

US EPA ARCHIVE DOCUMENT

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: Regional Indoor Environments: Reducing Public Exposure to Indoor Pollutants

ACTION: Request for Application (RFA)

RFA NUMBER: EPA-OAR-ORIA-12-04

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO: 66.034

DATES: The closing date and time for receipt of application packages is **April 12, 2012, 4:00 p.m., Eastern Daylight Time (EDT)**. All hard copies of application packages must be received by the Office of Radiation and Indoor Air by 4 p.m. on Thursday, April 12, 2012 (EDT) in order to be considered for funding. Electronic submissions must be submitted to <http://www.grants.gov> by April 12, 2012 at 4:00 p.m. (EDT) in order to be considered for funding. Applications received after the prescribed closing date and time will not be reviewed or considered for funding.

SUMMARY: This Request of Applications (RFA) announces the availability of funds and solicits applications from eligible entities for projects to conduct demonstration, training, education and/or outreach activities to reduce exposure to indoor air contaminants and yield measurable environmental outcomes, primarily in homes and schools. This announcement solicits applications for activities that will be carried out at the regional, state, or local level within the ten EPA regions. Within this solicitation, assistance agreement requirements and specific priorities are identified for each of the ten EPA Regional program offices. Applications will be evaluated and selected by the EPA Regional office for the geographic area where the project is proposed to be conducted. Projects must be performed entirely within one region.

Please carefully review sections IV.G. and H. before identifying partners in your proposal who may receive EPA funds if your proposal is selected for award. Partners include contractors (including consultants) and governmental or nonprofit sub-awardees.

FUNDING/AWARDS: The total estimated funding available under this competitive opportunity is approximately \$25,000 to \$150,000 per year for each region for 2 years. The nation-wide total over the two year project period is therefore not expected to exceed approximately \$3.0 million. Approximately 15-37 awards will be made with a two year project period. The anticipated number of awards and eligible funding ranges for each EPA Regional office are described in Section II.A. of this solicitation and are subject to the availability of funds, quality of applications received, satisfactory progress, and other applicable considerations. EPA anticipates that this competition will be highly competitive. Assistance agreements will be awarded in the form of grants and/or cooperative agreements. Applications will be reviewed and scored within the EPA region where the work is to be performed, and all awards will be issued and managed by the appropriate region.

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I. FUNDING OPPORTUNITY DESCRIPTION

A. Background

Authorities

Under the Clean Air Act (CAA), §103, EPA is authorized to conduct, and promote the coordination and acceleration of, research, investigations, experiments, demonstrations, surveys, studies and training/outreach relating to the causes, effects, extent, prevention and control of air pollution. Section 103(b) of the CAA authorizes EPA to make grants to states, local governments, territories, federally recognized Indian tribes, and possessions of the U.S., including the District of Columbia, international organizations, public and private universities and colleges, hospitals, laboratories, and other public or private non-profit institutions to support these activities.

EPA's Indoor Environments Program

Since the 1980's, EPA has identified and characterized significant risks to public health from indoor environmental contaminants that are commonly found in homes, schools, offices, and other buildings where most Americans spend up to 90 percent of their time. Indoor levels of air pollution may be up to two to five times higher, and occasionally 100 times higher, than outdoor levels. Common indoor air contaminants include radon, environmental tobacco smoke (ETS), mold, irritant and allergenic asthma triggers, combustion by-products and volatile organic compounds. Indoor contaminants may be of natural origin (e.g., radon, allergens and molds), may derive from products used indoors (e.g., finishes, furnishings and cleaning products) and may result from indoor processes and behaviors (e.g., smoking, use of unvented combustion sources; or cleaning, operation and maintenance procedures). Building systems (e.g., heating, ventilating, and air conditioning) also have a direct influence on the type and amount of exposure building occupants may experience from environmental contaminants indoors. Human exposure to unhealthy indoor air in buildings can be reduced through better design, construction, and operation and maintenance practices; personal choices and behaviors; and mitigation of indoor air quality (IAQ) problems.

The goal of EPA's Indoor Environments Program is to reduce the environmental health risks posed by contaminants in indoor environments in new and existing homes, schools, offices and other buildings. This is achieved first by synthesizing the most current scientific and technical information on effective interventions to reduce exposure to indoor air contaminants and producing and/or promoting action-oriented guidance targeted to a range of audiences whose actions can beneficially improve the quality of indoor environments. EPA carries out and supports effective environmental risk reduction activities through voluntary actions by the general public and key stakeholders such as building and health professionals, state, local and tribal governments and a wide range of nongovernmental organizations.

EPA's current long term goals for the Indoor Environments Program are:

- By 2020, 1) 30 percent of homes (3.1 of 9.2 homes) with radon levels at or above 4pCi/L have an operating radon mitigation system, and 2) build 100 percent of homes in high radon potential areas (Zone 1) to include radon-reducing features.
- By 2015, 7.7 million people with asthma will be taking essential actions to reduce their exposure to environmental triggers.
- By 2015, 500 additional schools per year will be establishing effective IAQ management

plans, for a total of 44,000 schools nationwide.

Within these long term goals, the national IAQ program tracks the following annual measures:

- Indoor airPLUS qualified new homes.
- Existing structures mitigated for radon and new buildings with radon-reducing features.
- Health care professionals trained on environmental asthma triggers.
- Children and/or caregivers educated on asthma triggers, especially in disproportionately impacted communities of concern.
- Community programs enrolled in www.AsthmaCommunityNetwork.org.
- Schools adopting effective IAQ management plans.

One of the primary mechanisms EPA's indoor environments program uses to make progress towards its goals is by funding **demonstration, training, outreach and/or education projects**, such as those being solicited under this competition, that achieve results by supporting, promoting, or partnering with networks with proven delivery channels.

EPA's ten regional offices, each of which is responsible for the execution of EPA's programs within several states and territories, contribute to the national indoor environments program goals by carrying out activities at a regional, state or local level. This announcement solicits applications for activities that will be carried out at the regional, state, or local level and which will contribute to the national indoor environments program goals. More information about the geographic coverage of each Regional office can be found through www.epa.gov/tribal/datamaps/index.htm. The priorities for each Region are described in Section I.B. below.

EPA uses integrated approaches to address multiple indoor environmental factors (e.g., pollutants, sources, ventilation, moisture, etc.) in a building-wide context. Comprehensive healthy homes programs and school district-based programs, for example, provide an efficient approach to prioritize and address such multiple factors. EPA's indoor environments program's goal is to improve environmental health outcomes for people – including those segments of the population that are and have been disproportionately impacted by environmental risks such as minorities, children, or low-income individuals. The mechanisms for achieving improved health outcomes include: a) fostering adoption of new systems, management skills, and behavior changes to reduce exposure to indoor environmental risks; b) promoting better building design, construction, operation, and maintenance; c) increasing knowledge of the importance of working with a physician to address asthma and other health issues; and d) impacting the type and quality of care provided for indoor environmental exposures.

Current Indoor Air Quality Focus Areas

EPA's Indoor Environments Program is currently aimed at reducing exposures and risks from indoor air pollutants in the following four focus areas. The regional priorities in Section I.B. are consistent with these focus areas.

Integrated Approaches for Reducing Exposures and Risks in Homes (For more information, visit <http://www.epa.gov/iaq>).

EPA's primary objective in this focus area is to reduce exposure to indoor pollutants in homes, including multi-family residences and affordable housing stock. Common indoor air

contaminants found in homes include radon; environmental tobacco smoke (ETS) (also known as secondhand smoke); mold; irritant and allergenic asthma triggers; combustion by-products; and volatile organic compounds released from consumer products, building materials and furnishings. Inadequate ventilation or persistent sources of contaminants can often allow these contaminants to build up to unhealthy levels in homes. IAQ can often best be improved in homes through integration of IAQ best practices that address multiple indoor air contaminants using strategies that are consistent with EPA guidance found at <http://www.epa.gov/iaq>. EPA has recently developed two integrated tools to encourage adoption of a suite of indoor environmental quality protections in both new and existing homes: the Indoor airPLUS label for new homes (<http://www.epa.gov/indoorairplus/index.html>) and the Healthy Indoor Environment Protocols for Home Energy Upgrades (<http://www.epa.gov/iaq/homes/retrofits.html>).

Examples of the types of activities EPA supports in this area include:

- Activities designed to address multiple IAQ contaminants such as radon, environmental tobacco smoke, asthma triggers, VOCs, pesticides, and other relevant building system issues (such as ventilation, combustion safety, and moisture control) to promote comprehensive improvement of IAQ in single and multi-family homes; and/or
- Activities designed to encourage existing systems and programs (e.g., energy efficiency, healthy homes, green building or standard setting efforts) to incorporate appropriate practices to address multiple IAQ contaminants.

Integrated Approaches to Promoting Healthy Indoor Environments in Schools and associated early learning environments (For more information, visit <http://www.epa.gov/iaq/schools/>).

EPA's primary objective in this focus area is to ensure good IAQ management practices in all K-12 public and private schools and associated early learning environments nationwide and to promote holistic approaches that help schools address the entire range of environmental health issues that they face. Healthy indoor environments in schools are essential components of safe and healthy learning and working environments and can reduce significant health risks such as environmental asthma triggers for people with asthma. For example, EPA has developed *Indoor Air Quality (IAQ) Tools for Schools* to provide comprehensive and integrated guidance to schools, school districts and the broader school community. Other tools and guidance are available as well. Examples of the types of activities EPA supports in this area include:

- Conducting training projects to support adoption of effective IAQ management programs in schools;
- Conducting outreach, education and training for school and school district personnel, health officials, state officials and others to equip them to carry out effective IAQ management programs in schools; and/or
- Promoting partnerships, coalitions or state initiatives to support development of effective IAQ management programs in schools.

Reducing Exposures to Indoor Asthma Triggers (For more information, visit <http://www.epa.gov/asthma/>).

EPA's primary objective in this focus area is to increase the number of people with asthma who will take actions to reduce their exposure to environmental asthma triggers. Asthma prevalence and morbidity remain at all time high rates and significant disparities exist in the prevalence,

management and health outcomes of asthma between racial, ethnic and socio-economic populations. There is substantial evidence that reducing exposures to irritants, such as environmental tobacco smoke, combustion by-products such as nitrogen dioxide (NO₂), and allergens from house dust mites, pests, molds and warm-blooded animals plays a significant role in improving asthma health outcomes. Environmental asthma trigger avoidance and control strategies are an essential component of comprehensive asthma management care. EPA works to integrate environmental trigger avoidance and control strategies into comprehensive asthma management, asthma control and preventive care programs, as described in the National Asthma Education and Prevention Program, or NAEPP, “National Guidelines for the Diagnosis and Management of Asthma.”

The NAEPP “Guidelines Implementation Panel Report” outlines key messages and strategies for promoting evidence-based care at <http://www.nhlbi.nih.gov/about/naepp/>. EPA program initiatives are aligned with these recommendations and focus on home, school, and community-based interventions, health care provider training, action-driving national and Regional events (e.g., webinars, training, etc.), and supporting real-time learning by connecting communities via the *Communities in Action for Asthma Friendly Environments* Online Network at <http://www.asthmacommunitynetwork.org>.

Examples of the types of activities EPA supports in this area include:

- Training health care providers to deliver, and integrate into their practices, comprehensive asthma care that includes education on indoor environmental triggers of asthma and mitigation strategies for those triggers;
- Integrating environmental controls into standard practices for asthma health care and/or into standard housing practices;
- Educating children with asthma and their caregivers about asthma and effective environmental control measures;
- Building community capacity to deliver effective, comprehensive asthma care; and/or
- Integrating asthma outreach, education and/or training with other indoor environmental quality issues (e.g., radon).

Reducing Exposure to Radon (For more information, visit <http://www.epa.gov/radon/>).

EPA’s primary objective in this focus area is to prevent future lung cancer deaths through mitigation efforts for existing homes and schools and by constructing new homes and schools with radon-reducing features. Radon is a naturally-occurring colorless, odorless radioactive gas and the second leading cause of lung cancer in the U.S., after smoking. Based on analysis by the National Academy of Sciences, EPA estimates that radon is responsible for approximately 21,000 deaths per year. EPA works to address indoor risks in communities more likely to be adversely affected by radon risks than other communities.

Examples of the types of activities EPA supports in this area include:

- Providing education and outreach that promotes building homes with radon-reducing features;
- Providing education or outreach that promotes reducing radon in existing homes;
- Promoting radon reduction in existing schools and promoting construction of new schools with radon-reducing features;
- Promoting actions consistent with the [Federal Radon Action Plan](#), and encouraging integration of radon activities with other indoor environmental quality issues (e.g.,

healthy homes, chemicals/pesticides, asthma trigger reduction, etc.)

Additional information on the Indoor Environments Program can be found at:

<http://www.epa.gov.iaq>

B. Scope of Work For Projects Under This Solicitation

Under this announcement, EPA is soliciting applications from eligible entities (as described in Section III.A) for projects to conduct demonstration, training, education, and/or outreach activities with a regional, state and/or local focus that seek to reduce exposure to indoor air contaminants, primarily in homes and schools.

As described in Section I.A., above, EPA's Indoor Environments Program is currently focused on improving indoor air quality in four areas. EPA's ten regional offices work in collaboration with the national program to achieve results in these same four areas, but have the flexibility to focus their activities on all or a subset of the national program areas. Based on this flexibility, and consistent with the focus areas in Section I.A., each Region has developed a set of activities, described below, that highlight specific environmental issues, projects, and/or programs that are priorities for their regional indoor air program.

Applications submitted under this announcement will be reviewed and selected for funding by the regional office in the region where the work is proposed to be conducted. Applications must address one or more of the regional priorities that apply to a region. Applicants may submit applications for multiple regions (each one must be separately submitted) but they may only submit one application per region.

For the purposes of this RFA and the regional priorities described below, the term "homes" includes both existing and new single and multi-family residential structures. The term "health care professional" means degreed and licensed medical practitioners: physicians, physician assistants, nurses and respiratory therapists, as well as students in these fields.

In addition, EPA's Indoor Environments Program generally, and the regional offices specifically, are interested in education, outreach, and/or training activities and projects that address significant indoor air quality risks affecting populations or communities that are and have been disproportionately impacted by environmental exposures and risks due to such factors as geographic location, community resources, access to quality health care, or other social, cultural or economic factors. This may include both urban and rural populations and sensitive populations such as children, the elderly, tribes, and others at increased risk.

Applicants may propose to develop new information materials, particularly where appropriate materials do not exist or where tailoring the materials, for example, to a particular audience or geographic location, will improve the effectiveness of proposed projects. EPA also encourages applicants to incorporate in their projects, where feasible, existing education, outreach, and/or training materials already available from the nonprofit community, EPA, other Federal agencies, and state programs instead of proposing the development of new materials that may be duplicative of already available high quality resources. Please note that as authorized by 40 CFR 30.36(a) EPA may provide informational materials developed under Agency grants and cooperative agreements to successful applicants for their use.

Region I Priority Project Areas

Region 1 is accepting applications from eligible entities for projects to be performed in one or more of the six Region 1 States (i.e., Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont) or Tribal Nations located within the Region. All projects for Region 1 must address one or more of the priorities listed below:

1. Promoting integrated approaches to reducing exposures and risks to indoor contaminants in homes, schools and/or early learning/childcare settings by working with, and/or promoting integration of, IAQ protections into existing energy efficiency, green building, and/or other health related programs and initiatives.
2. Education, outreach, and/or training activities on reducing exposure of children to asthma triggers in homes, schools and/or daycare by training health care professionals, parents or primary care givers and or/housing professionals is encouraged.
3. Education, outreach and/or training activities on reducing exposure to indoor air contaminants in communities that are disproportionately impacted by environmental issues, as described above.

Region 2 Priority Project Areas

Region 2 is accepting applications from eligible entities for projects to be performed in one or more of the Region 2 States (New York and New Jersey), the Commonwealth of Puerto Rico, territory of the Virgin Islands, or the Eight Tribal Nations. All projects for Region 2 must address one or more of the priorities listed below:

1. Statewide activities in New Jersey schools (and early learning/childcare centers settings) to do training of school nurses, administration and faculty on ways to reduce asthma triggers and/or increase the use of asthma action plans. Applications addressing this priority should demonstrate the capability to work with the appropriate agencies within NJ to accomplish the project.
2. Projects to address elevated rates of asthma in Puerto Rico by promoting the reduction of asthma triggers in homes and schools in a tropical climate, including taking into consideration variations in building construction.
3. Projects to address asthma by promoting the reduction of asthma triggers in homes and schools in New York, the Virgin Islands and the eight Tribal Nations.
4. Projects which result in the training of health care professionals in environmental management of asthma, including trigger identification and avoidance, and childhood exposure to environmental tobacco smoke, and which integrate training into professional practice.
5. Projects which result in K-12 schools adopting healthier indoor air practices. Applications under this priority must include a written commitment from an Administrator of the school district(s), individual schools, and any other organization or agency agreeing to participate in the project with the applicant as described in Section III.C.7.
6. Educate state, tribal and local officials on environmental risks of poor IAQ and ways to reduce risks in homes, particularly as part of energy efficiency, 'green' or 'sustainability' efforts. Applications should address how indoor air topics would be added to existing training efforts, or new training. Region 2 will not fund existing training courses being continued in their current form.

Region 3 Priority Project Areas

Region 3 is accepting applications from eligible entities for projects to be performed in one or more of the Region 3 States (Delaware, Maryland, Pennsylvania, Virginia, West Virginia) and the District of Columbia. All projects for Region 3 must address one or more of the priorities listed below:

1. Projects which result in K-12 schools adopting healthier indoor environmental practices to reduce student and staff exposure to indoor air pollutants (combustion sources and chemical contaminants), including radon risk reduction.
2. Projects which result in education on the environmental management of asthma, including indoor asthma trigger identification and avoidance techniques and childhood exposure to environmental tobacco smoke in homes, schools and other settings. Projects which result in the training of health care professionals in asthma management and environmental trigger avoidance are encouraged. Ancillary training of community health workers (promotoras) or other trained health workers may be conducted. Applications for this priority should demonstrate that no less than 2/3 of the people training meet the definition of health care professionals as defined above. Up to 1/3 of others trained can be community health workers (peers) or lay health educators, as well as case managers, or other representatives of private and public health plans who will support incorporation of environmental controls into standards of care. Reportable training should be, at a minimum, the length of a session at a conference (45-60 minutes) with pre- and post-knowledge based testing.

Region 4 Priority Project Areas

Region 4 is accepting applications from eligible entities for projects to be performed in one or more of the eight Region 4 States (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, and Tennessee) or Tribal Nations located within the Region. All projects for Region 4 must address one or more of the priorities listed below:

1. Projects focused on increasing knowledge to identify and avoid indoor asthma triggers (e.g., molds, dust mites, cockroaches and other pests, environmental tobacco smoke, pets, nitrogen dioxide, etc.) and encouraging the development of asthma action plans, including:
 - a. Projects which result in education of segments of the public on the environmental management of asthma, including effects of childhood exposure to environmental tobacco smoke and other asthma triggers in homes, schools and other settings, trigger identification and avoidance; and/or
 - b. Projects which result in the training of health care professionals in environmental management of asthma, including effects of childhood exposure to environmental tobacco smoke and other asthma triggers in homes, schools and other settings, and trigger identification and avoidance, and promotes the integration of such care into professional practice.
2. Projects focused on promoting integrated approaches to reducing exposures and risks to indoor contaminants in homes, schools, early learning/childcare settings, and/or other buildings. Such projects may combine education, outreach, and or training on reducing exposures to any of the following: radon; asthma triggers including environmental tobacco smoke, mold or other common environmental triggers, volatile organic compounds from building materials, household cleaning/deodorizing products or other sources, carbon monoxide, or any combination of common household indoor air pollutants along with other

relevant building system issues (such as ventilation, combustion safety, and moisture control).

Region 5 Priority Project Areas

Region 5 is accepting applications from eligible entities for projects to be performed in one or more of the six Region 5 States (Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin) or Tribal Nations located within the Region. Region 5 is particularly interested in projects to be performed in Chicago's collar counties (Kane, Kankakee, Will, and Lake Counties in Illinois) to improve community environmental health. All projects for Region 5 must address one or more of the priorities listed below:

1. Projects focused on increasing knowledge to identify and avoid indoor asthma triggers (e.g., molds, dust mites, cockroaches and pest, environmental tobacco smoke, pets, nitrogen dioxide, etc.) and encouraging the development of asthma action plans, including:
 - a. Projects that promote behavioral changes to reduce exposure to environmental asthma triggers in indoor environments and promote education for parents, caregivers, patients, health care providers, the elderly, tribes and other community members on environmental management of asthma, and/or
 - b. Projects that include an environmental tobacco smoke component that addresses education on environmental tobacco smoke and its impact on children (not only asthmatic children, but all children) with an emphasis on the reduction of the number of children that are exposed to environmental tobacco smoke on a regular basis.
2. Projects focused on reducing school occupant exposure to indoor air pollutants and increasing the number of primary and secondary schools with effective indoor air quality management practices and plans. Priority areas include urban and rural (including tribal) schools which may have significant indoor air quality and infrastructure problems and substantial resource challenges. Applications under this priority must include a written commitment from an Administrator of the school district(s), individual schools, and any other organization or agency agreeing to participate in the project with the applicant as described in Section III.C.7.
3. Projects focused on promoting integrated approaches to reducing exposures and risks to indoor air contaminants in homes, schools, early learning/childcare settings, and/or other buildings. These projects should promote a holistic, healthy homes approach to indoor air problems and could combine education, outreach, and/or training on reducing exposures to radon; asthma triggers including environmental tobacco smoke, mold or other common environmental triggers; volatile organic compounds from building materials, household cleaning/deodorizing products or other sources; carbon monoxide or any combination of common household indoor air pollutants along with other relevant building system issues (such as ventilation, combustion safety, and moisture control).

Region 6 Priority Project Areas

Region 6 is accepting applications from eligible entities for projects to be performed in one or more of the five Region 6 states (Arkansas, Louisiana, New Mexico, Oklahoma, and Texas) or Tribal Nations located within the Region. All projects for Region 6 must address one or more of the priorities listed below:

1. Promoting integrated approaches to reducing exposures and risks to indoor contaminants in schools, which include but are not limited to:

- Conducting training projects to support adoption of effective IAQ management programs in schools;
 - Conducting outreach, education and training for school and school district personnel, health officials, state officials and others to equip them to carry out effective IAQ management programs in schools; or
 - Utilizing formal (See Sections IV.G. and H.) or informal partnerships, coalitions or state initiatives to promote effective IAQ management programs in schools
2. Promoting integrated approaches to reducing exposures and risks to indoor contaminants in homes, which include but are not limited to:
 - Projects designed to address multiple IAQ contaminants such as radon, environmental tobacco smoke, asthma triggers, VOCs, pesticides, and other relevant building system issues (such as ventilation, combustion safety, and moisture control) to promote comprehensive improvement of IAQ in single and multi-family homes; or
 - Utilizing existing programs and/or systems (e.g., existing energy efficiency, healthy homes, green building programs) to promote good IAQ practices in homes.
 3. Education of children with asthma and/or their caregivers, especially in disproportionately impacted populations (described above) about environmental management of asthma in homes, schools, and other settings.
 - Projects should emphasize educating parents, childcare providers, and other caretakers of asthmatic children about identifying and managing indoor environmental asthma triggers such as: environmental tobacco smoke, chemicals, and other asthma triggers including mold, dust, dust mites, pet dander and cockroaches.
 4. Training of healthcare professionals, school nurses, respiratory therapists, community health workers, and other trained individuals on environmental management of asthma.
 - The training should stress the importance of integrating environmental management into asthma care as well as providing a program in which health educators or peers provide education to families on identifying and managing indoor environmental asthma triggers such as: environmental tobacco smoke, chemicals, and other asthma triggers including mold, dust, dust mites, pet dander and cockroaches.

Region 7 Priority Project Areas

Region 7 is accepting applications from eligible entities for projects to be performed in one or more of the four Region 7 States (Iowa, Kansas, Missouri and Nebraska) or Tribal Nations located within the Region. All projects for Region 7 must address one or more of the priorities listed below:

1. Projects focusing on the education of caregivers and persons with asthma on the management of indoor environmental asthma triggers including trigger identification, control and/or avoidance in homes, schools and other building types. These projects may include in-home assessments as an element of the educational process.
2. Projects providing a form of classroom training of healthcare professionals in the management of indoor environmental asthma triggers, including trigger identification, control and/or avoidance through an asthma action plan that integrates current best practices and procedures into the patient's overall care and treatment.

Region 8 Priority Project Areas

Region 8 is accepting applications from eligible entities for projects to be performed in one or more of the six Region 8 States (Colorado, Montana, North Dakota, South Dakota, Utah, and Wyoming) or Tribal Nations located within the Region. All projects for Region 8 must address one or more of the priorities listed below:

1. Projects that benefit communities at risk, particularly tribal communities or isolated, rural populations.
2. Projects that benefit K-12 schools and help them improve indoor air quality.
3. Projects that educate health care professionals or caregivers on the environmental management of asthma, including identifying and/or avoiding exposure to asthma triggers. This could include environmental tobacco smoke avoidance or other asthma triggers that are affecting a community.
4. Projects that promote a holistic, healthy homes approach to indoor air problems. These projects could combine education/outreach on avoidance of radon; asthma triggers, including second hand smoke, mold or other common environmental triggers; volatile organic compounds from building materials, household cleaning/deodorizing products or other sources; carbon monoxide or any combination of common household indoor air pollutants, along with other relevant building system issues (such as ventilation, combustion safety, and moisture control).

Region 9 Priority Project Areas

Region 9 is accepting applications from eligible entities for projects to be performed in one or more of the Region 9 States (California, Arizona, Hawaii, Nevada), the Pacific Islands (U.S. territories of Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and other unincorporated U.S. Pacific possessions), and the Tribal Nations located within the Region. In addition, EPA Region 9 is the lead region for the Navajo Nation and any proposed project for work in the Navajo Nation, regardless of state boundaries, will be reviewed by Region 9. All projects for Region 9 must address one or more of the priorities listed below:

1. Projects which result in K-12 schools and/or child care facilities adopting healthier indoor environmental practices to reduce children's, student and staff exposure to asthma triggers and other indoor air pollutants, including radon risk reduction. These projects can include:
 - a. Conducting training projects to support adoption of effective IAQ management programs in schools;
 - b. Conducting outreach, education and training for school and school district personnel, health officials, state officials and others to equip them to carry out effective IAQ management programs in schools;
 - c. Utilizing partnerships, coalitions or state initiatives to promote effective IAQ management programs in schools. Applications under this priority must include a written commitment from an Administrator of the school district(s), individual schools, and any other organization or agency agreeing to participate in the project with the applicant as described in Section III.C.7.
2. Projects which result in the training of health care professionals in environmental management of asthma, particularly indoor asthma trigger identification and avoidance and childhood exposure to environmental tobacco smoke, and the integration of such training into clinical practice. While training for health care professionals should be the sole or primary activity in applications for this project area, training for health care professionals

can be integrated into the other project areas for Region 9. Ancillary training of community health workers (promotoras) or other trained health workers may be conducted.

Applications for this priority should demonstrate that no fewer than 2/3 of the people trained should meet the definition of health care professionals as described above. Up to 1/3 of others trained can be community health workers (peers) or lay health educators, as well as case managers, or other representatives of private and public health plans who will support incorporation of environmental controls into standards of care. Reportable training should be, at a minimum, the length of a session at a conference (45-60 minutes). Pre and post knowledge based testing is encouraged when feasible.

3. Projects which result in education of children and their caregivers on the environmental management of asthma, particularly indoor asthma trigger identification and avoidance, including childhood exposure to environmental tobacco smoke in homes, schools and other settings, and which result in behavior change. These projects can include in-home assessments as an element of the educational process. All education should address multiple indoor environmental triggers.

Region 10 Priority Project Areas

Region 10 is accepting applications from eligible entities for projects to be performed in one or more of the four Region 10 States of Alaska, Idaho, Oregon and Washington or the Tribal Nations or Alaskan Villages located within the Region. All projects for Region 10 must address one or more of the priorities listed below:

1. Projects to address asthma triggers in homes and schools in Region 10, taking into consideration the Pacific Northwest climate and different building construction.
2. Projects which result in the training of health care professionals in environmental management of asthma, including trigger identification and avoidance and childhood exposure to environmental tobacco smoke, and which integrates such training into professional practice.
3. Projects which result in education of builders, home owners, and building managers on practices that improve the indoor air quality in homes, schools and other buildings.
4. Projects which result in the schools adopting healthier indoor air practices. Applications under this priority must include a written commitment from an Administrator of the school district(s), individual schools, and any other organization or agency agreeing to participate in the project with the applicant as described in Section III.C.7.
5. Projects that educate state, tribal and/or local officials on environmental risks of poor IAQ and ways to reduce risks in homes, particularly as part of energy efficiency, 'green' or 'sustainability' efforts.

C. Statutory Authority for Awards

All project activities proposed for funding under this RFA must clearly fall within EPA's statutory authorities.

The statutory authority for this action is Clean Air Act, or CAA, §103 which authorizes the award of grants for research, investigations, experiments, demonstrations, surveys, studies and training related to projects that reduce exposure to indoor air pollutants and yield measurable environmental outcomes/results. For detailed information on the CAA, visit

<http://www.epa.gov/air/caa/>.

Demonstrations must involve new or experimental technologies, methods or approaches, where the results of the project will be disseminated so that others can benefit from the knowledge gained in the demonstration project. A project that is accomplished through the performance of routine, traditional or established practices, or a project that is simply intended to carry out a task rather than transfer information or advance the state of knowledge, however worthwhile the project might be, is not considered a demonstration project.

Proposed projects may not go beyond these authorized activities and applicants are cautioned against proposing projects that propose or imply a more on-going program implementation effort than is authorized under the statute.

D. EPA Strategic Plan Linkage/Alignment and Anticipated Outputs and Outcomes

Applicants must identify project goals and objectives that are aligned with the Indoor Air Quality program priority area objectives. Pursuant to Section 6a of EPA Order 5700.7, “Environmental Results under EPA Assistance Agreements,” EPA must link proposed assistance agreements to the Agency’s Strategic Plan. EPA also requires that grant applicants and recipients adequately describe environmental outputs and environmental outcomes to be achieved under assistance agreements (see EPA Order 5700.7, Environmental Results under Assistance Agreements found at <http://www.epa.gov/ogd/grants/award/5700.7.pdf>).

Applicants must articulate their project goals, objectives, activities and expected results for their proposed projects. While it may be beyond the scope of the outreach and education projects solicited under this announcement to directly measure the impact of their actions on the long-term environmental health goal or condition, each application should describe its relationship to the environmental health outcome that can be expected to occur as a result of the project. Examples of these relationships between project activities, programmatic/environmental outputs, and anticipated environmental outcomes are illustrated in **Table 1-1** and **Appendix C - Example Project Activities (Table 1-2)**. This information is provided to applicants to assist them in preparing their application.

1. Linkage/Alignment with EPA FY2011-2015 Strategic Plan

This RFA supports EPA Strategic Plan Goal 1 “Taking Action on Climate Change and Improving Air Quality” and cross-cutting fundamental strategies, including working for environmental justice and building strong state and tribal partnerships. The EPA FY2011-2015 Strategic Plan can be found at: <http://www.epa.gov/planandbudget/strategicplan.html>. EPA’s Indoor Environments Program has developed IAQ priority area objectives in support of the agency’s strategic plan which are described in Sections I.A. and B., above.

2. Anticipated Outputs and Outcomes

Applicants must quantify the anticipated environmental outputs and outcomes for their proposed activities. These anticipated project results must be consistent with and contribute toward one or more of the annual and long term measures described in Section I.A above. There are specific reporting requirements associated with this funding opportunity under VI. D., Reporting Requirements. **Linkage to at least one of the long-term environmental health outcomes listed in Appendix C - Example Project Activities (Table 1-2) must be addressed by project activities.** Additional environmental outcomes are acceptable.

The term “**output**” means an environmental activity, effort, and/or associated work product related to an environmental goal and 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 an assistance agreement funding period.

The term “**outcome**” means 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, financial or programmatic in nature, but must be quantitative. They may not necessarily be achievable within an assistance agreement funding period.

Table 1-1 provides definitions and demonstrates the relationship between project activities, environmental outputs and environmental action outcomes that may ultimately reduce exposure to indoor air pollutants and improve long-term environmental health outcomes.

Table 1-1

⇒ Activities	⇒ Programmatic/ Environmentally Related Outputs	Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
Description of the services your project will provide (e.g., conduct training, organize conference, implement a demonstration project).	These outputs describe the level of activity that will be provided over a period of time, including a description of the characteristics (e.g., timeliness) established as standards for the activity (e.g., number of publications produced or people trained).	Short-term action environmental outcomes might describe behavior changes achieved (e.g., increase in radon testing, additional caregivers taking action to reduce asthma triggers, increased number of asthma action plans at school). Intermediate action outcomes describe the intended result of carrying out a program or activity.	Long-term environmental health outcomes are the ultimate health benefit of the project. Environmental health outcomes may not always be quantified by funding recipients, but are desirable when possible (e.g., lung cancer deaths avoided, decrease in asthma E.R. visits, improved percent attendance for students with asthma as compared to students without asthma, decrease in lost school/work days due to IAQ problems).

Appendix C- Table 1-2 Example Project Activities demonstrates the relationship between example project activities, environmental health outputs, and short-term and intermediate environmental health outcomes that may ultimately reduce exposure to indoor air pollutants and improve long-term environmental health outcomes. The activities and environmental outputs listed in this table are examples only and are not intended to limit the submission of creative and innovative approaches for achieving environmental health results. Additional environmental outcomes are acceptable. Proposed project activities must include linkage to at least one of the long-term environmental health outcomes listed in Appendix C - Example Project Activities (Table 1-2) and fall within at least one of the regional priorities for the region in which the

project is proposed to be conducted.

3. Performance Measures

The applicant should also develop performance measures they expect to use to measure their achievement of the proposed activities and describe them in the application. These performance measures will help gather insights and will be the mechanism to track progress concerning achievement of successful process and outcome strategies and will provide a basis for developing lessons to inform future recipients.

Award recipients will be responsible for achieving substantial measurable environmental outcomes that demonstrate progress towards project goals, objectives and long-term environmental health benefits. Environmental outcomes must describe the intended result of carrying out a program or activity and may be classified as intermediate action outcomes and long-term environmental health outcomes. Intermediate action outcomes describe behavior changes achieved (e.g., increase in radon testing, additional patients taking action to reduce asthma triggers) beyond the current stated baseline. Applicants must estimate the intermediate action outcomes they will achieve and describe how they will quantify them.

Intermediate action outcomes ultimately lead to long-term environmental health outcomes of the project. Health benefits cannot always be quantified by funding recipients, but are desirable when possible (e.g., lung cancer deaths avoided, decrease in asthma emergency room visits, decrease in lost school/work days due to IAQ problems, etc.). While applicants may not be able to quantify the link between intermediate action outcomes and long-term environmental health outcomes, they should be able to qualitatively describe this link.

The following are questions to consider when developing output and outcome measures of quantitative and qualitative results:

- i) What are the measurable short term and longer term results the project will achieve?
- ii) 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?

II. AWARD INFORMATION

A. What is the Amount of Funding Available?

The total estimated funding expected to be available for awards under this RFA is approximately \$1 million to \$1.5 million per year/annually for 2 years with funding ranging from approximately \$25,000 to \$150,000 per year for each region. The total expected funding available under this competitive opportunity is therefore not expected to exceed approximately \$3 million for the 2 year period. Funding will be provided incrementally on an annual basis, subject to funding availability, satisfactory performance, and other applicable considerations.

The amount of federal funding requested must fall within the eligible funding ranges specified below for each region and each proposed project must have a 2 year period of performance:

Eligible Funding Ranges and Anticipated Number of Awards		
EPA Region	Available Funding	Anticipated Number of Awards
Region 1	Proposals for projects taking place in a defined geographic area in Region 1 (e.g., neighborhood, city, county or state) cannot exceed \$50,000 for the two year project period and projects with a Region wide focus cannot exceed \$70,000 for the two year project period.	Three to six assistance agreements.
Region 2	Proposals must be between \$50,000 and \$150,000 for the two year project period.	One to four assistance agreements.
Region 3	Proposals must be between \$50,000 and \$120,000 for the two year project period.	One to three assistance agreements.
Region 4	Proposals must be between \$50,000 and \$120,000 for the two year project period.	One to two assistance agreements.
Region 5	Proposals must be between \$50,000 and \$120,000 for the two year project period.	Two to four assistance agreements.
Region 6	Proposals must be between \$25,000 and \$50,000 for the two year project period.	One to four assistance agreements.
Region 7	Proposals must not exceed \$60,000 for the two year project period.	One to four assistance agreements.
Region 8	Proposals must be between \$40,000 and \$160,000 for the two year project period.	Two to three assistance agreements.
Region 9	Proposals must be between \$20,000 and \$70,000 for the two year project period.	Two to four assistance agreements.
Region 10	Proposals must be between \$30,000 and \$90,000 for the two year project period.	One to three assistance agreements.

B. Partial Funding.

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 a project, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal, or portion thereof, was evaluated and selected for award, and therefore maintains the integrity of the competition and selection process.

C. How Many Assistance Agreements Will EPA Award Under This Competition?

EPA anticipates award of between 15 and 37 assistance agreements under this RFA ranging in value from approximately \$50,000 to \$150,000 for the two year project period, subject to the availability of funds, quality of evaluated applications, satisfactory progress, and other applicable considerations. EPA reserves the right to make additional awards under this announcement, consistent with Agency policy and other applicable considerations, if additional funding becomes available after the original selections. Any additional selections for awards will be made no later than 6 months from the date of the original selections.

In addition, EPA reserves the right to reject all proposals and make no awards under this announcement or to make fewer awards than anticipated. EPA also reserves the right to change the number of awards per region, and make no awards for some regions.

D. What is the project period for awards resulting from this solicitation?

The estimated project period for awards resulting from this solicitation will begin on October 1, 2012 and end no later than September 30, 2014. Proposed project periods will be two years.

E. Funding Type

The funding for selected projects will be in the form of a grant or cooperative agreement determined by the awarding region.

If cooperative agreements are awarded, the degree of substantial involvement between the EPA project officer and the selected applicants will be determined by EPA. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial Federal involvement for this project will be:

- Close monitoring of the successful applicant's performance to verify the results proposed by the applicant.
- Collaboration during performance of the scope of work.
- In accordance with 40 CFR 30.44(e) or 40 CFR 31.36(g), as appropriate, review of proposed procurement.
- Reviewing qualifications of key personnel (EPA will not select employees or contractors employed by the award recipient).
- Review and comment on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient).

III. ELIGIBILITY INFORMATION**A. Eligible Entities**

In accordance with CFDA 66.034, proposals will be accepted from states, local governments, territories, federally recognized Indian tribes, and possessions of the U.S., including the District of Columbia, international organizations, public and private universities and colleges, hospitals, laboratories, other public or private non-profit institutions.

Non-profit organization, as defined by OMB Circular A-122, located at 2 CFR Part 230, means any corporation, trust, association, cooperative or other organization that: (1) is operated primarily for scientific, educational, service, charitable or similar purposes in the public interest; (2) is not organized primarily for profit; and (3) uses its net proceeds to maintain, improve and/or expand its operations. Note that OMB Circular A-122 specifically excludes the following types

of organizations from the definition of “non-profit organization” because they are separately defined in the Circular: (i) colleges and universities; (ii) hospitals; (iii) state, local and federally-recognized Indian tribal governments; and (iv) those non-profit organizations that are excluded from coverage of this Circular in accordance with paragraph 5 of the Circular. While not considered to be a “non-profit organization(s)” as defined by OMB Circular A-122, colleges and universities, hospitals, state, local and federally-recognized Indian tribal governments are, nevertheless, eligible to submit applications under OMB Circular A-122 and this RFA.

For-profit organizations are not an eligible entity for this funding opportunity. Additionally, non-profit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply.

B. Cost Sharing or Matching

There is no statutory or regulatory match requirement under the Clean Air Act Section 103.

C. Threshold Eligibility Criteria

These are requirements that if not met by the time of application submission will result in elimination of the application from consideration for funding. Only applications from eligible entities (see III. A above) that meet all the threshold criteria will be evaluated against the ranking factors in Section V of this announcement. 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. If necessary, EPA may clarify threshold eligibility issues with applicants prior to making an eligibility determination as described in Section IV.F., below.

1.
 - a. Applications **MUST** substantially comply with the application submission instructions and requirements set forth in Section IV of this announcement or else they will be rejected. However, where a page limit is expressed in Section IV with respect to the narrative proposal, pages in excess of the page limitation will not be reviewed. The page limitation does not include qualification documentation (Section IV.C.2.b.iv.) or commitment letters from schools (Section III.C.7.).
 - b. In addition, applications must be received by the EPA or through www.grants.gov, as specified in Section IV of this announcement, on or before the application submission deadline published in Section IV of this announcement. Applicants are responsible for ensuring that their application reaches the designated person/office specified in Section IV of the announcement by the submission deadline.
 - c. Applications received after the submission deadline will be considered late and returned to the sender without further consideration unless the applicant can clearly demonstrate that it was late due to EPA mishandling or because of technical problems associated with www.grants.gov. Where Section IV requires application receipt by a specific office by the submission deadline, receipt by an agency mailroom is not sufficient. Applicants should confirm receipt of their application with Victoria Drew at QsonNationalIndoorAirRFP2012@epa.gov as soon as possible after the submission deadline—failure to do so may result in your application not being reviewed.
2. Hard copy applications will only be accepted via an **express delivery service**. EPA will not accept applications submitted via fax, standard 1st Class Mail delivery by U.S. Postal Service, or email.
3. All applications must address at least one of the regional priorities that apply to the

- region where the work will be performed.
4. Applications must align with EPA strategic goals, objectives, outputs and outcomes as described in **Section I.A.**
 5. Applications must comply with the funding ranges for each region as described in the table in **Section II. A.** Applications seeking funding below and/or above the specified funding amounts will not be reviewed. All applications must be for a two year project period.
 6. While applicants may submit applications for work in as many regions as they want, they may only submit one application per EPA Region under this RFA. If they submit more than one per region, EPA will contact the applicant prior to the review process to determine which one(s) to withdraw.
 7. Applications for school projects (Section I.B.) must either include a written commitment from the school district(s) (Administrator), individual schools, and any other organization or agency agreeing to participate in the project with the applicant, or provide an alternative commitment that will demonstrate the applicant's ability to work with a large group of schools if the project targets schools across a wide geographic area that is not defined as a district. Note: This requirement does not count against the 10 page Narrative Proposal limitation described in Section IV.C.I.
 8. Ineligible activities: If a proposal is submitted that includes any ineligible tasks or activities, that portion of the proposal will be ineligible for funding and may, depending on the extent to which it affects the proposal, render the entire proposal ineligible for funding.

D. Limitations of Funding

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

1. EPA will not consider any applications that are exclusively designed to conduct scientific research. Applications may include research components such as building blocks to demonstration, training, education and/or outreach projects. In such cases, applications should clearly articulate this link, explain why the research is necessary for the project's success, and ensure that such research does not already exist.
2. EPA will not consider applications which solely address indoor asbestos, lead, PCBs or other chemical-specific pollutants. These contaminants are addressed by other EPA program offices.
3. The State Indoor Radon Grant (SIRG) program, which is separate from the Indoor Environments Program, provides funds to states and tribes for radon risk reduction programs and education/outreach. Awards under this RFA are not intended to fund radon testing or mitigation projects that do not also address other indoor exposures as part of a holistic healthy homes and buildings approach. If a project includes radon testing and/or mitigation, applicants must coordinate with their applicable state or tribal radon program to ensure proper communication and that any state program requirements are met.
4. EPA will not fund sampling or remediation of mold or actual construction, renovation, or repair of buildings or their components such as roofs or ventilation systems.
5. These funds may not be used for "incentives," such as T-shirts, pencils, toys, etc.
6. With respect to asthma, applicants are encouraged to integrate environmental trigger avoidance into comprehensive asthma management initiatives, as recommended by the

National Asthma Education Prevention Program, or NAEPP, found at <http://www.nhlbi.nih.gov/about/naepp/>. However, only those activities that directly address indoor environmental factors that may influence asthma onset or exacerbation are eligible for funding under this RFA (although ancillary messages that place asthma trigger avoidance activities into the broader medical management context are acceptable). Where substantial non-environmental management (e.g., medical management) activities are described in proposals submitted under this RFA, applicants should be prepared to document alternative funding sources for any substantial non-environmental components that are part of comprehensive asthma management initiatives.

7. With respect to environmental tobacco smoke (ETS), only those activities that directly address the health risk of ETS, reducing children's exposure to ETS and promoting smoke-free homes and cars are eligible for funding under this RFA. Applicants are encouraged to educate parents and/or caregivers on the adverse health effects of ETS on children (e.g., 0-6 years old). Applicants are encouraged to use pre-existing EPA and other ETS outreach educational materials where possible in lieu of proposing the development of new materials. Activities primarily intended to discourage non-smokers (e.g., teens) from starting to smoke or which are intended to assist smokers in quitting (cessation), fall outside of EPA's statutory authority and are therefore ineligible for funding through this RFA. Activities primarily targeted toward environmental tobacco smoke prevention but which also convey a tangential smoking cessation message are not precluded under this RFA. However, where substantial smoking cessation activities are described in proposals under this RFA, applicants should be prepared to document alternative funding sources for those elements that do not directly address environmental tobacco smoke.
8. Activities to promote healthy indoor environments in schools also must fall within EPA's authority to conduct demonstration, training, outreach and/or education activities that disseminate information on the causes, extent, prevention and control of indoor air pollution in school environments.

IV. APPLICATION AND SUBMISSION INFORMATION

A. How to Obtain Application Package

Applicants can download individual grant application forms from EPA's Office of Grants and Debarment Web site at http://www.epa.gov/ogd/grants/how_to_apply.htm or <http://www.epa.gov/ogd/AppKit/>.

To obtain a hard copy of materials, please send an e-mail request to Victoria Drew at QsonNationalIndoorAirRFP2012@epa.gov.

B. Mode of Application Submission

Applicants have the option to submit their applications in **one of two ways**: (1) Hard copy via express delivery, **OR** (2) electronically via <http://www.grants.gov>. Applications will not be accepted via fax, email or standard 1st class mail delivery by U.S. Postal Service. All applications must be prepared, and include the required information, as described in Section IV.C. below regardless of mode of transmission. **Please use only one mode of submission.**

1. **Hard Copy Submission via Express Mail Delivery ONLY Hard Copy via Express Delivery (FedEx, UPS, DHL, USPS etc.)**

Please provide one original of the application package (including signed and completed SF 424

and SF 424A forms)— **no binders or spiral binding** — to:

U.S. Environmental Protection Agency
ATTN: Victoria Drew
OAR /ORIA/ IED
1310 L Street, NW, Room #412
Washington, DC 20005
Phone: (202)343-9370

Hard Copy Application Submission Deadline

All hard copies of application packages must be received by **Thursday, April 12, 2012 by 4:00 p.m. EDT.**

2. Grants.gov Submission (See Appendix A., Grants.gov Submission Instructions)

Your organization's Authorized Representative, or AOR, **must** electronically submit your complete application package to EPA via <http://www.grants.gov> as described in Appendix A. , no later than **4 p.m. EDT on Thursday, April 12, 2012.**

C. Content of Application Submission

Your application package **must** include all of the following materials:

- Standard Form (SF) 424, Application for Federal Assistance
Complete the form, available at <http://www.epa.gov/ogd/forms/forms.htm>. There are no attachments. Please be sure to include organization fax number and e-mail address in Block 5 of the Standard Form SF 424.
- Standard Form 424A, *Budget Information – Non-Construction Programs*
Complete the form, available at <http://www.epa.gov/ogd/forms/forms.htm>. There are no attachments. The total amount of federal funding requested for the project period should be shown on line 5(e) and on line 6(k) of SF-424A; the amount of indirect costs should be entered on line 6(j). The indirect cost rate (i.e., a percentage), the base (e.g., personnel costs and fringe benefits) and the amount also should also indicated on line 22. Refer to Section II.A. for the eligible funding range for the region in which the project is proposed to be conducted.
- Standard Form 424B, *Non-Construction Programs*
- *Standard Form 6600-06, Certification Regarding Lobbying*
- EPA Form 4700-4, *Pre-Award Compliance Review Report for All Applicants Requesting Federal Financial Assistance*
- EPA Form 5700-54, *Key Contacts Form*
- Narrative Proposal (**as described below**)

Please note that the organizational Dun and Bradstreet, or D&B, Data Universal Number System, or DUNS, number must be included on the SF-424. Organizations may obtain a DUNS number at no cost by calling the toll-free DUNS number request line at 1-866-705-5711 or at <http://www.dnb.com>.

1. Narrative Proposal General Requirements

- a. The narrative proposal must be contained in a *single electronic file* and provided in either Word for Windows or PDF formats.

- b. The Narrative Proposal (sections 2a and b, below) **MUST NOT** exceed a maximum of 10 single-spaced typewritten letter sized (8 ½” x 11”) pages, and should use no less than a font of size 12 and 1 inch margins on all sides (the narrative proposal must be readable). Excess pages will not be reviewed. The 10-page limit does not include the background qualifications or letters of commitment/support.

2. Narrative Proposal Contents

a. Summary Information

- i. **Project Title.**
- ii. **Applicant Information.** Include applicant (organization) name, address, contact person, phone number, fax and e-mail address.
- iii. **Type of Eligible Organization** as stated in **Section III. Part A** (i.e., Non-profit, State agency, Institution of higher learning, etc.).
- iv. **Funding Requested.** Specify the amount you are requesting from EPA for the entire project period as well as annually/per year. Make sure this is within the parameters set forth in Section II for the region you are applying for.
- v. **Project period.** Provide beginning and ending dates. (Projects are anticipated to begin Oct. 1, 2012 and end no later than Sept. 30, 2014.) All projects must be for two years.
- vi. **EPA Region** in which the work is to be performed
- vii. **Brief Description of Project Activities:** Provide a brief summary of proposed activities and summarize how they will address at least one of the priorities of the Region in which the project is proposed to be carried out, as described under Section I.B., Scope of Work, above.

b. Work Plan

The work plan must describe how the proposed project meets the requirements established in Sections I-III (including the threshold eligibility criteria in Section III., Part C) of this announcement, and must address each of the evaluation criteria set forth in Section V. The work plan should conform to the following outline:

- i. **Detailed Project Summary and Approach**
 - EPA Region in which the work is to be performed.
 - Description of how the project addresses one or more of the regional priorities (See Section I.B.) that relate to the region where the project will be performed
 - Description of specific actions and methods to be undertaken and the responsible institutions, including estimated time line for each task.
 - Description of the associated work products to be developed.
 - Explanation of project benefits to the public.
 - Description of how the project aligns with EPA’s Strategic Plan and IAQ Priority Area Goals.
 - Description of how the project uses effective/proven approaches.
 - Identification of the potential audiences served.
 - Description of the roles of the applicant, and partners, if any. Please carefully review sections IV. G. and H before naming partners that may receive EPA funds.
 - Description of the practicality, feasibility and replicability of the project, such as

to yield larger scale impacts.

***Selected applicant(s) will need to submit a copy of their current indirect cost rate that has been negotiated with a federal cognizant agency prior to award.**

- ii. Environmental Results—Outcomes, Outputs and Performance Measures**
Identify the expected quantitative and qualitative outcomes and outputs of the project (See Section I and Appendix C), including what performance measurements or other means will be used to track and measure your progress towards achieving the expected outcomes and outputs and how the results of the project will be evaluated.
- 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) similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than 3 agreements, and preferably EPA agreements) and describe (i) whether, and how, you were able to successfully complete and manage those agreements and (ii) your history of meeting the reporting requirements under those agreements, including whether you adequately and in a timely manner 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. 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 reporting information, please indicate this in the proposal 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.**
- iv. Organization and Staff Experience and Qualifications**
- Description of the applicant's organization and experience related to the proposed project.
 - Description of staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.
- v. Detailed Budget and Budget Narrative**
Clearly explain how EPA funds will be used. This section provides an opportunity for a narrative description of the budget found in the SF-424A. Applicants must itemize costs related to personnel, fringe benefits, contractual costs, travel, equipment, supplies, other direct costs, indirect costs, and total costs.

Please note that reasonable travel costs and stipends for training attendees are allowable costs, as are stipends for student participants in the project (if the

students are not otherwise compensated with grant funds). EPA will consider other requests for participant support on a case-by-case basis.

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 applicants 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.

3. Application Attachments. These documents are part of the application package but are not included in the 10 page narrative proposal limit.

a. Biographical Sketch. Provide resumes or curriculum vitae for all principal investigators and any other key personnel.

b. Negotiated Indirect Cost Rate Agreement.

c. Quality Assurance Narrative Statement.

d. Support Letters-These should indicate how the supporting organization will assist in the project. NOTE: Applications for school projects (Section I.B.) must either include a written commitment from the school district(s) (Administrator), individual schools, and any other organization or agency agreeing to participate in the project with the applicant, or provide an alternative commitment that will demonstrate the applicant's ability to work with a large group of schools if the project targets schools across a wide geographic area that is not defined as a district.

D. Submission Dates and Times

The closing date and time for receipt of application submissions, regardless of mode of submission, is **Thursday, April 12, 2012** at 4:00 p.m. (EDT). All hard copy application packages must be received by Victoria Drew no later than 4:00 p.m. EDT on April 12, 2012 in order to be considered for funding. Grants.gov submissions must be submitted at <http://www.grants.gov> no later than **4:00 p.m. EDT on Thursday, April 12, 2012**. Any applications received after this closing date and time will not be considered for funding.

E. Confidential Business Information

EPA recommends that you do not include confidential business information ("CBI") in your proposal/application. However, if confidential business information is included, it will be treated in accordance with 40 CFR 2.203. Applicants must clearly indicate which portion(s) of their proposal/application they are claiming as CBI. EPA will evaluate such claims in accordance with 40 CFR Part 2. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(c)(2) prior to disclosure.

The Agency protects competitive proposals/applications from disclosure under applicable provisions of the Freedom of Information Act prior to the completion of the competitive selection process.

F. Pre-Application Assistance and Communications

In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their applications/proposals. However, consistent with the provisions in the announcement, EPA will respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement. In addition, if necessary, EPA may clarify threshold eligibility issues with applicants prior to making an eligibility determination. **Do not contact Regional Offices with questions about this RFA.** If there are questions you may contact Victoria Drew at QsonNationalIndoorAirRFP2012@epa.gov.

G. Can funding be used for the applicant to make subawards, acquire contract services, or fund partnerships?

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 coalition or consortium. The recipient is accountable to EPA for the proper expenditure of funds.

Funding may be used to provide subgrants or subawards of financial assistance, which includes using subawards or subgrants to fund partnerships, provided the recipient complies with applicable requirements for subawards or subgrants including those contained in 40 CFR Parts 30 or 31, as appropriate. Applicants must compete contracts for services and products, including consultant contracts, and conduct cost and price analyses to the extent required by the procurement provisions of the regulations at 40 CFR Parts 30 or 31, as appropriate. The regulations also contain limitations on consultant compensation. Applicants are not required to identify subawardees/subgrantees and/or contractors (including consultants) in their application. However, if they do, the fact that an applicant selected for award has named a specific subawardee/subgrantee, contractor, or consultant in the application EPA selects for funding does not relieve the applicant of its obligations to comply with subaward/subgrant and/or competitive procurement requirements, as appropriate. Please note that applicants may not award sole source contracts to consulting, engineering or other firms assisting applicants with the proposal solely based on the firm's role in preparing the application.

Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products from for-profit organizations to carry out its assistance agreement. The nature of the transaction between the recipient and the subawardee or subgrantee must be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section .210 of OMB Circular A-133 , and the definitions of subaward at 40 CFR 30.2(ff) or subgrant at 40 CFR 31.3, as applicable. EPA will not be a party to these transactions. Applicants acquiring commercial goods or services must comply with the competitive procurement standards in 40 CFR Part 30 or 40 CFR Part 31.36 and cannot use a subaward/subgrant as the funding mechanism.

H. How will an applicant's proposed subawardees/subgrantees and contractors be considered during the evaluation process described in Section V of the announcement?

Section V of the announcement describes the evaluation criteria and evaluation process that will be used by EPA to make selections under this announcement. During this evaluation, except for those criteria that relate to the applicant's own qualifications, past performance, and reporting history, the review panel will consider, if appropriate and relevant, the qualifications, expertise, and experience of:

- (i) an applicant's named subawardees/subgrantees identified in the proposal/application if the applicant demonstrates in the application that if it receives an award that the subaward/subgrant will be properly awarded consistent with the applicable regulations in 40 CFR Parts 30 or 31. For example, applicants must not use subawards/subgrants to obtain commercial services or products from for profit firms or individual consultants.
- (ii) an applicant's named contractor(s), including consultants, identified in the proposal/application if the applicant demonstrates in its proposal/application that the contractor(s) was selected in compliance with the competitive Procurement Standards in 40 CFR Part 30 or 40 CFR 31.36 as appropriate. For example, an applicant must demonstrate that it selected the contractor(s) competitively or that a proper non-competitive sole-source award consistent with the regulations will be made to the contractor(s), that efforts were made to provide small and disadvantaged businesses with opportunities to compete, and that some form of cost or price analysis was conducted. EPA may not accept sole source justifications for contracts for services or products that are otherwise readily available in the commercial marketplace.

EPA will not consider the qualifications, experience, and expertise of named subawardees/subgrantees and/or named contractor(s) during the application evaluation process unless the applicant complies with these requirements.

V. APPLICATION REVIEW INFORMATION

All applications will first be reviewed against the threshold eligibility factors in Section III.C of the RFA by regional staff. Applications that pass the threshold review will then be evaluated based on the criteria below by regional review panels—each region will review the eligible applications for projects to be performed within their region. In addition, EPA Region 9 is the lead region for the Navajo Nation and any proposed project for work in the Navajo Nation, regardless of state boundaries, will be reviewed by Region 9. Applicants should explicitly address the following criteria as part of their application package submittal. Each application will be rated under a points system, with a total of 100 points possible.

A. Evaluation Criteria

Criteria	Points
1. <u>Regional Priorities:</u> Under this criterion, the Agency will evaluate the quality and extent to which the narrative proposal includes a well-conceived and high quality strategy for addressing at least one of the regional priorities that apply to the region where the project will be performed as described in Section I. B. (25 points)	25

<p>2. <u>Environmental Results – Outputs and Outcomes:</u> Under this criterion, the Agency will evaluate: (i) (10 pts) whether the proposed project goals, objectives and activities are realistic and demonstrate the ability to achieve substantial and measurable outputs and outcomes, (ii) (10 pts) whether the proposed project describes practical and feasible activities, methods, and materials to achieve each goal and objective, and identifies baseline information to measure the efficacy of each activity, and (iii) (5 pts) the effectiveness of the applicant’s plan for tracking, measuring, and reporting on progress toward achieving expected project outputs and outcomes. Applicants should include a milestone chart demonstrating a reasonable time schedule for the execution of tasks associated with their proposed project.</p>	<p>25</p>
<p>3. <u>Disproportionately Impacted Communities:</u> Under this criterion, the Agency will evaluate the extent to which the proposed project is likely to benefit segments of the population that are or have been traditionally disproportionately and/or adversely impacted by environmental hazards or risks, such as minorities, children or low-income individuals, as described in Section I.B. Scope of Work.</p>	<p>10</p>
<p>4. <u>Community Effect:</u> Under this criterion the Agency will evaluate the extent to which the proposed project activities address environmental and/or public health concerns affecting the community or region where the project is to be performed.</p>	<p>5</p>
<p>5. <u>Partnerships:</u> Under this criterion, the Agency will evaluate the extent to which the proposed project activities describe plans to utilize formal or informal partnerships or collaborate with others to perform the project and how these partnerships will make the project more effective. Proposals for projects that have listed partners should include commitment letters from every listed project partner; if not, it may affect the applicants score for this criterion. Applicants who propose to use partners must note the provisions in Section IV.G and H including how proposals with identified partners will be evaluated.</p>	<p>5</p>
<p>6. <u>Programmatic Capability and Past Performance:</u> Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project taking into account their: (i) (5 pts) past performance in successfully completing and managing the assistance agreements described in Section IV,C,2.b.iii. of the announcement, (ii)(5 pts) history of meeting the reporting requirements under the assistance agreements described in Section IV.C,b,2.iii, of the announcement, including: whether the applicant submitted acceptable final technical reports under those agreements and the extent to which the applicant adequately and in a timely manner reported on their progress towards achieving the expected outputs and outcomes under those agreements; and if such progress was not being made whether the applicant adequately reported why not.</p> <p>Note: In evaluating applicants under the above criterion, the Agency will consider the information provided by the applicant and also may consider relevant information from other sources including agency files and/or 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 proposal and you will receive a neutral score for these subfactors (a neutral score is half of the total points available in a subset of possible points). If you do not provide any response for these items, you may receive a score of 0 for these factors.</p>	<p>10</p>
<p>7. <u>Staff Expertise/Qualifications:</u> Under this criterion, the Agency will evaluate the following factors: (i) (5 pts) the applicant’s staff expertise/qualifications, staff</p>	<p>10</p>

knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project , and (ii) (5 pts) the description of the applicant’s organization and experience relating to the proposed project.	
8. Budget/Resources: Under this criterion, the Agency will evaluate whether the proposed project budget is appropriate, reasonable, and cost effective to accomplish the proposed goals, objectives, and measurable environmental outcomes in addressing regional priorities, and provides an approximation of the percentage of the budget designated for each major activity.	10

B. Review and Selection Process

As noted above, eligible applications will be reviewed by regional review panels that will be established in each region. Each regional review panel will evaluate the eligible applications for the projects to be performed in their region. Each application will be given a numerical score and will be rank-ordered according to the numerical score. The review panels will then provide the rankings and preliminary funding recommendations to their Regional Selection Official(s) who will make the final funding recommendations for each region. In making the final funding recommendations, the Regional Selection Official(s) will consider the rankings and recommendations and may also consider the following other factors:

- Balance between indoor air quality program priority areas
- Geographic diversity
- Diverse nature of the activities proposed
- Balance of type of community targeted (e.g., rural, urban, low-income, traditionally adversely affected by environmental risks)

Once final selections have been made they will be forwarded to the EPA Regional Award Official for approval. Awards will be made by the regions. The Regions anticipate that final funding decisions will be made in the summer of 2012.

VI. AWARD ADMINISTRATION INFORMATION

A. Award Notices

Following EPA’s evaluation of applications, all applicants will be notified regarding their status. The EPA Regional Award Official is the only official that can bind the Agency to the expenditure of funds for selected projects resulting from this announcement.

Proposal Notifications

1. EPA anticipates notification to the **successful** applicant will be made via telephone, email or postal mail within 15 calendar days of when Regional selections are made. The notification will advise the applicant that its proposed project has been successfully evaluated and recommended for award. The notification will be sent to the original signer of the Standard Form (SF) 424, Proposal for Federal Assistance.

This notification, which advises that the applicant’s proposed project has been recommended for award, is **not** an authorization to begin performance. The award notice signed by the EPA Award Official is the authorizing document and will be provided through postal mail. At a minimum, this process can take up to 90 days from the date of recommendation.

2. EPA anticipates notification to **unsuccessful** applicant(s) will be made via e-mail or postal mail within 15 calendar days of when Regional selections are made. The notification will be sent to the original signer of the Standard Form (SF) 424, Proposal for Federal Assistance.

B. Administrative and National Policy Requirement

A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at:

http://www.epa.gov/ogd/AppKit/applicable_epa_regulations_and_description.htm.

Executive Order 12372, Intergovernmental Review of Federal Programs may be applicable to awards resulting from this announcement. Applicants selected for funding may be required to provide a copy of their proposal to their State Point of Contact, or SPOC, for review, pursuant to Executive Order 12372, Intergovernmental Review of Federal Programs. This review is not required with the Initial Proposal and not all states require such a review. A listing of SPOCs may be viewed at:

www.whitehouse.gov/omb/grants/spoc.html.

C. Central Contractor Registration (CCR) and Data Universal Numbering System (DUNS) Requirements

Unless exempt from these requirements under OMB guidance at [2 CFR Part 25](#) (e.g., individuals), applicants must:

1. Be registered in the CCR prior to submitting an application or proposal under this announcement. CCR information can be found at <https://www.bpn.gov/ccr/>
2. Maintain an active CCR registration with current information at all times during which it has an active Federal award or an application or proposal under consideration by an agency, and
3. Provide its DUNS number in each application or proposal it submits to the agency. Applicants can receive a DUNS number, at no cost, by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711, or visiting the D&B website at: <http://www.dnb.com>.

If an applicant fails to comply with these requirements, it will, should it be selected for award, affect their ability to receive the award.

D. Reporting Requirements

Quarterly progress reports and a detailed final technical report will be required each year of the grant. Quarterly reports summarizing technical progress, outputs and outcomes achieved, planned activities for next quarter, and a summary of expenditures are required. The final technical report shall be completed within 90 calendar days of the completion of the period of performance. The final technical report should include: summary of the project or activity, outputs and outcomes achieved and costs of the project or activity. In addition, the final technical report shall 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. The schedule for submission of quarterly reports will be established by EPA, after award.

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 <http://www.epa.gov/ogd/competition/resolution.htm>. Copies of these procedures may also be requested by contacting Victoria Drew QsonNationalIndoorAirRFP2012@epa.gov.

F. Non-profit Administrative Capability

Non-profit applicants that are recommended for funding under this announcement are subject to pre-award administrative capability reviews consistent with Section 8b, 8c and 9d of EPA Order 5700.8 - Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards (http://www.epa.gov/ogd/grants/award/5700_8.pdf). In addition, non-profit applicants that qualify for funding may, depending on the size of the award, be required to fill out and submit to the Grants Management Office the Administrative Capabilities Form, with supporting documents, contained in Appendix A of EPA Order 5700.8.

G. Subaward and Executive Compensation Reporting

Applicants must ensure that they have the necessary processes and systems in place to comply with the sub-award and executive total compensation reporting requirements established under OMB guidance at [2 CFR Part 170](#), unless they qualify for an exception from the requirements, should they be selected for funding.

H. Use of Grant Funds

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 implementing this requirement.

I. Website References in Solicitations

Any non-federal websites or website links included in this solicitation are provided for proposal preparation and/or informational purposes only. U.S. EPA does not endorse any of these entities or their services. In addition, EPA does not guarantee that any linked, external websites referenced in this solicitation comply with Section 508 (Accessibility Requirements) of the Rehabilitation Act.

J. Unpaid Federal Tax Liabilities and Felony Convictions For Non-Profit and For-Profit Organizations

Awards made under this announcement are subject to the provisions contained in the Department of Interior, Environment, and Related Agencies Appropriations Act, 2012, HR 2055, Division E, Sections 433 and 434 regarding unpaid federal tax liabilities and federal felony convictions. These provisions prohibit EPA from awarding funds made available by the Act to any for-profit or non-profit organization: (1) subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; or (2) that was convicted (or had an officer or agent of such corporation acting on its behalf convicted) of a felony criminal conviction under any Federal law within 24 months preceding the award, unless EPA has considered suspension or debarment of the corporation, or such officer or agent, based on these tax liabilities or

convictions, and determined that such action is not necessary to protect the Government's interests. Non-profit or for-profit organizations that are covered by these prohibitions are ineligible to receive an award under this announcement.

VII. AGENCY CONTACTS

All questions or comments regarding this RFA must be communicated in writing via e-mail to Victoria Drew at QsonNationalIndoorAirRFP2012@epa.gov. **Do not contact Regional Offices with questions about this RFA.** Questions and answers will be posted until the closing date of this announcement at the OAR Grants/Funding Web site at http://www.epa.gov/air/grants_funding.html.

VIII. OTHER INFORMATION (Appendices)

Appendix A. Grants.gov Submission Instructions

The electronic submission of your application must be made by an authorized official representative (AOR) of your institution who is registered with Grants.gov. For more information, go to <http://www.grants.gov> and click on “Get Registered” on the left side of the page. *Note that the registration process may take a week or longer to complete.* If your organization is not currently registered with Grants.gov, we encourage them to designate an AOR and ask that individual to begin the registration process as soon as possible.

To begin the application process under this grant announcement, go to <http://www.grants.gov> and click on the “Apply for Grants” tab on the left side of the page. Then click on “Apply Step 1: Download a Grant Application Package” to download the compatible Adobe viewer and obtain the application package. **To apply through grants.gov you must use Adobe Reader applications and download the compatible Adobe Reader version (Adobe Reader applications are available to [download for free on the Grants.gov website](#).** For more information on Adobe Reader please visit the [Help section](#) on grants.gov at <http://www.grants.gov/help/help.jsp> or http://www.grants.gov/aboutgrants/program_status.jsp).

Once you have downloaded the viewer, you may retrieve the application package by entering the Funding Opportunity Number, EPA-OAR-ORIA-12-04, or CFDA 66.034, in the appropriate field. You may also be able to access the application package by clicking on the Application button at the top right of the synopsis page for this announcement on <http://www.grants.gov> (to find the synopsis page, go to <http://www.grants.gov> and click on the “Find Grant Opportunities” button on the left side of the page and then go to Search Opportunities and use the Browse by Agency feature to find EPA opportunities).

Application Submission Deadline: Your organization’s AOR must submit your complete application electronically to EPA through Grants.gov (<http://www.grants.gov>) no later than **4:00 pm (EDT), Thursday, April 12, 2012.**

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

Application Materials

The following forms and documents are required under this announcement:

1. Application for Federal Assistance (SF-424)

2. Budget Information for Non-Construction Programs (SF-424A)
3. Assurances for Non-Construction Programs (SF-424B)
4. Grants.gov Lobbying Form
5. EPA Key Contacts Form 5700-54
6. EPA Form 4700-4 – Pre-award Compliance Review Report
7. Narrative Proposal-prepared as described in Section IV.C of the RFA
8. Disclosure of Lobbying Activities Standard Form 6600-06, Certification Regarding Lobbying
9. Other Attachments Form – Negotiated Indirect Cost Rate Agreement, optional
10. Other Attachments Form – Biographical Sketches for the Project Manager(s), optional
11. Other Attachments Form – Quality Assurance Narrative Statement, optional
12. Other Attachments Form – Support Letters, optional

The application package *must* include all of the following materials:

- **Standard Form (SF) 424, Application for Federal Assistance** -- Complete the form. There are no attachments. Please note that the organizational Dun and Bradstreet (D&B) Data Universal Number System (DUNS) number must be included on the SF-424. Organizations may obtain a DUNS number at no cost by calling the toll-free DUNS number request line at 1-866-705-5711.
- **SF-424A, Budget Information for Non-Construction Programs** -- Complete the form. There are no attachments. The total amount of federal funding requested for the project period should be shown on line 5(e) and on line 6(k) of SF-424A. If indirect costs are included, the amount of indirect costs should be entered on line 6(j). The indirect cost rate (i.e., a percentage), the base (e.g., personnel costs and fringe benefits), and the amount should also be indicated on line 22. If indirect costs are requested, a copy of the Negotiated Indirect Cost Rate Agreement must be submitted as part of the application package. (See instructions for document 10 below.)
- **SF-424B, Assurances for Non-Construction Programs** -- Complete the form. There are no attachments.
- **Grants.gov Lobbying Form – Certification Regarding Lobbying** -- Complete the form. There are no attachments.
- **EPA Form 5700-54, Key Contacts Form** -- Complete the form. There are no attachments. If additional pages are needed, attach these additional pages to the electronic application package by using the “Other Attachments Form” in the “Optional Documents” box. (See Application Preparation and Submission Instructions below for more details.)
- **EPA Form 4700-4, Pre-Award Compliance Review Report** -- Complete the form. There are no attachments.

Narrative Proposal -- Prepared as described in **Section IV.C** of the announcement.

SF-LLL, Disclosure of Lobbying Activities, if applicable -- This form is required if your organization is involved in lobbying. Complete the form if your organization is involved in lobbying activities.

Other Attachments Form – Negotiated Indirect Cost Rate Agreement

Use if indirect costs are included in the project budget. Use the “Other Attachments Form” in the “Optional Documents” box to attach a copy of your organization’s Indirect Cost Rate

Agreement, if applicable. (See Application Preparation and Submission Instructions below for more details.) You must submit a copy of your organization's Indirect Cost Rate Agreement as part of the application package if your proposed budget includes indirect costs.

Other Attachments Form – Biographical Sketches for the Project Manager(s)

Use the "Other Attachments Form" in the "Optional Documents" box to attach a copy of the biographical sketch of each project manager for the proposed project. Each biographical sketch should outline the education, work history, and knowledge/expertise of the individual that relate to managing the proposed project.

Other Attachments Form – Quality Assurance Narrative Statement. Use the "Other Attachments Form" in the "Optional Documents" box to attach a copy of a quality assurance narrative statement.

Other Attachments Form – Support Letters. Specifically indicate how the supporting organization will assist in the project.

Application Preparation and Submission Instructions

Documents 1 through 6 listed under Application Materials above should appear in the "Mandatory Documents" box on the Grants.gov Grant Application Package page.

For documents 1 through 6, click on the appropriate form and then click "Open Form" below the box. The fields that must be completed will be highlighted in yellow. Optional fields and completed fields will be displayed in white. If you enter an invalid response or incomplete information in a field, you will receive an error message. When you have finished filling out each form, click "Save." When you return to the electronic Grant Application Package page, click on the form you just completed, and then click on the box that says, "Move Form to Submission List." This action will move the document over to the box that says, "Mandatory Completed Documents for Submission."

For document 7, you will need to attach electronic files. Prepare your narrative proposal as described in Section IV.C of the RFA and save the documents to your computer as a Word or PDF file. When you are ready to attach your proposal to the application package, click on "Project Narrative Attachment Form," and open the form. Click "Add Mandatory Project Narrative File," and then attach your proposal (previously saved to your computer) using the browse window that appears. You may then click "View Mandatory Project Narrative File" to view it. Enter a brief descriptive title of your project in the space beside "Mandatory Project Narrative File Filename;" the filename should be no more than 40 characters long. If there are other attachments to submit to accompany your proposal, you may click "Add Optional Project Narrative File" and proceed as before. When you have finished attaching the necessary documents, click "Close Form." When you return to the "Grant Application Package" page, select the "Project Narrative Attachment Form" and click "Move Form to Submission List." The form should now appear in the box that says, "Mandatory Completed Documents for Submission."

Documents 8 through 13 are listed in the "Optional Documents" box, but *please note that these so-called "optional" documents must also be submitted as part of the application package, if*

applicable to your organization. You are only required to submit document 8 – SF-LLL, Disclosure of Lobbying Activities – if your organization is involved in lobbying activities. You are required to submit document 9 – Negotiated Indirect Cost Rate Agreement – if you have included any indirect costs in your proposed budget. You must submit document 10 – Biographical Sketches for Project Manager(s). To attach documents 8-13, use the “Other Attachments Form” in the “Optional Documents” box. After attaching the documents, please remember to highlight the “Other Attachments Form” and click “Move Form to Submission List” in order to move the documents to the box that says, “Optional Completed Documents for Submission.”

Once you have finished filling out all of the forms/attachments and they appear in one of the “Completed Documents for Submission” boxes, click the “Save” button that appears at the top of the Web page. It is suggested that you save the document a second time, using a different name, since this will make it easier to submit an amended package later if necessary. Please use the following format when saving your file: “Applicant Name – FY12 – Assoc Prog Supp – 1st Submission” or “Applicant Name – FY 12 Assoc Prog Supp – Back-up Submission.” If it becomes necessary to submit an amended package at a later date, then the name of the 2nd submission should be changed to “Applicant Name – FY12 Assoc Prog Supp – 2nd Submission.”

Once your application package has been completed and saved, send it to your AOR for submission to EPA through Grants.gov. Please advise your AOR to close all other software programs before attempting to submit the application package through Grants.gov.

In the “Application Filing Name” box, your AOR should enter your organization’s name (abbreviate where possible), the fiscal year (e.g., FY12), and the grant category (e.g., Assoc Prog Supp). The filing name should not exceed 40 characters. From the “Grant Application Package” page, your AOR may submit the application package by clicking the “Submit” button that appears at the top of the page. The AOR will then be asked to verify the agency and funding opportunity number for which the application package is being submitted. If problems are encountered during the submission process, the AOR should reboot his/her computer before trying to submit the application package again. [It may be necessary to turn off the computer (not just restart it) before attempting to submit the package again.] If the AOR continues to experience submission problems, he/she may contact Grants.gov for assistance by phone at 1-800-518-4726 or email at <http://www.grants.gov/help/help.jsp> or Victoria Drew at QsonNationalIndoorAirRFP2012@epa.gov.

Applications submitted through grants.gov will be time and date stamped electronically.

APPENDIX B. Budget Sample

Budget Detail

This section of the narrative proposal is a detailed description of the budget found in the SF-424A, and must include a detailed discussion of how EPA funds will be used. Applicants must **itemize** costs related to personnel, fringe benefits, travel, equipment, supplies, contractual costs, other direct costs, indirect costs, and total costs.

If the project budget includes any voluntary cost-share the Budget Detail portion of the narrative proposal must include a detailed description of how the applicant will obtain the cost-share and how the cost-share funding will be used. If EPA accepts an offer for a voluntary cost-share, applicants must meet their sharing commitment as a legal condition of receiving EPA funding. If the proposed cost-share is to be provided by a third-party, a letter of commitment is required. Any form of cost-share included in the Budget Detail must also be include on the SF 424 and SF 424A. Any voluntary cost share will not be considered during the evaluation process.

Applicants should use the following instructions, budget object class descriptions, and example table to complete the Budget Detail section of the work plan.

- **Personnel - List all staff positions by title. Give annual salary, percentage of time assigned to the project, and total cost for the budget period.** This category includes only direct costs for the salaries of those individuals who will perform work directly for the project (generally, paid employees of the applicant organization). If the applicant organization is including staff time (in-kind services) as a cost share, this should be included as Personnel costs. Personnel costs do not include: (1) costs for services of consultants, contractors, consortia members, or other partner organizations, which are included in the “Contractual” category; (2) costs for employees of subrecipients under subawards, which are included in the “Other” category; or (3) effort that is nor directly in support of the proposed project, which may be covered by the organization’s negotiated indirect cost rate. The budget detail must identify the personnel category type by Full Time Equivalent (FTE), including percentage of FTE for part-time employees, number of personnel proposed for each category, and the estimated funding amounts.
- **Fringe Benefits - Identify the percentage used, the basis for its computation, and the types of benefits included.** Fringe benefits are allowances and services provided by employers to their employees as compensation in addition to regular salaries and wages. Fringe benefits include, but are not limited to the cost of leave, employee insurance, pensions and unemployment benefit plans.
- **Travel - Specify the mileage, per diem, estimated number of trips in-State and out-of-State, number of travelers, and other costs for each type of travel.** Travel may be integral to the purpose of the proposed project (e.g. inspections) or related to proposed project activities (e.g. attendance at meetings). Travel costs do not include: (1) costs for travel of consultants, contractors, consortia members, or other partner organizations, which are included in the “Contractual” category; (2) travel costs for employees of subrecipients under subawards, which are included in the “Other” category.
- **Equipment - Identify each item to be purchased which has an estimated acquisition cost of \$5,000 or more per unit and a useful life of more than one year.** Equipment also includes accessories necessary to make the equipment operational. Equipment does not include: (1) equipment planned to be leased/rented, including lease/purchase agreement; or (2) equipment service or maintenance contracts. These types of proposed costs should be included in the “Other” category. Items with a unit cost of less than \$5,000 should be

categorized as supplies, pursuant to 40 CFR 31.3 and 30.2. The budget detail must include an itemized listing of all equipment proposed under the project.

- **Supplies - “Supplies” means all tangible personal property other than “equipment”.** The budget detail should identify categories of supplies to be procured (e.g., laboratory supplies or office supplies). Non-tangible goods and services associated with supplies, such as printing service, photocopy services, and rental costs should be included in the “Other” category.
- **Contractual - Identify each proposed contract and specify its purpose and estimated cost.** Contractual/consultant services are those services to be carried out by an individual or organization, other than the applicant, in the form of a procurement relationship. Leased or rented goods (equipment or supplies) should be included in the “Other” category. 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), if known.
- **Other - List each item in sufficient detail for EPA to determine the reasonableness and allowability of its cost.** This category should include only those types of direct costs that do not fit in any of the other budget categories. Examples of costs that may be in this category are: insurance, rental/lease of equipment or supplies, equipment service or maintenance contracts, printing or photocopying, rebates, and subaward costs. Subawards (e.g., subgrants) are a distinct type of cost under this category. The term “subaward” means an award of financial assistance (money or property) by any legal agreement made by the recipient to an eligible subrecipient. This term does not include procurement purchases, technical assistance in the form of services instead of money, or other assistance in the form of revenue sharing, loans, loan guarantees, interest subsidies, insurance, or direct appropriations. Subcontracts are not subawards and belong in the contractual category. Applicants must provide the aggregate amount they propose to issue as subaward work and a description of the types of activities to be supported.
- **Indirect Charges - If indirect charges are budgeted, indicate the approved rate and base.** Indirect costs are those incurred by the grantee for a common or joint purpose that benefit more than one cost objective or project, and are not readily assignable to specific cost objectives or projects as a direct cost. In order for indirect costs to be allowable, the applicant must have a federal or state negotiated indirect cost rate (e.g., fixed, predetermined, final or provisional), or must have submitted a proposal to the cognizant Federal or State agency. Examples of Indirect Cost Rate calculations are shown below:
 - Personnel (Indirect Rate x Personnel = Indirect Costs)
 - Personnel and Fringe (Indirect Rate x Personnel & Fringe = Indirect Costs)
 - Total Direct Costs (Indirect Rate x Total direct costs = Indirect Costs)
 - Direct Costs minus distorting or other factors such as contracts and equipment
(Indirect Rate x (total direct cost – distorting factors) = Indirect Costs)

Example Budget Table	EPA Funding	**Cost-Share
Personnel		
(1) Project Manager @ \$40/hr x 10 hrs/week x 52 wks		\$20,800
(3) Project Staff @ \$25/hr x 40 hrs/week x 40 wks	\$120,000	
TOTAL PERSONNEL	\$120,000	\$20,800
Fringe Benefits		
20% of Salary and Wages	20%(120,000)	20%(20,800)
- Retirement, Health Benefits, FICA, SUI	\$24,000	\$4,160
TOTAL FRINGE BENEFITS	\$24,000	\$4,160
Travel		
Travel for Project Manager and staff: 500 mi/mo @ \$0.55/mi x 12 mos.	\$3,300	
TOTAL TRAVEL	\$3,300	
Equipment		
TOTAL EQUIPMENT	0	
Supplies		
Office and related supplies to support training	\$10,000	
TOTAL SUPPLIES	\$10,000	
Contractual		
Support Services Contract	\$20,000	
TOTAL CONTRACTUAL	\$20,000	
Other		
TOTAL OTHER	\$0	
Indirect Charges		
Federal Negotiated Indirect Cost Rate = 10% (Indirect Rate x Personnel = Indirect Costs)	\$12,000	
TOTAL INDIRECT	\$12,000	
TOTAL FUNDING	(fed) \$189,300	(non-fed)\$24,960
TOTAL PROJECT COST (federal and non-federal)	\$214,260	

** Cost-Share funds, while **not** required under this RFA, must also be included on the SF-424A as detailed in Section III.B of this RFA.

Note on Management Fees: When formulating budgets for proposals, 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 Federal 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 cannot 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 work plan.

APPENDIX C: Example Project Activities.

Table 1-2: Examples of project activities, environmental health outputs, and short-term and intermediate environmental health outcomes for EPA’s indoor air quality program are identified below. As described in Section I.B., regional program priorities may include all or some of the IAQ program focus areas included in this table. To the extent applicants use this table to identify potential activities to include in their proposal, the table should be used in conjunction with the regional priorities described in Section 1.B.

⇒ Example Activities	⇒ Example Programmatic/ Environmentally Related Outputs	Example Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
Integrated Approaches for Reducing Indoor Environmental Exposures and Risks in Homes			
Educate state, local and tribal officials and other leaders on ways to address multiple IAQ contaminants and critical building systems to promote healthy indoor environments in new and existing homes utilizing EPA guidance and tools consistent with Indoor airPLUS Construction Specifications and Healthy Indoor Environment Protocols for Home Energy Upgrades.	Number of professionals/officials educated.	<p>Number of homes built or renovated using these tools which address IAQ contaminants.</p> <p>Number of state and local laws, ordinances, regulations, policies, and/or other programs reducing indoor air pollutants in existing and new homes.</p>	Reduction in occupant exposure to multiple indoor air contaminants such as radon, asthma triggers, secondhand smoke, VOCs, pesticides, and other IAQ problems related to building systems issues such as ventilation, combustion safety and moisture control.
Educate state, local and tribal professionals and/or officials on ways to promote healthy indoor environments in new and existing homes through existing systems (i.e. green building programs, healthy homes and energy efficiency programs) at the local level.	Number of professionals educated.	<p>Number of homes built or renovated using these tools which address IAQ contaminants.</p> <p>Number of state and local laws, ordinances, regulations, policies, and/or other programs reducing indoor air pollutants in existing and new homes.</p>	Reduction in occupant exposure to multiple indoor air contaminants such as radon, asthma triggers, secondhand smoke, VOCs, pesticides, and other IAQ problems related to building systems issues such as ventilation, combustion safety and moisture control.

⇒ Example Activities	⇒ Example Programmatic/ Environmentally Related Outputs	Example Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
Educate state, local and tribal professionals and/or officials on environmental health risks of poor IAQ and ways to reduce risks in homes.	Number of professionals/officials educated.	Number of homes built or renovated using these tools which address IAQ contaminants. Number of state and local laws ordinances, regulations and/or policies regarding indoor air pollutants.	Reduction in occupant exposure to multiple indoor air contaminants such as radon, secondhand smoke, asthma triggers, VOCs, pesticides, and other IAQ problems related to building systems issues such as ventilation, combustion safety and moisture control.
Conduct training, demonstration, outreach and/or education activities focused on increasing the number of homes/ residences actively designed, constructed, renovated, and/or maintained using IAQ best practices consistent with EPA guidance.	Number of professionals trained about IAQ best practices in homes for design, construction, operation, and/or maintenance. Number of relevant trainings, demonstrations, products, and services developed and/or disseminated.	Number of professionals and/or homeowners/renters demonstrating increased knowledge about IAQ best practices. Number of homes/ residences taking action to employ IAQ best practices on maintenance consistent with EPA guidance.	Reduction in occupant exposure to indoor air pollutants.
Integrated Approaches for Improving Indoor Air Quality Management in Schools			
Identify and promote existing education and outreach products and services (e.g., training) targeted toward school district personnel and/or school advocates.	Number of products and services disseminated (e.g., webinars, listserv). Number of school district personnel and/or school advocates educated about healthy IAQ management practices in schools (should be consistent with <i>Indoor Air Quality Tools for Schools</i> , or <i>IAQ TFS</i> .)	Number of school district personnel and/or school advocates demonstrating increased knowledge about healthy IAQ management practices in schools. Number of primary and secondary schools with effective IAQ management practices and plans. .	Improved percent attendance for students with asthma as compared to students without asthma. Reduction in number and percent of students with asthma sent home early from school due to asthma. Reduction in staff and student absenteeism.

⇒ Example Activities	⇒ Example Programmatic/ Environmentally Related Outputs	Example Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
		Reduction in student and staff exposure to indoor air pollutants. Number of district and/or statewide healthy IAQ policies adopted.	Reduction in number of asthma attacks, allergic reactions and other IAQ related symptoms. Increase in occupant performance and productivity attributable to IAQ best practices.
Conduct recruitment, education, outreach and training activities to equip school and school district personnel, health professionals/officials, state professionals/officials and others to carry out effective IAQ management programs in schools.	Number of attendees recruited and supported to attend healthy school indoor environment training <i>and</i> receiving follow-up support to promote adoption of good IAQ management practices.	Number of primary and secondary schools with effective IAQ management practices and plans. Reduction in student and staff exposure to indoor air pollutants.	Reduction in staff and student absenteeism. Reduction in asthma attacks, allergies and other IAQ related symptoms. Increase in occupant performance and productivity attributable to IAQ best practices.
Identify, develop and disseminate new or existing education and outreach products and services to address specific stakeholder needs (e.g. states, coalitions, urban, rural and tribal schools).	Number of products and services developed and/or disseminated. Number of states, coalitions or other organizations fostering adoption of IAQ management practices in schools. Number of school district personnel and/or school advocates educated about good IAQ management practices in schools consistent with <i>IAQ TFS</i> .	Number of states, coalitions, or other organizations demonstrating increased knowledge about healthy IAQ management practices in schools. Number of school district personnel and/or school advocates demonstrating increased knowledge about healthy IAQ management practices in schools. Number of primary and	Reduction in staff and student absenteeism. Reduction in asthma attacks, allergies, and other IAQ related symptoms. Increase in occupant performance and productivity attributable to IAQ best practices.

⇒ Example Activities	⇒ Example Programmatic/ Environmentally Related Outputs	Example Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
		secondary schools with effective IAQ management practices and plans. Reduction in student and staff exposure to indoor air pollutants.	

Reducing Exposure to Indoor Asthma Triggers

Deliver education and outreach programs and services (e.g. training) targeted toward asthma patients and caregivers that will encourage individuals to take action to reduce exposure to indoor environmental asthma triggers in homes, schools and/or workplaces.	<p>Number of trainings and services delivered.</p> <p>Number of children and low-income adults educated about indoor environmental asthma triggers and mitigation solutions.</p> <p>Number of child care providers and/or school personnel educated about indoor environmental asthma triggers and mitigation solutions.</p>	<p>Number of people demonstrating increased knowledge of indoor environmental asthma triggers and mitigation solutions.</p> <p>Number of people with asthma reducing their exposure to their environmental asthma triggers in their homes, schools and/or workplaces.</p> <p>Number of schools and/or child care providers reducing environmental triggers of asthma in their facilities.</p>	<p>Reduction in number of emergency room visits.</p> <p>Reduction in other indicators of asthma morbidity, such as number of inpatient hospital admissions, sick visits to primary care physicians for asthma, school days missed, symptom days, rescue medication used and improvement in quality of life indicators.</p>
Deliver education and outreach programs and services (e.g., training, economic information, trigger reduction recommendations) targeted toward health care community (e.g., doctors, respiratory therapists, school nurses, case managers, lay health educators and private and public health plans) that	<p>Number of trainings and services delivered.</p> <p>Number of health care professionals educated about indoor environmental asthma triggers and mitigation solutions.</p>	<p>Number of health care professionals demonstrating increased knowledge of indoor environmental asthma triggers and mitigation solutions.</p> <p>Number of health care providers delivering comprehensive asthma education and care to patients.</p>	<p>Reduction in number of emergency room visits</p> <p>Reduction in other indicators of asthma morbidity, such as number of inpatient hospital admissions, sick visits to primary care physicians for asthma, school days missed, symptom days, rescue medication used</p>

⇒ Example Activities	⇒ Example Programmatic/ Environmentally Related Outputs	Example Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
will support incorporation of environmental controls into standards of care.		<p>Number of health plans incorporating environmental asthma trigger management.</p> <p>Estimated number of asthma patients reducing exposure to environmental asthma triggers in their homes, schools and/or workplaces.</p>	and improvement in quality of life indicators.
Build capacity for community-based asthma programs to implement effective, comprehensive asthma management programs.	<p>Number of people educated about community approaches for facilitating comprehensive asthma management.</p> <p>Number of individuals or community programs recruited to Communities in Action Online Network.</p> <p>Number of interactive training activities (webinars, discussion forums).</p> <p>Number of participants educated through webinars or equivalent trainings.</p> <p>Number of states, coalitions or other organizations fostering adoption of comprehensive, community-based asthma programs.</p>	Estimated number of people with asthma with reduced exposure to environmental asthma triggers in their homes, schools and/or workplaces.	Reduction in number of emergency room visits. Reduction in other indicators of asthma morbidity such as number of inpatient hospital admissions, sick visits to primary care physicians for asthma, school days missed, symptom days, rescue medication used and improvement in quality of life indicators.
Reducing Exposure to Radon			
Support action by the public and organizations on radon testing, mitigation and new construction by utilizing	Number of public service campaign, or PSA, products aired/broadcast, state and National Radon Action Month events and poster	Number of homes and schools tested with a resulting reduction in indoor radon levels.	Reduction in lung cancer deaths.

⇒ Example Activities	⇒ Example Programmatic/ Environmentally Related Outputs	Example Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
events, outreach/education campaigns and awareness raising techniques that produce quantifiable results.	contests, number of citizens assisted by the state hotline, and state awarded mini- grants to local recipients.		
Support state radon programs with non- technical and technical assistance.	Number of national radon meetings. Number of regional and/or statewide radon meetings. Number of states able to report radon results for mitigation and new construction. Number of states receiving mini-grants. Number and extent of projects designed to improve the quality assurance/quality control system underlying testing, mitigation and new construction.	Number of homes and schools with reduced radon levels.	Reduction in lung cancer deaths.
Support state legislators and legislatures with technical assistance on radon issues.	Number of professionals/officials educated.	Number of state and local laws, ordinances, regulations and/or policies and administrative actions that: promote radon mitigation of existing homes; the construction of new homes with radon-reducing features; testing during real estate transactions; testing by owners-occupants; radon risk and test results disclosure in real estate transaction; radon	Reduction in lung cancer deaths.

⇨ Example Activities	⇨ Example Programmatic/ Environmentally Related Outputs	Example Anticipated Environmental Outcomes	
		Short-term and Intermediate Action Outcomes	Long-term (End) Environmental Health Outcomes
		testing, and mitigation and new construction in schools. Estimated number of mitigations and new construction that result in risk reduction.	