

FEDERAL AGENCY: U.S. Environmental Protection Agency (EPA), Office of Chemical Safety and Pollution Prevention (OCSPP), Office of Pollution Prevention and Toxics (OPPT)

FUNDING OPPORTUNITY TITLE: National Tribal Toxics Council (NTTC) Technical Support

ACTION: Request for Applications (RFA)

CATALOG of FEDERAL DOMESTIC ASSISTANCE (CFDA) Number: 66.716

FUNDING OPPORTUNITY NUMBER: EPA-HQ-OPPT-2020-003

STATUTORY AUTHORITY: Toxic Substances Control Act (TSCA), Section 10, Public Law 106-74

SUBMISSION DATE: Application packages must be submitted electronically through [Grants.gov](https://www.grants.gov) on or before **July 6, 2020 by 11:59 p.m. Eastern Time (ET) in order to be considered for funding.** Applications received after the closing date and time will NOT be considered for funding.

COVID-19 Update: EPA is providing flexibilities to applicants experiencing challenges related to COVID-19. Please see the **Flexibilities Available to Organizations Impacted by COVID-19** clause in Section IV of [EPA's Solicitation Clauses](#).

SUMMARY: EPA's Office of Pollution Prevention and Toxics (OPPT) is announcing a five year assistance agreement to eligible applicants (see Section III.A.) to provide technical support to OPPT's National Tribal Toxics Council (NTTC) in order to: 1) Represent tribal interests in the development and implementation of chemical risk assessment, risk management and pollution prevention programs; and 2) Facilitate tribal collaboration with EPA.

For this competitive announcement, the successful applicant will: 1) Assist federally-recognized tribes, Alaska Native Villages and intertribal organizations in selecting and maintaining, a geographically diverse membership with a diversity of relevant and technical expertise in the NTTC; 2) Assist the NTTC in maintaining a viable charter that covers activities eligible for EPA funding; and 3) Provide professional and technical support to the NTTC to conduct its meetings and other activities. The recipient will work with EPA and the NTTC to fulfill the objectives of the NTTC charter including: 1) Raise and assess tribal chemical risk management and pollution prevention program development and implementation issues with OPPT; 2) Assess national chemical risk management policy and pollution prevention initiatives that affect tribes and Alaska Native Villages; 3) Offer a network for tribal chemical risk management officials to share information and represent tribal interests on chemical risk assessment, risk management policy and pollution prevention initiatives that impact tribes; and 4) Promote and enhance tribal chemical risk management and pollution prevention program development.

FUNDING AWARD: EPA's Office of Pollution Prevention and Toxics (OPPT) anticipates awarding one cooperative agreement from this announcement, subject to availability of funds and the quality of applications received for the performance period of October 1, 2020 through September 30, 2025. The total estimated funding for the cooperative agreement is up to \$800,000 for the five-year period. Approximately \$160,000 is expected to be available in fiscal year (FY)

2021. FY2021 represents the period from October 1, 2020 through September 30, 2021. Incremental funding may be made available each year for the remaining four years, depending on funding availability, satisfactory performance, and other applicable considerations, allowing the project to continue for a total of five years.

Applicants are strongly encouraged to read this announcement in its entirety as it provides important information on goals and priorities, explains program requirements, and offers agency grant policies and procedures.

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FULL TEXT OF ANNOUNCEMENT

SECTION I. FUNDING OPPORTUNITY DESCRIPTION

A. Background

In 2010, EPA's Office of Pollution Prevention and Toxics (OPPT) established the National Tribal Toxics Council (NTTC) to raise and assess tribal chemical risk management and pollution prevention program development and implementation issues with OPPT, assess national chemical risk management policy and pollution prevention initiatives that affect tribes and Alaska Native Villages; offer a network for tribal chemical risk management officials to share information and represent tribal interests on chemical risk assessment, risk management policy and pollution prevention initiatives that impact tribes; and promote and enhance tribal chemical risk management and pollution prevention program development in Indian country.

The NTTC is comprised of approximately 12 members from federally recognized tribes, or those employed by the tribe who are focused on providing Tribes with an opportunity for greater input on toxic chemicals and pollution prevention. The NTTC is led by an elected Chairperson and Co-Chairperson.

Over the past decade, the NTTC and EPA have developed a successful collaborative partnership and the agency is looking forward to continuing the effort by way funding of a new assistance agreement.

B. Program Description

1. Purpose and Scope

Under the authority of the Toxic Substance Control Act (TSCA), Section 10, EPA is announcing a five-year competitive funding opportunity intended to provide financial, technical and administrative support to the NTTC. The NTTC will advance chemicals management and pollution prevention policies and programs consistent with the needs, interests and unique legal status of American Indian Tribes, Alaska Native Villages and intertribal organizations through 1) raising and assessing tribal chemical risk management and pollution prevention program development and implementation issues with OPPT; 2) assessing national chemical risk management policy and pollution prevention initiatives that affect tribes and Alaska Native Villages; 3) offering a network for tribal chemical risk management officials to share information between tribes, federal parties and other organizations and represent tribal interests on chemical risk assessment, risk management policy and pollution prevention initiatives that impact tribes; and 4) promoting and enhancing tribal chemical risk management and pollution prevention program development.

The recipient will provide administrative support to the NTTC that includes a variety of activities including but not limited to: hosting meetings, monthly calls, managing a website, identifying high priority toxics and pollution prevention areas of tribal interest, developing effective outreach, and working cooperatively with both the tribes and EPA on programmatic issues.

2. Goals and Objectives

The goal of this project is to advance tribal and EPA collaboration and try to improve environmental conditions and human health for tribal populations through chemical risk assessment, risk management, reduction and pollution prevention.

The objectives of this project are to:

- Strengthen tribal chemical risk management and pollution prevention programs where they already exist;
- Assist tribes and Alaska Native Villages that do not have chemical risk management and pollution prevention programs in assessing whether they need such programs and, if so, in developing and implementing such programs;
- Facilitate communications between tribes, Alaska Villages and intertribal organizations and other interested partners on chemical risk management and pollution prevention issues;
- Increase tribal capacity to understand, assess and manage chemical risks and pollution prevention opportunities;
- Enhance tribal consultation and coordination on national chemical risk assessment, risk management policy and pollution prevention initiatives;

- Raise any chemical risk management and pollution prevention concerns, interests, inquiries and information communicated to the NTTC by tribes, Alaska Native Villages, and intertribal organizations to EPA; and
- Promote chemical risk management education and pollution prevention awareness and assist in the establishment, development, and implementation of comprehensive chemical risk assessment, risk management and pollution prevention programs in Indian country.

3. Activities to be Funded

All applications will address the activities to be funded under this assistance agreement, which supports the purpose and objectives listed above. The recipient will utilize the funds to administer and support the NTTC to:

a. Recruit new NTTC members, as needed

Maintain NTTC membership of approximately 12 geographically and technically diverse members, filling vacancies and holding elections pursuant to the charter with members capable of representing the interests of tribes, Alaska Native Villages and intertribal organizations on chemical risk management and pollution prevention issues. The recipient will carry out the selection process of new members in consultation with EPA's project officer and existing NTTC members.

b. Maintain the NTTC Charter

Revise the NTTC Charter as needed, to ensure its effectiveness in achieving NTTC goals and objectives while ensuring compliance with federal regulations.

c. Support the NTTC

- Organize and administer two in-person meetings annually, including all travel logistics and funding for NTTC members, meeting location logistics, agenda development, note taking and any associated meeting follow-up such as action items and meeting summary, etc. In addition to the in-person meetings, the recipient may also conduct web-based meetings and conference calls to facilitate full and effective participation of NTTC members and other meeting attendees.
- Administer monthly teleconference calls. Collaboratively develop agendas with input from the NTTC chair, NTTC members and EPA and provide conference call summaries including next steps and action item follow-up.
- Develop and maintain a website where members and the public can access information about the NTTC, including research reports, studies, training course announcements and the results of NTTC meetings.
- Maintain NTTC databases, mailing lists and files, including current chemical risk management and pollution prevention contacts with all tribes, Alaska Native Villages and intertribal organizations.

- Serve as a clearinghouse for tribal chemical risk assessment, risk management and pollution prevention codes, laws, regulations, programs and policies, as well as identifying related education, technical assistance and training materials needs for all tribes, Alaska Native Villages, and intertribal organizations.
- Convey publicly available information about funding opportunities for chemical risk management and pollution prevention programs to all tribes, Alaska Native Villages, and intertribal organizations.
- Develop written comments, letters and issue papers on behalf of the NTTC regarding OPPT regulations, guidance, policies and programs that affect all tribes, Alaska Native Villages, and intertribal organizations.
- Increase tribal engagement with consultation and coordination on national chemical risk assessment, risk management policy and pollution prevention initiatives by enhancing tribal understanding, participation, and input on regulatory issues and decisions.

d. Administrative contact

Serve as the administrative contact for NTTC with EPA and manage all aspects of the NTTC cooperative agreement and all associated requirements including submission of quarterly progress reports, yearly report, and annual budget requests for incremental funding.

C. Alignment with EPA’s Strategic Plan and Expected Outcomes and Outputs

1. Alignment with EPA’s Strategic Plan

Pursuant to Section 6a of EPA Order 5700.7a1 “Environmental Results under EPA Assistance Agreement” (https://www.epa.gov/sites/production/files/2015-03/documents/epa_order_5700_7a1.pdf), EPA requires the activities funded by this assistance agreement support the EPA’s FY2018-2022 Strategic Plan. <https://www.epa.gov/planandbudget/strategicplan.html>. Specifically, applicants will support Goal 1: A Cleaner, Healthier Environment, Objective 1.4: Ensure Safety of Chemicals in the Marketplace; and Goal 2: More Effective Partnerships, Objective 2.1 Enhance Shared Accountability of the EPA Strategic Plan. All applications must be for projects that support the goals and objectives identified above.

2. Outputs

EPA requires that assistance agreement applicants adequately describe environmental outputs (e.g., activities, products) and outcomes (results achieved from outputs) expected under this assistance agreement. Applicants must provide a plan for potential expected outputs and outcomes.

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.

The anticipated outputs of this assistance agreement are to successfully accomplish the activities listed in Section 1.B.3. as well as any additional activities proposed by the applicant.

Examples of anticipated outputs include, but are not limited to:

- Administer two in-person meetings annually with 10-12 attendees, develop agendas and document outcomes with meeting notes;
- Administer approximately 10 teleconferences annually; develop agendas and document outcomes with meeting notes;
- Develop written comments on behalf of the NTTC members regarding EPA rules, guidance, policies, and OPPT programs that affect tribes and issue papers as needed and demonstration projects as requested by the NTTC;
- Maintain a NTTC website that is relevant to the NTTC membership and contains material requested by the group; and,
- Submit quarterly reports, an annual end of year report and a final report at the end of the project that documents the activities, achievements, and budget status of the NTTC cooperative agreement.

If environmental data is collected as an anticipated output, quality assurance documentation is needed and must be approved by EPA before the conduct of environmental data operations begins.

3. 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 and correlate with the objectives of the National Toxics Tribal Council (NTTC). They may not necessarily be achievable within an assistance agreement funding period.

Examples of anticipated outcomes include, but are not limited to:

- Increased communication and cooperation between EPA, tribes and Alaska Native Villages involved in various aspects of chemical risk assessment, risk management and pollution prevention programs;
- Improved tribal understanding of chemical risk assessment, risk management and pollution prevention concerns to more effectively protect human health and the environment in Indian country; and

- Enhanced capabilities of tribal participants through increased knowledge of how to implement quality chemical risk assessment, risk management regulatory and pollution prevention programs, leading to better protection of human health and the environment in Indian country.

D. Statutory Authority

The statutory authority for this action is Section 10 of the Toxic Substances Control Act which allows the Agency to fund studies, research, demonstration projects and training which address chemical risk assessment, risk management and prevention of pollution. This solicitation will allow for collaborative work with the selected grantee to address tribal concerns regarding chemical risk assessment, risk management and pollution prevention to more effectively protect human health and the environment in Indian country.

SECTION II. AWARD INFORMATION

A. Amount of Funding Available

The total estimated funding expected to be available for award under this announcement is approximately \$800,000, depending on availability of funds. EPA expects that approximately \$160,000 will be available in FY 2021. At the conclusion of the first one-year period of performance, incremental funding of approximately \$160,000 may be made available for each additional year allowing the project to continue for up to a total of five (5) years depending on the Agency's priorities, available funding, and the satisfactory performance of the recipient. EPA reserves the right to reject all applications and make no awards under this solicitation.

B. Partial Funding

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

C. Number of Awards

EPA anticipates awarding one cooperative agreement under this announcement subject to availability of funds and quality of evaluated applications, and other applicable considerations.

D. Project Duration

The estimated project period for this award resulting from this cooperative agreement is expected to begin October 1, 2020. The proposed project period may be up to five years with an estimated completion date of September 30, 2025.

E. Funding Type

EPA intends to award one cooperative agreement for this solicitation.

Cooperative agreements provide for substantial involvement between EPA Project Officer and the selected applicant 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, EPA will have substantial technical interaction with the cooperative agreement recipient. As such, the anticipated substantial EPA involvement for this project will 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;
- Review and approve of proposed procurement(s) in accordance with 2 CFR 200.317 and 2 CFR 200.318;
- Approve qualifications of key personnel (EPA will not select employees or contractors employed by the award recipient);
- Review and approval of proposed work and the substantive terms of the subaward agreements;
- Review and comment on tasks or deliverables and reports or publications prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient); and
- Approve any proposed changes to the workplan and/or budget.

EPA does not have the authority to select employees or contractors employed by the recipient. The final decision on the content of reports rests with the recipient.

SECTION III. ELIGIBILITY INFORMATION

A. Eligible Applicants

In accordance with CFDA 66.716 and EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA will be accepting applications from the following eligible entities: any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any agency or instrumentally of a state, including state colleges and universities, federally recognized tribes, Native American Organizations (includes Indian groups, cooperatives, corporations, partnerships, and associations), public and private colleges and universities, public or private nonprofit section 501(c)(3) organizations.

B. Cost Sharing/Matching

Cost sharing or matching funds are not required as a condition of eligibility under this competition.

C. Threshold Eligibility Criteria

Applications will be deemed ineligible if the threshold eligibility criteria listed below are not met at the time of application submission. Only applications from eligible entities (see Section III.A.) will be evaluated against the ranking factors in Section V. of this announcement. Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

1. Threshold program requirements:

- a. The application must address all the objectives and activities to be funded. The objectives and activities to be funded are listed under Sections I.B.2 and I.B.3.
- b. Applications must substantially comply with the application submission requirements in Section I.C., including alignment with EPA's Strategic Plan, outputs and outcomes.
- c. Applications must be from an eligible applicant (see Section III.A). Only one application may be submitted per applicant. Additional applications will be rejected.
- d. Ineligible activities: if an application is submitted that includes any ineligible tasks or activities, that portion of the application will be ineligible for funding and may, depending on the extent to which it affects the application, render the entire application ineligible for funding.

2. Threshold submission requirements:

- a. Applications must substantially comply with the application submission instructions and requirements set forth in Section IV of this announcement or else they will be rejected.
- b. In addition, applications must be submitted through www.grants.gov as stated in Section IV of this announcement on or before the application submission deadline published in Section IV.B of this announcement. Applicants are responsible for following the submission instructions in Section IV of this announcement to ensure their application is timely submitted.
- c. Applications received after the submission deadline will be considered late and deemed ineligible without further consideration unless the applicant can clearly demonstrate that it was late due to EPA mishandling or because of technical problems associated with Grants.gov or relevant SAM.gov system issues. An applicant's failure to timely submit their application through Grants.gov because they did not timely or properly register in www.sam.gov or Grants.gov will not be considered an acceptable reason to consider a late submission. Applicants should

confirm receipt of their application with Irina Myers at myers.irina@epa.gov, or 202-564-8822 as soon as possible after the submission deadline. Failure to do so may result in your application not being reviewed.

SECTION IV. APPLICATION AND SUBMISSION INSTRUCTIONS

A. Requirement to Submit Through Grant.gov and Limited Exception Procedures

Applicants, except as noted below, must apply electronically through www.grants.gov for this funding opportunity based on the Grants.gov instructions in this announcement. If an applicant does not have the technical capability to apply electronically through Grants.gov because of limited or no Internet access which prevents them from being able to upload the required application materials to www.grants.gov, the applicant must contact OMS-ARM-OGDWaivers@epa.gov or the address listed below in writing (e.g., hard copy, email) at least 15 calendar days prior to the submission deadline under this announcement to request approval to submit their application materials through an alternate method.

Mailing Address:

OGD Waivers
c/o Jessica Durand
USEPA Headquarters
William Jefferson Clinton Building
1200 Pennsylvania Ave., N. W.
Mail Code: 3903R
Washington, DC 20460

Courier Address:

OGD Waivers
c/o Jessica Durand
Ronald Reagan Building
1300 Pennsylvania Ave., N.W.
Rm # 51278
Washington, DC 20004

In the request, the applicant must include the following information:

- Funding Opportunity Number (FON) EPA-HQ-OPPT-2020-003
- Organization Name and Unique Entity Identifier (e.g., DUNS)
- Organization's Contact Information (email address and phone number)
- Explanation of how they lack the technical capability to apply electronically through Grants.gov because of 1) limited internet access or 2) no internet access which prevents them from being able to upload the required application materials through Grants.gov.

EPA will only consider alternate submission exception requests based on the two reasons stated above and will timely respond to the request; all others will be denied. If an alternate submission

method is approved, the applicant will receive documentation of the approval of the alternate submission method and further instructions on how to apply under this announcement. Applicants will be required to submit the documentation of approval with any initial application submitted under the alternative method. In addition, any submittal through an alternative method must comply with all applicable requirements and deadlines in this announcement including the submission deadline and requirements regarding proposal content and page limits (although the documentation of approval of an alternate submission method will not count towards any page limits).

If an exception is granted, it is valid for submissions to EPA for the remainder of the entire calendar year in which the exception was approved and can be used to justify alternative submission methods for application submissions made through December 31 of the calendar year in which the exception was approved (e.g., if the exception was approved on March 1, 2020 it is valid for any competitive or non-competitive application submission to EPA through December 31, 2020). Applicants need only request an exception once in a calendar year and all exceptions will expire on December 31 of that calendar year. Applicants must request a new exception from required electronic submission to Grants.gov for submissions for any succeeding calendar year. For example, if there is a competitive opportunity issued on December 1, 2020 with a submission deadline of January 15, 2021, the applicant would need to submit a new exception through alternative methods beginning January 1, 2021.

Please note that the process described in this section is only for requesting alternate submission methods. All other inquiries about this announcement must be directed to the Agency Contact listed in Section VII of the announcement. Queries or requests submitted to the email address identified above for any reason other than to request an alternate submission method will not be acknowledged or answered.

B. Submission Instructions

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 on the registration requirements that must be completed in order to submit an application through grants.gov, go to www.grants.gov and click on “Applicants” on the top of the page and then go to the “Get Registered” link on the page.

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. Please note that the registration process also requires that your organization have a Unique Entity Identifier (e.g. DUNS number) and a current registration with the System for Award Management (SAM) and the process of obtaining both could take a month or more. Applicants must ensure that all registration requirements are met in order to apply for this opportunity through Grants.gov and should ensure that all such requirements have been met well in advance of the submission deadline. Registration on Grants.gov, SAM.gov, and DUNS number assignment is FREE.

Applicants need to ensure that the AOR who submits the application through Grants.gov and whose Unique Entity Identifier (e.g., DUNS number) is listed on the application is an AOR for

the applicant listed on the application. Additionally, the Unique Entity Identifier listed on the application must be registered to the applicant organization's SAM account. If not, the application may be deemed ineligible.

To begin the application process under this announcement, go to www.grants.gov and click on “Applicants” on the top of the page and then “Apply for Grants” from the dropdown menu and then follow the instructions accordingly. Please note: To apply through Grants.gov, you must use Adobe Reader software and download the compatible Adobe Reader version. For more information about Adobe Reader, to verify compatibility, or to download the free software, please visit <https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>

You may also be able to access the application package for this announcement by searching for the opportunity on www.grants.gov. Go to www.grants.gov and then click on “Search Grants” at the top of the page and enter the Funding Opportunity Number, EPA- HQ-OPPT-2015-003, or the CFDA number that applies to the announcement (CFDA 66.716), in the appropriate field and click the Search button.

Please Note: All applications must now be submitted through Grants.gov using the "Workspace" feature. Information on the Workspace feature can be found at the [Grants.gov Workspace Overview Page](#).

- 1. Application Submission Deadline:** Your organization’s AOR must submit your complete application package electronically to EPA through Grants.gov (<https://www.grants.gov>) no later than **July 6, 2020 11:59 pm (ET)**. Please allow for enough time to successfully submit your application process and allow for unexpected errors that may require you to resubmit.

Please submit all of the application materials described below using the Grants.gov application package that you downloaded using the instructions above.

- 2. Application Materials:** The following forms and documents **are required** under this announcement.

Mandatory Documents:

- a. Application for Federal Assistance (SF-424)
- b. Budget Information for Non-Construction Programs (SF-424A)
- c. EPA Key Contacts Form 5700-54
- d. EPA 4700-4 Pre-Award Compliance Review Report
- e. Narrative Proposal- prepared as described in Section IV.D.2. of the announcement.

Applications submitted through Grants.gov will be time and 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 Irina Myers at (202) 564-8822. Failure to do so may result in your application not being reviewed.

C. Technical Issues with Submission

Once the application package has been completed, the “Submit” button should be enabled. If the “Submit” button is not active, please call Grants.gov for assistance at 1-800-518-4726. Applicants who are outside the U.S. at the time of submittal and are not able to access the toll-free number may reach a Grants.gov representative by calling 606-545-5035. Applicants should save the completed application package with two different file names before providing it to the AOR to avoid having to re-create the package should submission problems be experienced, or a revised application needs to be submitted.

Submitting the application. The application package must be transferred to Grants.gov by an AOR. The AOR should close all other software before attempting to submit the application package. Click the “submit” button of the application package. Your Internet browser will launch, and a sign-in page will appear.

Note: Minor problems are not uncommon with transfers to Grants.gov. It is essential to allow sufficient time to ensure that your application is submitted to Grants.gov BEFORE the due date identified in Section IV of the solicitation. The Grants.gov support desk operates 24 hours a day, seven days a week, except Federal Holidays. A successful transfer will end with an onscreen acknowledgement. For documentation purposes, print or screen capture this acknowledgement. If a submission problem occurs, reboot the computer – turning the power off may be necessary – and re-attempt the submission. Note: Grants.gov issues a “case number” upon a request for assistance.

Transmission Difficulties. If transmission difficulties that result in a late transmission, no transmission, or rejection of the transmitted application are experienced, and following the above instructions do not resolve the problem so that the application is submitted to www.grants.gov by the deadline date and time, follow the guidance below. The Agency will make a decision concerning acceptance of each late submission on a case-by-case basis. All emails, as described below, are to be sent to Irina Myers at myers.irina@epa.gov with the FON in the subject line. Be aware that EPA will only consider accepting applications that were unable to transmit due to www.grants.gov or relevant www.sam.gov system issues or for unforeseen exigent circumstances, such as extreme weather interfering with internet access. Failure of an applicant to submit timely because they did not properly or timely register in SAM.gov or Grants.gov is not an acceptable reason to justify acceptance of a late submittal.

If you are experiencing problems resulting in an inability to upload the application to Grants.gov, it is essential to call Grants.gov for assistance at 1-800-518-4726 before the application deadline. Applicants who are outside the U.S. at the time of submittal and are not able to access the toll-free number may reach a Grants.gov representative by calling 606-545-5035. Be sure to obtain a case number from Grants.gov. If the problems stem from unforeseen exigent circumstances unrelated to Grants.gov, such as extreme weather interfering with internet access, contact Irina Myers at 202-564-8822.

Unsuccessful transfer of the application package: If a successful transfer of the application cannot be accomplished even with assistance from Grants.gov due to electronic submission system issues or unforeseen exigent circumstances, and you have already attempted to resolve

the issue by contacting Grants.gov, send an email message to Irina Myers (myers.irina@epa.gov) prior to the application deadline. The email message must document the problem and include the Grants.gov case number as well as the entire application in PDF format as an attachment.

Grants.gov rejection of the application package: If a notification is received from Grants.gov stating that the application has been rejected for reasons other than late submittal and it is not too late to reapply, promptly send an email to Irina Myers at myers.irina@epa.gov with the FON in the subject line within one business day of the closing date of this solicitation. The email should include any materials provided by Grants.gov and attach the entire application in PDF format.

Please note that successful submission through Grants.gov or via email does not necessarily mean your application is eligible for award.

D. Content of Application Submission

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

1. Application Forms

Please complete the forms as appropriate. Additional guidance on completing the forms is available through EPA's office of Grants and Debarment, <https://www.epa.gov/ogd>

- Standard Form 424, *Application for Federal Assistance*. Please note that that organizational Dun and Bradstreet (B&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 number request line at 1-866-705-5711.
- Standard Form 424A, *Budget Information – Non-Construction Programs*
- EPA Form 4700-4, *Pre-Award Compliance Review Report for All Applicants Requesting Federal Financial Assistance*
- EPA Form 5700-54, *Key Contacts Form*
- Narrative Proposal (See Section IV.C.2. below for additional information)
- Other Documents (See Section IV.C.3. below for additional information)

2. Narrative Proposal

The narrative proposal must contain all parts described below. Each page must be numbered, formatted for 8.5 x 11-inch paper, and be single spaced. Electronic files must be legible and in Adobe Acrobat PDF or MS Word for Windows. The contents of the narrative proposal section below cannot exceed the page limits identified below for each section. Pages past the page limit for each section will not be considered. Optional documents, such as, Federal forms, resumes, letters of support, can be submitted as attachments and will not count toward the 15-page limit.

a. Cover Page (one-page limit)

- EPA Funding Opportunity Number (FON) EPA-HQ-OPPT-2020-003
- Project Title
- Applicant Information. Include applicant (organization) name, address, contact person, phone number, fax and e-mail address.
- First Year Funding Request. Specify the amount you are requesting from EPA.
- Total Project Cost. Specify total cost of the project. Identify funding from other sources, including cost share or in-kind resources.
- Project period. Provide beginning and ending dates. (Projects are anticipated to begin date and end no later than date.)
- DUNS number

b. Executive Summary (two-page limit): A stand-alone, concise description of the projects with objectives, outputs, and outcomes; and an assurance that your organization meets the eligibility factors listed in Section III (Eligibility Information).

c. Workplan (twelve-page limit): The workplan must directly and explicitly describe how the project meets the guidelines established in Sections I-III of this announcement (including the requirements in Section I and the applicable threshold eligibility criteria in Section III.C) and must address each of the evaluation criteria set forth in Section V.

The workplan shall contain the following components:

- i. Describe how the project goals and objectives will meet the goal and objectives listed in Section I.B.2, the activities to be funded in Section I.B.3, and the outcomes and outputs identified in Section I.C.2 and I.C.3.
- ii. Describe in detail the project plan and approach to be undertaken, including the following:
 - Outline actions for meeting all the administrative and substantive needs of the NTTC.
 - Clear description of project outputs and outcomes and how progress towards achieving them will be tracked and measured.
 - Demonstrate an understanding of Indian country and respect for tribal sovereignty.
 - Explain how the project will promote the involvement of partner organizations and describe potential collaborators, coalitions, and/or existing networks you offer to increase possibility of project success.
 - Outline how the project will be disseminated and promoted to ensure project information reach the intended and potential audiences.

- Describe how the project will ensure that the information and outcomes will be of use to other organizations and stakeholders so that the project may continue after EPA funding ends.
- Describe the applicant's organization and experience related to tribal organizations and the proposed project.
- Describe staff expertise/qualifications, staff knowledge and resources or the ability to obtain them to successfully achieve the goals of the proposed project.
- Describe how the project will be tracked via quarterly reports and an annual report that documents all activities and efforts on project implementation and tracks and measures progress achieved towards the output and outcomes.
- Describe your plan and approach for ensuring timely expenditure of grant funds awarded.

d. Environmental Results – Outcomes, Outputs and Performance Measures. State how you will evaluate, track, and measure the success of the project in terms of measurable environmental results (see Section I.C). You should include performance measures that demonstrate the progress or environmental benefits of the project. At a minimum, all applications should include the following elements for the reporting of project measures: A plan for tracking and measuring your progress toward achieving the expected project outcomes and outputs identified in Section I.C.2 and I.C.3.

e. Programmatic Capability and Past Performance. Explain your current state of knowledge and experience related to the purposes and objectives stated in Section I.B.

Submit a list of federally funded assistance agreements (assistance agreements include Federal grants and cooperative agreements but not Federal contracts) similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than five 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 whether you adequately and timely reported on your progress towards achieving the expected outputs and outcomes of those agreements (and if not, explain why not) and whether you submitted acceptable final technical reports under the agreements. Include the Project Officer's name, email address, and phone number of these projects.

In evaluating applicants under these factors in Section V, the 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/prior

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 past reporting information, please indicate this here in the application and you will receive a neutral score for these factors under Section V. (A neutral score is half of the total points available in a subset of possible points.) If you do not provide any response for these items in this section, you may receive a score of 0 for these factors.

In addition, provide information on your organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and your staff's expertise/qualifications, staff knowledge and resources or the ability to obtain them, to successfully achieve the goals of the proposed project. Also describe your plan and approach for ensuring timely expenditure of grant funds awarded.

f. Detailed Budget Narrative (See Appendix A)

In addition to the SF-424A form, prepare an overall budget for the allocation of \$800,000 over five years. Prepare a detailed budget and narrative for the first incremental funding for an estimated \$160,000. Explain the need for funding under each of the appropriate budget categories as listed and illustrated in the budget example in Appendix A. Include both federal and voluntary (non-federal) cost share/match if applicable. Link each task or activity from the project workplan to the associated resources needed to accomplish the activity. Include sufficient detail for EPA to determine if the costs are eligible, allocable, reasonable, and allowable.

Selected applicant will need to submit a copy of their current Indirect Cost Rate Agreement that has been negotiated with a federal cognizant agency prior to award (see RAIN-2018-G02 at <https://www.epa.gov/grants/rain-2018-g02> for more information about indirect costs).

3. Optional Documents. These are optional and are not included in the page limit.

- a. Biographical Sketch. Provide resumes or curriculum vitae for Project Managers and any other key personnel.
- b. Negotiated Indirect Cost Agreement

E. Submission Dates and Times

The closing date and time for submission of applications is **July 6, 2020 11:59 p.m., Eastern Time (ET)**. Applications submitted after the closing date and time will not be considered for funding.

COVID-19 Update: EPA is providing flexibilities to applicants experiencing challenges related to COVID-19. Please see the **Flexibilities Available to Organizations Impacted by COVID-19** clause in Section IV of [EPA's Solicitation Clauses](#).

F. Additional Provisions for Applicants Incorporated into the Solicitation

Additional provisions that apply to this solicitation and/or awards made under this solicitation, including but not limited to those related to confidential business information, contracts and subawards under grants, and proposal assistance and communications, can be found at https://www.epa.gov/ogd/competition/solicitation_provisions.htm. These, and the other provisions that can be found at the website link, are important, and applicants must review them when preparing proposals for this solicitation. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in this solicitation to obtain the provisions.

SECTION V. APPLICATION REVIEW INFORMATION

Only eligible entities whose application(s) meet the threshold criteria in Section III of this announcement will be evaluated according to the evaluation criterion set forth below. Applicants should explicitly address these criteria as part of their application package submittal in the narrative proposal. Each application will be rated using a points system. Applications will be evaluated based on a total of 100 points possible.

A. Evaluation Criteria

Criteria	Points
Total Possible Points	100
1. Project Goals and Objectives Under this criterion, applicants will be evaluated based on their ability to clearly and concisely describe and address the Goals and Objectives stated in Section I.B.2 and associated activities in Section I.B.3. (10 points)	10
2. Summary/Workplan Under this criterion applicants will be evaluated on their ability to demonstrate a successful/acceptable approach to supporting the NTTC. This includes evaluating the applicant's: a. previous experience in forming and supporting stakeholder and co-regulator associations, councils or other forms of collaborative and consultative organizations (10 points) b. previous experience conducting research, studies, and demonstration and training projects with tribes, tribal organizations and their peoples, and awareness of cultural differences among tribal populations (10 points)	35

<ul style="list-style-type: none"> c. ability to help build and maintain effective partnerships through networking by way of databases and contact lists to advance tribal issues and target solutions to specific situations (10 points) d. use of technology, including development and/or support of web pages, to foster communication and understanding and to achieve the administrative, budgetary, project management and communication activities necessary to meet the project goals objective (5 points) 	
<p>3. Environmental Results—Outcomes, Outputs, and Performance Measures</p> <p>Under this criterion, the Agency will evaluate the effectiveness of the applicant’s plan for tracking and measuring its progress toward achieving the expected project outputs and outcomes, including those identified in Section I.C of this announcement. In addition, the Agency will evaluate the performance measures proposed by the applicant and how they will be used to help track, measure, and report the applicant’s progress towards achieving the expected outputs and outcomes. (10 points)</p>	10
<p>4. Programmatic Capability and Past Performance</p> <p>Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project taking into account:</p> <ul style="list-style-type: none"> a. organizational experience that demonstrates understanding of Indian country and plan for timely and successfully achieving the objectives of the proposed project (10 points) b. staff technical expertise and qualifications, staff knowledge including knowledge of Indian country, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project (10 points) c. past performance in successfully completing and managing the assistance agreements identified in the narrative proposal as described in Section IV.D of the announcement (8 points) d. history of meeting the reporting requirements under the assistance agreements identified in the narrative proposal as described in Section IV.D of the solicitation including whether the applicant submitted acceptable final technical reports under those agreements and the extent to which the applicant adequately and timely reported on their progress towards achieving the expected outputs and outcomes under those agreements and if such progress was not being made whether the applicant adequately reported why not. (5 points) 	33

<p>Note: In evaluating applicants under items c and d. of 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). 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 these sub-factors (items c. and d. above). A neutral score is half of the total points available in a subset of possible points. If you do not provide any response for these items, you may receive a score of 0 for these factors.</p>	
<p>5. Budget/Resources</p> <p>Under this criterion, the Agency will evaluate the proposed project budget to determine whether:</p> <ul style="list-style-type: none"> a. costs are reasonable to accomplish the proposed goals, objectives, and measurable environmental outcomes (4 points) b. the proposed budget provides a detailed breakout of the approximate funding used for each major activity (4 points) c. their approach, procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner. (4 points) <p>An applicant’s budget and budget narrative must account for both federal funds and any nonfederal funds (e.g., any voluntary cost share/match if applicable). While a cost share/match is not required, applicants who choose to provide one must precisely describe in their budget narrative how they will account for any voluntary cost share/match and what role EPA funding will play in the overall project.</p>	<p>12</p>

B. Review and Selection Process

Applications will first be evaluated against the threshold eligibility criteria listed in Section III. Only those applications which meet all of the threshold eligibility criteria will be evaluated using the evaluation criteria listed above by an EPA evaluation team. Each application will be given a numerical score and will be rank-ordered according to the numerical score. Preliminary funding recommendations will be provided to the Selection Official based on the ranking.

C. Other Factors

Final funding decisions will be made by the Selection Official based on the rankings and preliminary recommendations of the EPA evaluation team. In making the final funding decisions, the Selection Official may also consider programmatic priorities and geographic

diversity of funds. Once final decisions have been made, a funding recommendation will be developed and forwarded to the EPA Award Official.

D. Additional Provisions

Additional provisions that apply to this solicitation and/or awards made under this solicitation including the clause on Reporting and Use of Information Concerning Recipient Integrity and Performance can be found under Section V. on the EPA solicitation Clauses website at <https://www.epa.gov/grants/epa-solicitation-clauses>. These, and other provisions that can be found at the website link, are important, and applicants must review them when preparing applications for this solicitation. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in Section VII of this solicitation to obtain the provisions.

SECTION VI. AWARD ADMINISTRATION INFORMATION

A. Award Notification

Following evaluation of applications, all applicants will be notified regarding their status.

- 1. Successful Applicants.** EPA anticipates notification to the successful applicant will be made via telephone, email or postal mail by August 1, 2020. The notification will be sent to the original signer of the application or the project contact listed in the application. This notification, which informs the applicant that its application has been selected and is being recommended for award is not an authorization to begin work. The official notification of an award will be made by the Grants and Interagency Management Division (GIAMD).

Applicants are cautioned that only a grants officer is authorized to bind the Government to the expenditure of funds; selection does not guarantee an award will be made. For example, statutory authorization, funding, or other issues discovered during the award process may affect the ability of EPA to make an award to an applicant. The award notice, signed by the EPA grants officer, is the authorizing document and will be provided through electronic or postal mail. The successful applicant may need to prepare and submit additional documents and forms (e.g., work plan), which must be approved by EPA, before the grant can officially be awarded. The time between notification of selection and award of a grant can take up to 90 days or longer.

- 2. Unsuccessful Applicants.** EPA anticipates notification to unsuccessful applicant(s) will be made via email or postal mail by August 1, 2020. The notification will be sent to the original signer of the Standard Form (SF) 424, Application for Federal Assistance.

B. Administrative and National Policy Requirement

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

<https://www.epa.gov/grants/policy-regulations-and-guidance-epa-grants>.

C. Reporting Requirements

The successful applicant will be required to submit quarterly progress reports throughout the duration of the project summarizing technical progress, planned activities for next quarter and a summary of expenditures. Progress reports are due 30 days post each quarter of the project period. The applicant will also submit an annual end of year summary report that summarizes the main accomplishments. A final project report is also required 90 days following the end of the project period and should highlight the main accomplishments and include a description of project activities including accomplishments, successes and lessons learned along with any problems and/or delays. All reports should be submitted electronically.

D. 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, 2005) which can be found at <https://www.epa.gov/grants/grant-competition-dispute-resolution-procedures>. Copies of these procedures may also be requested by contacting Irina Myers at myers.irina@epa.gov. Note, the FR notice references regulations at 40 CFR Parts 30 and 31 that have been superseded by regulations in 2 CFR parts 200 and 1500. Notwithstanding the regulatory changes, the procedures for competition-related disputes remains unchanged from the procedures described at 70 FR 3629, 3630, as indicated in 2 CFR Part 1500, Subpart E.

E. Additional Provisions for Applicants Incorporated Into the Solicitation

Additional provisions that apply to this solicitation and/or awards made under this solicitation, including, but not limited to, those related to DUNS, SAM, copyrights, disputes, and administrative capability, can be found at: <https://www.epa.gov/grants/epa-solicitation-clauses>. These, and the other provisions that can be found at the website link are important, and applicants must review them when preparing proposals for this solicitation. If you are unable to access these provisions electronically at the website above, please communicate with the EPA contact listed in this solicitation to obtain the provisions.

SECTION VII. AGENCY CONTACT

If you have questions or need additional information regarding this announcement, please contact:

U.S. Environmental Protection Agency
ATTN: Irina Myers
Office of Pollution Prevention and Toxics
1200 Pennsylvania Ave, NW
Mail Code 7408M
Washington, DC 20460
202-564-8822

Email: myers.irina@epa.gov

Appendix A

Budget Detail

This section of the work plan is a detailed description of the budget found in the SF-424A must include a detailed discussion of how EPA funds will be used. Applicants must **itemize** costs related to personnel, fringe benefits, travel, equipment, supplies, contractual costs, other direct costs, indirect costs, and total costs. Additional guidance for developing the applicant's budget is available in RAIN-2019-G02 at <https://www.epa.gov/grants/rain-2018-g02>, "Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance."

Applicants must include sufficient detail for EPA to determine if the costs are eligible, allocable, reasonable, and allowable. While a cost share/match is not required, applicants that choose to provide a voluntary cost share/match must clearly specify the amount of federal funding and the cost-share amount for each category of total project in the budget narrative. All matching funds are subject to the regulations governing matching fund requirements at 2 CFR Part 200.

Applicants should use the following instructions and budget object class descriptions to complete the Budget Detail section of the work plan.

Personnel. List all proposed staff positions by title. Give annual salary, percentage of time assigned to the project, and total cost for the budget period. This category includes only direct costs for the salaries of those individuals who will perform work directly for the project (generally, paid employees of the applicant organization). If the applicant organization is including staff time (in-kind services) as a cost share, this should be included as Personnel costs. Personnel costs do not include: (1) costs for services of consultants, contractors, consortia members, or other partner organizations, which are included in the "Contractual" category; (2) costs for employees of subrecipients under subawards, which are included in the "Other" category; or (3) effort that is not directly in support of the proposed project, which may be covered by the organization's negotiated indirect cost rate. The budget detail must identify the personnel category type by Full Time Equivalent (FTE), including percentage of FTE for part-time employees, number of personnel proposed for each category, and the estimated funding amounts.

Fringe Benefits. Identify the percentage used, the basis for its computation, and the types of benefits included. Fringe benefits are allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages. Fringe benefits include, but are not limited to the cost of leave, employee insurance, pensions and unemployment benefit plans.

Travel. Specify the mileage, per diem, estimated number of trips in-State and out-of-State, number of travelers, and other costs for each type of travel. Travel may be integral to the purpose of the proposed project (e.g. inspections) or related to proposed project activities (e.g. attendance at meetings). Travel costs do not include: (1) costs for travel of consultants, contractors, consortia members, or other partner organizations, which are included in the "Contractual" category; (2) travel costs for employees of subrecipients under subawards, which are included in the "Other" category.

Equipment. Identify each item to be purchased which has an estimated acquisition cost of \$5,000 or more per unit and a useful life of more than one year. Equipment also includes accessories necessary to make the equipment operational. Equipment does not include: (1) equipment planned to be leased/rented, including lease/purchase agreement; or (2) equipment service or maintenance contracts. These types of proposed costs should be included in the “Other” category. Items with a unit cost of less than \$5,000 should be categorized as supplies, pursuant to 2 CFR Part 200. The budget detail must include an itemized listing of all equipment proposed under the project.

Supplies. “Supplies” means all tangible personal property other than “equipment”. The budget detail should identify categories of supplies to be procured (e.g., laboratory supplies or office supplies). Non-tangible goods and services associated with supplies, such as printing service, photocopy services, and rental costs should be included in the “Other” category.

Contractual. Identify each proposed contract and specify its purpose and estimated cost. Contractual/consultant services are those services to be carried out by an individual or organization, other than the applicant, in the form of a procurement relationship. Leased or rented goods (equipment or supplies) should be included in the “Other” category. The applicant should list the proposed contract activities along with a brief description of the scope of work or services to be provided, proposed duration, and proposed procurement method (competitive or non-competitive), if known.

Other. List each item in sufficient detail for EPA to determine the reasonableness and allowability of its cost. This category should include only those types of direct costs that do not fit in any of the other budget categories. Examples of costs that may be in this category are: insurance; rental/lease of equipment or supplies; equipment service or maintenance contracts; printing or photocopying; participant support costs such as non-employee training stipends and travel, subsidies or rebates for purchases of pollution control equipment; and subaward costs. Applicants should describe the items included in the “Other” category and include the estimated amount of participant support costs in a separate line item. Additional information about participant support costs is contained in RAIN-2018-G05 at <https://www.epa.gov/grants/rain-2018-g05>, “Interim EPA Guidance on Participant Support Costs.”

Subawards (e.g., subgrants) are a distinct type of cost under this category. The term “subaward” means an award of financial assistance (money or property) by any legal agreement made by the recipient to an eligible subrecipient event if the agreement is referred to as a contract. This term does not include procurement purchases, technical assistance in the form of services instead of money, or other assistance in the form of revenue sharing, or direct appropriations. Subcontracts are not subawards and belong in the contractual category. Applicants must provide the aggregate amount they propose to issue as subaward work as a separate line item in the “Other” category and a description of the types of activities to be supported. Refer to EPA’s [Subaward Policy and supplemental Frequent Questions](#) for additional guidance.

Indirect Charges. If indirect charges are budgeted, indicate the approved or proposed rate and base. Indirect costs are those incurred by the grantee for a common or joint purpose that benefit more than one cost objective or project and are not readily assignable to specific cost objectives or projects as direct cost. For indirect costs to be included in the proposed budget, the applicant

must have an approved indirect cost rate (e.g., fixed rate with carry-forward, predetermined, final, provisional, 10% de minimis, extension of current or expired IDC rate, or approved continued use of current or expired rate), or must have submitted a proposal to the cognizant Federal or State agency. Examples of Indirect Cost Rate calculations are shown below:

- Personnel (Indirect Rate x Personnel = Indirect Costs)
- Personnel and Fringe (Indirect Rate x Personnel & Fringe = Indirect Costs)
- Modified Total Direct Costs (Indirect Rate x Modified Total direct costs = Indirect Costs)
- Direct Costs minus distorting or other factors such as contracts and equipment (Indirect Rate x (total direct cost – distorting factors) = Indirect Costs)
- Additional indirect cost guidance is available in [RAIN-2018-G02](#), “Indirect Cost Guidance for Recipients of EPA Assistance Agreements.”

Note on Management Fees: When formulating budgets for proposals, applicants must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the applicant’s cognizant Federal 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 cannot 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 work plan.

Example Budget Table

	EPA Funding	Cost Share Amount
Personnel		
1-Project Manager @ \$40/ hr x 10hrs/week x 52 wks		\$20,800
3 Project Staff @ \$25/hr x 40 hrs/wk x 40 wks	\$120,000	
TOTAL PERSONNEL	\$120,000	\$20,800
Fringe Benefits		
20% of Salary and Wages	20% (120,00)	20% (20,800)
Retirement, Health Benefits, FICA, SUI	\$24,000	\$4,160
TOTAL FRING BENEFITS		
Travel		
Travel for Project Manager and staff: 500 mi/mo @ \$0.55/mi x 12 mo	\$3,300	
TOTAL TRAVEL	\$3,300	
Equipment		
TOTAL EQUIPMENT	\$0	
Supplies		
Office related supplies to support training	\$10,000	
TOTAL SUPPLIES	\$10,000	
Contractual		
Support Services Contract	\$20,000	
TOTAL CONTRACTUAL	\$20,000	
Other		
Subaward Costs		
Participant Support Costs		
Additional Other Costs		
TOTAL OTHER	\$0	
Indirect Charges		
Federal Negotiated Indirect Cost Rate (10% de minimis)	\$12,000	
TOTAL INDIRECT	\$12,000	
TOTAL Funding	\$189,300	\$24,960
TOTAL PROJECT COST	\$214,260	