

## EPA Gulf of Mexico Farmer to Farmer 2024 Funding Opportunities Q&A

The first section of the Q&A is FON Specific Questions. The other sections can be applied to all FONs. All questions added after the original posting date, will have “**NEW (added \_\_\_\_)**” so you can review additional questions as added.

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**NOTE TO APPLICANTS:** We are able to respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the application, and requests for clarification about the announcement. We are unable to respond to questions requesting input on a project idea, format of an application, or other project specific questions that may compromise the competitive process.

If you have not successfully been awarded an EPA grant previously, you may want to review the recorded webinar and/or presentation found here: <https://www.epa.gov/grants/epa-grants-award-process-webinars>

### Farmer to Farmer 2024 BIL NOFO

Q. How much funding is available for FON: EPA-I-R4-GM-2024-FARMER Farmer to Farmer 2024 BIL  
A. The total estimated funding expected to be available is approximately \$20 million with awards ranging from \$1M to \$2M.

Q. I am a sole member LLC would I qualify for this program?

A. In accordance with Assistance Listing 66.475, governmental entities, including state agencies, interstate agencies, Indian tribes, local governments, institutions of higher learning, and nonprofit organizations are eligible to apply for funding under this NOFO.

Q. The NOFO states that “project activities must improve water quality, habitat, *or* resilience.” If an applicant is submitting a proposal focusing on improved resilience, do environmental goals and outputs being monitors need to include water quality, habitat, etc., improvements (what it typically thought of as an environmental result) or is “environment” being defined more broadly?

A. The applicant would have to show the number of farming communities that are more resilient and describe how the change will be measured, at least one water quality parameter, or acres of habitat. The project would have to include one of these, along with the change in willingness to adopt practices as a result of outreach.

Q. Would you please tell me if this grant award will be managed via scheduled grant award allocation payments or if the organization must submit expenses incurred and then be reimbursed for those expenses?

A. Recipients must be enrolled or enroll in the Automated Standard Application for Payments (ASAP) system to receive payments under EPA financial assistance agreements. Under this payment mechanism, the recipient initiates an electronic payment request online via ASAP, which is approved or rejected based on the amount of available funds authorized by EPA in the recipient’s ASAP account. Approved payments are credited to the account at the financial institution of the recipient organization set up by the recipient during the ASAP enrollment process.

Q. We were awarded a Farmer to Farmer previously. Can we apply again or can another state agency in Kansas apply? We also know of a 501 c 3 that may be interested in applying.

A. Yes, you can apply again as well as other state agencies and 501 (c) (3) nonprofits.

Q. We are wondering if we could pay farmers to plant practices with these funds? We see a need for agroforestry and shrub planting, forestry etc. practices on Iowa's landscape but weren't sure about paying farmers for a portion of those expenses.

A. Yes, you can pay farmers to plant practices with these funds.

Q. Is modelling field efficiency analysis “demonstration” enough?

A. Proposals that include modeling are not excluded, though please pay very close attention to evaluation criteria in Section V.A of the NOFO. Also, Section 1.B has information on the scope of work, allowable project types, and project elements that must be included in a proposal.

Q. One of the required outputs to report as part of Environmental Results on page 5 is the “number of farming practices demonstrated”. Could EPA clarify how a discrete farming practice is defined?

A. Some examples of farming practices can be, though not limited to: innovative/demonstration of riparian buffers, cover crop planting, habitat conservation, habitat windows, erosion control/prevention, and nutrient/fertilizer reuse and/or runoff treatment. There are many, many more farming practice examples in the literature and in USDA and Cooperative Extension publications that could have innovative applications and/or demonstrations. We are especially looking for innovative use of practices and demonstration of these practices. Also, new, innovative practices that can be demonstrated are sought for this NOFO. Please, also see the link for nutrient pollution solutions on page 3 of the NOFO as well as examples of activities on pages 4 and 5 of the NOFO.

Q. For this proposal does land need to be zoned as agricultural for the land manager-to count as a 'farmer' (for example, would working with a school with a production field on campus be considered farmer outreach)?

A. A demonstration project that has a field day or similar event for farmers at a school with production lands could be a smaller component of an otherwise larger project that takes place on agriculture working lands.

Q. Is there a recommended minimum acreage for proposed on-the-ground work under this funding opportunity?

A. There is no minimum acreage recommendation.

Q. Are there any restrictions placed on the collection sites (besides TDML sites)? Specifically, we are wondering if there are any concerns regarding taking water samples from farms that are within a certain distance of existing water quality monitoring stations? Or is there a minimum desired distance between testing sites? Once samples have been analyzed and a communication strategy with farmers is established, will the grant fund minor mitigation improvements? For example, could the funding be used for supplies related to fencing, or is the program exclusively focused on communication and educational efforts?

A. The funding could be used for demonstrating improvements/mitigations such supplies for fencing, etc. Unless there is a regulation against sampling too close or something, I would think this would give a baseline to then show demonstrations with follow up sampling.

Q. Regarding this outcome *“Estimated improvement in at least one water quality parameter in a water body and/or segment over the life of the project with quarterly milestones clearly reflected”*, would measured water quality changes in tile outlet flows qualify for this outcome?

A. They could estimate the load reduction to a specific water body in a specific parameter(s) (e.g. nitrogen load reduction in lbs over time.)

Q. Can this funding be used for habitat restoration and establishment (native prairie or woodland management) on public lands such as lands managed by county conservation boards?

A. Yes as long as it is not on federal lands and the practices have a demonstration component.

Q. Can this funding be used for habitat restoration and establishment (native prairie or woodland management) on privately owned lands with conservation easements on? The conservation easement is held by non-profits.

A. Yes as long as it is not on federal lands and the practices have a demonstration component.

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General

Q. I plan to collaborate with an individual at a university. Would that individual be eligible to receive a subaward from this funding program?

A. To determine if an individual or entity is eligible for a subaward, please go to the Q&A Document located on EPA's website at <http://www.epa.gov/gulfofmexico>. Read the Eligibility/Project Eligibility Section.

Q. Can a for-profit organization be eligible for the grant proposal?

A. No

Q. We would like to learn more details about some specifics of this RFP before delving further into the proposal. Is it possible to set up an appointment for an audio/video call in the nearest future possible?

A. We are able to respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the application, and requests for clarification about the announcement. We are unable to respond to questions requesting input on a project idea, format of an application, or other project specific questions that may compromise the competitive process. We are unable to set up or conduct an audio/video call but you may submit questions to the GMP-RFP mailbox.

Q. Is there a more detailed map available to show the Gulf of Mexico watershed "line" in Florida?

A. Please see this map [FL counties.png](#)

Q: Would applying for a smaller award than the identified maximum in each NOFO disadvantage an application?

A: No.

Q. Will there be more funding available in the future?

A. Funding for the Gulf of Mexico Program is dependent each year on allocations in the federal budget approved by Congress and the program priorities during that time.

Q. Is this funding opportunity available each year? Will it be available next fiscal year?

A. Funding for the EPA Gulf of Mexico Program is dependent each year on allocations in the federal budget approved by Congress and the program priorities during that time.

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## Submitting an Application

Q. Where do I start?

A. The applicant should start by closely reading the funding announcement and determining whether the project is within the scope requested. If so, the applicant should determine whether their organization is eligible by reviewing Section III, Eligibility Information. Carefully consider the Scope of Work and the Environmental Results (Sections I.B). Read Content of Application (Section IV.B and Appendix C) and Evaluation Criteria (Section V.A) to ensure your application includes all required information.

Q. What kind of materials do I need to submit for the application?

A. To be considered for a GMD Grant, EPA requires that each submission contain a set of common elements that are described in Section IV.B (Content of Application Submission.) Section IV.D goes into detail about every item that must be included in the application package.

Q. What is the application submission deadline?

A. Applications must be submitted through Grants.gov as stated in Section IV of this announcement (except in the limited circumstances where another mode of submission is specifically allowed for as explained in Appendix A) on or before the application submission deadline.

Q. How will EPA review applications?

A. Please see Section V of the NOFO.

Q. Are applicants required to follow the format detailed in Appendix C of the NOFO?

A. It is highly recommended that the applicant explain each aspect of the application clearly and address each topic by following the format provided in Appendix C. Include the headings as given, and do not reorder the paragraphs, or the applicant risks the possibility of information being left out, or being overlooked, and/or not being fully comprehended by the reviewers when the project is scored.

Q. Can someone be PI on one application and co-PI on another? Are multiple submissions from one organization generally encouraged or discouraged?

A. There is no limit to the number of applications an individual can be involved in nor the number of applications an organization can submit. We do, however, receive a high volume of applications and are only able to fund a small percentage.

Q. May a logic model be used to summarize some of the application components?

A. A logic model can be used to address some of the project components, but it must be included within the 12-page limit of the application narrative.

Q. Is the budget narrative included within the 12-page narrative?

A. Yes, the budget narrative should be included within the 12-page limit of the application narrative. The budget table does not count towards that 12-page limit.

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## Eligibility/Project Eligibility

Q. Could you please confirm if the eligibility entities for a subaward are the same as the eligible entities for the pass-through entity?

A. Eligibility to receive subawards is determined by EPA's Subaward Policy:

<https://www.epa.gov/grants/grants-policy-issuance-gpi-16-01-epa-subaward-policy-epa-assistance-agreement-recipients>. From Sec. 7, eligible entities are as follows:

- (a) Generally, unless prohibited or limited by statute, a non-Federal entity or individual is eligible to receive a subaward even if it is not eligible to receive an assistance agreement from EPA directly as long as the subaward is consistent with applicable regulations, policies, and EPA guidance. Federally Funded Research and Development Centers are eligible subrecipients provided the substance of the transaction is consistent with the guidance at 2 CFR 200.331 and Appendix A: Distinctions Between Subrecipients and Contractors.
- (b) As provided in 2 CFR Part 25, Appendix A, Federal agencies are subrecipients for the purposes of the System for Award Management and Universal Identifier Requirements when they receive "subawards" from pass-through entities. Federal agencies may also be subrecipients for the

purposes of 2 CFR Part 200 as indicated in the definition of Subrecipient in 2 CFR 200.1. Nonetheless, Federal agencies must have statutory authority to provide services to non-Federal entities on a reimbursable basis or otherwise receive and use funds from non-Federal entities under subawards. Examples of statutes available to all Federal agencies for receipt and use of EPA financial assistance funds are the Intergovernmental Cooperation Act for services to state and local governments, the Federal Technology Transfer Act for Cooperative Research and Development and Agreements, and the Omnibus Territories Act for reimbursable services agreements with U.S. Territories.

- (c) For-profit organizations and individual consultants, with very few exceptions, are contractors rather than subrecipients under the standards in 2 CFR 200.331 and EPA's guidance; they are typically ineligible for subawards from pass-through entities. As provided in the National Term and Condition for Subawards, EPA's Award Official must approve subawards to these entities on the basis of either precise descriptions of the subawards in the EPA approved budget and work plan or on a transaction by transaction basis. See Appendix A: Distinctions Between Subrecipients and Contractors for additional guidance.
- (d) Nonprofit organizations exempt from taxation under section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities are ineligible for EPA subawards based on the Agency's policy for interpreting the Lobbying Disclosure Act, 2 U.S.C.1611.
- (e) EPA program office staff should ensure that pass-through entities are aware of limitations on subrecipient eligibility contained in statutes or regulations. EPA program offices may communicate 5 applicable limitations to potential pass-through entities in announcements for competitive awards, program guidance for continuing environmental program grants or other noncompetitive awards, and programmatic terms and conditions.
- (f) In consultation with OGD's National Policy, Training and Compliance Division and the Office of General Counsel or Office of Regional Counsel, as appropriate, Program offices may establish policies limiting eligibility for subawards to the extent permitted by statute or regulation. EPA program offices must communicate applicable policies to potential pass-through entities in announcements for competitive awards, program guidance for continuing environmental program grants or other noncompetitive awards, and programmatic terms and conditions

Q. Would an organization, based in non-Gulf State, be eligible to apply.

A. Per Secs. I.B and III.D of the NOFO, projects must be located within eligible states and/or counties of the Gulf states (see Priority Areas and maps in Sec. I.B. and Appendix D). The NOFO does not include any location restrictions for the applicant (organization) in the Threshold Criteria. Please also see eligibility criteria for the organization in Sec. III.A.

Q. How can I tell if I am eligible to apply for a grant?

A. Please refer to Section III.A. of the NOFO.

Q. I am a nonprofit but do not have a 501c3. Am I eligible to apply?

A. Consistent with the definition of Nonprofit organization at 2 CFR § 200.1, the term nonprofit organization means any corporation, trust, association, cooperative, or other organization that is operated mainly for scientific, educational, service, charitable, or similar purpose in the public interest and is not organized primarily for profit; and uses net proceeds to maintain, improve, or expand the operation of the organization. The term includes tax-exempt nonprofit neighborhood and labor organizations.

**Nonprofit organizations that are not exempt from taxation under section 501 of the Internal Revenue Code must submit other forms of documentation of nonprofit status; such as certificates of incorporation as nonprofit under state or tribal law.**

Q. What is ineligible for funding?

A. Section III in the NOFO identifies eligible and ineligible entities and activities. EPA also conducts a threshold eligibility review of all applications (Section III.E). Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

Q. A funding idea was submitted and GMP was asked for input and/or requested a phone call to discuss project. The following response was provided to all potential applicants who requested input on their specific project idea or design.

A. In order to ensure a fair competitive process, the EPA's Gulf of Mexico Program does not provide specific input on project ideas to applicants.

Q. Would a small business with classification of certain NSAIC meet the criteria for eligibility for this proposal?

A. For-profit organizations are not eligible entities for this funding opportunity. Additional information regarding eligible entities can be found in Section III.A. of the funding opportunity.

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## Environmental Outputs and Outcomes

Q. What are "Outputs and Outcomes"?

A. Outputs and outcomes are explained in Section I.B. of the NOFO. The terms outputs and outcomes are derived from the EPA's focus on environmental results (EPA Policy Order 5700.7 Environmental Results). Therefore, EPA's priority is to support projects that are likely to achieve **quantifiable** outputs and outcomes. Applicants must include specific statements describing the environmental results of the proposed project in terms of well-defined "outputs" and "outcomes".

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## Project Monitoring

Q: Will a QAPP need to be developed and approved by EPA for each project funded through this NOFO?

A. Please see the NOFO Section VIII.A. for additional information about required QAPPs.

Q. What is the definition of Environmental Data?

A. EPA's Environmental Data Definition: Environmental information or data is defined as any measurements or information that describe environmental processes, location, or conditions; ecological or health effects and consequences; or the performance of environmental technology.

Q. We are currently working on our application for the NOFO and have run into a question about the Environmental Data Statement. Based on the information provided in the NOFO and links, we have drafted the following statement:

"We acknowledge that if funded for this project, we will be required and are prepared to demonstrate competency to assess the quality of work to meet project requirements and acknowledge that a Quality Management Plan (QMP) and/or Quality Assurance Project Plan (QAPP) may be required."

Is this what this section is requiring, or do we need to provide further demonstration of competency (ex. provide current accreditation or certification certificate with scope of accreditation and accrediting body plus contact information) attached to the application?

A. A statement, such as what is written, is all that is needed. It is a step designed to ensure that the applicant is fully aware that if environmental information data collection is planned and the award is over \$200k, that a QAPP will be required. In addition, please include QAPP development and approval in the milestones schedule of the application.

Q. There is a statement in the NOFO that says: If the organization does not have an EPA approved Quality Management Plan, please note that this must also be developed and approved by EPA. Inquiry through pre-awards and grant management for our organization has not turned up such a plan. Our assumption is that this is a document not specifically related to the current grant application, but an institutional-type document. Would you please provide more information on this requirement, including directions for preparing such a plan?

A. As noted, the QMP is meant to be an institutional level document (organization-specific policies and procedures) and not a project-specific document. Recipients may be required to submit both a QMP and a QAPP. Instructions for development of both documents can be found at this [link](#). There is no expectation for either document to be developed prior to notification of award.

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## Match Requirement

Q. Is there a match requirement?

A. No matching funds are required under this competition.

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## Contracts and Subawards

Q. Can grant funding be used by the applicant to make subawards, acquire contract services, or fund partnerships?

A. Yes, funds can be used for contracts and subawards in accordance with the additional provisions instructions which can be found on [the EPA Solicitation Clauses](#) page. EPA awards funds to one eligible applicant as the "recipient" even if other eligible applicants are named as "partners" or "co-applicants" or members of a "partnership". The recipient is accountable to EPA for the proper expenditure of funds and reporting requirements.

Q. May EPA grant recipients enter into agreements with federal agencies to carry out tasks/activities under the grant work plan?

A. Reimbursable Agreement- Grant recipients may enter into reimbursable agreements with federal agencies as long as those federal agencies are authorized under applicable federal laws to enter into such agreements with federal grant recipients. This is the mechanism by which a grant recipient can work with a federal agency as a partner. Reimbursable agreements do not have to be competed but grant recipients must provide a brief explanation as to why they are selecting a federal agency to carry out the work.

Q. If awarded a grant, can a grantee sole source a subcontract to a for-profit entity?

A. A for profit can be selected as a sole source subcontractor, but the burden of proof is on the applicant or recipient to demonstrate why this is the only entity able to complete the task.

Q. We would like to have a placeholder of \$XXX for a contractor to provide \_\_\_\_\_ for our project. We plan to go through a competitive process to hire a contractor, but it will not be able accomplished prior to the application deadline. Is it okay to include a placeholder amount and wait to ensure the project is funded prior to beginning the competitive process?

A. Yes.

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Standard Form (SF) 424 and SF 424 A

Q. Are there definitions to describe the amounts that should be entered for 18? And is there a description of what is asked for # 19?

A. The following answers pertain to the SF-424.

Please find instructions for the SF-424 (OMB Number 4040-004) here:

<https://www.grants.gov/forms/forms-repository/sf-424-family>

Additional information for question 19 can be found here:

<https://www.fws.gov/policy/library/rgeo12372.pdf>;

[https://19january2021snapshot.epa.gov/grants/fact-sheet-applicants-intergovernmental-review-process\\_.html](https://19january2021snapshot.epa.gov/grants/fact-sheet-applicants-intergovernmental-review-process_.html); and <https://www.whitehouse.gov/wp-content/uploads/2023/06/SPOC-list-as-of-2023.pdf>

Q. How do we answer question 19 in the SF 424?

A. Mark A and submit your application to your intergovernmental review state point of contact if **BOTH** of the following are true of your project:

1. Project involves land use planning or construction associated with demonstration projects.
2. Please follow this link: <https://www.whitehouse.gov/wp-content/uploads/2023/06/SPOC-list-as-of-2023.pdf>. If your state is listed on this link, your project will need to be submitted to your state for review and select a or b as applicable.

Otherwise, select C.

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## Budget

Q: Are equipment purchases allowable if they directly related to executing the project? (Added 3/13/24)

A: Yes.

Q: May interns/seasonal staff be hired using these funds? (Added 3/13/24)

A: Yes

Q: Does the EPA have any issue with the applicant purchasing materials and providing to subawardees to enable ordering in bulk? (Added 3/13/24)

A: No.

Q. Are pre-award costs eligible?

A. In certain circumstances, costs incurred within 90 days prior to the grant award may be eligible for reimbursement. However, this does not include any costs associated with responding to this solicitation or in finalizing the application package. If costs are incurred before the award, they are incurred at the applicant's own risk.

Q. What are indirect or overhead costs?

A. Indirect costs represent the expenses of doing business that are not readily identified with a particular grant, contract, project function or activity, but are necessary for the general operation of the organization and the conduct of activities it performs (source: Indirect Cost Overview, Dept. of Education). In order to charge indirect costs to the grant, the applicant must have an up-to-date approved indirect cost rate agreement with its cognizant agency (the federal agency the applicant receives the most funding from). EPA does recognize indirect cost agreements negotiated with other federal agencies.

Q: Should the indirect cost agreement come from the cognizant agency (the federal agency they receive the most federal funding from) OR MUST it be a negotiated EPA agreement (regardless of who they receive the most federal funding from).

A: A federally approved negotiated indirect cost rate agreement (NICRA) is negotiated by the cognizant federal government on behalf of the entire federal government, and the cognizant federal agency is assigned to the agency providing the most direct federal funding to the recipient. Therefore, if you have a negotiated indirect cost rate with another federal agency, you would use that. If you do not have a NICRA, you can use the 15% de minimis applied to the modified total direct cost base or negotiate one with your cognizant agency.

Q. What if we don't have an indirect cost rate agreement?

A. Any non-Federal entity that has never received a negotiated indirect cost rate may elect to charge a de minimis rate of 15% of modified total direct costs (MTDC) which may be used indefinitely.

Q. We want to apply for the 15% de minimis indirect cost rate. Where do we send out application to use the 15% de minimis?

A. The applicant does not need to apply to use the 15% Federal de Minimis. Any non-Federal entity that has never received a negotiated indirect cost rate may elect to charge a de minimis rate of 15% of modified total direct costs (MTDC) which may be used indefinitely. For more information, please see: 2 CFR 200.414 (f) [https://www.ecfr.gov/cgi-bin/text-idx?node=se2.1.200\\_1414&rgn=div8](https://www.ecfr.gov/cgi-bin/text-idx?node=se2.1.200_1414&rgn=div8). NOTE: The regulations here state and 10% de minimis. The 2 CFR Part 200 link above will be updated October 1, 2024 and will increase to 15%. Awards under this NOFO may use 15% de minimis because they will be after the effective date.

Q. How do I ensure I'm putting the costs in the correct budget categories?

A. There are several guidelines used for federal budgets. The recorded webinar and presentation found here <https://www.epa.gov/grants/epa-grants-award-process-webinars> provides an overview of the grant application process, including what should be included in the budget categories and the cost principles EPA utilizes. In addition, Appendix C of the NOFO provides a link to EPA's Interim Budget Guidance as well as helpful hints and sample language. If you have a question about a particular item, please feel free to email the question to [gmp-rfp@epa.gov](mailto:gmp-rfp@epa.gov).

Q. Can these projects fund international travel?

A. It depends on the relevance of the travel to the project. In any case where international travel is requested, however, the award will need to go through an additional layer of review and approval.

Q. We plan to use EPA's suggested budget template to complete our budget. Should we put both subawardees and subcontractors in the "Contractual" section?

A. Subcontractors are entered in the Contractual category, and sub-awardees (subrecipients) are entered in in the "Other" budget category.

Q. Please advise if the suggested Budget Table template should also be used by lower tier sub-awardees, then rolled up into our Budget Table template?

A. We recommend GMD's budget table template for the applicant, but any subrecipient information can be presented in the way that makes the most sense for the application. Subawards generally do not require the same level of detail in the budget (per object class category) as the applicant. Subaward budgets may simply be a total anticipated cost as long as subaward activities are clearly described.

Q. Does this opportunity allow funding to be used for staff position? Is there a cap on the personnel costs? I can't seem to find details of what costs (and how much) are eligible under this funding opportunity.

A. In Appendix B of the NOFO, there is a link to [EPA budget development guidance](#). It does not discuss a cap on personnel costs, because there isn't one that is directed, but all costs should be reasonable based on the activities that will take place during the project period and should only cover the identified project period. Personnel costs should accurately reflect the compensation of the person working for the recipient organization.

Q. I am using the suggested budget template and need to add another line for Contractual services (beyond the ones in the Additional Lines C-H) but it will not allow me to.

A. Contact [mills.calista@epa.gov](mailto:mills.calista@epa.gov) and [gmp-rfp@epa.gov](mailto:gmp-rfp@epa.gov) for questions regarding the budget template.

Q. The excel spreadsheet for the budget table template requires a password.

A. The template is secured to ensure formulas are not modified. Instructions for using the template are located in Tab 1 Budget Guidelines. Tab 2 is an example of the required line-item budget. To create applicant-specific line-item budget, please edit Tab 4 to reflect all planned expenditures. Enter project specific information in the yellow cells and the spreadsheet will auto calculate. Additional lines are available in tabs 5 and 6 if needed.

Q. Can the budget template be edited to add match/cost share?

A. As stated in Section III.C. on page 12 of the NOFO: "There is no cost-sharing or matching requirement as a condition of eligibility under this NOFO." Because matching/cost share funds are not required, it will not be part of the evaluation process and it is not necessary to include in the application. A budget template that includes match was not released with this NOFO.

Q. What are the key pieces of information necessary (questions to answer) to justify the selection of a sole-sources contract?

A. Please see the following screen shot. If the applicant decides to sole source a contract, identify what activities the contractor will be responsible for and why they are the only contractor capable of providing this work (that would be the justification for a sole source contractor). For contracts that are bid out, please include that a contractor will be competitively selected and which activities the contractor will be responsible for. The applicant should not bid out contracts until the award is final.

a. The applicant should list the proposed contract activities along with a brief description of the scope of work or services to be provided, proposed duration, and proposed procurement method (competitive or non-competitive) in its budget narrative.

b. EPA does not require applicants to identify contractors (including consultants) in the work plan, and the terms of EPA's competitive announcements warn applicants not to do so unless they have already complied with the 2 CFR Part 200 Procurement Standards. Refer to the Sole Source Guidance in Subsection C. 3. Of the

[Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance](#)

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## Other Questions

Q. Can references cited be added as supporting material or must literature cited fit into the page limit?

A. A references cited page may be added as supporting material and would not be included in the page limit.

Q. Is it a disadvantage for the lead organization to be one that has a current GMP award?

A. It is neither an advantage or disadvantage. All applications will be evaluated based on the criteria identified in the NOFO.

Q. Where should the Indirect Cost Rate Agreement be uploaded into the Grants.gov package?

A. The Indirect Cost Rate Agreement can go in the “Optional Attachments Form” section.

Q. How do I submit an additional question that has not been addressed in this document?

A. GMD is able to respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the application, and requests for clarification about the announcement. Submit questions via email to [gmp-rfp@epa.gov](mailto:gmp-rfp@epa.gov).

Q. For the resumes, is there a required format or a page limit?

A. There is neither a required format nor a page limit.

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