

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

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: FY 2022 TRIBAL SOLID WASTE GRANT

ACTION: Request for Applications (RFA) - Initial Announcement

RFA NO: EPA-OLEM-ORCR-22-03

ASSISTANCE LISTING NO.: 66.808

DATES: The closing date and time for receipt of application submissions is July 29, 2022, 11:59 PM (ET). Applications must be submitted electronically through <https://www.grants.gov> by 11:59 PM (ET) on July 29, 2022, to receive consideration. Applications received after 11:59 PM (ET) on July 29, 2022, will not be considered.

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SECTION I. FUNDING OPPORTUNITY DESCRIPTION

A. Introduction

To address solid waste management issues, EPA is responsible for implementing the Solid Waste Disposal Act (SWDA) Subtitle D program, 42 U.S.C 6941, et seq. The SWDA Subtitle D program's objective is to assist in developing and encouraging methods for the disposal of solid waste which are environmentally sound and that maximize the utilization of valuable resources including energy and materials which are recoverable from solid waste and to encourage resource conservation. This grant was created to assist tribes in conducting solid waste management activities that gauge the extent of threat to human health and the environment and assist with establishing sustainable waste management programs. In accordance with the EPA Indian Policy of 1984, EPA recognizes tribal governments as the primary parties for managing solid waste programs for reservations.

Grants awarded under this RFA are not funded through the historic [Bipartisan Infrastructure Investment and Jobs Act](#). Although the scope of this funding opportunity does not include infrastructure projects, activities such as, but not limited to, planning, assessment, evaluation, and training funded under this announcement may be preliminary activities that support infrastructure projects in the future.

B. EPA Strategic Plan Linkage

The activities to be funded under this announcement support EPA's [FY 2022-2026 Strategic Plan](#). Awards made under this announcement will support Goal 6 (Safeguard and Revitalize Communities), Objective 6.1 (Clean Up and Restore Land for Productive Uses and Healthy Communities) and Objective 6.2. (Reduce Waste and Prevent Environmental Contamination) of the [EPA Strategic Plan](#). All applications must be for projects that support these goals and objectives. Specifically, the recipient will conduct tribal solid waste management activities to build capacity, to identify solid wastes, improve management of solid waste, educate and train employees and the public, and/or other related activities.

C. Types of Projects EPA Will Fund Under this Grant Program

Applicants must describe how the proposed project addresses at least one of the following categories of activities:

1. Conduct waste composition study by physically sorting random samples of waste from a select stream to identify and characterize solid waste generation and conduct waste composition analysis.
 - a. Use findings to:
 - i. Inform education and outreach programs;
 - ii. Determine the content of various waste streams to target select materials for diversion through recycling or composting; and/or
 - iii. Better understand the content of an illegal dump prior to clean up efforts.
 - b. Waste composition analysis could be conducted on:
 - i. The residential waste stream;
 - ii. The commercial waste stream; and/or
 - iii. Illegal open dumps;
2. Analysis of waste management practices, facilities, and issues in the community:
 - a. Evaluate ongoing community or capacity concerns regarding the management of waste, including:
 - i. Host public meetings to resolve conflicts about waste, litter, waste management costs/fees, and/or open dumping and alternative uses for restored land;
 - ii. Identify sensitive sites with potential or actual impacts on water bodies, soil, air, cultural/historic resources, threatened or endangered species, etc.;
 - b. Conduct feasibility or efficiency studies for a solid waste operation, proposed operation expansion, or diversion strategy.
3. Public education and outreach on proper disposal and waste reduction activities and/or training appropriate staff on proper disposal and waste reduction:

- a. Develop outreach documents and other resource materials for tribal leaders, community members, businesses, and civic organizations, etc.;
4. Integrated Waste Management Plans (IWMP):
 - a. Update element(s) within an existing plan or creating a new IWMP
5. Evaluation of current waste management system(s) effectiveness including:
 - a. prevention of open dumping;
 - b. research options for collection, transportation and disposal options and associated costs;
 - c. Perform cost-of-service analysis for existing collection, handling, or disposal of materials.
6. Analyze facilities and operational practices including:
 - a. determination of expansion needs;
 - b. waste processing options; and/or
 - c. diversion opportunities using existing facilities; and
7. Project staff compensation:
 - a. Providing compensation for existing staff or new hires that are hired to complete the project goals as outlined in the application.

D. Examples of Program Activities

The following activities are **examples** and do not limit the range of activities considered eligible under this grant program:

1. Waste stream composition studies:
 - a. Set aside a random sample of waste from curbside collection to sort and categorize contents (following established protocols for sampling waste).
 - b. Develop a summary report and recommendations for a residential composting program if food is found to be a significant part of the waste-stream.
2. Analysis of waste management practices, facilities, and issues in the community:
 - a. Research market availability and opportunities to work with neighboring communities to establish or expand a recycling program where the volume of materials the community can generate on its own is insufficient for markets to be willing to purchase – this could be an exploration of hub and spoke opportunities.
3. Public education and outreach on proper disposal and waste reduction activities and/or training appropriate staff on proper disposal and waste reduction:
 - a. Develop a social media campaign, utilizing Twitter, Facebook, and Instagram to communicate monthly messages that are developed to draw attention to waste matters.
4. Updating elements within an Integrated Waste Management Plan (IWMP) or creating a new IWMP:
 - a. Develop an amendment to the IWMP that accounts for a population increase or decrease or a change in projected future operations.
5. Evaluation of current waste management system(s) effectiveness:
 - a. Conduct analysis on frequency of collection and size of bins or carts.
6. Analyze facilities and operational practices:
 - a. Evaluate the benefits of single stream versus dual stream recycling collection.
7. Project staff compensation:

- a. Hire a staff person to develop an anti-litter campaign that addresses the community solid waste management activities.

E. Measuring Environmental Results: Anticipated Outcomes/Outputs

Pursuant to EPA Order 5700.7A1, “*Environmental Results under EPA Assistance Agreements*,” EPA requires that all grant applicants and recipients adequately address environmental outcomes and outputs. Outcomes and outputs differ both in their nature and in how they are measured. Applicants must discuss environmental outcomes and outputs in their proposed work plan.

1. **Outcomes.** The term “outcomes” refers to the result, effect, or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related, or programmatic in nature, must be quantitative, and may not necessarily be achievable during the project period.

Examples of anticipated environmental outcomes from the projects that are expected to be awarded under this announcement may include, but are not limited to the following:

- a. Solid waste characterized for risk in the community and at open dump sites;
- b. Solid waste and/or recyclables properly managed as a result of the newly developed solid waste management system;
- c. Solid waste reduced/removed from open dump sites in Indian country;
- d. Increase in public awareness or public stewardship for solid waste matters;
- e. Alignment of solid waste operations with an Integrated Waste Management Plan.

2. **Outputs.** The term “outputs” refers to an environmental activity, effort, or associated work products related to an environmental goal or objective, that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during the project period.

Examples of anticipated environmental outcomes from the projects that are expected to be awarded under this announcement may include, but are not limited to the following:

- a. Data from waste samples;
- b. Report on waste stream composition analysis;
- c. Recommendations for possible facility and work practice changes based on information from the report;
- d. An IWMP or updated IWMP;
- e. PSAs, education materials, other print and online collateral materials; and
- f. Operational plans or feasibility reports.

3. **Performance Measures.** The applicant should also develop performance measures they expect to achieve through the proposed activities and describe them in their application. These performance measures will help gather insights and will be the mechanism to track progress concerning successful processes and output/outcome strategies and will provide the basis for developing lessons to inform future recipients. It is expected that the description of

performance measures will directly relate to the project outcomes and outputs. The following are questions to consider when developing output and outcome measures of quantitative and qualitative results:

- What are the measurable short-term and longer-term results the project will achieve?
- How does the plan measure progress in achieving the expected results (including outputs and outcomes) and how will the approach use resources effectively and efficiently?

F. Statutory and Regulatory Information

The statutory authority for the grants to be funded under this announcement is Section 8001 of the Solid Waste Disposal Act (SWDA). SWDA Section 8001 restricts the use of these grants to conducting research, training, public education, studies, demonstration projects and similar activities that do not involve environmental program development and implementation.

G. Additional Provisions for Applicants Incorporated into the Solicitation

Additional provisions that apply to Sections III, IV, V, and VI of this solicitation and/or awards made under this solicitation, can be found at [EPA Solicitation Clauses](#). These provisions are important for applying to this solicitation and applicants must review these provisions when preparing applications for this solicitation. If you are unable to access these provisions electronically at the website above, please contact the EPA point of contact listed in Section VII of this solicitation to obtain the provisions.

SECTION II. AWARD INFORMATION

A. What is the amount of available funding?

The total estimated funding available under this competitive opportunity is \$700,000, subject to the availability of funds, the quality of applications received, and other applicable considerations.

EPA reserves the right to make no awards under this announcement or make fewer awards than anticipated. In addition, EPA reserves the right to make additional awards under this announcement, consistent with Agency policy and guidance, if additional funding becomes available after the original selections are made. Any additional selections for awards will be made within six months after the original selection decisions.

B. How many and what type of agreements will EPA award through this competition?

EPA anticipates awarding 7 to 10 cooperative agreements under this competitive opportunity, commensurate with funding allocated to support the FY 2022 Tribal Solid Waste Grant. **The proposed federal funding for each award may not exceed \$100,000.**

EPA intends to award cooperative agreements under this solicitation. Cooperative agreements provide for substantial involvement between the EPA Project Officer and the selected applicants in the performance of work supported. Although EPA will negotiate the precise terms and conditions

of 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;
- collaboration during the performance of the scope of work;
- in accordance with 2 CFR §§ 200.317 and 200.318, as appropriate, review of proposed procurements;
- approving qualifications of key personnel (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).

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

C. Will Applications be partially funded?

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

D. What is the project period for award(s) resulting from this announcement?

The estimated start date for projects resulting from this announcement is within 30 days of the award of funding. All project activities must be completed within the negotiated project performance period of one year.

SECTION III. ELIGIBILITY INFORMATION

Note: Additional provisions that apply to this section can be found at [EPA Solicitation Clauses](#).

A. Eligible Entities

Applications will be accepted from States (including the District of Columbia, Puerto Rico, Virgin Islands, Guam, American Samoa, and Northern Mariana Islands), local, Tribal, interstate, and intrastate government agencies and instrumentalities, and non-profit organizations that are not 501(c)(4) organizations that lobby, including non-profit educational institutions and non-profit hospitals. Individuals and for-profit organizations are not eligible. For certain competitive funding opportunities under this CFDA description, the Agency may limit eligibility to compete to a number or subset of eligible applicants consistent with the Agency's Assistance Agreement Competition Policy. Additionally, EPA may limit competition under this CFDA to Tribes and Intertribal Consortia.

B. Cost-Sharing or Matching

There are no cost-sharing or matching funds required under this competition.

C. Threshold Eligibility Criteria

Applicants must meet the following threshold criteria **when they submit their application**. **Applications that fail to meet any one of the threshold criteria will not be considered further.** EPA will notify applicants who do not meet the threshold criteria within 15 calendar days of determining their ineligibility. Applications that successfully meet the threshold criteria will then be evaluated using the criteria described in *Section V(A), Evaluation Criteria*. The threshold criteria are:

1. Applications must address at least one project type as described in *Section I(C), Types of Projects EPA Will Fund Under this Grant Program* of this announcement.
2. Applications must specifically describe how the applicant will provide technical assistance and transfer information, including lessons learned to other tribal communities under the “Project Description” and “Technical Assistance/Transferability” criteria as outlined below:
 - Project Description – Applicants must provide a detailed description on how technical assistance and transfer of information will occur through the proposed project.
 - Technical Assistance/Transferability – Applicants must clearly address the various components of this criterion as disclosed in *Section V(A)* of this announcement.
3. Federal funds requested may not exceed **\$100,000**. Applications requesting assistance funding in excess of this value will not be considered.
4. The application must substantially comply with the application submission instructions and requirements set forth in *Section IV(B)* of this announcement or it will be rejected. However, where a page limit is expressed in *Section IV(D)* with respect to the application, pages in excess of the page limitation will not be reviewed. In addition, the “Narrative Proposal” must explicitly describe the applicant’s proposed project and specifically address each of the evaluation criteria as disclosed in *Section V(A)* of this announcement.

In addition, initial applications must be submitted through [Grants.gov](https://www.grants.gov) as specified in *Section IV(B)* of this announcement (except in the limited circumstances where another mode of submission is specifically allowed for as explained in *Section IV(A)*), on or before the application submission deadline published in *Section IV(B)* of this announcement. Applicants are responsible for following the submission instructions in *Section IV(B)* of this announcement to ensure that their application is timely submitted.

Applications submitted after the submission deadline will be considered late and deemed ineligible without further consideration unless the applicant can clearly demonstrate that it was late due to EPA mishandling or because of technical problems associated with Grants.gov or relevant SAM.gov system issues. An applicant’s failure to timely submit their application through Grants.gov because they did not timely or properly register in SAM.gov or Grants.gov will not be considered an acceptable reason to consider a late submission.

Applicants should confirm receipt of their application with **Tonya Barnett at (202) 566-0463** or barnett.tonya@epa.gov as soon as possible after the submission deadline— failure to do so may result in your application not being reviewed.

5. Ineligible activities: If an application is submitted that includes any ineligible tasks or activities, that portion of the application will be ineligible for funding and may, depending on the extent to which it affects the application, render the entire application ineligible for funding.

SECTION IV. APPLICATION AND SUBMISSION INFORMATION

Note: Additional provisions that apply to this section can be found at [EPA Solicitation Clauses](#).

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

Applicants must apply electronically through Grants.gov under this funding opportunity based on the grants.gov instructions in this announcement. If your organization has no access to the internet or access is very limited, you may request an exception for the remainder of this calendar year by following the procedures outlined [here](#). Please note that your request must be received at least 15 calendar days before the application due date to allow enough time to negotiate alternative submission methods. Issues with submissions with respect to this opportunity only are addressed in section c. Technical Issues with Submission below.

B. Grants.gov Application Submission Instructions

The electronic submission of your application must be made by an official representative of your institution who is registered with Grants.gov and is authorized to sign applications for Federal assistance. For more information on the registration requirements that must be completed in order to submit an application through Grants.gov, go to [Grants.gov](#) and click on "Applicants" on the top of the page and then go to the "Organization Registration" link listed under the "Get Registered" section and follow the instructions. Please note, this process can take a month or more for new registrants. Applicants must ensure that all registration requirements are met in order to apply for this opportunity through Grants.gov and should ensure that all such requirements have been met well in advance of the submission deadline. Registration on Grants.gov, SAM.gov, and obtaining a DUNS number assignment is FREE.

NEW – PLEASE READ: Existing and new SAM.gov registrants are also assigned a free SAM-issued Unique Entity Identifier (UEI). Applicants must use their UEI, not their DUNS number, when filling out forms in the package for this funding opportunity. Please see [RAIN-2021-G01](#) for information about EPA's implementation of the upcoming Government-wide transition from DUNS to UEI.

Applicants need to ensure that the Authorized Organization Representative (AOR) who submits the application through Grants.gov and whose UEI is listed on the application is an AOR for the applicant listed on the application. Additionally, the UEI listed on the application must be registered to the applicant organization's SAM account. If not, the application may be deemed ineligible.

To begin the application process under this grant announcement, go to [Grants.gov](https://www.grants.gov) and click the red “Apply” button at the top of the view grant opportunity page. If you encounter technical difficulties or the Apply button is grayed out, please contact grants.gov for assistance at the grants.gov support center at support@grants.gov or 1-800-518-4726 before the application deadline. Please note: To apply through Grants.gov, you must use Adobe Reader software and download the compatible Adobe Reader version. For more information about Adobe Reader, to verify compatibility, or to download the free software, please visit [Adobe Reader Compatibility Information on Grants.gov](https://www.adobe.com/reader/compatibility)

Application Submission Deadline: Your organization’s AOR must submit your complete application package electronically to EPA through [Grants.gov](https://www.grants.gov) no later than July 29, 2022, 11:59 PM (ET). Please allow for enough time to successfully submit your application and allow for unexpected errors that may require you to resubmit.

Please submit all the application materials described below using the [Grants.gov](https://www.grants.gov) application package accessed using the instructions above.

Application Materials

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 – Preward Compliance Review Report
5. Narrative Proposal (Project Narrative Attachment Form) - prepared as described in *Section IV(D)* of the announcement
6. Budget Narrative (Budget Narrative Attachment Form)- prepared as described in *Section IV(D)* of the announcement.

Applications submitted through grants.gov will be time and date stamped electronically. If you have not received a confirmation of receipt from EPA (not from grants.gov) within 30 days of the application deadline, please contact **Tonya Barnett at (202) 566-0463**. Failure to do so may result in your application not being reviewed.

C. Technical Issues with Submission

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

2. Submitting the application. The application package must be transferred to Grants.gov by an AOR. The AOR should close all other software before attempting to submit the application package. Click the “submit” button of the application package. Your internet browser will launch, and a sign-in page will appear. **(Note: Minor problems are not uncommon with transfers to Grants.gov. It is essential to allow sufficient time to ensure that your application is submitted to Grants.gov BEFORE the due date identified in Section 4 of the Request for Applications.)** The Grants.gov support desk operates 24 hours a day, seven days a week, except federal holidays.

A successful transfer will end with an on-screen acknowledgement. For documentation purposes, print or screen capture this acknowledgement. If a submission problem occurs, reboot the computer – turning the power off may be necessary – and re-attempt the submission.

(Note: Grants.gov issues a “case number” upon a request for assistance.)

3. Transmission Difficulties. If transmission difficulties that result in a late transmission, no transmission, or rejection of the transmitted application are experienced, and following the above instructions does not resolve the problem so that the application is submitted to Grants.gov by the deadline date and time, follow the guidance below. The Agency will make a decision concerning acceptance of each late submission on a case-by-case basis. All emails, as described below, are to be sent to **Tonya Barnett at (202) 566-0463** with the FON in the subject line. If you are unable to email, contact **Tonya Barnett at (202) 566-0463**. Be aware that EPA will only consider accepting applications that were unable to transmit due to Grants.gov or relevant www.Sam.gov system issues or for unforeseen exigent circumstances, such as extreme weather interfering with internet access. Failure of an applicant to submit timely because they did not properly or timely register in SAM.gov or Grants.gov is not an acceptable reason to justify acceptance of a late submittal.

If you are experiencing problems resulting in an inability to upload the application to Grants.gov, it is essential to call Grants.gov for assistance at 1-800-518-4726 before the application deadline. Applicants who are outside the U.S. at the time of submittal and are not able to access the toll-free number may reach a Grants.gov representative by calling 606-545-5035. Be sure to obtain a case number from Grants.gov. If the problems stem from unforeseen exigent circumstances unrelated to Grants.gov, such as extreme weather interfering with internet access, contact **Tonya Barnett at (202) 566-0463**.

4. Unsuccessful transfer of the application package: If a successful transfer of the application cannot be accomplished even with assistance from Grants.gov due to electronic submission system issues or unforeseen exigent circumstances, and you have already attempted to resolve the issue by contacting Grants.gov, send an email message to Tonya Barnett at barnett.tonya@epa.gov prior to the application deadline. The email message must document the problem and include the Grants.gov case number as well as the entire application in PDF format as an attachment.
5. Grants.gov rejection of the application package: If a notification is received from Grants.gov stating that the application has been rejected for reasons other than late submittal and it is

too late to reapply, promptly send an email to Tonya Barnett at barnett.tonya@epa.gov with the FON in the subject line within one business day of the closing date of this solicitation. The email should include any materials provided by Grants.gov and attach the entire application in PDF format.

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

D. Content and Form of Applications

The following documents are required for all application packages. In addition to the mandatory documents listed in *Section IV(B)*, all applications must contain a “Narrative Proposal,” and a budget narrative. The “Narrative Proposal,” a maximum of 15 pages in length, must explicitly describe the applicant’s proposed project and specifically address each of the evaluation criteria disclosed in *Section V(A)*, *Evaluation Criteria*, and the threshold eligibility criteria in *Section III(C)*.

1. Narrative Proposal.

Narrative Proposals must be concise, well organized, and not exceed 15 typed, single-line spaced, 8 1/2 x 11” pages. The Narrative Proposal must provide the information detailed in this section and **include responses to all *Section III(C)*, *Threshold Criteria*, *Section V(A)*, *Evaluation Criteria*, as well as the information identified in *Section 1, Funding Opportunity Description*.** Factual information about your proposed project must be provided. Do not include discussions of broad principles that are not specific to the proposed work or project covered by your application. **Responses to evaluation criteria should include the criteria number and title but need not restate the entire text of the criteria.** Sufficient detail must be provided to allow for an evaluation of the merits of the application. Vague descriptions, redundancy, and failure to address the evaluation criteria will result in a lower ranking.

The Narrative Proposal (*Sections “a” and “b” below*) must substantially conform to the following outline and content:

- a. **Cover Letter.** The cover letter must include a brief description of your project, be written on your organization’s official letterhead, and signed by an official with the authority to commit your organization to the proposed project. The cover letter must also include:
 - i. **Applicant Information.** Provide the name and full address of the tribe or consortium applying for funds. This is the agency or organization that will be receiving the grant and will be accountable to EPA.
 - ii. **Contacts.** Provide phone/fax numbers, email address, and mailing address of the project director and head of organization/executive director responsible for the project application. These individuals may be contacted if other information is needed.

- iii. **Cooperative Partners.** Provide names and phone numbers and/or email addresses of individuals and organizations that have agreed to participate in the implementation of the project, if any; and
 - iv. **Funding Requested.** Specify the amount you are requesting from EPA. **The total funding requested amount may not exceed \$100,000, excluding any in-kind contribution.**
- b. **Detailed Project Description.** The project description should provide the information below on how the applicant will implement and conduct its project and discuss how the application addresses each of the evaluation criteria in *Section V* of this announcement. You must directly and explicitly address the evaluation criteria as part of your application package.

The detailed project description must substantially conform to the following outline and content:

- i. **Project Description.** Provide a description of the proposed project, as referenced in *Section I(C), Types of Projects EPA Will Fund Under this Grant Program*, and program objectives. The project description should demonstrate consideration of a sustainable, comprehensive integrated waste management program and include: (1) a discussion on the need for the proposed project, description of the proposed project goals, activities, budget, and project milestones; (2) a description of how the project will lead to a comprehensive and sustainable solid waste management program; and (3) a description of the approach/actions proposed to transfer information and lessons learned during the project to other tribes.
- ii. **Community Health Development.** The application should describe how the proposed project will contribute to the overall health and development of the community as well as demonstrate the alleviation or reduction of impacts on human health and the environment. In addition, the application must address proposed improvements in the areas of employment, revenue generation, technological innovation, and/or improved health and welfare of the community.
- iii. **Programmatic Capability and Past Performance.** Submit a list of federally and/or non-federally funded assistance agreements (assistance agreements include federal grants and cooperative agreements, but not federal contracts) that your organization performed within the last three years (no more than five agreements, and preferably EPA agreements) and describe:
 - (a) whether, and how, you were able to successfully complete and manage those agreements; and
 - (b) your history of meeting the reporting requirements under those agreements including whether you adequately and timely reported on your progress towards achieving the expected outputs and outcomes of those agreements (and if not, explain why not) and whether you submitted acceptable final technical reports under the agreements; and

- (c) whether journal publications or author manuscripts associated with the journal publications, and the associated underlying scientific research data and metadata, resulting from those agreements were made publicly accessible (and if not, explain why not; or explain why this requirement does not apply) to the extent permissible under applicable laws and regulations.

In evaluating applicants under these factors in Section V, EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current/prior grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available past performance or past reporting information, please indicate this in the application and you will receive a neutral score for these factors (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.

In addition, provide information on your organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and your staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.

iv. **Performance Measurement: Anticipated Outcomes and Outputs.**

Anticipated Outcomes: Specify the expected environmental outcomes as described in *Section I(E), Measuring Environmental Results: Anticipated Outcomes/Outputs* of this announcement. Discuss how you propose to track and measure your progress in achieving the project outcomes and results. (*Refer to Section V(A), Evaluation Criteria, Performance Measurement.*)

Anticipated Outputs. Identify the expected project outputs, such as those described in *Section I(E), Measuring Environmental Results: Anticipated Outcomes/Outputs* of this announcement and how you will track and measure your expected project outputs. Outputs, quantitative or qualitative, must be measurable during the project performance period.

- v. **Cooperative Partners.** Identify all proposed partners and stakeholder groups that will be involved in the project. Applicants will be evaluated based on the extent to which they demonstrate that they will work in partnership with appropriate partners to effectively and efficiently implement the proposed project and whether their project is coordinated with and/or complements other projects or activities being performed by the applicant or others that will result in a greater positive environmental impact from the applicant's project. Please note that procurement of commercial services (e.g., consultants, audio visual equipment, meeting space) is subject to the competitive procurement provisions of 2 CFR Part 200. Naming a commercial vendor as a "partner" does not relieve the applicant of responsibility for complying with competitive procurement requirements, including cost or price analysis, or justify sole source procurement. Applicants that do not plan on

working with partners in project performance will be evaluated based on the extent to which they demonstrate how they will be able to effectively perform and complete the project without working with partners.

- vi. **Technical Assistance/Transferability.** Describe a proactive, viable and innovative approach for providing technical assistance to other tribes, including how other tribal communities will benefit from the project. In describing the approach, specifically include the following: a methodology for transferring information and lessons learned during the project to other tribes, and a detailed plan that clearly describes activities that will educate and assist other tribal communities in their efforts to develop and implement sustainable solid waste management programs.

The following are examples of proactive approaches tribes can use to provide technical assistance and transferability through their projects:

- Implementing peer matches as a component of the proposed project. Peer matches are voluntary, structured opportunities for tribes, tribal consortia and Alaska Native Villages who are working on similar issues to exchange experiences and practical knowledge through a mentoring program.
- Establishing strategic partnerships to address solid waste. Examples include:
 - Partnering with local governments, schools, or other tribes to develop consistent messaging for awareness campaigns or education programs.
 - Sharing information about successful partnerships using a variety of outreach tools, including presentations at national conferences, and/or regional workshops.
- Presenting on the EPA hosted RCRA Tribal Waste Management Program Webinar Series and/or partnering with EPA and other tribes to host webinars and trainings including sustainable materials management principles and practices including prevention and source reduction.
- Providing Impact Stories that share best practices learned and implemented during the project via factsheet, brochure, or video documentation.
- Developing outreach materials and other products that tribes share via social media, meetings, or conferences. Examples include:
 - Developing a waste characterization template that other tribes can use as a model for developing their own waste characterization plan.
 - Creating a “How-To” video of the process, from start to finish.

- vii. **Expenditure of Awarded Grant Funds.** Describe your organization’s procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner.

2. **Attachments.** The following documents should be included as attachments to the work plan, as applicable. These documents will not count as part of the 15-page limit and do not have an individual page limitation. Attachments beyond the required attachments below will not be considered. Please provide a list of all attachments to the application.

- a. **Letters of Support, as applicable.** The applicant should provide names and phone numbers of persons to contact at partnership organizations along with a description of what involvement (e.g., assistance and role) the organization has or will have with your organization/project. Applicants may include letters confirming support and participation in carrying out the proposed project. Letters of support may not be from EPA staff.
- b. **Budget Narrative.** Provide a detailed itemized budget proposal that clearly explains how funds will be used for each of the following categories and how it relates to the project objective.

Indicate what portion of the cost EPA will pay, and what portion the applicant or other partners will pay, if applicable:

- i. Personnel;
- ii. Fringe Benefits;
- iii. Contractual Costs;
- iv. Travel;
- v. Supplies;
- vi. Other Costs (be specific);
- vii. Administrative Costs (other than Indirect Costs);
- viii. Non-EPA Project Funding. Identify funding from other sources including in-kind resources;
- ix. Total Direct Costs;
- x. Total Indirect Costs (For information regarding indirect costs, view the following link: <https://www.epa.gov/sites/default/files/2018-08/documents/indirect-cost-policy-for-recipients-of-epa-assistance-agreements.pdf>); and
- xi. Total Project Cost (Total Direct + Indirect Costs). Costs proposed in the budget must be linked directly to the narrative proposal.

Management Fees: When formulating budgets for applications, applicants must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the applicant's cognizant audit agency, or at the rate provided for by the terms of the agreement negotiated with EPA. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs that are not allowable under EPA assistance agreements. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

- c. **Milestones.** Schedule indicating start times and completion dates of significant tasks under your program.

SECTION V. APPLICATION REVIEW INFORMATION

Note: Additional provisions that apply to this section can be found at [EPA Solicitation Clauses](#).

All applications received by the closing date and time for the submission will first be reviewed to determine eligibility for funding based upon compliance with the Threshold Eligibility Criteria in *Section III(C)*. Only applications determined eligible will be evaluated for technical merit. Applications that do not meet the Threshold Eligibility Criteria will not be reviewed according to the evaluation criteria set forth below. **You must directly and explicitly address these criteria** as part of your application package. EPA will rate your application using a points system, with a total of 100 points possible.

A. Evaluation Criteria

Criterion	Maximum Points per Criterion
<p>Project Description. Under this criterion, EPA will evaluate the quality and extent to which the application effectively describes a project that is listed in <i>Section I(C), Types of Projects EPA Will Fund Under this Grant Program</i> of this announcement. The application will be evaluated based on the quality and extent to which it:</p> <ul style="list-style-type: none">a. Clearly, concisely, and realistically presents a statement of the problem, description of the proposed project goals, activities, budget, and project milestones. (10 pts.)b. Describes how the project will significantly contribute to a comprehensive and sustainable solid waste management program. (10 pts.)c. Describes the approach/actions proposed to transfer information and lessons learned during the project to other tribes. (5 pts.)	25

Criterion	Maximum Points per Criterion
<p>Community Health Development. Under this criterion, EPA will evaluate the extent to which:</p> <ul style="list-style-type: none"> a. The proposed project activities will contribute to overall health and development of the community as well as demonstrate alleviation or reduction of impacts on human health and the environment. (5 pts.) b. The proposed project will lead to improved employment, revenue generation, technological innovation, and/or improved health and welfare of the community. (5 pts.) 	10

Criterion	Maximum Points per Criterion
<p>Programmatic Capability and Environmental Results Past Performance. Under this criterion, the applicant will be evaluated based on your ability to successfully complete and manage the proposed project considering your:</p> <ul style="list-style-type: none"> a. Past performance in successfully completing and managing assistance agreements identified in response to <i>Section IV(D)</i> of the solicitation. (10 pts.) b. Organizational experience and plan for timely and successfully achieving the objectives of the proposed project. (2.5 pts.) c. Staff expertise and qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project. (2.5 pts.) d. History of meeting the reporting requirements under the assistance agreements identified in response to <i>Section IV(D)</i> of the solicitation including whether you submitted acceptable final technical reports under those agreements and the extent to which you adequately and timely reported on your progress towards achieving the expected outputs and outcomes under those agreements, and if such progress was not being made whether you adequately reported and why not. (5 pts.) <p><u>NOTE:</u> <i>In evaluating your application under items “a” and “d” of this criterion, EPA will consider the information provided by you and may also consider relevant information from other sources including EPA 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 a and d above-a neutral score is half of the total points available in a subset of possible points). If you do not provide any response for these items, you may receive a score of 0 for these factors.</i></p>	20

Criterion	Maximum Points per Criterion
<p>Performance Measurement: Anticipated Outcomes and Outputs. Under this criterion, EPA will evaluate the extent to which the “Narrative Proposal” realistically describes how the project will lead to measurable environmental results (i.e., amount of pollution prevented; waste reduced, reused, recycled; or resources conserved). The applications will be evaluated on the quality and extent to which they:</p> <ul style="list-style-type: none"> a. Clearly specify anticipated environmental outcomes and outputs as described in <i>Section I(E), Measuring Environmental Results: Anticipated Outcomes/Outputs</i>. (10 pts.) b. Clearly describe the measures of success for the project. Measure of success should be either measures of environmental improvement or should be directly linked to such measures. EPA will look for quantitative and qualitative measurability. (5 pts.) c. Describe how progress towards achieving project outcomes and outputs will be evaluated and measured. Include a description of any planned reports or other deliverables that measure and track the project success, and document achievement of expected outputs identified in <i>Section I(E), Measuring Environmental Results: Anticipated Outcomes/Outputs</i>. (5 pts.) 	20
<p>Budget/Resources. This criterion refers to the proposed budget, in-kind goods and services, and other resources that the applicant outlines to carry out the proposed project. The application will be evaluated based on the extent that:</p> <ul style="list-style-type: none"> a. The budget is clearly stated, detailed, and appropriate to achieve the project’s objectives. How will your proposed budget effectively sustain your proposed project? How will you plan on managing this budget? This should include cost estimates for each of the proposed project activities to be conducted using EPA funds. (2.5 pts.) b. Applicants will be evaluated based on the extent to which they demonstrate that they will work in partnership with appropriate partners to effectively and efficiently implement the proposed project and whether their project is coordinated with and/or complements other projects or activities being performed by the applicant or others that will result in a greater positive environmental impact from the applicant’s project. This includes evaluating the applicant’s plans for obtaining collaboration and support from the public and private sectors in performing the project in order to expand its impact, the scope of the partnership (including the diversity/variety and number of partners), the type of collaboration proposed, the likelihood that it will materialize during project performance, and what role it will play in the overall project. Applicants that do not plan on collaborating with other groups in project performance will be evaluated based on the extent to which they demonstrate how they will be able to effectively perform and complete the project without such collaboration. (2.5 pts.) 	5

Criterion	Maximum Points per Criterion
<p>Technical Assistance/Transferability. Under this criterion, EPA will evaluate the applications on the quality and extent to which they:</p> <ul style="list-style-type: none"> a. Describe a proactive, viable, and innovative approach (<i>see Section IV(D) for examples of proactive approaches</i>) for providing technical assistance to other tribes, including how other tribal communities will benefit from the project. (5 pts.) b. In describing the approach, specifically include the following in the application: <ul style="list-style-type: none"> i. a methodology for transferring information and lessons learned during the project to other tribes (5 pts.), and ii. a detailed plan that clearly describes activities that will educate and assist other tribal communities in their efforts to develop and implement sustainable solid waste management programs. (5 pts.) 	15
<p>Expenditure of Awarded Grant Funds. Under this criterion, applicants will be evaluated based on their approach, procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner. (5 pts.)</p>	5

B. Other Factors

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

C. Review and Selection Process

All applications received by the closing date and time for submission will first be reviewed to determine eligibility for funding based upon compliance with *Section III(C)*. Only those applications which meet all the Threshold Eligibility Criteria will be evaluated using the evaluation criteria listed above by an EPA evaluation panel. Each eligible application will be evaluated by a review panel of EPA Headquarters and regional staff for technical merit, based on the evaluation factors detailed in *Section V(A)* of this announcement.

Upon completion of the technical merit evaluation, each application will be given a numerical score with a total of 100 points possible. The evaluated numerical scores will be rank ordered. In the event of a tied score, the review panel will recommend selecting the applicant with the highest cumulative score for the Technical Assistance/Transferability Criterion. Preliminary funding recommendations will be provided to the EPA Headquarters Selection Official based on this ranking. In making the final funding decisions, the Selection Official may also consider programmatic priorities and geographic diversity of funds. Once final decisions have been made, a funding recommendation will be developed and forwarded to the EPA Award Official.

SECTION VI. AWARD ADMINISTRATION INFORMATION

Note: Additional provisions that apply to this section can be found at [EPA Solicitation Clauses](#).

A. Award Notification

EPA anticipates notification to successful applicants will be made via telephone or electronic or postal mail by August 31, 2022. The notification will be sent to the original signer of the application, or the project contact listed in the application. This notification, which informs the applicant that its application has been selected and is being recommended for award, is not an authorization to begin work. The official notification of an award will be made by Regional Grants Management Officers for regional awards. Applicants are cautioned that only a grants officer is authorized to bind the Government to the expenditure of funds; selection does not guarantee an award will be made. For example, statutory authorization, funding, or other issues discovered during the award process may affect the ability of EPA to make an award to an applicant.

The award notice, signed by 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 (e.g., work plan), which must be approved by EPA, before the grant can officially be awarded. The time between notification of selection and award of a grant can take up to 90 days or longer.

Successful Applicants: All successful applicants will be required to contact the appropriate Regional Office for further instructions. For your information, a list of regional contacts has been provided in Section VII(B).

Unsuccessful Applicants: EPA anticipates notification to unsuccessful applicant(s) will be made via telephone or electronic or postal mail by August 31, 2022. The notification will be sent to the original signer of the SF-424, Application for Federal Assistance.

B. Administrative and National Policy Requirements

1. A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at: [Introduction to Regulations, Policies and Guidance for EPA Grants](#).
2. Approved cooperative agreements will include terms and conditions that will be binding on the grant recipient. Terms and conditions specify what grantees must do to ensure that grant-related and program-related requirements are met. Terms and conditions may be viewed at: [Grant Terms and Conditions](#).
3. Grants and Cooperative Agreements with Tribal governments are subject to 2 CFR [Part 200—Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#).

4. An applicant that receives an award under this announcement is expected to manage assistance agreement funds efficiently and effectively and make sufficient progress towards completing the project activities described in the work plan in a timely manner. The assistance agreement will include terms and conditions implementing this requirement.
5. Reimbursement Limitation. If the recipient expends more than the amount of funding in its EPA approved budget in anticipation of receiving additional funds from EPA, it does so at its own risk. EPA is not legally obligated to reimburse the recipient for costs incurred in excess of the EPA approved budget.
6. Executive Order 12372, Intergovernmental Review of Federal Programs, may be applicable to awards resulting from this announcement. EPA implemented the Executive Order in 40 CFR Part 29. EPA may require applicants selected for funding to provide a copy of their application to their State Point of Contact (SPOC) for review as provided at 40 CFR 29.7 and 40 CFR 29.8. The SPOC list can be found on the webpage below:

- [Office of Federal Financial Management Resources and Other Information](#)

EPA may require successful applicants from states that do not have a SPOC to provide a copy of their application for review to directly affected state, area-wide, regional, and local government entities as provided at 40 CFR 29.7 and 40 CFR 29.8. These reviews are not required before submitting an application. Only applicants that EPA selects for funding under this announcement are subject to the Intergovernmental Review requirement.

C. Reporting Requirement

Quarterly progress reports and a detailed final report will be required. The successful applicant will submit quarterly progress reports to the EPA Project Officer within thirty days after the end of each reporting period. These reports shall cover work status, work progress, difficulties encountered, preliminary data results, and planned activities for the next quarter. In addition, a discussion and summary of expenditures along with a comparison of the percentage of the project completed to the project schedule and an explanation of significant discrepancies shall be included in the report. The report shall also include any changes of key personnel involved with the project. EPA will establish a schedule of submission of quarterly reports after award.

At the close of the grant, the successful applicant will submit a final technical report to the EPA Project Officer within 90 calendar days of completion of the period of performance. The final technical report shall include a summary of the project or activity, advances or goals achieved, and costs of the project or activity. In addition, the final technical report should discuss the problems, successes, and lessons learned from the project or activity that could help overcome structural, organizational, or technical obstacles to implementing a similar project elsewhere.

D. Use of Funds

All costs incurred under this program must be allowable under 2 CFR Part 200 Subpart E. In accordance with applicable law, regulation, and policy, any recipient of funding must agree to comply with restrictions on using assistance funds for unauthorized lobbying, fund-raising, or

political activities (i.e., lobbying members of Congress or lobbying for other federal grants, cooperative agreements, or contracts). See 2 CFR § 200.450. Funds generally cannot be used to pay for travel by federal agency staff. Proposed project activities must also comply with all state and federal regulations applicable to the project area. The applicant must also review the solicitation for any other programmatic funding restrictions applicable to this program. If awarded funding, the recipient must refer to the terms and conditions of its award for other funding restrictions applicable to its award. It is the responsibility of the recipient to ensure compliance with these requirements. In addition, please see 2 CFR §1500.9 for information on pre-award costs.

An applicant that receives an award under this announcement is expected to manage assistance agreement funds efficiently and effectively and make sufficient progress towards completing the project activities described in the work plan in a timely manner. The assistance agreement will include terms/conditions for implementing this requirement.

E. Disputes

Assistance agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2005) which can be found at [Grant Competition Dispute Resolution Procedures](#). Copies of these procedures may also be requested by contacting the person listed in Section VII of the announcement. Note, the FR notice references regulations at 40 CFR Parts 30 and 31 that have been superseded by regulations in 2 CFR parts 200 and 1500. Notwithstanding the regulatory changes, the procedures for competition-related disputes remains unchanged from the procedures described at 70 FR 3629, 3630, as indicated in [2 CFR Part 1500, Subpart E](#).

F. Peer Match Mentoring Opportunities for Recipient

The Office of Resource Conservation and Recovery, in collaboration with EPA Regions and the American Indian Environmental Office, manage the National Tribal Waste Management Peer Matching Program, which provides support for tribes, Alaska Native Villages, and tribal consortia to assist one another in addressing waste management issues by providing technical assistance through a peer-to-peer mechanism. Peer matching can be an effective mechanism for tribes to promote best waste management practices, as well as to build sustainable waste management programs consistent with the requirements of the Resource Conservation and Recovery Act. Depending on the need, technical assistance can be provided virtually, in-person, or a combination of the two. EPA provides facilitation (e.g., periodic conference calls and/or meetings), technical assistance, or other support to match mentors with mentees and work towards accomplishing project goals for tribes interested in learning from peer mentors.

If technical assistance related to the grant recipient's project is requested, the grant recipient may be asked to serve as a mentor and EPA will facilitate the mentee peer match and fund associated travel, lodging, and other direct costs to support the virtual or in-person trainings with mentees.

For more information on the National Tribal Waste Management Peer Matching Program, please visit: <https://www.epa.gov/tribal-lands/forms/national-tribal-waste-management-peer-matching-program>.

SECTION VII. AGENCY CONTACT

A. EPA HEADQUARTERS:

Tonya Barnett, U.S. Environmental Protection Agency, Office of Resource Conservation and Recovery (MC 5303T), 1200 Pennsylvania Avenue, N.W., Washington, DC 20460; Phone: (202) 566-0463; or email: barnett.tonya@epa.gov .

B. LIST OF REGIONAL CONTACTS:

Region	Contact	Phone Number	Email Address
Region 1	Tulasi Landes	(617) 918-1228	landes.tulasi@epa.gov
Region 2	Rachel Chaput	(212) 637-4116	chaput.rachel@epa.gov
Region 3	Brian Hamilton	(215) 814-5497	hamilton.brian@epa.gov
Region 4	Laura McMillan	(404) 562-8584	mcmillan.lauara@epa.gov
Region 5	Dolly Tong	(312) 886-1019	tong.dolly@epa.gov
Region 6	Roger Hancock	(214) 665-6699	hancock.roger@epa.gov
Region 7	Marcus Rivas	(913) 551-7899	rivas.marcus@epa.gov
Region 8	Alison Ruhs	(303) 312-6478	ruhs.alison@epa.gov
Region 9	Deirdre Nurre	(415) 947-4290	nurre.deirdre@epa.gov
Region 10	Kayla Krauss	(206) 553-2728	krauss.kayla@epa.gov

SECTION VIII. OTHER INFORMATION

A. National Environmental Information Exchange Network

The Environmental Information Exchange Network (Exchange Network, Network or EN) is a partner-inspired, developed, implemented, and governed information network. It facilitates environmental data sharing among EPA, states, tribes, and territories. The EN uses a standards-based approach that allows partners to exchange data over the Internet regardless of the specific information technology used. This replaces the need to perform complex and expensive data transformations to move data between systems or to share data on paper, discs, or other media or via email. Partners share electronic data more easily and at a lower cost, and environmental decision makers are able to use the data to make timely decisions. States, tribes, and territories exchanging data with each other or with EPA, should make the Exchange Network and the agency's connection to it, the Central Data Exchange (CDX), the standard way they exchange data and should phase out any legacy methods they have been using. More information is available on the [Exchange Network](#).