

**GAP Narrative Template for Inter-Tribal Consortia
EPA Region 10**

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| Name of Consortium (as listed in the Federal Register): |
| Address: |
| Telephone Numbers: |
| Duns Number: |
| System Award Management (SAM) Registration Renewal Date: |
| Governing Body Name (if different from Federal Register): |
| Date: |

I. INTRODUCTION

Describe the consortium, including details such as:

- Where it is located
- Cultural groups
- How many members
- Population of consortia members

II. ADMINISTRATIVE CAPACITY

Detail the consortium’s administrative capacity:

- Does the consortium have regular audits?
- What other programs does the consortium administer?
- How many employees does the consortium have?
- Does the consortium have current policies and procedures?
- Does the consortium have financial policies and systems in place consistent with the Code of Federal Regulations, Part 200 ([CFR200](#))?
- Have there been any administrative or financial issues in the past? List any changes or corrective actions.

Document the consortium’s history with the GAP program:

- How long has the consortium had a GAP grant?
- What accomplishments has the consortium made with GAP?
- Have there been any programmatic issues in the past? List any changes or corrective actions.

List other environmental funding sources/amounts (both federal and non-federal) that the consortium has managed or plans to pursue.

III. ENVIRONMENTAL ISSUES

Describe the environmental issues your work plan addresses and how those activities relate to your members' EPA-Tribal Environmental Plans (ETEPs).

- What has been tried in the past to address these problems?
- Who are your partners?

IV. ROLES AND RESPONSIBILITIES

Please select the appropriate paragraph and delete the other:

The assistance agreement is funded as a grant. EPA will have no substantial involvement in the accomplishment of work plan commitments. EPA will monitor progress and provide technical assistance as needed to ensure project completion.

or

The assistance agreement is funded as a cooperative agreement. EPA will be substantially involved in work plan activities, and EPA roles and responsibilities must be clearly negotiated and defined in the work plan.

V. JOINT PERFORMANCE

Within 30 days of the end of each fiscal quarter (*or semi-annually, if approved by your Project Officer*), Environmental Program staff will submit a performance report detailing the accomplishments toward the completion of work plan commitments, discussing the work performed for all workplan components, and identifying any existing problem areas that could affect or delay project completion. This evaluation process will help to ensure that the grant is being administered properly and that work conducted under the grant is in accordance with approved work plan.

VI. STATUTORY AUTHORITY

The Consortium has developed this proposal under the statutory authority provided by the Indian Environmental General Assistance Program Act of 1992.