

Notice of Funding Opportunity

Applications Due: **Tuesday, February 25, 2025**



Office of Public Engagement and Environmental Education

Uplift Climate and Environmental Community Action Grant

Funding Opportunity Number: EPA-R-HQ-UCECA-25-01



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1. Basic Information

U.S. Environmental Protection Agency

Office of Public Engagement and Environmental Education

Uplift Climate and Environmental Community Action Grant

<https://www.epa.gov/inflation-reduction-act/uplift-climate-and-environmental-community-action-grant>

A. Executive Summary:

The UPLIFT Climate and Environmental Community Action Grant program (“UPLIFT”) offers an unprecedented opportunity to support disadvantaged communities by building the capacity of institutions of higher education (IHEs) and community-based organizations (CBOs) who play a significant role in supporting disadvantaged communities work towards creating healthy, climate resilient, and thriving communities for generations to come.

The UPLIFT Grant will support the development of a community of practice that will bring together IHEs, including Historically Black Colleges and Universities (HBCUs) and other Minority Serving Institutions (MSIs), CBOs, philanthropy, the private sector, and government entities to learn from one another about the climate and environmental justice challenges that disadvantaged communities face, identify solutions, develop partnerships, and engage with government (at the local, state, and/or federal levels) through a variety of public processes such as advisory councils, rulemaking processes, grant opportunities, to ensure that their vital voices are a part of and help to inform decisions that impact disadvantaged communities (as defined in [Appendix A](#)).

Additionally, the UPLIFT Grant will support the development of a subaward program that will support community-driven projects in disadvantaged communities that address climate challenges and reduce pollution while strengthening communities through thoughtful and collaborative implementation. The historic support provided by this grant will enable disadvantaged communities and their partners to work together to build capacity and collaborative partnerships to help them begin to address longstanding environmental challenges and implement meaningful solutions to meet their needs now and for generations to come.

Partnership of Community Based Nonprofit and an Institution of Higher Education are eligible to apply.

C. Key Dates:

B. Key Information:

Opportunity Number:

EPA-R-HQ-UCECA-25-01

Assistance Listing:

66.616

Announcement Type:

Initial

Funding Available:

\$2.5 Million

Number of Awards:

One (1)

January 9, 2025 3:00 pm ET	UPLIFT CECA Grant Application Information Webinar
February 25, 2026 11:59 pm ET	Application Submission Deadline
May 2025	Anticipated Notification of Selection
August 2025	Anticipated Award Notification

D. Funding Details:

It is anticipated that up to **One (1)** award(s) will be made under this announcement. Awards are expected to be **Insert lower range \$2.5 Million**, depending on Agency funding levels, the quality of applications received, agency priorities, and other applicable considerations. Awards funded under this opportunity are required to be completed within a **three year (3-yrs)** project period.

E. Agency Contact Information:

Further information, if needed, may be obtained from the EPA contact(s) indicated below.

Technical Contact: UPLIFT.CECA@epa.gov

Eligibility Contact: UPLIFT.CECA@epa.gov

Electronic Submissions Contact: UPLIFT.CECA@epa.gov

2. Eligibility

A. Eligible Applicants

Only these types of organizations may apply. Organization types are consistent with definitions at [2 CFR 200.1](#):

- a partnership between a CBO and an institution of higher education (IHEs), as defined below.

These types of partnerships for eligibility purposes are known as Statutory Partnerships. Further eligibility requirements are described below.

Community-Based Nonprofit Organization (CBO)

To qualify as a CBO for eligibility purposes, *Organizations must demonstrate that they are a nonprofit consistent with the definition at [2 CFR 200.1](#).*

Applicants must include documentation in their application demonstrating that they are a nonprofit organization by:

- 1) a written determination by the Internal Revenue Service that they are exempt from taxation under Section 501 of the Internal Revenue Code, Nonprofit organizations described in Section 501 (c) (4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply.

or

2) based on a written determination by the state, territory, commonwealth, Tribe, or other United States governmental entity in which they are located. This can be done, for example, by submitting a letter, certificate, or articles of incorporation from the state where the organization is located that recognizes them as a nonprofit organization.

Note: Foreign nonprofit organizations cannot qualify as a CBO for eligibility purposes.

In addition to being considered a nonprofit organization, an organization must demonstrate in their project narrative that they are a public or private nonprofit organization that supports and/or represents a community and/or certain populations within a community through engagement, education, and other related services provided to individual community residents and community stakeholders. A “community,” for these purposes, can be characterized by a particular geographic area and / or by the relationships among members with similar interests and can be characterized as part of a local, regional, or national community where organizations are focused on the needs of urban, rural, and / or Tribal areas, farmworkers, displaced workers, children with high levels of lead, people with asthma, subsistence fishers, and other similar groups. For purposes of this NOFO, the CBO must have a geographic presence or connection in, or relationship with, the specified communities that the projects are intended to benefit. For example, national or statewide CBOs must demonstrate the CBO’s connection to the community that will benefit from this grant.

For the purposes of eligibility for entering into a Statutory Partnership with a CBO, the grant regulations at [2 CFR 200.1](#) state that Institutions of Higher Education (IHEs) are defined at [20 U.S.C. § 1001](#).

(1) Other Eligibility Requirements

Applications must meet the following other threshold eligibility criteria to be considered eligible:

1. Applications must substantially comply with the content and submission requirements in Section 5 of this NOFO.
2. Applicants must meet the eligibility and statutory partnership requirements listed in [Section 2.A](#) and include a Partnership Agreement (See [Section 4.B](#)) with the application.
3. Applicants must include a program budget that meets the following requirements:
 - a. Applications cannot request more than \$2.5 million in EPA funding.
 - b. Applicants must describe how their project will result in the award of at least \$1.0 million of EPA funds awarded as part of the Climate and Environmental Community Action Subaward Program (See [Section 3](#) of the NOFO for more information).
4. Applications must demonstrate, as required by CAA § 138(b)(1), that projects will benefit disadvantaged communities, as defined in [Appendix A](#). While projects may have an incidental benefit to other areas that are not considered disadvantaged communities, the applicant must demonstrate how all proposed projects in the application will primarily benefit disadvantaged communities.

5. Given the requirement under CAA § 138(b)(1) that EPA must limit the period of performance for all grants to three years, all applications must describe how the projects in the application (including subawards) can be completed within three years of award.
6. All applications must include at least one project that supports the development of an UPLIFT Climate and Environmental Action Community of Practice, as defined in [Section 3](#) of the NOFO.
7. Applications must include a project that supports the development of a Climate and Environmental Community Action Subaward Program, as defined in [Section 3](#), and must demonstrate how they will ensure that the activities funded by subawards will benefit disadvantaged communities, as required by CAA § 138(b)(1).
8. Applications that intend, as part of the Climate and Environmental Community Action Subaward Program, to fund workforce development projects, as part of the subawards, must demonstrate they will ensure that funded workforce development project provides training in professions or trades that engage in work that helps reduce air pollutants and Greenhouse Gas (GHG) emissions.
9. All project activities including those funded by the Climate and Environmental Community Action Subaward Program must occur within the United States (including Puerto Rico) and its territories. Activities that take place in the Freely Associated States are not eligible for funding.
10. Written applications must be submitted in English only. Applications written in languages other than English will not be reviewed or considered for award.
11. EPA will not consider any application that includes projects that are exclusively designed to conduct scientific research. However, applications may include research components such as building blocks for outreach, training, and program implementation projects. In such cases, applications should clearly articulate this link within their Project Narrative and explain why the research is necessary for the project's success and ensure that such research does not already exist.
12. If an application is submitted that includes any ineligible projects, tasks, or activities, including but not limited to ones that EPA determines cannot be funded under the statutory / regulatory authorities for the grant, 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.

Applicants who have any questions about eligibility, including whether their project can be funded under the statutory / regulatory authorities for the grants and this NOFO, or whether certain costs related to the project are allowable costs, should clarify the issue with EPA prior to submitting their application. Contact information for this grant program can be found in [Section 1.E](#). Failure to do so may result in the projects and / or costs being ineligible for funding and may impact the eligibility of the entire application.

Applications that do not meet all the applicable threshold criteria will be deemed ineligible for funding consideration and will not be considered further. EPA may contact applicants to clarify issues relating to threshold criteria compliance prior to making an eligibility determination.

Applicants whose applications are deemed ineligible for funding consideration because of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

Please see [Section 6](#) for additional threshold criteria.

B. Cost Sharing

Cost sharing is not a requirement to be eligible to apply to this funding opportunity. **Please note only Federal funds are to be listed on the SF-424, SF-424A, and Budget Narrative and Detailed Program Budget.** We encourage applicants to not include activities that would be covered by voluntary cost share as part of their applications. Applicants should only include activities that, if awarded, federal funds would be used for.

3. Program Description

A. Purpose, Priorities, and Activities

Background

The UPLIFT Climate and Environmental Community Action Grant program (“UPLIFT”) offers an unprecedented opportunity to support disadvantaged communities by building the capacity of institutions of higher education (IHEs) and community-based organizations (CBOs) who play a significant role in supporting disadvantaged communities work towards creating healthy, climate resilient, and thriving communities for generations to come.

Institutions of higher education have access to a level of capacity including research, data, information technology, and academic expertise not often accessible to disadvantaged communities. As a result, IHEs play a critical role partnering with CBOs and disadvantaged communities to support their work addressing the environmental issues that face. Disadvantaged communities have long sought the support of IHEs, especially those IHEs that are similarly located in disadvantaged communities, because their proximity allows for ease of access and fosters long-term meaningful partnerships based on a mutual interest to address environmental issues impacting both communities, such as poor air quality, poor water quality, crumbling infrastructure, and impacts from extreme weather events such as flooding, wildfires, and extreme heat.

IHEs that are themselves located in or near disadvantaged communities have long served as anchor institutions building out community from their campuses by affirmatively engaging with neighborhood residents to advance community development projects addressing residents’ interests and needs, including lack of understanding of environmental and health harms or risks, lack of services, such as, transportation, housing, etc.

For example, Historically Black Colleges and Universities (HBCUs) have become anchor institutions in communities across 19 states, the District of Columbia, and the U.S. Virgin Islands, serving many different types of communities including low-income students, and the residents of the rural and urban communities where they are located. Over the decades since their establishment, HBCUs have supported

their surrounding communities providing employment and educational opportunities, investing in community projects, and serving the community during critical times such as serving as cooling centers during times of extreme heat. With most HBCUs located in or nearby disadvantaged communities, these institutions have learned about the unique experiences of these disadvantaged communities and have invested time, resources, and expertise to support these communities advance on their journeys towards creating healthy, climate resilient, and thriving communities for generations to come.

The Inflation Reduction Act (IRA) created the Environmental and Climate Justice Program (ECJP)—the largest investment in environmental and climate justice in U.S. history—when it was signed into law by President Biden on August 16, 2022. The ECJP is now contained in Section 138 of the Clean Air Act (CAA), 42 U.S.C. § 7438. Under this program, Congress provided EPA with \$2.8 billion to award grants to help disadvantaged communities address a wide range of environmental and climate justice issues, and \$200 million for technical assistance related to these grants.

Through the approximately \$2.5 million to be awarded under the UPLIFT Grant, EPA will advance the goals the agency’s environmental and climate justice priorities. [Environmental justice](#), as defined by Executive Order 14096, means the just treatment and meaningful involvement of all people, regardless of income, race, color, national origin, Tribal affiliation, or disability, in agency decision-making and other federal activities that affect human health and the environment so that people:

- Are fully protected from disproportionate and adverse human health and environmental effects (including risks) and hazards, including those related to climate change, the cumulative impacts of environmental and other burdens, and the legacy of racism or other structural or systemic barriers; and
- Have equitable access to a healthy, sustainable, and resilient environment in which to live, play, work, learn, grow, worship, and engage in cultural and subsistence practices.

The UPLIFT Grant will support the development of an UPLIFT Climate and Environmental Action Community of Practice¹ (“UPLIFT Community of Practice”) that will bring together IHEs, including HBCUs and other MSIs, CBOs, philanthropic organizations, the private sector, and government entities to learn from one another about the climate and environmental justice challenges that disadvantaged communities face, identify solutions, develop partnerships, and engage with government (at the local, state, and/or federal levels) through a variety of public processes such as advisory councils, rulemaking processes, and grant opportunities, to ensure that their vital voices are a part of and help to inform decisions that impact disadvantaged communities.

Additionally, the UPLIFT Grant will support the development of a Climate and Environmental Community Action (CECA) Subaward Program that will support community-driven projects in disadvantaged communities that address climate challenges and reduce pollution while strengthening communities through thoughtful and collaborative implementation. The historic support provided by this grant will enable disadvantaged communities and their partners to work together to build capacity and collaborative partnerships to help them begin addressing longstanding environmental challenges and implement meaningful solutions to meet their needs now and for generations to come.

¹ A community of practice is defined as “a group of people who share a concern or a passion for something they do and learn how do it better as they interact regularly” (E. Wenger, 1991).

Priorities

The following two program priorities outline the specific goals and objectives for each program.

- PRIORITY #1: UPLIFT Climate and Environmental Action Community of Practice (UPLIFT Community of Practice)
- PRIORITY #2: Climate and Environmental Community Action (CECA) Subaward Program

Applicants must describe in their Project Narrative the activities they would undertake to meet the goals and objectives of the two program priorities.

Applicants must address program priorities and describe how each project will provide support to disadvantaged communities as they work towards creating healthy, climate resilient, and thriving communities.

Additionally, applicants are required to describe how each proposed project, if funded, will achieve outputs and outcomes in their Project Narrative.

Outputs and outcomes specific to each project will be identified as deliverables in the negotiated workplan if the application is selected for award. Recipients will be expected to report progress toward the attainment of expected project outputs and outcomes during the project performance period.

Outputs are an environmental activity, effort, and/or associated work product related to an environmental goal or objective that will be produced or provided over time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during the project period.

Outcomes are the result, effect, or consequence that will occur from carrying out the activities under the grant. Outcomes may be environmental, behavioral, health-related, or programmatic; may be qualitative or quantitative; and may not necessarily be achievable during the project period.

Note: Eligible activities are defined in 42 U.S.C. §7438(b)(2). Further, all funded activities under this NOFO must comply with federal, state, and local laws and regulations, including but not limited to:

1. 2 CFR 200.435(b), which restricts the use of grant funds to defend a recipient that is subject to a criminal, civil or administrative proceeding against it commenced by any government for fraud or similar offenses;
2. 2 CFR 200.435(g), which precludes the use of grant funds to prosecute claims against the Federal Government; and
3. 2 CFR 200.450(c), which restricts the use of federal funds by nonprofit organizations for certain lobbying or electioneering activities but does not preclude the use of federal funds to promote adoption of local ordinances, including those related to zoning.

40 CFR Parts 5 and 7, which prohibit discrimination on the basis of race, color, national origin (including limited-English proficiency), disability, sex, and age by recipients and subrecipients of federal financial assistance.)

Ineligible Activities

The following are examples of ineligible activities ².

² This is not an exhaustive list of ineligible activities. All activities receiving EPA funding are subject to requirements for cost allowability in applicable regulations including limitations on consultant fees in 2 CFR Part 1500. Additionally, only activities described in the EPA approved scope of work are eligible for funding.

- Lobbying as restricted in 2 CFR 200.450.
- Legal services, or representation in specific cases or controversies being litigated.
- Travel for federal employees.
- Costs for other activities that are unallowable under 2 CFR Part 200, Subpart E.

PRIORITY #1: UPLIFT Climate and Environmental Action Community of Practice

Section 138(b)(2)(E) of the CAA provides that grants may be awarded for the purpose of “facilitating engagement of disadvantaged communities in State and Federal advisory groups, workshops, rulemakings, and other public processes.” Accordingly, the UPLIFT Grant intends to support building the capacity of communities and governments to evaluate and redress environmental and climate injustices by giving disadvantaged communities a meaningful voice in government decision-making processes. By supporting the development of an UPLIFT Community of Practice that can support the participation of disadvantaged communities in the development and implementation of solutions, policies, and programs, and help close equity gaps and redress environmental and climate injustices.

Applications must include a proposed project focused on the development of a UPLIFT Community of Practice that brings together IHEs, including HBCUs and other MSIs, CBOs, government representatives, philanthropic organizations, the private sector, alongside third-party facilitators and/or evaluators who can support collaboration and partnerships across sectors.

The UPLIFT Community of Practice will help to facilitate the engagement of CBOs and IHEs who serve disadvantaged communities via their programs in governmental decision-making processes at any level (i.e., county, municipality, city, town, state, and federal) and support their ability to act on environmental and climate justice.

EPA recommends the UPLIFT Community of Practice focus on building the capacity of IHEs and CBOs, who are located within disadvantaged communities and/or service disadvantage communities, so that it can more effectively engage with governments to evaluate and redress environmental and climate injustices. By focusing on IHEs, including HBCUs and other MSIs, that have the knowledge, expertise, and experience of working with disadvantaged communities, the UPLIFT Community of Practice will aid in providing these important stakeholders with a meaningful voice in government decision-making processes.

Projects should focus on breaking down systemic barriers to community participation in government processes impacting environmental and climate justice. This can be done by creating engagement and feedback mechanisms with two-way communications between community members and government decision-makers. Applications should focus on ways to provide participants of the UPLIFT Community of Practice with information about issues that directly impact them, while simultaneously creating mechanisms for the government to gather input to ensure community needs inform decision-making and are integrated into government processes and policies.

Activities:

Applicants should address in their application how they will conduct the following key activities as part of their project:

1. Design a UPLIFT Community of Practice that will take on project(s) focused on building the capacity of disadvantaged communities and governments to evaluate

and redress environmental and climate injustices by giving disadvantaged communities a meaningful voice in government decision-making processes.

Note: Listed below are three examples of projects that may be proposed. Applicants may expand or refine these examples or submit projects that are not listed below if they demonstrate how they will facilitate the engagement of disadvantaged communities in governmental processes.

2. Develop a communications plan and conduct outreach activities (e.g., hosting conference calls, webinars, and/or in-person outreach events) to solicit membership of stakeholders from disadvantaged communities to participate in the Community of Practice.
3. Develop and implement policies to ensure that members of the UPLIFT Community of Practice who may **not** be in or from a disadvantage community, demonstrate a strong commitment to supporting disadvantage communities and will utilize their membership in the community of practice for the benefit of those disadvantage communities.
4. Develop an approach to the management of the UPLIFT Community of Practice demonstrating participatory governance where one or more CBO(s) and/or IHEs, is involved in the design and decision-making of the community of practice program. Example participatory governance activities could include advisory bodies composed of CBO(s) or IHEs that oversee and provide advice on the activities of the community of practice. Note that a statutory partner may compensate representatives of CBOs or IHEs who participate in the governance process with stipends to the extent permissible in [EPA's Guidance on Participant Support Costs](#).

Note: If selected for award, the Lead Applicant will become the grantee, operating as a pass-through entity for purposes of 2 CFR Part 200 and the EPA Subaward Policy, and taking responsibility for making subawards to Statutory Partner, Collaborating Entities and other subrecipients. The Lead Applicant should describe its process and capacity to make subawards in the application, including in the required Partnership Agreement among the Statutory Partners.

5. Developing an efficient onboarding process for members of the UPLIFT Community of Practice to maximize the amount of time within the 3-year project period members have to interact and learn from one another and impact government decision-making processes.
6. Provide technical support to members of the UPLIFT Community of Practice to assist in data collection, tracking, evaluation and reporting information in alignment with achieving the project outputs and outcomes. Applicants should consider including plans to coordinate with the [Environmental Justice Thriving Communities Technical Assistance Centers \(TCTACs\)](#) to help address technical support and assistance needs of members of the community of practice.

7. Disseminate project results, feedback, and success stories through publicly available means.
8. Collaboratively work with EPA staff, federal technical assistance providers (such as the Environmental Justice Thriving Communities Technical Assistance Centers), the Environmental Finance Centers, Technical Assistance for Brownfields, and other federal grants programs to provide guidance and support to communities seeking to address longstanding environmental in-justices impacting their communities.
9. Other activities the successful applicant proposes to carry out and EPA agrees to fund that further the purpose of this Funding Opportunity.

Example Projects: The following are examples of projects that demonstrate how applicants can facilitate the engagement of disadvantaged communities in governmental processes. Applicants may also submit projects that are not listed below, so long as the proposed project demonstrates how it will facilitate the engagement of disadvantaged communities in governmental processes:

[Example 1. Educational and Training Programs](#)

These projects prepare, train, and educate members of disadvantaged communities on how to engage in government processes related to environmental and climate justice activities.

Examples of activities that could be performed under this type of project include but are not limited to:

- Creating a leadership development program that trains community members to identify environmental and climate justice challenges, devise strategies to address them, and recommend actions to governmental authorities. Example topics could include how to review public sector budgets, navigate specific processes such as land-use ordinances or National Environmental Policy Act (NEPA) reviews, and participate effectively in public meetings. The [EPA EJ Academy](#) is an example of a type of project applicants may consider developing for their own community.
- Designing and implementing a training program to help members of disadvantaged communities effectively participate in advisory boards, commissions, land use authorities, or other bodies that involve community members in environmental and climate related policy making.
- Partnering with a government entity to develop and / or implement Equity Action Plans that identify and address barriers to equity and opportunity and discrimination that disadvantaged communities may face. Equity Action Plans should meaningfully incorporate community input and result in city or statewide transformational, equitable change in environmental or climate related policies. For informational purposes only, please find [here](#) a link to Equity Action Plans developed by federal agencies that may help applicants with designing and preparing these types of projects.

Example 2. Environmental Advisory Boards (EABs)

These are projects that facilitate the engagement of disadvantaged communities in environmental decision-making by establishing advisory councils, taskforces, or similar bodies to engage with government. These boards should have regular meetings to create consistent opportunities for disadvantaged communities to provide recommendations on actions government entities should take to address environmental and climate justice challenges. These bodies should include members from disadvantaged communities, may include additional representatives from other stakeholder groups that can effectively represent important and related perspectives (including, but not limited to Tribal, academia, youth / elderly / disability populations, government, etc.).

Examples of activities under an EAB-type project may include but are not limited to facilitating the engagement and involvement of disadvantaged communities in governmental processes at different levels of government to provide input, recommendations, and advice on matters such as:

- Permitting decisions for factories or industrial sites.
- Community infrastructure upgrades to address pollution and climate concerns.
- Zoning and siting guidance for fence-line / frontline communities³ such as new school placements, highway construction, and industrial and commercial uses of land.
- Issues and actions of municipal and public utilities related to workforce development, drinking water shutoffs, drinking water quality and affordability, and aging wastewater treatment infrastructure in / near disadvantaged communities.

Example 3. Participation in Governmental Funding and Budgeting Processes

These are projects that use participatory budgeting to inform public spending on environmental priorities. Participatory budgeting is an approach to making decisions about governmental spending that is focused on meaningfully and deeply engaging the community in governmental funding processes. Projects can enable community-based organizations to partner with a public entity to design and implement processes whereby members of disadvantaged communities have input into, and influence, decisions about how to allocate public budgets for environmental and climate justice priorities. An example of a project using participatory budgeting could involve designing a program where the community identifies problems, evaluates proposals, and recommends decisions for public funding of projects that implicate environmental and climate justice issues.

Outputs and Outcomes

The following table provides examples of outputs and outcomes for example project topics that the UPLIFT Community of Practice program may fund. Applicants may new outputs and outcomes or expand or refine the example outcomes and outcomes and apply them to the project topics and projects that they anticipate for the HBCU Community of Practice.

³ A fence-line community or frontline community is generally one immediately adjacent to high polluting facilities such as industrial parks, manufacturing facilities, or commercial facilities and is directly affected by the noise, odors, traffic, and chemical and pollution emissions of the operations of these entities.

Example Projects	Example Outputs	Example Outcomes
Educational and Training Programs	<ul style="list-style-type: none"> • Community members from disadvantaged communities trained in environmental and climate justice leadership (#) • Workshops conducted on specific topics (e.g. public sector budget review, land use ordinances, NEPA reviews, etc.) (#) 	<ul style="list-style-type: none"> • Increased number of community-led initiatives and proposals addressing local environmental challenges • Increased participation of community members in public hearings, advisory boards, commissions, and decision-making processes
Environmental Advisory Boards (EABs)	<ul style="list-style-type: none"> • EABs/task forces established at the local, state, or regional level (#) • Members of disadvantaged communities participating in EABs (#) 	<ul style="list-style-type: none"> • Community members from disadvantaged communities feel more empowered to contribute to discussions on policies that affect their local environment and health • Future environmental and climate related decisions consistently take into account voices and needs of disadvantaged communities.
Participation in Governmental Funding and Budgeting Processes	<ul style="list-style-type: none"> • Development of a participatory budgeting framework that outlines how disadvantaged communities will engage in the budgeting process • Meetings/workshops held to educate community members on the public budgeting process and enhance their ability to participate effectively (#) 	<ul style="list-style-type: none"> • Strengthened relationships between disadvantaged communities and government entities as a result of transparent, collaborative decision-making processes • Governments adopt more transparent processes for allocating public funds, making it easier for communities to track budget spending.

PRIORITY #2: Climate and Environmental Community Action (CECA) Subaward Program

All applications must include a project that designs and manages a new competitive subaward program, Climate and Environmental Community Action (CECA) Subaward Program, focused on funding community projects benefiting disadvantaged communities via subawards that address longstanding environmental concerns; reduce and prevent pollution; build resilience to climate change and mitigate current and future climate risks; or advance environmental justice.

All subaward projects must benefit a disadvantaged community, as defined in [Appendix A](#). Examples of projects that these subawards can support include building new campus gardens on campuses that are located in a disadvantaged community that minimize runoff from the use of pesticides or public green spaces; purchasing new low-and-zero emissions vehicles such as bicycles, EV scooters, etc. that are available on campuses for vehicle-sharing programs; and installing water efficiency or other environmental management systems that will address harmful air, water, and land pollution in these communities. Note that construction activities, including landscaping, will require that the subrecipient comply with the Clean Air Section 314 Davis Bacon Related Act (DBRA) prevailing wage requirement if the subrecipient hires contractors to perform construction. Infrastructure projects must comply with the Build America Buy America (BABA) domestic preference requirements unless there is an applicable waiver. Refer to EPA's BABA website ([add link](#)) for information regarding waivers.

Applicants should demonstrate how the program will administer \$1.0 Million in grant funds via subawards to institutions of higher-education (IHEs), community-based nonprofit organizations (CBOs), and other eligible subrecipients groups⁴. All individual subawards awarded as part of the CECA Subaward program must be between \$100,000 - \$250,000.

The application should describe how the Lead Applicant, serving as the pass-through entity, will develop a process to receive and evaluate competitive community project applications for the CECA Subaward activities.

Applications should include a clear description of the proposed streamlined process for competitively receiving, evaluating, selecting and awarding subawards, working with EPA to monitor performance as well as a plan for managing these transactions in compliance with [regulatory requirements](#). EPA will evaluate applicant proposals describing this process under the [Section 6](#) evaluation factors.

The pass-through entity that administers the cooperative agreement and subawards will be accountable to EPA for proper expenditure of the funds, reporting on the overall progress and deliverables of the program, providing regular status reports and updates on the progress of all subawards and will serve as the main point of contact for all subrecipients.

As provided in 2 CFR 200.332, subrecipients are accountable to the pass-through entity for completing workplan and project deliverables including proper use of EPA funding within the three-year project period. Subrecipients receiving a CECA Subaward will also be expected to provide regular project reports to the pass-through entity which will be shared with EPA.

⁴ Other eligible subrecipients include:

- Nonprofit organizations
- Philanthropic and civic organizations with nonprofit status
- Local governments (as defined by 2 CFR 200.1 – includes cities, towns, municipalities, and counties, public housing authorities and councils of government)
- Institutions of higher education (e.g., private and public universities and colleges, including community colleges)
- Puerto Rico
- US Territories

Ineligible Subrecipients include:

- Individuals
- For profit businesses unless EPA's Award Official makes an exception based on factors such as those described in Appendix A of EPA's Subaward Policy.
- State governments

Activities:

The pass-through entity will be responsible for the following key activities and applicants should address them in their applications:

- 1) Designing a competitive application submission and evaluation process for community projects addressing local environmental issues and related public health issues in disadvantaged communities. The process must include an open call for applications where applicants can submit applications by established deadlines. The process should include a range of submission options including approaches accessible to communities and CBOs without reliable access to internet services and significantly minimize the burden on applying entities (as compared to the federal grant application process). The process should include procedures that will be put in place to ensure the projects selected will benefit a disadvantaged community. The process should minimize the “time to award” for entities selected to receive subaward funding and the competitive application process should be up and running as quickly as possible.

NOTE –As part of EPA’s involvement in the cooperative agreement, EPA staff may collaborate with pass-through entity on the preliminary design of the subaward submission and evaluation process, the development of evaluation criteria, and, where capacity allows, EPA staff may, at the request of the pass-through entity, be included as reviewers of subaward applications. However, the final decisions on the submission, evaluation process/criteria, and selection of subrecipients will be made by the pass-through entity, rather than by EPA, provided statutory, regulatory, and [Subaward Policy](#) requirements are met.

- 2) Developing communications plans and conducting outreach activities (e.g., hosting conference calls, webinars, and/or in-person outreach events to notify communities) to reach disadvantaged communities, especially urban, rural, and remote communities. Outreach activities should be focused on making potential eligible subrecipients aware of the availability CECA funding, deadlines for submitting applications, tutorials to understand the application and subawards process, and opportunities to ask questions.
- 3) Developing an efficient subaward process to make funds available to selected subrecipients quickly, monitoring progress of fund expenditures in compliance with federal regulations, terms and conditions of the cooperative agreement, and ensuring that all funds received by the pass-through entities are expended within the 3-year project period per the requirements of section 138(b)(1) of the CAA.
- 4) Designing and implementing a project management process, in collaboration with EPA, which includes quality project oversight for funding subrecipients to ensure 1) the projects support climate action and pollution reduction and 2) that the benefits are experienced by a disadvantaged communities per the requirements of section 138(b)(1) of the CAA and a tracking and reporting process that reduces reporting burden on community recipients.
- 5) Providing technical support to subrecipients to assist in DBRA and BABA compliance, data collection, tracking, evaluation, and reporting of information in alignment with achieving project outputs and outcomes. Applicants should consider including plans to

coordinate with the [Environmental Justice Thriving Communities Technical Assistance Centers](#) (TCTACs) to help address technical support and assistance needs of subrecipients.

- 6) Managing the subaward application in-take processes, evaluations, subaward awarding process, subaward oversight/management and project tracking for communities and/or subrecipients.
- 7) Developing an approach to the pass-through entity role demonstrating participatory governance where one or more CBO is involved in the design and decision-making of the subaward program. Example participatory governance activities could include advisory bodies composed of CBO(s) that oversee and provide advice on the development of the subaward process. The participatory governance framework should describe controls for ensuring that representatives of community-based nonprofit organizations involved in the design and decision-making for the Subawards Program do not have relationships with organizations competing for subawards or receiving noncompetitive funding that create actual or apparent conflicts of interest. Note that successful applicants may compensate representatives of CBO(s) who participate in the governance process with stipends to the extent permissible in [EPA’s Guidance on Participant Support Costs](#).
- 8) Developing an approach, after discussions with the EPA project officer, to provide a limited number of noncompetitive CECA Subawards for severely capacity-constrained communities and CBOs where these entities can receive funding and support from the pass-through entity without submitting a competitive application. The applicant’s approach will include determining criteria to identify these severely capacity constrained communities and CBOs. The pass-through entity, rather than EPA, will select all subrecipients.
- 9) Disseminating CECA Subaward project results, feedback, and success stories through publicly available means.
- 10) Collaboratively working with EPA staff, federal technical assistance providers (such as the Environmental Justice Thriving Communities Technical Assistance Centers), the Environmental Finance Centers, Technical Assistance for Brownfields, and other federal grants programs to provide guidance and support to communities seeking to address longstanding environmental injustices impacting their communities.
- 11) Other activities the successful applicant proposes to carry out and EPA agrees to fund that further the purpose of this priority.

Outputs and Outcomes

The following table provides examples of outputs and outcomes for example project topics that the CECA Subaward Program may fund. Applicants may expand or refine the example outputs and outcomes or apply them to other project topics and projects that they anticipate the subaward program funding.

Example Project Topics	Example Outputs	Example Outcomes
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<p>Green Infrastructure and Reforestation Projects</p>	<ul style="list-style-type: none"> • New campus or community gardens and greenhouses (#) from which produce is shared with the community and science classes are offered to interested members of the community. • Native and drought-tolerant trees planted (#) that increase carbon sequestration, provide shade, and increase green space for community. 	<ul style="list-style-type: none"> • Increased green space as measured by square footage of added greenspace. • Increased resilience to extreme weather and climate conditions as measured by reduction in flash flooding events, improved groundwater recharge, and cooler ambient temperatures during heat waves.
<p>Sustainable Transportation Initiatives</p>	<ul style="list-style-type: none"> • New bikes / electric bikes, and other low-and-zero emissions vehicles that are available via vehicle sharing / bike sharing programs (#) for use by students and community members to increase low emission transportation options. • Streets improved to encourage walkability, bike-ability, and transit use (#, miles) 	<ul style="list-style-type: none"> • Reduced air pollution from transportation (e.g., GHG reductions, reduced number of days with unsafe air quality for vulnerable populations) • Increased use of campus transportation services and programs that promote electric vehicles, car sharing, and bike sharing and reduce campus contributions to local air pollution benefiting local communities.
<p>Water Conservation Programs</p>	<ul style="list-style-type: none"> • Water efficiency systems installed (e.g., drought mitigation systems, rain capture installations) (#) on campus or in communities. • Low-flow fixtures installed (#) on campus or in communities 	<ul style="list-style-type: none"> • Increased availability of clean, safe drinking water for students and community members. • Decrease in water spending (annual savings) decreasing overall costs for students and or community members.

B. Program Goals and Objectives

The activities to be funded under this funding announcement support [FY 2022-2026 EPA Strategic Plan](#). Awards made under this funding opportunity will support Goal 2: Take Decisive Action to Advance Environmental Justice and Civil Rights , Objective 2.1: Promote Environmental Justice and Civil Rights at the Federal, Tribal, State, and Local Levels of the [Strategic Plan](#). All applications must be for projects that support the goals and objectives identified above.

To achieve the objectives of this program to benefit disadvantaged communities, awards under assistant listing 66.616, which may be grants or cooperative agreements as appropriate, will be for projects for community-led air and other pollution monitoring, prevention, and remediation, and investments in low- and zero-emission and resilient technologies and workforce development that help reduce greenhouse gas emissions and other air pollutants; mitigating climate and health risks from urban heat islands, extreme heat, wood heater emissions, and wildfire events; climate resiliency and adaptation; reducing indoor toxics and indoor air pollution; or facilitating engagement of disadvantaged communities in State and Federal advisory groups, workshops, rulemakings, and other public processes.

C. Statutory Authority

The authority for the award under this NOFO is Clean Air Act (CAA) § 138, codified at 42 U.S.C. § 7438. Of the \$2.8 billion appropriated, approximately \$2.5 million will be awarded for the UPLIFT Grant under this NOFO. As provided in 42 U.S.C. § 7438(a)(1) and (b)(1), all the funds must be awarded by EPA on or before September 30, 2026, the performance periods for the grants cannot be longer than three years in duration, and no extensions of periods or performance beyond three (3) years will be granted.

D. Funding Type

It is anticipated that cooperative agreements will be funded under this funding opportunity.

Cooperative agreements provide for substantial involvement between the EPA Project Officer and the selected applicant(s) in the performance of the work supported. Although the EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial federal involvement for these projects may include:

- close monitoring of the successful applicant's performance to verify the results proposed by the applicant;
- collaboration during performance of the scope of work;
- in accordance with [2 CFR 200.317](#) and [2 CFR 200.318](#), review of proposed procurement;
- approving qualifications of key personnel (the EPA will not select employees or contractors employed by the award recipient); and
- review and comment on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient).

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

4. Application Contents and Format

A. Application Forms

The following forms and documents are required under this announcement:

Mandatory Documents:

1. Application for Federal Assistance (SF-424)
2. Budget Information for Non-Construction Programs (SF-424A)
3. EPA Key Contacts Form 5700-54
4. EPA Form 4700-4 Preaward Compliance Review Report
5. Project Narrative Attachment Form: use this to submit your Project Narrative
6. Budget Narrative Attachment Form: use this to submit ATTACHMENT A, Program Budget Narrative
7. Other Attachments Form: Use this to submit:
 - a. ATTACHMENT B: Detailed Itemized Program Budget Template
 - b. ATTACHMENT C: Statutory Partnership Agreement
 - c. ATTACHMENT D: Letters of Commitment

Optional Documents:

1. Other Attachments Form: Use this to submit other attachments, if applicable. Please note that this form will be listed under Mandatory Documents in Grants.gov.
 - i. References/Works Cited
 - ii. Negotiated Indirect Cost Rate Agreement, if applicable

B. Content of Application Submission

Applicants are advised that readability is of paramount importance and should take precedence in application format, including selecting a legible font type and size for use in the application.

The Project Narrative is comprised of Sections A and B as described below and should include the information and content below. Applicants should ensure they include information addressing the relevant evaluation criteria in [Section 6](#) and any applicable threshold eligibility criteria in [Section 2](#). Please make sure the required attachments identified in [Section 4.A.](#) also include the applicable information.

The Project Narrative **must not exceed twenty-five (25) single-spaced pages** and be on letter size pages (8 ½ X 11 inches). Excess pages will not be reviewed. The attachments described in Section 4.A. are not part of the Project Narrative and do not count towards the page limit.

Applicants are encouraged to be concise and do not need to use all the pages within the page limit. Links to external websites or content will not be reviewed or considered. Any pages beyond the page limitations will not be reviewed by the Review Panel. It is recommended that applicants use a standard font (e.g., Times New Roman, Calibri, and Arial) and a 12-point font size with 1- inch margins. While these guidelines establish the acceptable type size requirements, applicants are advised that readability is of paramount importance and should take precedence in selection of an appropriate font for use in the application.

The grant application forms and other attachments identified in [Section 4.A: Mandatory Documents](#) are not included in the Project Narrative page limits for applications.

Applicants should reference the numbers and titles of the evaluation criteria identified in [Section 6](#), in their Project Narratives (and attachments) to help identify where the criteria are being addressed as applicable. Applicants should contact EPA with any questions about the application content requirements.

PROJECT NARRATIVE

Applications should include a Project Narrative **(A) Executive Summary** and **(B) Project Workplan**. Together these cannot exceed 25 pages as described above. Each Project Narrative should be organized in the order and with the headings and information requested below. Applicants may, but are not required to, use the Optional Project Narrative Template (See [Appendix B](#)). Applicants that do not use the template will not be penalized.

Section A. Executive Summary: The Executive Summary should contain the elements below and should not exceed three (3) pages.

1. **Application Title:** Provide a name for the application.
2. **Lead Applicant:** Name of the Lead Applicant
3. **Statutory Partner to the Lead Applicant:** Name of the Statutory Partner.
4. **Contact Information:** Include a name, title, email address, and phone number for key personnel for the Lead Applicant and, Statutory Partner.
5. **Eligibility:** Describe how the Lead Applicant and Statutory Partner meet the eligibility requirements described in [Section 2](#) of the NOFO.
6. **Grant Award Period and Completion:** Provide estimated beginning and ending dates for the period of performance for your proposed grant. Given the requirement under CAA § 138(b)(1) that all grants must be completed within three years, all applications must state how the projects in the application, including any construction projects, can be completed within three years of award. The anticipated Award notification is August 2025. All projects should plan to start no earlier than August 1, 2025.
7. **Amount of EPA Funding Requested:** See award sizes specified in [Section 1](#).
8. **Disadvantaged Community to benefit from the projects:** Identify and list the IHE(s), CBO(s), and other entities that support or are located in disadvantaged communities, as defined in [Appendix A](#), intended to benefit from the projects in the application. The list should include the name of the entity, physical address (city, state, zip code), and main point of contact's name and email address.
9. **Brief Project Descriptions**
 - a. **UPLIFT Community of Practice:** Describe in 300 words or less the need for the project/rationale for the work proposed for the community of practice, the major environmental and educational project activities the community of practice may

work on, the expected outcomes and anticipated deliverables, the target audience and anticipated number reached (identify audiences by specific types – students, teachers, general public) and any other unique, interesting, or relevant information.

- b. **CECA Subaward Program:** Describe in 300 words or less the design and rationale for the grant process the applicant seeks to take, the types of climate action and pollution reduction project that may be funded, the expected outcomes and anticipated deliverables, the target audience and anticipated number reached (identify audiences by specific types – students, teachers, general public) and any other unique, interesting, or relevant information.

Note: Brief Project Descriptions of applications that receive funding may be posted on program-related websites and/or included in notices that EPA may send to members of Congress.

Section B. Project Workplan: Consistent with the purpose and program priorities of this NOFO, applicants should describe in their workplan their plans to carry out the development of projects focused on the two Program Priorities outlined below: 1) Establishing an UPLIFT Community of Practice Program and 2) Establishing a Climate and Environmental Community Action (CECA) Subaward Program. **It is highly recommended that you explain each aspect of your application clearly and address each topic by following the format below, include the headings as given, and do not reorder the paragraphs.**

Note: Citations and lists of sources should be submitted by using the “Other Attachments Form” on grants.gov and will not be counted in the Work Plan’s 25-page limit.

Priority #1: Establishing a UPLIFT Climate and Environmental Action Community of Practice Program

1.A. Activities to build the capacity of members of UPLIFT Community of Practice to engage in public processes for the benefit of disadvantaged communities.

- a. **Past Engagement:** Describe how past engagement working with IHEs, and CBOs who support or are located in disadvantaged communities, and other stakeholders impacted the type of project activities that you propose for the UPLIFT Community of Practice.
- b. **Approach to Engagement:** Describe the methods, tools, and trainings, the applicant will use to facilitate the engagement of disadvantaged communities in state and Federal advisory groups, workshops, rulemakings, and / or other public processes, including local, Tribal, and other governmental processes, related to environmental and climate justice.
- c. **Enhancing Governmental Access and Collaboration:** Describe how the project will address and improve lack of access to, or weak relationships with, governmental entities that members of the community of practice have and how the activities proposed change those relationships to increase points of access for disadvantaged communities with government so that they might work cooperatively to promote environmental and climate justice.
- d. **Building Governmental Awareness:** Provide details as to how the proposed activities will result in governmental entities better understanding the root causes of environmental and climate justice issues that impact disadvantaged communities, so the communities are better prepared to proactively address them before the issues materialize.

- e. Facilitation and Accountability Measures: Provide details related to facilitation and accountability measures that will be put into place as part of the UPLIFT Community of Practice to establish and maintain trust between the disadvantaged community and government officials to ensure the community can collaborate in a meaningful manner on environmental and climate justice issues with governmental bodies.

1.B. Communications Plan and Outreach Activities

Applicants should demonstrate how they will provide substantive communication and conduct outreach to recruit members from IHEs, such as HBCUs and other MSIs in urban, rural, and remote communities serving disadvantaged communities, as well as representatives from CBOs, governments, philanthropic organizations, and the private sector to participate in the UPLIFT Community of Practice.

Communications and outreach activities may include:

- Hosting conference calls, webinars, and/or in-person meetings to make potential members aware of the existence of the UPLIFT Community of Practice, requirements for participation, and guidance to aid in understanding the goals, objectives, and activities of the community of Practice, and to give potential members the opportunity to ask questions.
- Developing mass mailers, online listservs, websites, printed materials, as well as conducting site visits and/or in-person workshops to communicate the goals and existence of the UPLIFT Community of Practice.
- Any other outreach and communication activities the Lead Applicant and other supportive entity believes will be effective in facilitating the participation of disadvantaged communities, urban, rural, and remote communities, and capacity constrained CBOs in the environmental decision-making process.

1.C. Participatory Governance and Transparent Management

- a. Collaborative Management and Engagement Strategy: Describe the collaborative approach that you plan to take to manage and engage the members of the community of practice in order to foster trust, collaboration, and accountability and what specific approach will be used to sustain their engagement and mitigate barriers to support overall project implementation.
- b. Participatory Governance Approach: Describe the participatory governance approach you plan to take to manage the community of practice including the roles and responsibilities of the Lead Applicant, Statutory Partners, Collaborating Entities, and / or community-selected representatives for implementing, managing, and overseeing the UPLIFT Community of Practice's activities, including how regularly you will meet to discuss project implementation.
- c. Letters of Commitment: Applicants will be evaluated on the quality and quantity of the letters of commitment submitted with the application by Collaborating Entities (ie. CBOs, IHEs, private sector, and philanthropic partners) of the Statutory Entity who are committed to supporting or if eligible participate in the community of practice. The letters will be evaluated with respect to whether they explain:
 - The Collaborating Entities' role with the Statutory Entity and how it contributes towards the effectiveness of the community of practice program.
 - What resources (funding, in-kind, technical assistance, support, expertise, etc.) the Collaborating Entities are bringing to the effort, how their participation will be financed;

- Their interest in the community of practice program, and their expertise/experience in helping disadvantaged communities and communities in urban, rural, and remote areas.

Note: Generic letters of support that do not commit an organization or individual to specific activities will not be evaluated. Letters of commitment should be submitted as Attachment D and **do not count toward the Project Narrative’s 25-page limit.**

1.D. Results, Success Stories, and Feedback

- a. **Measuring Success:** Describe an approach for documenting and measuring the success of their role in managing the community of practice and the success of the community of practice members in engaging with government processes to advance environmental and climate justice.

Examples of measuring results can include, but are not limited to: Lead Applicants including information on success stories attesting to the accessibility of support and technical assistance to community of practice members, new partnerships, or collaboration between members because of their participation in the community of practice, the qualitative and quantitative value that the engagement of the community of practice had on government processes, aggregated environmental and public health improvements, and more. A success story is generally one that demonstrates an activity done by a member of the community of practice that successfully addresses longstanding environmental justice issues in a community.

- b. **Feedback and Improvement Strategy:** Describe an approach for seeking feedback on the activities of the community of practice from its members and prospective members, that includes their satisfaction with the Lead Applicant and the community of practice program activities, ideas on ways to make the community of practice more effective and what steps the applicant will take to address the feedback to improve their role as a manager of the community of practice. Applicants should make a concerted effort to obtain relevant feedback on their role as a manager of the community of practice from disadvantaged communities and communities in urban, rural, and remote areas.

Note about Surveys - If the applicant intends to use EPA funds to develop and administer surveys or other information collections subject to 5 CFR Part 1320 for feedback, compliance with the OMB regulations implementing Paperwork Reduction Act (PRA) by EPA will be necessary. Compliance with the OMB PRA regulations will require a considerable amount of time. Therefore, given the three (3) year performance period limitation, EPA funds may not be used to develop and administer surveys related to their management activities.

Priority #2: Climate and Environmental Community Action (CECA) Subaward Program

As described in [Section 2](#), applications must administer \$1.0 Million in grant funds via subawards to community-based nonprofit organizations (CBOs), institutions of higher-education, and other eligible subrecipients groups. Individual subawards awarded as part of the Climate and Environmental Community Action (CECA) Subaward Program must be between \$100,000 - \$250,000.

Under Priority #2, applicants will act as the pass-through entity will collaborate with EPA to finalize the designs of the application in-take, community outreach, application evaluation, subawards, and project

tracking processes for projects proposed by eligible subrecipients CECA Subaward for community projects focused on climate action and/or pollution reduction that will benefit disadvantaged communities. The pass-through entity will make final decisions. Consistent with the objectives of this program, applicants should describe in their applications and workplan, and will be evaluated based on, the quality of their plans to carry out a CECA Subaward Program.

Eligible subrecipients, especially from disadvantaged communities and urban, rural, and remote communities, will be made aware of, and can access, the designed application, subaward, and project management processes. Applicants will also be evaluated on their plan and approach for competing the Subaward Program to ensure it is designed to result in awards to a diverse group of subrecipients to meet the objectives of this program priority within the 3-year project period.

Applicants should include the following activities in their project narrative, and any others they deem relevant, in their applications to meet the objectives of this program priority:

2.A. Development of Application Submission, Evaluation, and Subaward Processes

Applicants should describe their plan and approach to make funds available to eligible subrecipients, particularly from disadvantaged communities, communities in urban, remote, and rural areas, and those with the highest degree of burden and capacity constraints, as well as increasing awareness of the existence of the pass-through entity and the availability of CECA Subawards. Information disseminated through outreach efforts should include at a minimum:

- a. **Subaward Competition Design:** Design a competitive application submission and evaluation process for community projects addressing climate action and pollution reduction in disadvantaged communities. The process should include an open call for applications on a “rolling basis” where applicants can submit applications when the applicants are ready. The process should be accessible to communities and CBOs without reliable access to internet services and significantly reduce the burden on applying entities (as compared to the federal grants process). The process should include procedures that will be put in place to ensure the projects selected will benefit disadvantaged communities.
- b. **Efficient Subaward Process Design and Timely Distribution of Funds:** Describe the development of an efficient subaward process. Overall, the application, evaluation, and subaward processes should minimize the “time to award” for entities selected to receive subaward funding. **CECA Subaward applicants should design their subaward process so that the average time it takes for applications to be submitted, evaluated, and awarded is under 6 months (at a minimum).** This timeframe will greatly benefit under-resourced CBOs and in some cases may be the difference between a CBO remaining in operation or dissolving. Additionally, the pass-through entity must develop a plan to ensure that all funds awarded to them are expended within 36 months of receipt of the initial award as required by CAA 138(b)(1) which limits project periods to 3 years. Thus, each applicant to the program should make clear how they propose to make their subaward process efficient and effective in getting the maximal amount of funding to communities within the required timeframe.

2.B. Communications Planning and Outreach Activities

Describe how you will provide substantive communication and conduct outreach to eligible subrecipients from disadvantaged communities, communities in remote and rural areas, and community stakeholders with the highest degree of burden and capacity constraints to facilitate their full participation in the new CECA Subaward Program. Communications and outreach activities may include:

- Hosting pre-application conference calls, webinars, and/or in-person meetings accessible to all disadvantaged communities to the maximum extent practicable, especially urban, rural, and remote communities, making them aware of the availability of the CECA Subaward funding, deadlines for submitting applications, guidance to aid in understanding the pass-through entity's application and subawards process, and to give potential eligible subrecipients opportunities to ask questions.
- Developing mass mailers, online listservs, websites, printed materials, as well as conducting site visits and/or in-person workshops to communicate the goals and availability of CECA Subaward funding.
- Ensuring communications and communication materials are available in multiple languages reflective of the needs in the target service area(s). Describe how you will provide translation and other interpretive services to make the information and funding available to those not fluent in English or that have limited English proficiency.
- Any other outreach and communications activities the pass-through entity believes will be effective in facilitating the participation of disadvantaged communities, urban, rural and remote communities, and capacity constrained CBOs in funding programs for environmental justice and in the environmental decision-making process.

2.C. Development of a Project Management Tracking and Reporting System

- a. Subaward Project Management and Oversight: Describe their plan, approach, and process for project management including oversight for funding subrecipients and a system to track all projects and subrecipients of subaward funding and manage the subawards in compliance with the requirements specified in [2 CFR 200.332](#) and [EPA's Establishing and Managing Subawards Term and Condition](#). [Appendix D of EPA's Subaward Policy](#) provides an optional template for a subaward agreement that meets regulatory requirements.
- b. Subaward Monitoring Plan: Applicants should include a plan to develop a system to monitor progress for each funded subrecipient and relay this information to EPA as required by the reporting terms and conditions of their EPA award. Additionally, applicants should describe their plan for subrecipient reporting, including how frequently reports will be required, the level of detail and format of those reports, and how those reports will be submitted by subrecipients.
- c. Technical Support: Describe a process for engaging EPA assistance should any subrecipient require additional technical support to meet project deadlines or achieve progress. You should prioritize the goals of reducing burden on subrecipients while still providing reasonable and quality oversight as you are developing your plans for subrecipient reporting.

2.D Pass-Through Entity's Results, Success Stories, and Feedback

- a. Measuring Success: Describe an approach for documenting and measuring the success of your role as a pass-through entity and the success of the subrecipients receiving CECA Subawards.

The pass-through entity may include information on success stories attesting to the accessibility of the subaward application process, the ease of use to submit an application, the outreach conducted to make communities aware of the program, aggregated environmental and public health improvements, and more. A success story is generally one that demonstrates a subrecipient's project that successfully addresses longstanding climate and environmental justice issues in a community.

- b. Feedback and Improvement Strategy: Describe your approach for seeking feedback from eligible subrecipients and prospective subrecipients, that includes their satisfaction with the pass-through entity and the subaward program, ideas on ways to make the pass-through entity and subaward process more effective and what steps the applicant will take to address the feedback to improve their role as a pass-through entity. Applicants should make a concerted effort to obtain relevant feedback on their role as a pass-through entity from disadvantaged communities and communities in urban, rural, and remote areas.

#3: Program Management

3.A. Performance Management Plan and Outputs / Outcomes:

- a. Performance Management: Describe an effective plan, with associated timeframes, for tracking and measuring progress in achieving the expected project outcomes and outputs of each program priority (See [Section 3.A](#) for information on expected outputs/outcomes). This should include how they will lead to improvements to the environmental conditions and public health of the disadvantaged communities in the short and long term.
- b. Benefits to Disadvantaged Communities: Describe the proposed outputs and outcomes and how they will lead to improvements to the environmental conditions and public health of the disadvantaged communities in the short and long term.
- c. Program Evaluation: Describe how you will incorporate program evaluation activities (e.g., utilizing proper evaluation tools and personnel/organizations with experience in evaluating program and project progress/success) from project initiation through project completion to meaningfully document and measure your progress towards achieving project goals and describe how you will use the results of the evaluations to meet the project goals within the required timeframes.

3.B. Feasibility and Sustainability:

- a. Feasibility: Describe your plan for ensuring all the projects in the application can be successfully and effectively performed within the three-year grant period of performance, and the degree of risk that they cannot be.
- b. Sustainability: Describe how the benefits and outcomes from the projects in the application can be sustained after the three-year grant period of performance based on factors including but not limited to whether (i) you will leverage funding and/or resources from other sources to ensure the sustainability of the projects beyond the three-year grant term.

#4 Programmatic Capability and Environmental Results Past Performance

- a. Past Performance: Describe your approach for successfully completing and managing the proposed project including any past performance in successfully complete and managing similar proposed projects.
- b. History of Meeting Reporting Requirements: Describe any history the applicant has in successfully meeting necessary reporting requirements of other funding opportunities this may include submission of acceptable final technical reports under those agreements and adequate

and timely reporting of progress towards achieving the expected outputs and outcomes under those agreements. If such progress was not being made, describe whether or not you reported why.

- c. Organizational Experience: Describe organizational experience and plan for timely and successfully achieving the objectives of the proposed projects, including expertise/qualifications of staff that will be working on the projects, staff knowledge of the project, and any resources or the ability to obtain them that will support you to successfully achieve the goals of the proposed project.

Other Mandatory Documents:

Program Budget Narrative (Attachment A)

Provide a detailed budget description and estimated funding amounts for each project component/task similar to that on the budget found in SF-424A, which includes the EPA funding requested to be expended over the three-year project period. This section provides an opportunity for a narrative description of the budget, or aspects of the budget found in the SF-424A.

In the description, explain how the budget is reasonable to accomplish the projects, and the cost-effectiveness of the budget in terms of maximizing the share of funds used for the delivery of benefits to disadvantaged communities (both the direct costs of funds passed through for financial assistance as well as associated indirect costs). This section provides an opportunity for narrative description of the budget or aspects of the budget such as other costs and contractual costs. Provide itemized costs with sufficient detail for EPA to determine the reasonableness and allowability of costs for each workplan component/activity. Additionally, please describe the approach, procedures, and controls that you will put in place to ensure that awarded grant funds will be expended in a timely and efficient manner.

Note: A template to depict the program budget is included as [Appendix C](#) and may be used to supplement the budget description. Applicants that do not use the template will not be penalized and applicants can convey the information in other forms. **While the program budget description is part of the Mandatory Documents as part of the application, the Program template is not part of the page limit for the Project Narrative and will not count against the 25-page Project Narrative page limit.**

Detailed Itemized Program Budget (Attachment B)

The Detailed Itemized Program Budget (Optional template available in [Appendix C](#)): Provide a detailed budget and estimated funding amount for each program priority/activity, as well as identify the requested federal dollars. Applicants should budget for up to \$2.5 million total over 3 years. Keep in mind that EPA reserves the right to partially fund applications by funding discrete portions of the proposed projects.

Clearly explain how the funds will be used. Applicants must itemize costs related to personnel, fringe benefits, contractual costs, travel, equipment, supplies, other direct costs, indirect costs, and total costs. All subaward funding, including a minimum \$1 million of total funding allocated for Eligible Subrecipients of both the CECA subaward and other priorities, should be located under the “other” category. Where necessary, your itemized budget sheet should include a budget narrative to make it clear how you determined/calculated the costs for each budget category.

In accordance with 2 CFR 200.414(f), recipients that do not have a current negotiated indirect cost (IDC) rate under 15% are eligible for a de minimis rate of 15% of modified total direct costs for all Federal awards. Please see EPA's IDC Policy: <https://www.epa.gov/grants/rain-2018-g02-r2> for full details.

Note that as provided in 2 CFR 200.332 subrecipients who do not have current negotiated indirect cost rates may also use the 15% rate but that pass-through entities may not force subrecipients to use the 15% rate rather than their negotiated rate.

Total estimated costs in the itemized budget template should reflect federal funding only. Applicants are permitted to attach the itemized budget template as an "Other Attachment" to their application and it will not count against the 25-page workplan limit. Applicants will not be penalized if they choose not to use the budget template provided in [Appendix C](#).

Note: EPA provides detailed guidance on how to characterize costs for budgeting purposes as well as a budget detail example in the agency's [Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance](#). For a sample Itemized Budget Sheet refer to: <https://www.epa.gov/grants/rain-2019-g02>

Statutory Partnership Agreement (Attachment C)

To be eligible for funding, the Lead Applicant must include in the application a copy of a written and signed Statutory Partnership Agreement with the Statutory Partner that is legally binding. At a minimum, the Statutory Partnership Agreement must specify the following:

- Who will be the Lead Applicant and the Statutory Partner.
- The Lead Applicant is responsible for the overall management, performance, oversight, and reporting responsibilities under the grant, and for making subawards to Collaborating Entities.
- The Lead Applicant will be responsible for the receipt of federal funds from EPA and the proper expenditure of these funds and will bear liability for unallowable costs.
- The roles and responsibilities of the Lead and Statutory Partner for project activities and how disputes between them will be handled and resolved. Please note that EPA is not a party to the Partnership Agreement, and any disputes between the parties must be resolved under the law applicable to the Partnership Agreement.
- The Lead Applicant is responsible for compliance and legal issues, and managing risks associated with the project. It must also describe the procedures for replacing a Statutory Partner with another Statutory Partner, and for ensuring the replacement has the comparable expertise, experience, knowledge, and qualifications of the replaced Statutory Partner to ensure successful grant completion within 3 years. Replacement may be necessary for various reasons including performance issues. Note that replacement requires prior approval by an authorized EPA official pursuant to 2 CFR 200.308(c)6).
- The Lead Applicant and Statutory Partner's agreement, if the proposed application is selected for award, to enter a subaward that complies with the subaward requirements in the grant regulations at 2 CFR 200.331 and in EPA's Subaward Policy and related guidance and that contains terms and conditions including those above.

Note: Statutory Partnership Agreement(s) do not count toward the Project Narrative's 25-page limit.

Letters of Commitment (Attachment D)

The Letters of Commitment required by [Section 4.B.1.c](#), must be attached as part of the application. While the letters of commitment are part of the Project Narrative, **they will not count against the 25-page Project Narrative page limit.**

C. Applicants Using Contractors

Applicants must compete contracts for services and products, including consultant contracts, and conduct cost and price analyses, to the extent required by the procurement provisions of the regulations at 2 CFR Part 200.

Do not name a procurement contractor (including a consultant) as a “partner” or otherwise in your application unless the contractor has been selected in compliance with competitive procurement requirements. If an applicant selected for award has named a specific subrecipient, contractor, or consultant in the application, it does not relieve the applicant of its obligations to comply with subaward and/or competitive procurement requirements.

The EPA will not consider the qualifications, experience, and expertise of named subrecipients and/or named contractor(s) during the application evaluation process unless the applicant provides documentation that it has complied with these requirements.

For additional guidance, applicants should review [EPA’s Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements](#), [EPA’s Subaward Policy](#), and [EPA’s Subaward Policy Frequent Questions](#). The EPA expects recipients of funding to comply with competitive procurement contracting requirements in 2 CFR Parts 200 and 1500 as well as the EPA’s rule on Participation by Disadvantaged Business Enterprises in EPA Programs in 40 CFR Part 33.

D. Coalition Coverage

A coalition is formed when two or more eligible applicants coordinate to submit a single application. Coalitions must identify which single eligible organization will be the recipient of the grant and which eligible organization(s) will receive subawards from the recipient (the “pass-through entity”). The pass-through entity that administers the grant and subawards will be accountable to the EPA for proper expenditure of the funds and reporting and will be the point of contact for the coalition. Subawards must be consistent with the definition of that term in [2 CFR 200.1](#) and comply with the [EPA’s Subaward Policy](#).

5. Submission Requirements and Deadlines

A. Submission Dates and Times

February 25, 2025 11:59 pm ET Application Submission Deadline

Grants.gov creates a date and time record when it receives the application. If you submit the same application more than once, we will accept the last on-time submission.

B. Unique Entity Identifier (UEI) and System for Award Management (SAM.gov)

SAM.gov

You must have an active account with SAM.gov. SAM.gov will provide a UEI for your organization, which is required to apply for grants using Grants.gov. To register, go to [SAM.gov Entity Registration](#) and click Get Started. From the same page, you can also click on the [Entity Registration Checklist](#) for the information you will need to register. Make sure you are current with SAM.gov and UEI requirements before applying for the award.

SAM.gov registration can take several weeks. [Begin that process today.](#)

Grants.gov

You must also have an active account with [Grants.gov](#). You can see step-by-step instructions at the Grants.gov [Quick Start Guide for Applicants](#).

Please visit [How to Register to Apply for Grants](#) for additional information.

C. Submission Instructions

You must submit your application through Grants.gov. See Section 5.B. above for information on getting registered.

Important tips:

- To begin the application process under this grant announcement, go to Grants.gov and click the red “Apply” button at the top of the view grant opportunity page associated with this opportunity.
- See the Quick Start Guide for Applicants for instructions on how to submit.
- Make sure your application passes the Grants.gov validation checks.
- Do not encrypt, zip, or password protect any files.
- Your application must be submitted by an official representative of your organization who is registered with Grants.gov and is authorized to sign applications for Federal financial assistance.
- If you receive an error or the button is grayed out, it may be because you do not have the appropriate role to submit in your organization. Contact your organization’s EBiz point of contact or contact Grants.gov for assistance at 1-800-518-4726 or support@grants.gov.
- See Grants.gov Errors for information on other Grants.gov errors.
- The UEI listed on the application must be registered to the applicant organization's SAM.gov account. If not, the application may be deemed ineligible.

D. Technical Issues with Submission

If applicants experience technical issues during the submission of an application that they are unable to resolve, follow these procedures **before** the application deadline date:

- Contact Grants.gov Support Center before the application deadline date.
- Document the Grants.gov ticket/case number.
- Send an email with the EPA-R-HQ-UCECA-25-01 in the subject line to UPLIFT.CECA@epa.gov before the application deadline time and date and must include the following:
 - Grants.gov ticket/case number(s)

- Description of the issue
- The entire application package in PDF format.

Without this information, the EPA may not be able to consider applications submitted outside of Grants.gov. Any application submitted after the application deadline time and date deadline will be deemed ineligible and **not** be considered.

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

E. Intergovernmental Review

You will need to submit application information for [Intergovernmental Review](#) under Executive Order 12372. Under this order, states may design their own processes for obtaining, reviewing, and commenting on some applications. Some states have this process and others don't.

To find out your state's approach, see the [list of state single points of contact](#). If you find a contact on the list for your state, contact them as soon as you can to learn their process. If you do not find a contact for your state, contact the [Regional Grants Office](#) for further instruction.

This requirement never applies to American Indian and Alaska Native Tribes or tribal organizations.

6. Application Review Information

A. Responsiveness Review

Applications must meet the threshold criteria requirements described in [Section 2](#) to be evaluated. Applicants not meeting these requirements will be deemed ineligible and will be notified within 15 calendar days of the determination.

- Applications must adhere to the page limit requirements. Any pages over the limit(s) expressed in [Section 4](#) will not be reviewed.
- Initial applications must be submitted *on or before* the application deadline through Grants.gov or through limited circumstances as expressed in [Section 5](#). An applicant's failure to submit their application on time because they did not register in SAM.gov, Grants.gov, or receive pre-approval through limited exception will automatically render the application ineligible.
- *Technical difficulties applying:* Applicants having trouble applying must contact the Grants.gov hotline at 1-800-518-4726 *and* then must email a PDF of the full application to the EPA contact listed in [Section 1](#). The submission must be received prior to the application deadline for consideration.

B. Review Criteria

Applicants will be evaluated based on the extent and quality to which they demonstrate that they have the capabilities, staff, resources, and equipment to successfully perform the project as described in [Section 3](#) of this funding opportunity.

Only eligible entities whose applications meet the threshold criteria in [Section 2](#) of this announcement will be evaluated according to the criteria set forth below. **Applicants should explicitly address these**

criteria as part of their application package submittal in the project narrative. Each application will be rated using a point system. Applications will be evaluated based on a total of **185** possible points.

Criteria	Criteria Name and Description	Points
A.	<p>Executive Summary Under this criterion EPA will evaluate the extent and quality to which the application:</p> <ul style="list-style-type: none"> • Provided the name for the application, name of the Lead Applicant and Statutory Partner, as well as their contact information. (1 point) • Described how the Lead Applicant and Statutory Partner meet the eligibility requirements described in Section 2 of the NOFO. (1 point) • Provides an estimated beginning and ending dates for the period of performance for proposed grant. Dates must start no earlier than August 01, 2025 (1 point) • Provides the amount of EPA Funding the applicant is requesting, and such amount meets the award sizes specified in Section 1. (1 point) • Identifies and provides a list of IHE(s), CBO(s), and other entities that support or are located in disadvantaged communities, as defined in Appendix A, intended to benefit from the projects in the application. The list should include the name of the entity, physical address (city, state, zip code), and main point of contact’s name and email address. (5 points) • Provides a brief project description of the UPLIFT Community of Practice that describes in 300 words or less the need for the project/rationale for the work proposed for the community of practice, the major environmental and educational project activities the community of practice may work on, the expected outcomes and anticipated deliverables, the target audience and anticipated number reached (identify audiences by specific types – students, teachers, general public) and any other unique, interesting, or relevant information. (3 points) • Provides a brief project description of the CECA Subaward Program that describes in 300 words or less the design and rationale for the grant process the applicant seeks to take, the types of climate action and pollution reduction project that may be funded, the expected outcomes and anticipated deliverables, the target audience and anticipated number reached (identify audiences by specific types – students, teachers, general public) and any other unique, interesting, or relevant information. (3 points) 	15

B.	Project Workplan	
1	Priority# 1: Establishing a UPLIFT Community of Practice	
1.A	<p>Activities to build the capacity of members of UPLIFT Community of Practice to engage in public processes for the benefit of disadvantaged communities - Under this criterion, EPA will evaluate the extent and quality to which the application:</p> <p><u>Past Engagement:</u> Demonstrates how the applicant’s history of meaningful engagement with IHEs and CBOS who serve disadvantaged communities, and other stakeholders impact the type of project activities proposed for the UPLIFT Community of Practice. (5 points)</p> <p><u>Approach to Engagement:</u> Describes the methods, tools, and trainings, the applicant will use to facilitate the engagement of disadvantaged communities in state and Federal advisory groups, workshops, rulemakings, and / or other public processes, including local, Tribal, and other governmental processes, related to environmental and climate justice. Applicants will be evaluated on the quality, innovation, and feasibility of these approaches to ensure meaningful involvement of affected communities. (5 points)</p> <p><u>Enhancing Governmental Access and Collaboration:</u> Describes proposed strategies to address and improve the lack of access to, or weak relationships with, governmental entities that members of the community of practice have and how the activities proposed change those relationships to increase points of access for disadvantaged communities with government so that they might work cooperatively to promote environmental and climate justice. (5 points)</p> <p><u>Building Governmental Awareness:</u> Provides details as to how well the proposed activities will result in governmental entities better understanding the root causes of environmental and climate justice issues affecting disadvantaged communities, so the disadvantaged communities are better prepared to proactively address them before the issues materialize. (5 points)</p> <p><u>Facilitation and Accountability Measures:</u> Provides details related to the proposed facilitation and accountability measures that will be put into place as part of the UPLIFT Community of Practice to establish and maintain trust between the disadvantaged community and government officials to ensure the disadvantaged communities can collaborate in a meaningful manner on environmental and climate justice issues with governmental bodies. (5 points)</p>	25
1.B	<p>Communications Plan and Outreach Activities - Under this criterion, EPA will evaluate the extent and quality to which the application demonstrates how they will provide substantive communication and conduct outreach to recruit members from IHEs, including HBCUs and other MSIs located in urban, rural, and remote communities, as well as representatives from CBOs, governments, philanthropic organizations and the private sector who serve disadvantaged communities to participate in the UPLIFT Community of Practice. (5 points)</p>	5

<p>1.C</p>	<p>Participatory Governance and Transparent Management – Under this criterion, EPA will evaluate the extent and quality to which the application:</p> <p><u>Collaborative Management and Engagement Strategy</u>: Describes the collaborative approach to managing and engaging the members of the community of practice in order to foster trust, collaboration, and accountability and what specific approach will be used to sustain their engagement and mitigate barriers to support overall project implementation. (5 points)</p> <p><u>Participatory Governance Approach</u>: Describes the participatory governance approach to managing the community of practice including the roles and responsibilities of the Lead Applicant, Statutory Partners, Collaborating Entities, and / or community-selected representatives for implementing, managing, and overseeing the UPLIFT Community of Practice’s activities, including how regularly you will meet to discuss project implementation. (5 points)</p> <p><u>Letters of Commitment</u>: Applicants will be evaluated on the quality and quantity of the letters of commitment submitted with the application by Collaborating Entities (ie. CBOs, IHEs, private sector, and philanthropic partners) of the Statutory Entity who are committed to supporting or if eligible participate in the community of practice. The letters will be evaluated with respect to whether they explain:</p> <ul style="list-style-type: none"> • The Collaborating Entities’ role with the Statutory Entity and how it contributes towards the effectiveness of the community of practice program. (5 points) • What resources (funding, in-kind, technical assistance, support, expertise, etc.) the Collaborating Entities are bringing to the effort, how their participation will be financed; (5 points) • Their interest in community of practice program, and their expertise/experience in helping disadvantaged communities and communities in urban, rural, and remote areas. (5 points) 	<p>25</p>
<p>1.D</p>	<p>Results, Success Stories, and Feedback – Under this criterion, EPA will evaluate the extent and quality to which the application:</p> <p><u>Measuring Success</u>: Describes an approach for documenting and measuring the success of their role in managing the community of practice and the success of the community of practice members in engaging with government processes to advance environmental and climate justice. (8 points)</p> <p><u>Feedback and Improvement Strategy</u>: Describes an approach for seeking feedback on the activities of the community of practice from its members and prospective members, that includes their satisfaction with the Lead Applicant and the community of practice program activities, ideas on ways to make the community of practice more effective and what steps the applicant will take to</p>	<p>13</p>

	address the feedback to improve their role as a manager of the community of practice. (5 points)	
2	Priority# 2: Climate and Environmental Community Action (CECA) Subaward Program	
2.A	<p>Development of Application Submission, Evaluation, and Subaward Processes – Under this criterion, EPA will evaluate the extent and quality to which the application:</p> <p><u>Subaward Competition Design</u>: Designs a competitive application submission and evaluation process for community projects addressing climate action and pollution reduction in disadvantaged communities, including inclusion of an open call for applications on a “rolling basis” where applicants can submit applications when the applicants are ready and is accessible to communities and CBOs without reliable access to internet services and significantly reduce the burden on applying entities, and inclusion of procedures that will be put in place to ensure the projects selected will benefit disadvantaged communities (as compared to the federal grants process). (10 points)</p> <p><u>Efficient Subaward Process Design and Timely Distribution of Funds</u>: Describes the development an efficient subaward process, including minimizing the “time to award” for entities selected to receive subaward funding through application, evaluation, and subaward processes. (6 points)</p>	16
2.B	<p>Communications Planning and Outreach Activities – Under this criterion, EPA will evaluate the extent and quality to which the application describes how the applicant will provide substantive communication and conduct outreach to eligible subrecipients, disadvantaged communities, communities in remote and rural areas, and community stakeholders with the highest degree of burden and capacity constraints to facilitate their full participation in the new CECA Subaward Program. (8 points)</p>	8
2.C	<p>Development of a Project Management Tracking and Reporting System – Under this criterion, EPA will evaluate the extent and quality to which the application:</p> <p><u>Subaward Project Management and Oversight</u>: Describes the applicant’s plan, approach, and process for project management including oversight for funding subrecipients and a system to track all projects and subrecipients of subaward funding and manage the subawards in compliance with the requirements specified in 2 CFR 200.332 and EPA’s Establishing and Managing Subawards Term and Condition as well as DBRA and BABA as applicable. (8 points)</p> <p><u>Subaward Monitoring Plan</u>: Includes a plan to develop a system to monitor progress for each funding subrecipient and relay this information to EPA as required by the reporting terms and conditions of their EPA award, including a plan for subrecipient reporting that addresses how frequently reports will be required, the level of detail and format of those reports, and how those reports will be submitted by subrecipients. (5 points)</p>	18

	<p><u>Technical Support</u>: Describes a process for engaging EPA assistance should any subrecipient require additional technical support to meet project deadlines or achieve progress, including prioritizing the goals of reducing burden on subrecipients while still providing reasonable and quality oversight during development of plans for subrecipient reporting. (5 points)</p>	
2.D	<p>Pass-Through Entity’s Results, Success Stories, and Feedback – Under this criterion, EPA will evaluate the extent and quality to which the application:</p> <p><u>Measuring Success</u>: Describes an approach for documenting and measuring the success of your role as a pass-through entity and the success of the subrecipients receiving CECA Subawards. (8 points)</p> <p><u>Feedback and Improvement Strategy</u>: Describes an approach for seeking feedback on their pass-through entity from Eligible Subrecipients and prospective subrecipients, that includes their satisfaction with the pass-through entity and the subgrant program, ideas on ways to make the pass-through entity and subaward process more effective and what steps the applicant will take to address the feedback to improve their role as a pass-through entity. This includes the applicant’s plan to obtain relevant feedback on their role as a pass-through entity from disadvantaged communities and communities in urban, rural, and remote areas. (5 points)</p>	13
3	Performance Management Plan and Outputs / Outcomes	
3.A	<p><u>Performance Management Plan and Outputs / Outcomes</u>: Under this criterion, EPA will evaluate the extent and quality to which the application:</p> <ul style="list-style-type: none"> • Describes an effective plan, with associated timeframes, for tracking and measuring progress in achieving the expected project outcomes and outputs. (5 points) • Describes the proposed outputs and outcomes and how they will lead to improvements to the environmental conditions and public health of the disadvantaged communities in the short and long term. (4 points) • Incorporates program evaluation activities (e.g., utilizing proper evaluation tools and personnel / organizations with experience in evaluating program and project progress / success) from project initiation through project completion to meaningfully document and measure the applicant’s progress towards achieving project goals and how they will use the results of the evaluations to meet the project goals within the required timeframes. (3 points) 	12
3.B	<p><u>Feasibility and Sustainability</u>:</p> <p><u>Feasibility</u>: Applications will be evaluated based on the extent to which it is demonstrated that all the projects in the application can be successfully and effectively performed within the three-year grant period of performance, and</p>	10

	<p>the degree of risk that they cannot be. This includes also evaluating how the strategies and associated projects can individually and collectively be completed within three years. (5 points)</p> <p><u>Sustainability</u>: Applications will be evaluated based on the extent to which it is demonstrated that the benefits and outcomes from the projects in the application can be sustained after the three-year grant period of performance based on factors including but not limited to whether (i) the Applicant will leverage funding and / or resources from other sources to ensure the sustainability of the projects beyond the three-year grant term. (5 points)</p>	
4	<p>Programmatic Capability and Environmental Results Past Performance</p> <p>Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project considering their:</p> <ul style="list-style-type: none"> • <u>Past Performance</u> in successfully completing and managing the assistance agreements for funding opportunity, (2 points) • <u>History of Meeting the Reporting Requirements</u> under assistance agreements 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, (2 points) • <u>Organizational Experience</u> and plan for timely and successfully achieving the objectives of the proposed project, and (3 points) <ul style="list-style-type: none"> • staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.⁵ (3 points) <p>Note: In evaluating applicants under items i and ii 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 past reporting information, please indicate this in the application and you will receive a neutral score for these subfactors (items i and ii 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>	10
	Other Mandatory Documents	
	Program Budget Narrative: The detailed itemized program budget will be evaluated based on:	15

⁵ Refer to guidance above on “Applicants Using Contractors” before including contractor or subrecipient qualifications in your application.

	<ul style="list-style-type: none"> • The reasonableness of the budget and allowability of the costs for each component/activity of the projects in the application. This includes evaluating whether funding is well balanced and equitably distributed to project partners, including subrecipients, commensurate with their role in the project, and whether funding is categorized into the proper budget categories providing clarity, accuracy, and granularity on the applicant’s planned use of the grant funds during the project period. (5 points) • The cost effectiveness of the budget/project in terms of maximizing the share of funds used for the delivery of benefits to disadvantaged communities (both the direct costs of funds passed through for financial assistance as well as associated indirect costs to the greatest extent practicable). (5 points) • The approach, procedures, and controls described that will be put into place for ensuring that awarded grant funds will be expended in a timely and efficient manner. (5 points) 	
TOTAL POSSIBLE POINTS		185

C. Review and Selection Process

Eligibility Review Process

All applications will be evaluated to determine eligibility based on the threshold eligibility criteria described in [Section 2](#) and the responsiveness criteria in [Section 6.A](#).

Evaluation Process

All eligible applications will be evaluated and scored by review panels using the evaluation criteria listed in [Section 6.B](#). Review panels will be comprised of EPA staff and/or external reviewers. Applications will be ranked and the ranked list will be provided to the Selection Official for selection.

Applications not selected for award will receive notification from EPA and may request a debriefing as described in the Debriefings clause included in Section VI.B of the [EPA Solicitation Clauses](#) incorporated by reference in the NOFO.

D. Risk Review

Before making decisions in the risk review required by § 200.206 the EPA will consider any comments by the applicant, along with information available in the responsibility/qualification records in SAM.gov.

7. Award Notices

The EPA anticipates notification to successful applicants will be made by Office of Public Engagement and Environmental Education. The notification will be sent to the original signer of the application or the project contact listed in the application. This notification is not an authorization to begin work. The official notification of an award will be made by the Grants Management Branch. Selection does not guarantee an award will be made. Statutory authorization, funding, or other issues during the award process may affect the ability of the EPA to make an award. The award notice, signed by an 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, which must be approved by the 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.

8. Post-Award Requirements and Administration

A. Administrative and National Policy Requirements

The recipient and any sub-recipient must comply with the applicable [General Terms and Conditions](#). These terms and conditions are in addition to the assurances and certifications made as part of the award, terms and conditions, and restrictions reflected on the official assistance award document.

Awards issued as a result of this funding opportunity are subject to the requirements of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards; Title [2 CFR Part 200](#) and [2 CFR Part 1500](#).

B. Reporting

[EPA's General Terms and Conditions](#) in the Notice of Award will have information on performance and financial reports, including:

- How often you will report.
- Any required form or formatting.
- How to submit them.

C. FFATA and FSRs Reporting

The [Federal Financial Accountability and Transparency Act](#) (FFATA) requires:

- Data entry at the FFATA Subaward Reporting System (FSRS) for all subawards and subcontracts you issue for \$30,000 or more.
- Reporting executive compensation for both recipient and subaward organizations.

9. Other Information

A. Additional Provisions for Applicants

Additional provisions that apply this funding opportunity and/or awards made under this funding opportunity, can be found at [EPA NOFO Clauses](#). If you are unable to access these provisions electronically at the website above, please contact the EPA point of contact to obtain the provisions.

Appendix A: Definition of Disadvantaged Communities

Applicants must demonstrate that the projects in their application would benefit a disadvantaged community. EPA is defining disadvantaged community as one that meets at least one of the following criteria:

1. A geographically defined community designated as disadvantaged on the [EPA IRA Disadvantaged Communities Map](#). The map combines multiple datasets (including [CEJST](#) and [EJScreen](#)) that determine whether a community is disadvantaged for the purposes of implementing programs under the IRA. All datasets are assigned values at the Census block group level.⁶ Instructions for how to use the map to identify disadvantaged community eligibility are located in the mapping tool under layer titled “EPA IRA Disadvantaged Communities.”

Note: On the map, block groups highlighted in light orange are designated as disadvantaged communities. Block groups highlighted in light blue are not designated as disadvantaged communities.

2. A community that falls into one of the following two categories⁷:
 - a. A farmworker community comprised of individuals with no fixed work address, who travel from their permanent residence to work in agriculture on a temporary or seasonal basis, and may relocate several times throughout the year. Applicants can demonstrate that a farmworker community is comprised of such individuals by submitting verification documentation from an authorizing governmental entity or through comparable means.
 - b. A Disadvantaged Unincorporated Community (DUC). For purposes of this NOFO, DUCs are generally defined as Census Designated Places⁸ that lack fixed legally determined geographic boundaries and have certain common characteristics and conditions (e.g., the absence of adequate permanent water, sewer services, or acceptable housing). This includes all areas defined as Colonias by the U.S. Department of Housing and Urban Development (HUD).⁹ Colonias that are not defined by HUD but are identifiable on the “Colonias” layer in EJScreen are also considered DUCs. DUC status can also be demonstrated through submitting localized data that represent similar characteristics. Applicants who seek funding for projects in a DUC Targeted Investment Area should demonstrate eligibility using the DUC criteria listed above. Applicants should direct questions to UPLIFT.CECA@epa.gov regarding verification.

⁶ The EPA IRA Disadvantaged Community User Layer Guide includes: 1) All census tracts that are identified as disadvantaged in the Climate & Economic Justice Screening Tool (CEJST); 2) Any census block group that is at or above the 90th percentile for any of EJScreen’s Supplemental Indexes when compared to the nation or state, and / or 3) any geographic area within Tribal lands (including Alaska Native Allotments, Alaska Native Villages, American Indian Reservations, American Indian Off-reservation Trust Lands, & Oklahoma Tribal Statistical Areas), as included in EJScreen. Note: CEJST is a tool used to identify disadvantaged communities in furtherance of the Justice40 Initiative from EO 14008. EPA’s EJScreen is an environmental justice mapping and screening tool that provides demographic and environmental information at a fine geographic resolution across the United States. The data described above from these tools are used to help ensure that projects benefit disadvantaged communities.

⁷ Applicants are encouraged to acknowledge when communities identified in the following two categories overlap with the disadvantaged communities described above.

⁸ Census Designated Places (CDPs) are statistical equivalents of incorporated places and represent unincorporated communities that do not have a legally defined boundary or an active, functioning governmental structure.

⁹ [Colonias History – HUD Exchange](#)

Appendix B: Project Narrative Template

Applications should include a Project Narrative **(A) Executive Summary** and **(B) Project Workplan**. Together these cannot exceed 25 pages. Each Project Narrative should be organized in the order and with the headings and information described in Section 4.B of the NOFO.

Applicants may, but are not required to, use the optional Project Narrative Template. Applicants that do not use the template will not be penalized. **A downloadable version of this Project Narrative Template is available at:** <https://www.epa.gov/inflation-reduction-act/uplift-climate-and-environmental-community-action-grant>.

Appendix C: Detailed Itemized Budget Sheet Template

A downloadable version of this Detailed Itemized Budget Sheet Template is available at: <https://www.epa.gov/inflation-reduction-act/uplift-climate-and-environmental-community-action-grant>

Note—EPA provides detailed guidance on how to characterize costs for budgeting purposes as well as a budget detail example in the agency’s [Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance](#). For a sample Itemized Budget Sheet refer to: <https://www.epa.gov/grants/rain-2019-g02>

Applicants that do not use the template will not be penalized.

Priority #1 Project Budget

PRIORITY #1 PROJECT(S)	Description	Year 1	Year 2	Year 3	Total:
Personnel					
Fringe Benefits					
Travel					
Equipment					
Supplies					
Contractual					
Other (including subawards and direct payments to program participants such as stipends)					
Indirect Charges (Note that as provided in the definition of Modified total direct costs in 2 CFR 200.1 indirect cost rates may only be applied to the first \$50,000 of subawards.)					
		Year 1 Total:	Year 2 Total:	Year 3 Total:	Total Priority #1:

Priority #2 Project Budget

<u>PRIORITY #2 PROJECT(S)</u>	<u>Description</u>	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Total:</u>
	Personnel				
	Fringe Benefits				
	Travel				
	Equipment				
	Supplies				
	Contractual				
	Other (including subawards and direct payments to program participants such as stipends)				
	Indirect Charges (Note that as provided in the definition of Modified total direct costs in 2 CFR 200.1 indirect cost rates may only be applied to the first \$50,000 of subawards.)				
		<u>Year 1 Total:</u>	<u>Year 2 Total:</u>	<u>Year 3 Total:</u>	<u>Total Priority #2:</u>

Overall Budget

Overall Budget	Description	Year 1	Year 2	Year 3	Total:
Personnel					
Fringe Benefits					
Travel					
Equipment					
Supplies					
Contractual					
Other (including subawards and direct payments to program beneficiaries such as stipends)					
Indirect Charges (Note that as provided in the definition of Modified total direct costs in 2 CFR 200.1 indirect cost rates may only be applied to the first \$50,000 of subawards.)					
		Year 1 Total:	Year 2 Total:	Year 3 Total:	Total: