

US EPA ARCHIVE DOCUMENT

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: “Indoor Environments: Reducing Public Exposure to Indoor Pollutants”

ACTION: Request for Applications (RFA) – Amendment No. 1

RFA NO.: EPA-OAR-IED-05-21

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO: 66.034

DATE: November 17, 2005

SUMMARY: This notice is issued to extend the concept proposal submission date. The due dates for Stages 3 through 5 will be determined at the time of award recommendation. The Elements of the Cover Letter mentioned in Stage 2, has been amended to request that the applicant identify each pollutant and/or building type their proposal addresses. This notice also revises the language in the first paragraph under V. APPLICATION REVIEW INFORMATION on page 30 as well as section C. Review and Selection Process on page 32 contained in the Request for Application (RFA)/Request for Initial Proposals (RFIP). Changes are indicated in **bold**. All other parts of the RFA remain unchanged.

Accordingly,

1. The DATES: Section is changed to read the following:

DATES:

The closing date for receipt of concept proposals is **Monday, December 19, 2005 at 4:00 p.m. Eastern Standard Time (EST)**.

The proposals **MUST** be received by the contact point listed in Stage 3, Section III, C. 3, on or before the deadline date and time above. **NO LATE PROPOSALS WILL BE CONSIDERED.**

Due to the unique circumstances involving U.S. postal mail screening (*that can delay delivery by several weeks*), EPA strongly recommends that express mail option (i.e., FedEx, UPS, DHL, etc.) be used to submit all materials.

1. A pre-proposal conference call will be held on Tuesday, October 25, 2005 from 2:00 pm to 4:00 pm EST. If you are interested in participating in this conference call please send an e-mail to “iaq.rfa@epa.gov” providing your organization’s contact information (see Section IV, Stage 1) by Wednesday, October 19, 2005.

2. A concept proposal consisting of a cover letter of up to two pages, SF-424, 424A and B, and a narrative workplan of up to 12 pages is due on or before **Monday,**

December 19, 2005 at 4:00 pm EST (see Section IV, Stage 2).

2. Section IV. APPLICATION AND SUBMISSION PROCESS is changed to read the following:

Stage 2: Cover Letter, Concept Proposal and SF-424, 424A and 424B Submission

In addition to completing SF-424, 424A and 424B, applicants must complete a cover letter (maximum 2 pages) and concept proposal (maximum 12 pages, attached as a project narrative attachment form in Grants.gov) as described below. Only the concept proposal will be evaluated using the evaluation criteria set forth in Section V. of this RFA.

This information must be received no later than **Monday, December 19, 2005, 4:00 pm EST** to Shelley Blake. Proposals received after this deadline will not be considered.

How to Submit your Stage 2 Package via Mail:

If you choice to submit your Stage 2 Package via Mail your package must be received no later than **Monday, December 19, 2005, 4:00 pm EST** to Shelley Blake. Mailing address below:

Elements of the Cover Letter (will be attached as part of the project narrative attachment form in grants.gov)

The maximum two page cover letter will not be evaluated but must provide all of the following information:

- 1) Contact information for the organization:
 - a) Name of organization
 - b) Contact person's name
 - c) Mailing address (express mail address if different than mailing address)
 - d) E-mail address
 - e) Phone and fax numbers
- 2) A statement that your organization has eligibility status (see Section III. A)
- 3) A description of your organization and its mission
- 4) Identification of **each pollutant(s) and/or building type(s) (i.e., radon, asthma, environmental tobacco smoke, air toxics, schools, public and commercial buildings, and homes)** the concept proposal addresses.

Elements of the Concept Proposal (attached as part of the project narrative attachment form in grants.gov)

The two-page cover letter, SF-424, 424A and B and 12 page concept proposal (known as a project narrative attachment form in Grants.gov) with the scope of work, budget and key personnel must be submitted no later than **Monday, December 19, 2005, 4:00 pm EST** to Shelley Blake. No late proposals will be considered.

Stage 4: Participate in a Conference Call Detailing the Formal Submission Process

The intent of the formal application assistance conference call is to answer any questions selected applicants for award recommendation may have about the federal assistance application process. Instructions will be e-mailed on how to participate in the conference call. **Notification of this conference call will be provided at the time the selected applicants are notified of award recommendation under Stage 3.**

Stage 5: Submit a Full Application Package including all Supporting Documentation

When submitting the formal SF-424 “Request for Federal Assistance” application, it must be consistent with the selected concept proposal. **The due date for Formal SF-424 applications and all supporting documentation from selected applicants will be announced at the time applicants are notified of award recommendation under Stage 3.**

Full Application Package Instructions and Submission Dates and Time

Application Submission Deadline: Your organization’s AOR must submit your complete application electronically to EPA through Grants.gov (<http://www.grants.gov>) **on the due date specified at the time applicants are notified of award recommendation under Stage 3.** Applications received after the deadline will not be considered for funding.

Please submit *all* of the application materials described below.

Application Materials

Deadline for Submission. The deadline for submission of the completed formal application package **will be announced at the time applicants are notified of award recommendation under Stage 3.** All application packages must be received in the program office listed below by the deadline. Applications received after the deadline will not be considered for funding.

3. The first paragraph and C. Review and Selection Process under Section V. APPLICATION REVIEW INFORMATION are changed to read the following:

Concept proposals will be evaluated against the proposal evaluation criterion set forth below. Concept proposals that are best able to directly and explicitly address these criteria will have a greater likelihood of selection. **We encourage innovative projects that address more than one of EPA’s indoor air quality priority areas as described in Section I. FUNDING OPPORTUNITY DESCRIPTION of this announcement. For proposals that address more than one of EPA’s indoor air quality priority areas as identified in Section I. of this announcement, EPA will evaluate each priority area component addressed in such a multi-dimensional proposal separately based on the full 200-point scale specified in Section V. A. Evaluation Criteria, of this announcement. The score earned will be considered by each**

separable component in arriving at a funding decision. Some components may be chosen for funding, but not others.

For Example: if a proposal addresses both the priority areas of radon and ETS, EPA will evaluate each priority area separately based on the evaluation criteria. We may fund one priority component area, both, or none.

C. Review and Selection Process

Each concept proposal will be reviewed by an evaluation team with expertise in indoor air quality pollutant areas as well as public education, training and outreach activities. The evaluation team will base its evaluation on the evaluation criteria contained in Section V. of this RFA. The highest numerically ranked **pollutant/building type components of the** concept proposal(s) subject to their quality, the availability of funds, and consideration of factors listed in Section V. B., will be selected for this award.

4. Except as stated herein, all other terms and conditions remain unchanged.