Non-Competitive Grants

Office of Grants and Debarment

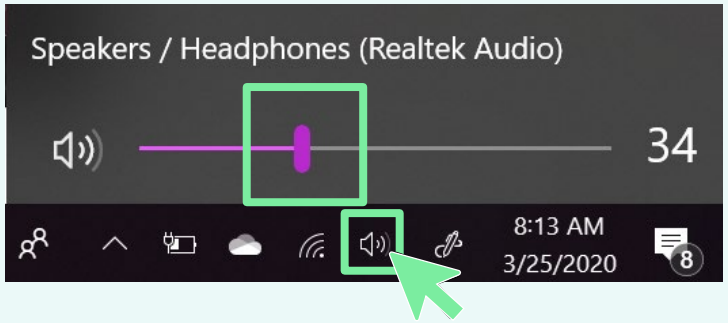
National Policy, Training, and Compliance Division

Housekeeping

Meeting Audio

- ✓ Attendees must use **Device Audio** (computer, headset, tablet, or smart phone)
- ✓ Presenter Audio Only (like a TV broadcast)
- ✓ If you cannot hear, ensure your system/device audio is turned up and not muted and that you have not paused the broadcast

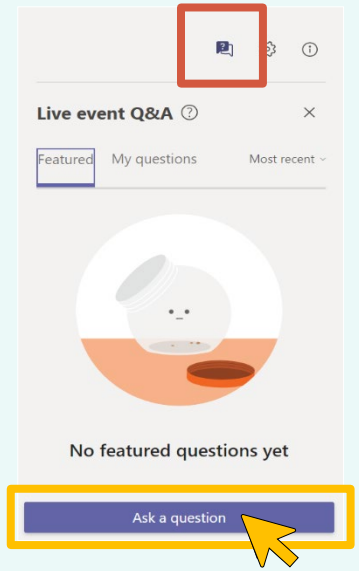
Computer audio is located at the bottom right of the Windows desktop.



Ask a Question

- ✓ Ask a question under Live Event Q&A panel
- ✓ Click “Ask a question”

Q&A panel is located on the top right side of the Live Event window.

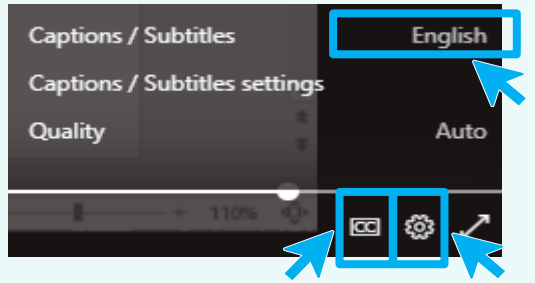


Closed Captions/Translation

Turn on/off Live Captions

Change Settings/Language

CC panel is located on the bottom right side of the Live Event window.



This webinar will be recorded and posted to the EPA Grants website:
https://www.epa.gov/grants/epa-grants-webinars

Competitive vs Non-Competitive Grants

EPA provides two types of grant opportunities – competitive and non-competitive.

- Under competitive opportunities, EPA generally invites all eligible applicants to submit applications. EPA reviews and evaluates applications against criteria disclosed in the competitive announcement and makes selections.
- Non-competitive awards, on the other hand, are typically made based on statutory, regulatory, or published program guidance allocation funding formulas for continuing environmental program support for units of government; other organizations are not invited to apply.

How Do I Get Started?

There is no wrong way to get started, however it is important to understand that in order to apply for EPA grants, you must complete a couple steps first.

1. **Register in SAM.gov**
2. **Register in Grants.gov**
3. **Find and apply for grant opportunities**

Registration to Apply for Grants

These two systems share information. Together, they provide access to everything needed to identify federal grant opportunities and to complete the online application process. Individuals can access both systems through a single user account set up in Login.gov.

Start Early: Completing the registration process usually takes a minimum of 7-10 business days. It can take much longer, especially if there are errors or inconsistencies in the information submitted.

Registration to Apply for Grants

The System for Award Management (SAM.gov) registers organizations to conduct business with the U.S. Government, which includes federal grants.

[Registration for SAM.gov]

Note: It is not enough to just obtain a Unique Entity Identifier (UEI) in SAM.gov. You must also register in SAM.gov, or you will be ineligible to apply for federal funding directly.

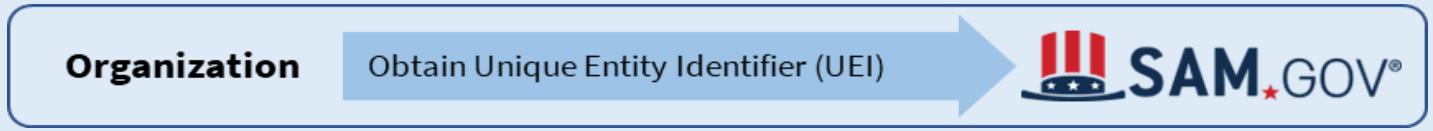
Grants.gov is the official system for managing all federal grant applications.

[Registration for Grants.gov]

Registering in SAM.gov

Register in SAM.gov

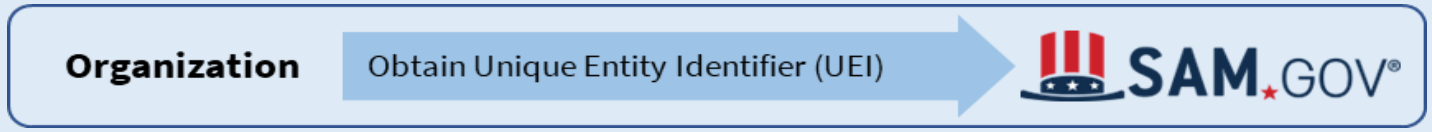
Step 1. Register Your Organization in SAM.gov



Organizations must register with SAM.gov to obtain a Unique Entity Identifier (UEI), which is a 12-character alphanumeric identifier assigned to each unique organization. There is no fee for registering with SAM.gov and registration must be renewed annually.

Register in SAM.gov

Step 1 Register Your Organization in SAM.gov



Registration in SAM.gov requires providing assertions, representations and certifications, and other information so that the federal government can verify the existence and uniqueness of the organization. Follow these steps to get started:

1. Go to the SAM.gov Entity Registration page. Review the “Before You Get Started” section and download the Entity Registration Checklist to help prepare.
2. Click the “Get Started” button when you are ready. You may be prompted to accept the usage terms and sign in through Login.gov. If necessary, click the “Get Started” button again after you sign in.
3. You will be prompted to choose what you want to do. Most grant applicants will select the option to “Register for Financial Assistance Awards Only.”
4. Select the appropriate option and click the Next button.
5. Proceed through the registration process by answering the questions and providing the necessary information.

EBiz POC

Organizations will need to designate an E-Business Point of Contact (EBiz POC). The EBiz POC is likely to be your organization's chief financial officer or authorizing official. There can be only one EBiz POC for each unique organization. The EBiz POC will:

- Manage the SAM.gov account and login.
- Set up the Grants.gov profile for the organization (see Step 2).
- Oversee all activities for the organization within Grants.gov.
- Assign all roles in Grants.gov for individuals from the organization who will be involved in applying for grants, including the Authorized Organization Representative (AOR), Expanded AOR roles, Workspace Manager, and Custom roles (see Step 3).

Note that the EBiz POC does not submit grant proposals for the organization. Proposals are submitted by the Authorized Organization Representative in Grants.gov.

After the information submitted through the registration process is authenticated, the EBiz POC will receive an email from SAM.gov indicating that the registration is active.

Registering in Grants.gov

Register in Grants.gov

Step 2. Create a User Account and Applicant Profile in Grants.gov

After obtaining a UEI, an organization must create an applicant profile in Grants.gov. The EBiz POC will set up the applicant profile in 2 steps:

- Create a user account in Grants.gov with the same email address used by the EBiz POC in SAM.gov. The email address is used to match the EBiz POC from SAM.gov to Grants.gov.
- Create the applicant profile in Grants.gov using the UEI obtained from SAM.gov.

Register in Grants.gov

Step 3. Create Individual Grants.gov Accounts for Organization Members

There is no fee for registering with Grants.gov. Each member of the organization who will participate in the online grant application process needs to register an individual account on Grants.gov.

1. Go to the Grants.gov registration page.
2. Complete the form, which includes specifying a username and password. This username and password is used to create the Grants.gov account. You will be prompted to link the Grant.gov account to your Login.gov account.
3. Associate your individual account with the organization's UEI. You will also enter the organization's Profile Name and your Job Title.

The organization's EBiz POC can delegate administrative roles to other Grants.gov users associated with the UEI, as necessary. Learn more about managing roles in Grants.gov.

Register in Grants.gov

Step 4. Learn How to Use Workspace in Grants.gov

Workspace is the application in Grants.gov that an organization's grant team uses when applying for federal grants. Workspace is a role-based tool, in which the user's assigned role controls permissions to perform specific actions, such as accessing and editing application forms. As noted in Step 3 above, the EBiz POC has the initial responsibility to assign roles to individuals. The core roles include:

- Expanded AOR: has the most privileges.
- Standard AOR: allows user to submit the final application and perform other actions.
- Workspace Manager: the minimum role required to create a workspace and begin work on an application.

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Register in Grants.gov

Step 4. Learn How to Use Workspace in Grants.gov

Custom roles can also be created. Becoming familiar with Grants.gov Workspace roles and understanding the process will help applicants be better prepared to submit applications. The videos below are just two of many Grants.gov training resources to help applicants get started.

d

How to create a Grants.gov Workspace

How to Add Participants to a Grants.gov Workspace

Assistance Listings in SAM.gov

Assistance Listings in SAM.gov

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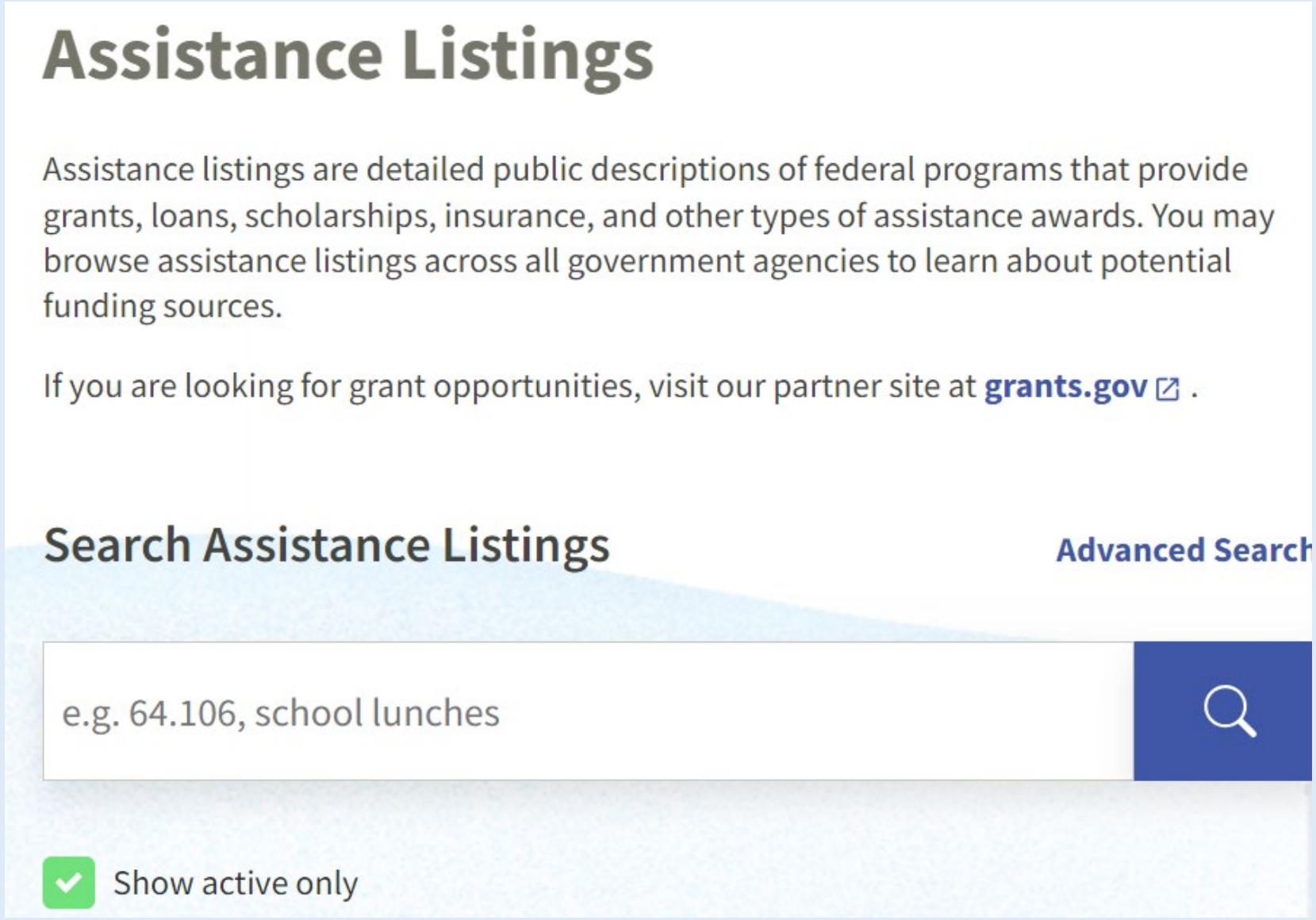
Assistance Listings in SAM.gov



Searching for an Assistance Listing

Sort by

Last Updated Date: New - Old

Showing 1 - 1 of 1 results

66.032 State Indoor Radon Grants

EPA assists states and federally recognized tribes to provide radon risk reduction through activities that will result in increased radon testing, mit...

Dept / Ind Agency
ENVIRONMENTAL PROTECTION AGENCY

+History

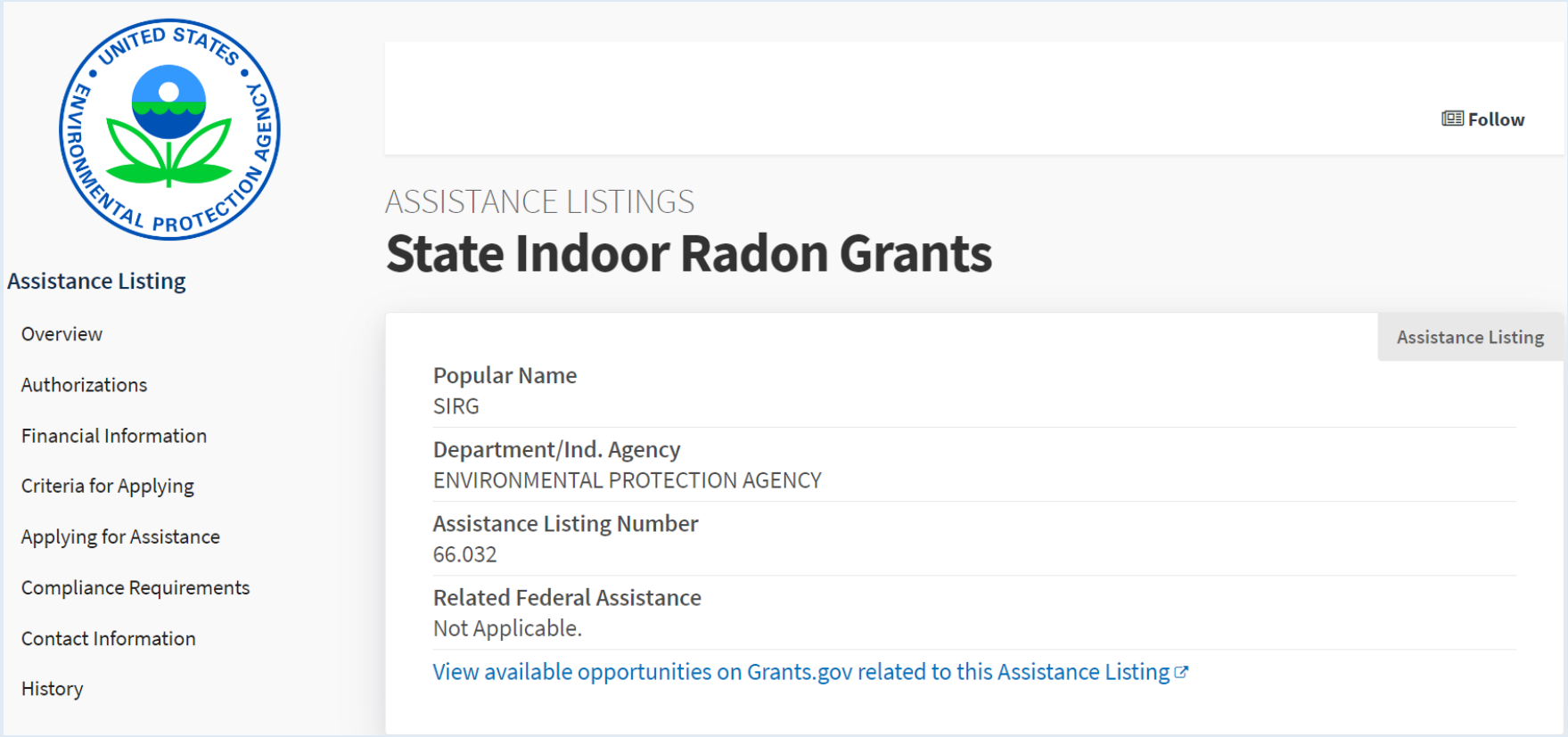
Assistance Listing

Is Funded
Yes

Last Updated Date
Sep 6, 2023

Type of Assistance
A-Formula Grants

Assistance Listing



Let's see what the rest of this assistance listing has to say.

Finding Funding Opportunities in Grants.gov

Finding Info in Grants.gov

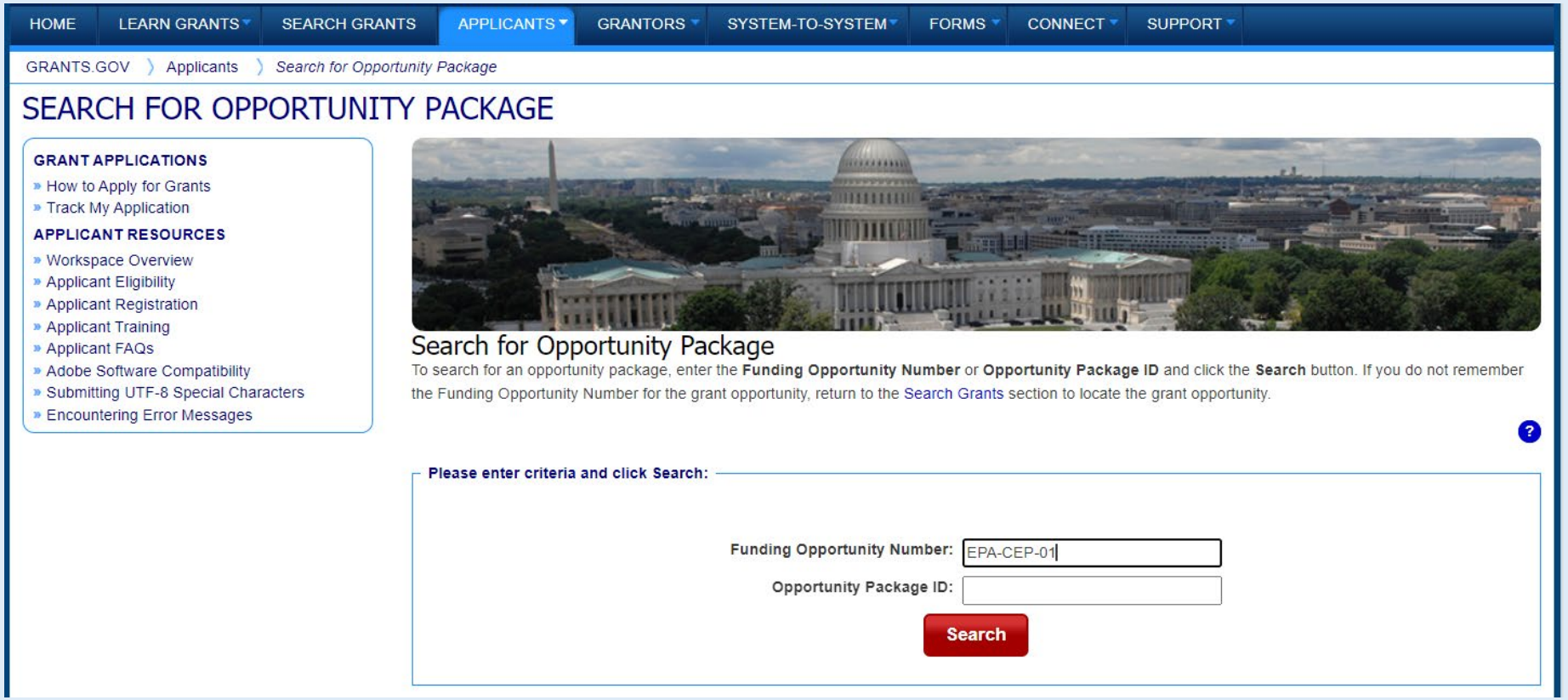
Check out the Grants.gov Instructions Guide Noncompetitive Applications for States and Tribes for help with finding non-competitive grant opportunities in Grants.gov. The guide provides a list of all non-competitive programs and categorizes them into one of two buckets, EPA-CEP-01 or EPA-CEP-02.

To find non-competitive EPA grant opportunities, go to the Search for Opportunity Package page in Grants.gov.

In the "Funding Opportunity Number" (FON) field, type either:

- **EPA-CEP-01 or**
- **EPA-CEP-02**

Search for Opportunity Package



Finding Info in Grants.gov

VIEW OPPORTUNITY

EPA-CEP-01
EPA Mandatory Grant Programs
Environmental Protection Agency

« Back | L

Apply | Subscribe

SYNOPSIS | VERSION HISTORY | RELATED DOCUMENTS | PACKAGE

Print Package List

Select Grant Opportunity Package

PLEASE READ BEFORE APPLYING!
If you view and complete your application package using Grants.gov downloadable PDF forms, you MUST have Adobe Reader installed. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the PDF forms, ALL applicants must be using the same Adobe Reader version. Click for more information on Adobe Reader Compatibility.

Opportunity Package(s) Currently Available for this Funding Opportunity:

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
66.001			PKG00213703		10/04/2030	Preview | Apply
66.032			PKG00214049		10/04/2030	Preview | Apply
66.034			PKG00214050		10/04/2030	Preview | Apply
66.038			PKG00214051		10/04/2030	Preview | Apply
66.040			PKG00214052		10/04/2030	Preview | Apply
66.042			PKG00214046		10/04/2030	Preview | Apply
66.121			PKG00214048		10/04/2030	Preview | Apply
66.124			PKG00214043		10/04/2030	Preview | Apply
66.125			PKG00214045		10/04/2030	Preview | Apply
66.202			PKG00214047		10/04/2030	Preview | Apply
66.418			PKG00214053		10/04/2030	Preview | Apply
66.419			PKG00214103		10/04/2030	Preview | Apply
66.432			PKG00214104		10/04/2030	Preview | Apply
66.433			PKG00214105		10/04/2030	Preview | Apply
66.437			PKG00214106		10/04/2030	Preview | Apply
66.454			PKG00214107		10/04/2030	Preview | Apply

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Finding Info in Grants.gov

PLEASE READ BEFORE APPLYING!
If you view and complete your application package using Grants.gov downloadable PDF forms, you MUST have Adobe Reader installed. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the PDF forms, ALL applicants must be using the same Adobe Reader version. Click for more information on Adobe Reader Compatibility.

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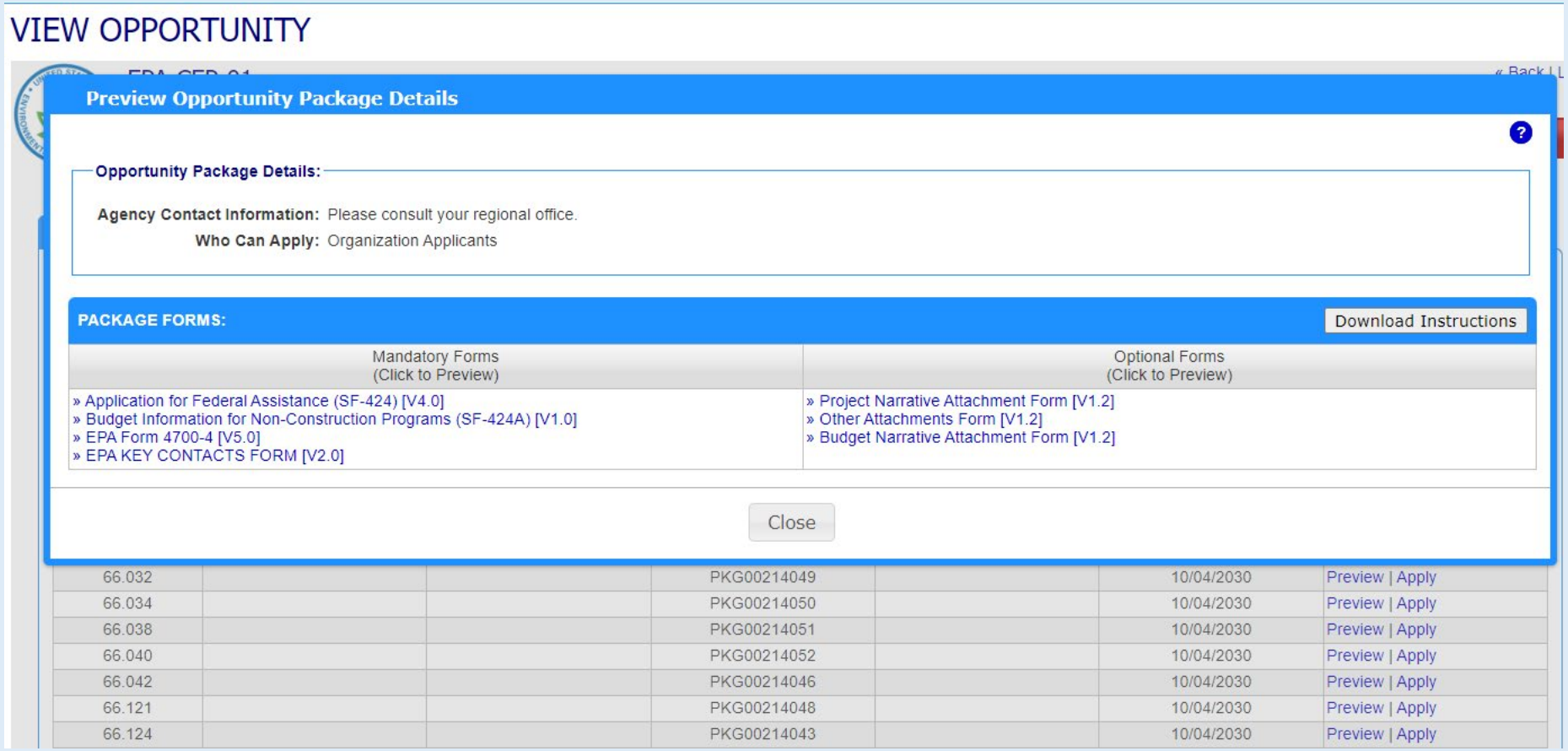
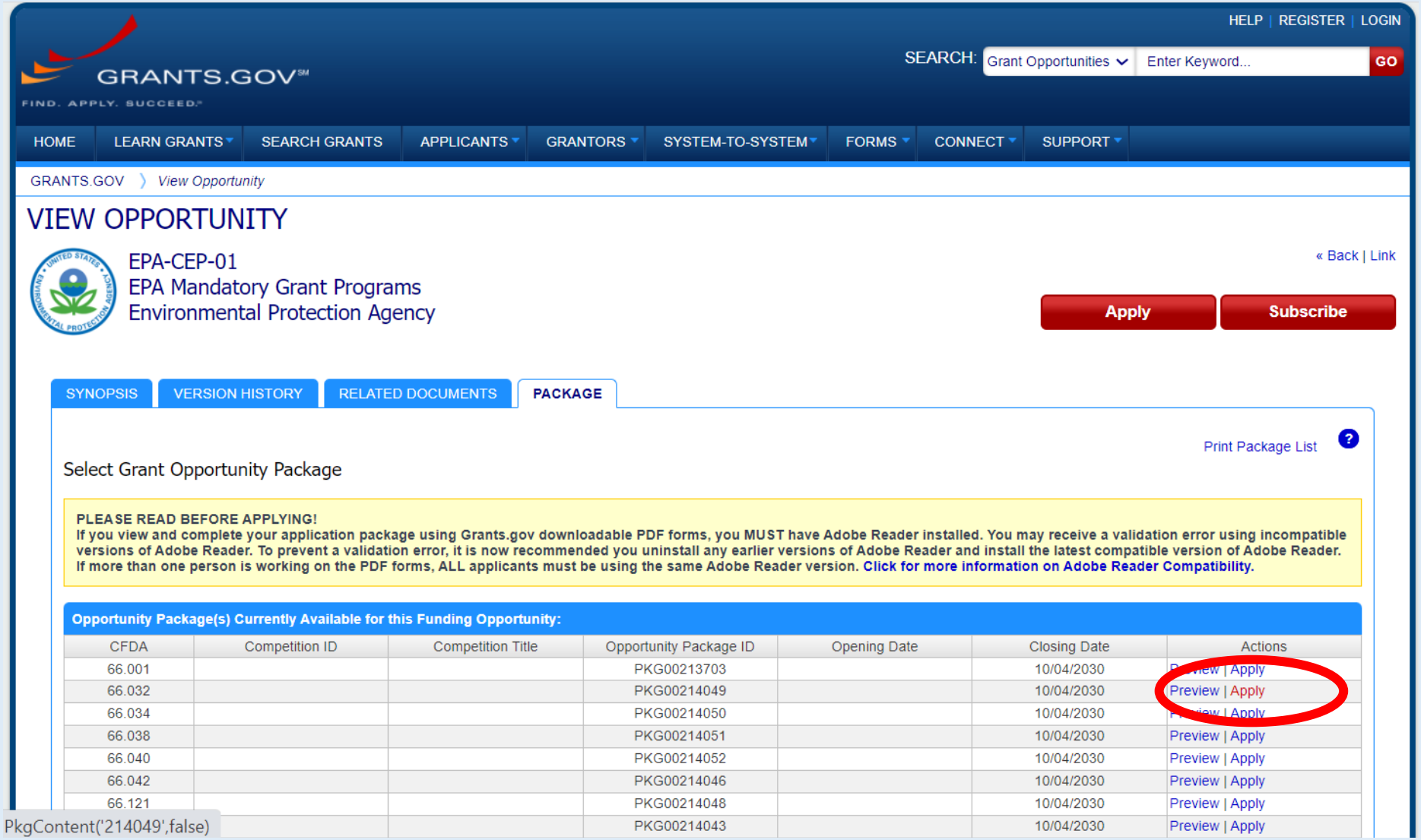
66.032			PKG00214049		10/04/2030	Preview | Apply
66.034			PKG00214050		10/04/2030	Preview | Apply
66.038			PKG00214051		10/04/2030	Preview | Apply
66.040			PKG00214052		10/04/2030	Preview | Apply
66.042			PKG00214046		10/04/2030	Preview | Apply
66.121			PKG00214048		10/04/2030	Preview | Apply
66.124			PKG00214043		10/04/2030	Preview | Apply
66.125			PKG00214045		10/04/2030	Preview | Apply
66.202			PKG00214047		10/04/2030	Preview | Apply
66.418			PKG00214053		10/04/2030	Preview | Apply
66.419			PKG00214103		10/04/2030	Preview | Apply
66.432			PKG00214104		10/04/2030	Preview | Apply
66.433			PKG00214105		10/04/2030	Preview | Apply
66.437			PKG00214106		10/04/2030	Preview | Apply
66.454			PKG00214107		10/04/2030	Preview | Apply
66.456			PKG00214108		10/04/2030	Preview | Apply
66.458			PKG00214109		10/04/2030	Preview | Apply
66.460			PKG00214110		10/04/2030	Preview | Apply
66.466			PKG00214111		10/04/2030	Preview | Apply
66.468			PKG00214112		10/04/2030	Preview | Apply
66.469			PKG00214113		10/04/2030	Preview | Apply
66.472			PKG00214114		10/04/2030	Preview | Apply
66.473			PKG00214115		10/04/2030	Preview | Apply
66.481			PKG00214116		10/04/2030	Preview | Apply
66.482			PKG00214117		10/04/2030	Preview | Apply
66.483			PKG00214118		10/04/2030	Preview | Apply
66.508			PKG00214044		10/04/2030	Preview | Apply
66.517			PKG00214119		10/04/2030	Preview | Apply

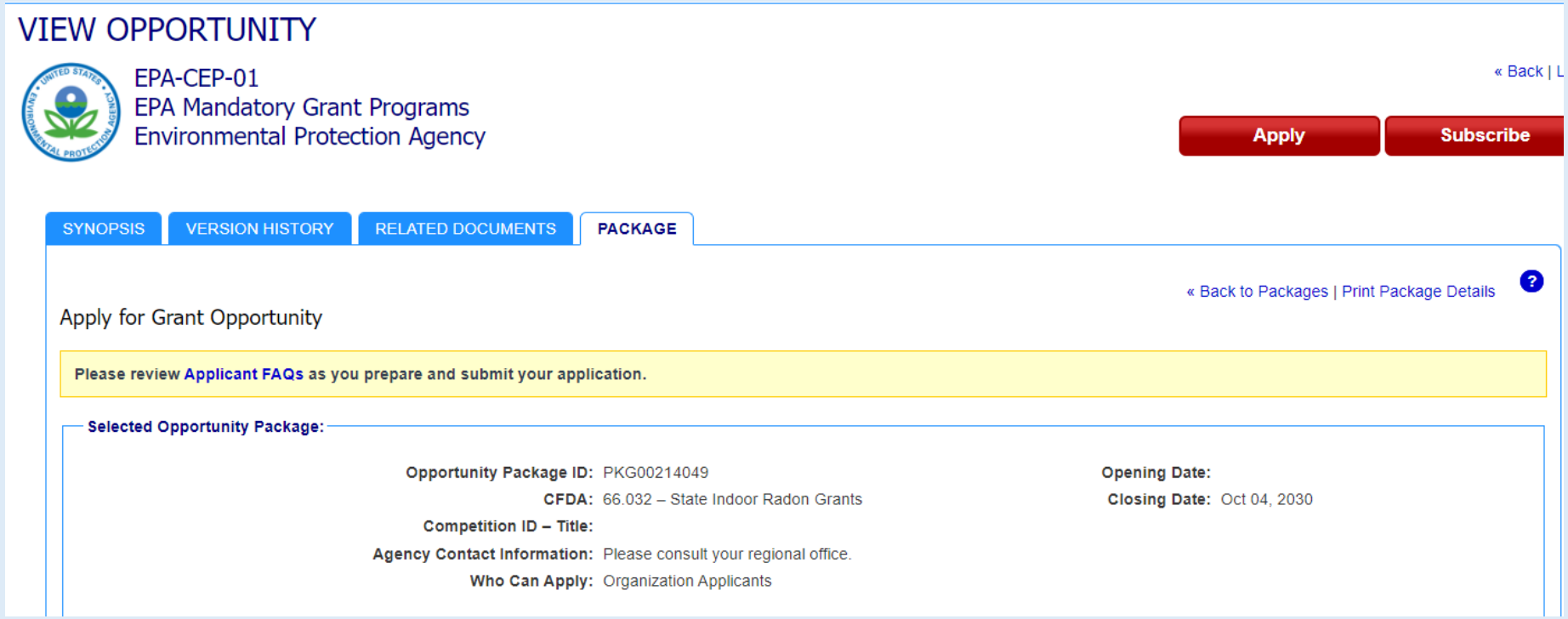
Package Details



Click on "Apply"



View the Program Opportunity



Filling Out Your Grant Forms

EPA Grantee Forms

You can find all the relevant forms at EPA Grantee Forms, however when ready to apply, make sure to use the forms found in Grants.gov, or the system may not accept your application.

Most notable are:

- **Standard Form 424**
- **Lobbying Form(s)**
- **Key Contacts Form**
- **Civil Rights Form 4700-4**

Standard Form (SF)-424

Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:

5a. Federal Entity Identifier:	5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:	AZ Division of Environmental Policy

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. UEI:	Refer to SAM.gov for information on transition from DUNS to UEI.
99-9999999	XXXXX12X3XX4	

EPA

SF-424

d. Address:

* Street1:	123 Grand Canyon Road
Street2:	
* City:	Lava Falls
County/Parish:	Dry County
* State:	AZ: Arizona
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	85364

e. Organizational Unit:

Department Name:	Division Name:

SF-424

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:	Mr.	* First Name:	Chilly
Middle Name:			
* Last Name:	Waters		
Suffix:			
Title:	Section Director		
Organizational Affiliation:			
* Telephone Number:	819-482-9346	Fax Number:	
* Email:	cwater@as.org		

Standard Form-424A

SAMPLE

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY (1) Federal	(2) Recipient Match	(3)	(4)	Total (5)
a. Personnel	$ 18,631	$ 4,800	$	$	$ 23,431
b. Fringe Benefits	5,776	1,488			7,264
c. Travel	7,142	0			7,142
d. Equipment	23,500	0			23,500
e. Supplies	7,325	0			7,325
f. Contractual	136,720	20,000			156,720
g. Construction					
h. Other	39,000	2,811			41,811
i. Total Direct Charges (sum of 6a-6h)					$
j. Indirect Charges	14,480	0			$ 14,480
k. TOTALS (sum of 6i and 6j)	$ 252,574	$ 29,099	$	$	$ 281,673
7. Program Income	$	$	$	$	$

Authorized for Local Reproduction

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1A

EPA

EPA Form 4700-4

OMB Control No. 2030-0020
Approval expires 06/30/2024

Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

Note: Read Instructions before completing form.

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2030-0020). Responses to this collection of information are required to obtain an assistance agreement (40 CFR Part 30, 40 CFR Part 31, and 40 CFR Part 33 for awards made prior to December 26, 2014, and 2 CFR 200, 2 CFR 1500, and 40 CFR Part 33 for awards made after December 26, 2014). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to be 0.5 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

I. A. Applicant/Recipient (Name, Address, City, State, Zip Code)

Name:

Address:

City:

State: Zip Code:

B. Unique Entity Identifier (UEI):

C. Applicant/Recipient Point of Contact

Name: Phone: Email:

Title:

EPA Form 4700-4

III. List all pending civil rights lawsuits and administrative complaints filed under federal law against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints, unless covered by 40 C.F.R. Parts 5 and 7.)

IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that alleged discrimination under federal law based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints, unless covered by 40 C.F.R. Parts 5 and 7.)

V. List all civil rights compliance reviews of the applicant/recipient conducted under federal nondiscrimination laws by any federal agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))

EPA Form 4700-4

VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.

☐ Yes ☐ No

a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).

☐ Yes ☐ No

b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. 7.70) applies.

VII. Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities? (40 C.F.R 5.140 and 7.95) ☐ Yes ☐ No

a. Do the methods of notice accommodate those with impaired vision or hearing? ☐ Yes ☐ No

b. Is the notice posted in a prominent place on the applicant's/recipient's website, in the offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications? ☐ Yes ☐ No

c. Does the notice identify a designated civil rights coordinator? ☐ Yes ☐ No

Key Contacts Form

EPA KEY CONTACTS FORM

OMB Control No. 2030-0020
Approval expires 06/30/2024

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2030-0020). Responses to this collection of information are required to obtain an assistance agreement (40 CFR Part 30, 40 CFR Part 31, and 40 CFR Part 33 for awards made prior to December 26, 2014, and 2 CFR 200, 2 CFR 1500, and 40 CFR Part 33 for awards made after December 26, 2014). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to be 0.5 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

Authorized Representative: *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

Name: Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:
Complete Address:
Street1:
Street2:
City: State:
Zip / Postal Code: Country:
Phone Number: **Fax Number:**
E-mail Address:

Payee: *Individual authorized to accept payments.*

Name: Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:
Complete Address:
Street1:
Street2:
City: State:
Zip / Postal Code: Country:
Phone Number: **Fax Number:**
E-mail Address:

Project Narrative

A complete application requires a project narrative (work plan).

The project narrative must align with the proposed budget, and contain milestones, and measurable outputs and outcomes.

Thank you!!!

Contact us if you have any questions!

You can email us at EPA_GRANTS_INFO@epa.gov