Training may be provided in renovation and repair financial options that educate communities about resources that may be used to finance lead renovation projects. Such training may also support capacity-building efforts and activities of community development plans.

Training activities that are based on community partnership strategies that support the needs of the community will be ranked higher than those without such strategies.

Applicants may offer small incentives to encourage community participation in activities.

3. Infrastructure Development. Local governments may apply in concert with national organizations to develop ordinances or permit requirements that will protect children from lead poisoning from lead-based, paint-related hazards. For example, localities could require property owners to inspect for, disclose, and remediate lead hazards. Local governments are in the best position to design a program that will address the needs of their community. Stronger ordinances would allow the local government to continue to address lead hazards beyond the period of any grant awarded under this program.

C. Statutory Authority

The statutory authority for this action is Section 10 of the TSCA, as supplemented by Public Law No. 106-74. It provides the authority for this grant program. It authorizes EPA to award grants for the purpose of conducting research, development, monitoring, education, training, demonstrations, and studies necessary to carry out the purposes of the Act.

D. Alignment with EPA's Strategic Plan

The grants under this program will support progress toward EPA's 2008 Strategic Plan, Goal 4: Healthy Communities, and Ecosystems, Sub-objective 4.1.3: Reduce Chemical and Biological Risks, which states, "Through 2008, reduce the number of childhood lead poisoning cases to 90,000 from approximately 400,000 cases in 1999/2000" (<http://www.epa.gov/ocfopage/plan/plan.htm>).

E. Measuring Environmental Results: Outputs and Outcomes

Pursuant to EPA Order 5700.7, "*Environmental Results under EPA Assistance Agreements*," EPA requires that all grant recipients adequately address environmental outputs and outcomes. Outputs and outcomes differ both in their nature and in how they are measured. Applicants must discuss environmental outputs and outcomes in their proposed work plan.

1. Outputs. The term "output" means an environmental activity, effort, and/or associated work products related to an environmental goal and objective, that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period.

Expected outputs from the projects funded under this announcement may include but are not limited to: training courses, seminars, meetings, conferences, educational outreach material, the number of families who receive lead outreach and other activities that will result in the reduction of lead poisoned children.

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

within an assistance agreement funding period.

Examples of environmental outcomes from the projects to be funded under this announcement may include, but are not limited to: an increased number of communities educated in lead poisoning prevention; a decreased number of children with elevated blood-lead levels; behavioral changes of workers, parents, teachers, etc.; improvements in housing maintenance practices; increased number of children in lead-safe housing; an increased number of children tested for lead poisoning; and the emergence of similar lead poisoning prevention activities duplicated in other communities.

II. AWARD INFORMATION

A. Amount of Funding Available

EPA anticipates awarding approximately \$2 million under this announcement. An applicant from one group, consortium, coalition, or any partnerships formed by two or more groups or organizations may receive one award for up to \$250,000 (not to exceed \$250,000) under this program. It is anticipated that approximately 6-8 awards will be made. The number of awards EPA will fund as a result of this announcement will be based on the quality of proposals received and the availability of funding.

B. Funding Type and Restrictions

The funding for the selected projects will be in the form of grants awarded under TSCA Section 10.

Grant funding may not be used for the following:

1. **Buying real property**, such as land or buildings.
2. **Purchasing vehicles**.
3. Lead hazard reduction activities, such as performing **interim controls** as defined in 40 CFR § 745.223 or performing **abatement, risk assessments, or inspections** as described in 40 CFR § 745.227.
4. Lead-based paint **certification fees** for individuals and firms.
5. **Blood-lead screening or testing** of individuals.
6. **Testing children's toys** or any other items for lead.
7. Meeting any **legal mandate** (such as federal, state, or local regulations or settlement agreements).
8. **Duplication of funding** for any lead-related activities that are being funded or have been previously funded by other EPA or other federal government sources.

EPA grant funds may be used only for the purposes set forth in the assistance agreement and must be consistent with the statutory authority for the award. Grant funds may not be used as matching funds for other federal grants, lobbying or intervention in federal regulatory or adjudicatory proceedings, and may not be used to sue the federal government.

C. Start Date/Project Duration

The individual start dates of projects will be dependent upon when the EPA Grants Office processes the awards. All project periods may be for up to one year in length.

D. Miscellaneous

Funding for these projects is not guaranteed and is subject to the availability of funds and the evaluation of proposals based on the criteria in this announcement. 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 that maintains the integrity of the competition and selection process. Award of funding through this year's competition is not a guarantee of future funding. EPA reserves the right to reject all proposals and make no awards under this announcement.

III. ELIGIBILITY INFORMATION

A. Who May Apply?

Eligible recipients are those who have the ability to directly address childhood lead poisoning prevention for the local communities. This includes a wide range of potential applicants, such as national organizations, local governments, community-based organizations, nonprofit organizations, faith-based organizations, community action agencies, institutions of higher learning, school groups, trainers, and environmental consultants. For this grant, a partnership must be formed between national and community organizations to perform activities within a community. Organizations must represent communities that have not fully benefited from federal, state or local lead poisoning prevention grants in the past. (Such communities may have received previous lead grants but the full range of activities described in this announcement may not have fully reached the community.)

EPA carefully reviews all grant applications selected for award to ensure that grantees who are designated "high risk" by EPA are subject to special conditions in accordance with EPA regulations 40 CFR 30.14 or 40 CFR 31.12. These special conditions include paying the recipient on a reimbursement basis, requiring detailed financial reports from the recipient, imposing additional project monitoring, and/or establishing additional prior approvals, as needed. A "high risk" grantee is one that has a documented history of unsatisfactory performance on prior awards, is not financially stable, has not conformed with the terms and conditions of previous awards, or has been designated high risk for other reasons listed in 40 CFR 30.14 or 40 CFR 31.12.

B. Cost-Sharing or Matching

There are no requirements for cost sharing or matching under this grant program.

C. Eligibility Screening Requirements: Threshold Criteria

Proposals must meet the following threshold criteria to be eligible for funding consideration under this announcement. Failure to meet any of the following criteria at the time of proposal submission will result in the automatic disqualification of the proposal for funding consideration. Ineligible applicants will be notified within 15 calendar days of the determination that they are ineligible based on the threshold criteria.

1. Proposals must support Goal 4 of EPA's Strategic Plan, Healthy Communities.
2. Proposals must consist of activities authorized under the TSCA Section 10, as supplemented by Public Law 106-74.
3. Proposals must substantially comply with the submission instructions and requirements set forth in this announcement or else they will be rejected. Pages in excess of the page limitation expressed in Section IV will not be reviewed. Further, proposals must be received by the EPA or through Grants.Gov on or before the closing date and time published in Section IV of this announcement. Proposals received after the published closing date and time will not be considered.
5. Proposals from applicants who represent a community that has fully benefited from previous federal, state, or local lead poisoning prevention grants in the past will not be accepted.
6. Proposals from applicants that exceed \$250,000 will be rejected.

IV. PROPOSAL AND SUBMISSION INFORMATION

A. General

Proposals must be typewritten, unbound, and with page numbers. Proposals must include a work plan as described in Section IV, Part B of this proposal. The work plan must include all of the three activities (outreach, training, and infrastructure development), as listed in Section I, Part C. Only one work plan will be accepted from each group, organization, consortium, partnership, etc., in response to this notice.

Each work plan must be no more than ten typed pages in length. If a work plan consists of more than ten pages, the additional pages will not be reviewed. One page is one side of a single-spaced typed page. Please do not compress the file. All work plans must address all of the criteria as specified in Section V, Part B, if applicable, and include a work plan organized and outlined as follows. It is recommended that confidential business information not be included in your proposal.

The proposal work plan and the attachments described in Section IV, Part B are the only documents required to be submitted under this announcement. **(Please note, applicants applying via grants.gov are required to submit an SF-424, however, that form will not be evaluated.)** The work plan must be prepared as described in Section IV, Parts A and B of this announcement. The proposal work plan should be readable in PDF or MS Word for Windows if sent electronically.

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

B. Proposal Work Plan Elements

Each work plan should be organized as outlined below and should include the following components:

1. **Cover Page.** Include the following information:
 - a. **Name(s) of Organization and/or Partnership**
 - b. **Project Title**
 - c. **Project Contact Name.** Include name, mailing address, phone, and fax numbers and an email address for the individual who should be contacted regarding the proposal.
 - d. **Total Project Cost.** Specify the total amount requested from EPA as well as any resources or funding from any other sources that are contributing support. When formulating budgets for the proposal, applicants must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the applicants cognizant audit agency, or at the rate provided for by the terms of the agreement negotiated with EPA. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs that are not allowable under EPA assistance agreements. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.
 - e. **Summary Statement.** Prepare a brief (one to two sentences) overview to describe the project and identify the name(s) and location (city and state) of the low-income community (or communities) where the grant activities will take place.

2. **Work Plan Narrative.** Provide a description of the tasks and activities that will be conducted to accomplish the anticipated outputs and outcomes of the project as discussed in Section I, Part E of this announcement. The work plan must address each of the evaluation criteria disclosed in Section V, Part B of this announcement, which includes: (1) community (or communities) selected, (2) measurement and results, (3) project management, (4) approach, (5) partnerships, (6) replicability/sustainability, and (7) budget.

In addition, provide information on your organizational experience, including an indication as to whether the organization has access to facilities to conduct the project and if training will be required for personnel. Provide information on your staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them to successfully achieve the goals of the proposed project. (Include resumes for key personnel as an attachment.) Include a project schedule/timeline which lists tasks/steps and time period for completing each in a timely manner.

Submit a plan to track and measure progress toward achieving the outputs/outcomes as described in Section I of this announcement.

3. **Attachments.** The attachments to the work plan will not count as part of the ten-page limit. The attachments should only include resumes of key personnel, letters of support from each group of a partnership, and information on previous grant funding (details are provided below). For each group represented in a partnership, include a letter showing agreement and commitment to the project.

Submit a list of federally funded assistance agreements that your organization performed within the last three years (no more than five, 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.

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 five, 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.

When evaluating the proposals, 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 rating for these factors under Section V of this announcement when the proposal is evaluated.

C. Proposal Instructions

You may submit your proposal either in hardcopy or in electronic format through <http://www.grants.gov> (but not both) for this announcement. Instructions for both forms of submission follow. The closing date for receipt of hard copy proposal packages is March 31, 2008, 5:00 p.m., Eastern Standard Time (EST). All hard copies of proposal packages must be postmarked by March 31, 2008, 5:00 p.m., EST in order to be considered for funding. Electronic submissions must be submitted via Grants.gov by March 31, 2008, 5:00 p.m., EST.

1. **Instructions for Submitting Mailed (Hardcopy) Proposals.** Submit an original proposal as described above in IV.B that is not permanently bound or stapled in any way. The other two (2) required copies of the proposal should be secured with paper or binder clips or secure staples. Because of security concerns, paper proposals cannot be personally delivered. They must be sent through regular mail, overnight/express mail, or a major courier.

The following address must be used for regular mail:

U.S. Environmental Protection Agency
OPPTS/OPPT/NPCD
1200 Pennsylvania Ave., NW (7404T)
Washington, DC 20460
Attn: Darlene Watford

The following address must be used for overnight/express mail and couriers:

U.S. Environmental Protection Agency
OPPTS/OPPT/NPCD
1201 Constitution Ave, NW
Room 4355UU
4th Floor Connecting Wing, Old Customs Building
Washington, DC 20460
Attn: Darlene Watford
202-566-0516

2. Instructions for Submitting Proposals through Grants.Gov. Please be sure to view the additional instructions that are available in Appendix A for downloading on Grants.gov. If you have technical difficulties applying electronically, please refer to http://www.grants.gov/applicants/applicant_help.jsp or call the toll free Contact Center at 1-800-518-4726.

If you wish to apply electronically via Grants.gov, the electronic submission of your proposal must be made by an official representative of your institution who is registered with Grants.gov and 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 Authorized Organization Representative (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-OPPT-08-003, or the CFDA number that applies to the announcement (CFDA 66.718), 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). Proposal materials submitted through grants.gov will be time/date stamped electronically.

Please be sure to view the additional instructions for applying electronically under this announcement through the use of grants.gov that are available for download on Grants.gov and Appendix A.

If you have any questions regarding Grants.gov, please email the Grants.gov Contact Center at support@grants.gov or call 1-800-518-4726.

D. Intergovernmental Review

Applicants should be aware that formal requests for assistance (i.e., SF-424 and associated documentation) may be subject to intergovernmental review under Executive Order 12372, “Intergovernmental Review of Federal Programs.” Applicants should contact their state’s single point of contact (SPOC) for further information. There is a list of these contacts at the following web site: <http://whitehouse.gov/omb/grants/spoc.html>.

E. Confidential Business Information

In accordance with 40 CFR 2.203, applicants may claim all or a portion of their proposal as confidential business information. EPA will evaluate confidentiality claims in accordance with 40 CFR Part 2. Applicants must clearly mark proposals or portions of 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. Note that under Public Law No. 105-277, data produced under an award is subject to the Freedom of Information Act.

F. Contracts and Subawards

Applicants may use a portion of the grant funds for contractor support for these activities. EPA supports partnerships formed between national entities and local organizations and governments within the communities. Such partnering does not have to involve funding.

When awarding contracts, applicants must follow procurement procedures in 40 CFR 30.34 and 31.36, as applicable. Applicants are discouraged from naming contractors in their proposals, but if they do they are still required to follow applicable regulations. 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, which includes using subawards or subgrants 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. 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 40 CFR Parts 30 or 31, as appropriate. The regulations also contain limitations on consultant compensation. Applicants are not required to

identify subawardees/subgrantees and/or contractors (including consultants) in their proposal/application. However, if they do, the fact that an applicant selected for award has named a specific subawardee/subgrantee, contractor, or consultant in the proposal/application EPA selects for funding does not relieve the applicant of its obligations to comply with subaward/subgrant and/or competitive procurement requirements as appropriate. 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/application.

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. Applicants acquiring commercial goods or services must comply with the competitive procurement standards in 40 CFR Part 30 or 40 CFR Part 31.36 and cannot use a subaward/subgrant as the funding mechanism.

Section V of this announcement describes the evaluation criteria and evaluation process that will be used by EPA to make selections under this announcement. During this evaluation, except for those criteria that relate to the applicant's own qualifications, past performance, and reporting history, the review panel will consider, as appropriate and relevant, the qualifications, expertise, and experience of:

(i) an applicant's named subawardees/subgrantees identified in the proposal/application if the applicant demonstrates in the proposal/application that if it receives an award that the subaward/subgrant will be properly awarded consistent with the applicable regulations in 40 CFR Parts 30 or 31. For example, applicants must not use subawards/subgrants to obtain commercial services or products from for profit firms or individual consultants.

(ii) an applicant's named contractor(s), including consultants, identified in the proposal/application if the applicant demonstrates in its proposal/application that the contractor(s) was selected in compliance with the competitive Procurement Standards in 40 CFR Part 30 or 40 CFR 31.36 as appropriate. For example, an applicant must demonstrate that it selected the contractor(s) competitively or that a proper non-competitive sole-source award consistent with the regulations will be made to the contractor(s), that efforts were made to provide small and disadvantaged businesses with opportunities to compete, and that some form of cost or price analysis was conducted. EPA may not accept sole source justifications for contracts for services or products that are otherwise readily available in the commercial marketplace.

EPA will not consider the qualifications, experience, and expertise of named subawardees/subgrantees and/or named contractor(s) during the proposal/application evaluation process unless the applicant complies with these requirements.

V. PROPOSAL REVIEW INFORMATION

A. Review and Selection Process

There will be a two-tiered review process for proposals. The first tier will be a basic review of the proposals to assure they are eligible for funding consideration. This first tier will determine whether the applicant has satisfied all the threshold criteria listed in Section III of this announcement.

Those proposals that pass the first tier will undergo a second tier review. The second tier will involve an evaluation of the proposals against the criteria below. Each proposal that meets the first tier review requirements will be reviewed by a panel of EPA staff against the evaluation criteria described in Section V, Part B. Each proposal will be given a numerical score, with a total of 100 points possible. The selection committee will then recommend the highest ranked proposals to the EPA Selection Official.

Final funding decisions will be made by the EPA Selection Official based on the recommendation of the selection committee's second tier review and programmatic priorities.

B. Evaluation Criteria

All activities, as stated in Section I.C., must be addressed in the proposal. In order to receive maximum points, proposals should address all criteria listed in this section. Proposals will be evaluated using the criteria listed below. Sub factors within each criterion will be divided equally depending on the total value of the criteria and the number of sub factors. All proposals will be reviewed, evaluated, and ranked by a selected panel of EPA reviewers based on the following criteria and points:

1. Communities Selected. (8 points).

- To what extent does the proposal describe and identify all communities that will receive outreach?
- To what extent does the proposal describe how the project will affect low-income communities that have not fully benefited from previous lead programs? If there have been previous programs, to what extent does the proposal describe how this project will differ and be able to reach children who are still being lead poisoned?
- To what extent does the proposal indicate whether the low-income communities to be served contain older housing (pre-1978)?
- To what extent does the proposal indicate the estimated number of children living in the community under the age of 6 years?

2. Measurement and Results. (8 points). All proposals will be evaluated on the following:

a. Measurable Results. Under this criterion, proposals will be evaluated based on:

- The extent to which the proposal demonstrates that the applicant will be able to clearly track and measure progress toward achieving the expected program goals identified in Section I of this announcement;
- The extent to which the proposal describes the specific project outputs.
- The extent to which the proposal describes the measurable outcomes and results that will be achieved and how will those results be measured and evaluated (quantitatively and qualitatively), both during the project and after the project is completed;
- The extent to which the proposal describes the specific measures that are based on the outputs, behavior changes, and/or environmental and human health results.

b. Environmental Results Past Performance. Under this criterion, proposals will be evaluated based on the extent to which they adequately documented and/or reported on:

- Progress towards achieving the expected results (e.g., outcomes and outputs) under federal agency assistance agreements performed within the last three years, and if such progress was not being made, whether the applicant adequately documented and/or reported why not.
- History of meeting reporting requirements under federally funded assistance agreements similar in size, scope, and relevance to the proposed project performed within the last three years and submitting acceptable final technical reports under those agreements.

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 (first and second bullet items above), will receive a neutral score for those elements of this criterion.

3. Project Management. (12 points). Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project taking into account the following factors:

a. Facilities. To what extent does the proposal indicate if the organization has access to facilities to conduct the project?

b. Schedule and Timeline. To what extent does the proposal indicate a clearly defined project schedule, including a timeline, which lists the time period for completing each task/step?

c. Expertise. To what extent does the proposal indicate staff expertise, qualifications,

knowledge, and resources (or the ability to obtain them), to successfully achieve the goals of the proposed project? Are resumes attached for key staff?

4. Approach. (36 points). The grant proposal must fully describe the approach for conducting outreach, training, and infrastructure development activities. The following elements will be specifically evaluated:

a. Outreach.

- To what extent does the proposal clearly discuss the approach, tasks, and steps that will be undertaken to provide educational outreach on the potential health risks associated with lead exposure?
- To what extent are the messages in the proposal consistent with EPA/HUD/CDC lead-based paint program policies, guidelines, regulations, and recommendations?
- To what extent does the proposal indicate whether the current lead outreach information, available from the federal government (EPA/HUD/CDC), contains appropriate language comprehension and cultural identification suitable for the community to receive the outreach information? If the information is not suitable, to what extent does the proposal indicate why and describe what outreach new outreach materials the community will receive.
- To what extent does the proposal provide an estimate of how many individuals will receive the outreach?

b. Training.

- To what extent does the applicant have the ability to develop and/or present educational materials and/or a curriculum to the selected community?
- To what extent does the proposal include training on TSCA Section 1018?
- To what extent will the messages in the training curriculum be consistent with the EPA/HUD training course developed for renovators, remodelers, and painters?
- To what extent does the proposal provide an estimate of how many individuals will receive training?
- To what extent does the proposal describe the type of audience (homeowners, remodelers, painter, landlords, etc.) who will receive training?

c. Infrastructure Development.

- To what extent does the proposal indicate if ordinances or permit requirements will be developed and the time it will take to develop and implement them?
- To what extent does the proposal indicate if the project will result in ordinances or local regulations, which will protect children from lead poisoning?
- To what extent does the ordinance or regulation indicate the number of entities (i.e., property owners, realtors, contractors, etc.) who will be regulated?

5. Partnerships. (12 points).

a. Identification. To what extent does the proposal describe and identify all proposed partnerships, consortia, and coalitions that will be involved in the project?

b. Use. To what extent does the proposal indicate how the partnership(s) will be used to accomplish the purposes of this grant program?

c. Commitment. Are letters of commitment included from each partner? To what extent do the letters indicate partnership commitment for the project and the roles each partner will serve in project?

6. Replicability/Sustainability. (12 points).

a. Duplication. To what extent does the proposal indicate if others can easily duplicate the grant activities for communities with a similar background?

b. Documentation. To what extent does the proposal indicate how such duplication will be documented?

c. Sustainability. To what extent does the proposal indicate if the project activities will continue after EPA grant funds are exhausted?

7. Budget (12 points). All proposals must address the following:

a. Itemized Budget.

- To what extent does the proposal indicate if the budget is reasonable, clear, and consistent with the intended use of the funds?
- To what extent does the proposal indicate if all items listed in the budget are necessary to complete the project?
- To what extent does the proposal provide a detailed itemized budget to include personnel, supplies, travel, contractor and quality assurance documentation, training costs?

b. Leveraging.

- To what extent does the proposal indicate how the applicant will coordinate the use of EPA grant funding with other federal and/or non-federal resources (including funding, staff time, in-kind resources, etc.) to carry out the proposed project.
- To what extent does the proposal indicate how the applicant demonstrates 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).

VI. Award Administration Information

A. Award Notices

EPA will notify both successful and unsuccessful applicant(s) in writing or electronic mail. Final applications will be requested from those eligible 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.

EPA reserves the right to negotiate appropriate changes in work plans after the selection and before the final award, consistent with EPA's Competition Policy (EPA Order 5700.5A1, Section 11). The notification, which advises that the applicant's proposal has been tentatively selected and is being recommended for award, is not an authorization to begin performance. The recipient will receive a signed grant agreement from the EPA Headquarters Grants Office which will be the authorizing document. At a minimum, this process can take up to 60 days from the date of selection.

B. Administrative and National Policy Requirements

EPA's quality assurance requirements must be complied with before any environmental or health-related measurements or data are initiated under this grant. These requirements are addressed in 40 CFR 30.54 and 31.45 relating to quality assurance/quality control. Information on EPA quality assurance requirements may be downloaded from the EPA Quality System web site at <http://www.epa.gov/quality/>. For further guidance on preparation of the quality documentation, please contact the appropriate Agency Contact listed in Section VII. A combined quality management plan/quality assurance project plan template for these grants is available from the Agency Contact listed in Section VII.

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). 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.

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

Presently, these funds are not eligible for use in a Performance Partnership Agreement.

C. Reporting Requirement

The successful recipients will be required to provide EPA with written progress reports within 30 days after the end of each quarter and a final report within 90 calendar days of the completion of

the project period.

D. Dispute Resolution Process

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, 2005) which can be found at: <http://a257.g.akamaitech.net/7/257/2422/01jan20051800/edocket.access.gpo.gov/2005/05-1371.htm>. Copies of these procedures may also be requested by contacting the agency contact listed in Section VII.

VII. AGENCY CONTACT

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VIII. OTHER INFORMATION

The EPA Award Official is the only official that can bind the Agency to the expenditure of funds for selected projects resulting from this announcement.