FY14 Pollution Prevention Grants Program

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U.S. EPA Region 9
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What we will cover today:

- **FY14 PPG Grant Solicitation**
  - **www.epa.gov/p2/pubs/grants/ppis/2014rfpp2grant.pdf**
  - **www.grants.gov, search for "Pollution Prevention"**
- **Tips for proposal preparation**
- **Evaluation/Review process**
- **Grant writing resources**

FY14 PPG Solicitation

- Goals of the Program
– Eligibility
– Evaluation Criteria
– Required Content

National Goals and Focus Areas

- **Goals of the Program:**
    - **Provide technical assistance and training to businesses on P2/source reduction**
    - **Emphasize comprehensive approach to promoting and implementing P2**
- **National Focus areas:**
    1. **Reduce the generation of greenhouse gas (GHG) emissions**
    2. **Reduce the manufacture and use of hazardous materials**
    3. **Reduce the use of water and conserve other natural resources**
    4. **Create business efficiencies that derive economic benefits and improve environmental performance while addressing goals 1, 2, or 3; and,**
    5. **Institutionalize and integrate pollution prevention practices by way of technical assistance, policies, and/or initiatives while addressing goals 1, 2, or 3.**

Regional Priorities

- Providing P2 technical assistance to businesses
- One or more of Region 9's priority sectors, under the following P2 topics:
  - Electronics design for the environment;
  - Source reduction for food waste, with a focus on food service operations;
  - Sports and associated businesses
  - Source reduction for shipping or product packaging at the wholesale or retail level, through changes in design or materials.
- Environmentally preferable purchasing or public access to information on chemicals in products, in order to influence regional or national markets.
- Integrating green chemistry principles and concepts into product or process design, manufacturing, policy or procurement

MUST ADDRESS AT LEAST ONE OF THE PRIORITIES!!!

Eligibility

- State governments and instrumentalities (state colleges and universities)
- Territories
- Federally-recognized tribes and intertribal consortia

Grant Basics

- **Funding available**: up to $180,000 per grant
- **Cost Sharing:** 50% of total project costs
- **Project Length:** 1-3 years
- **Partial/Incremental Funding**
- **Restrictions:**
  - No federal activities or matching
  - No suing the US government
  - ***Focused on businesses***

Evaluation Criteria

Threshold (MUST meet all these):

- Proposals must address at least one national focus area (Section I.B);

- Proposals must address at least one priority of the applicable Region. (Section I.C);

- Proposals must substantially comply with the grant program requirements. (Section I.D);

- If a proposal includes any ineligible tasks or activities that portion of the proposal will be ineligible for funding and may render entire proposal ineligible

Must meet all submission requirements (required content, on time, page limits)

Evaluation Criteria (cont)

1. **Programmatic Capability and Past Performance (15 points)**
   – **Organizational experience, qualifications**
   – **Past performance with federal grants of similar scope**

2. **Strategy (85 points)**
   – **Providing technical assistance / training and targeting it to businesses (from the statute)**
   – **Addressing an environmental or human health concern**
   – **Achieve environmental results**
   – **Transferability**
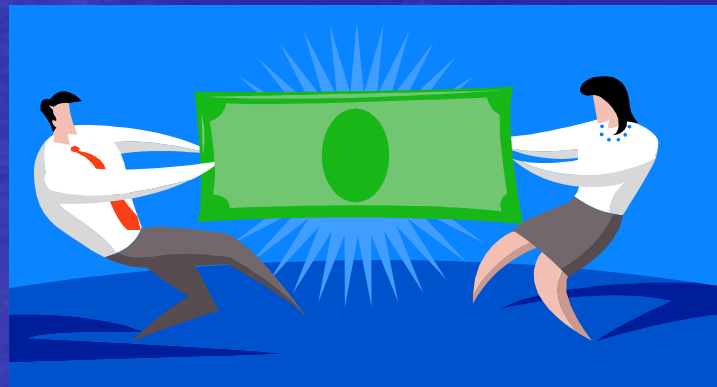   – **Partnerships**
   – **Budget detail**
   – **Timeline**

Contents

- **Proposal Cover Page**
- **Application for Federal Assistance Form (SF-424)**
- **Key Contacts Form (5700-54)**
- **Proposal Narrative:**
  - **Applicant Narrative** (programmatic capability and past performance)
  - **Strategy** (see above)
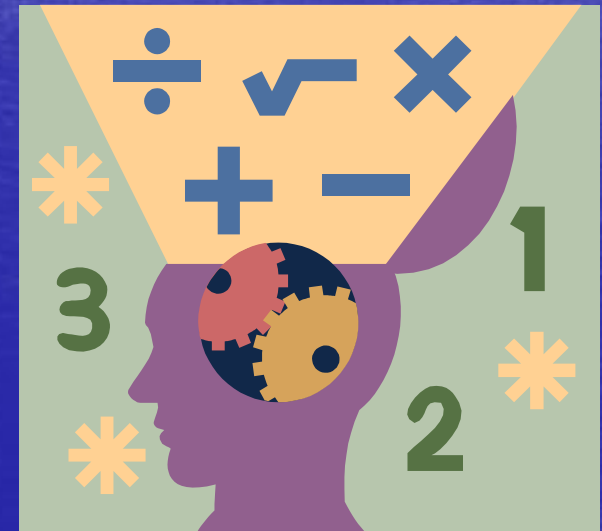- **Letters of support** (optional)

Preparing Your Budget

- Provide sufficient resources to carry out your project (qualified personnel, time, money)

- Include a budget narrative for major categories

- Relate budget items to project objectives and tasks

Measurement

- Build measurement into proposal (methodology and time/budget)
- If possible, estimate benefits expected from project
- Collect baseline info
- Use existing resources – calculators, analogs, proxies
- EPA tools –
  www.epa.gov/p2/pubs/resources/measurement.html

Expected Outputs & Outcomes

- **Outputs= activities that can be counted**
  - Workshops conducted
  - On-site assistance visits provided
  - Fact sheets distributed

- **Outcomes= changes that have occurred as a result of the outputs**
  - Behaviors changed
  - Increased knowledge / practice
  - Environmental results (kWh saved, lbs. reduced, water saved)

EPA Measures

- Pounds of hazardous materials avoided or emissions reduced (air, water, waste)
- Metric Tons of CO_2-equivalent GHGs reduced or avoided
- Gallons of water saved
- Dollars in economic savings

- Can measure other things (e.g. solid waste reduced, materials avoided), but report as "ancillary" results

The Submission Process

- Apply either Hard Copy (to Region) or through Grants.gov (Section IV.E or IV.F)
- **Two-step process - Proposal package then Application**
  - Proposal to the Region or through Grants.gov. (Section IV.D for instructions)
  - Projects that meet evaluation criteria in Section V.A will be contacted by Region and asked to submit an application package.
  - Application does not mean award!

Grant Life Cycle

Examples of successful grants

- Univ. of Arizona
  - Demonstrated innovative model for delivering P2 technical assistance to small businesses
  - Partnered with community group to train community members on P2
  - Conducted on-site visits, workshops, and follow-up
  - Measured pre- and post-outreach knowledge and behaviors

- Outputs:
  - 682 initial small business visits
  - 388 follow-up visits &105 phone calls
- Outcomes:
  - 84 nail salons switch to non-acetone remover: *emissions reduced ~36,000 lb/yr.*
  - 238 auto repair covered degreaser canisters: *emissions reduced ~24,000 lb/yr.*
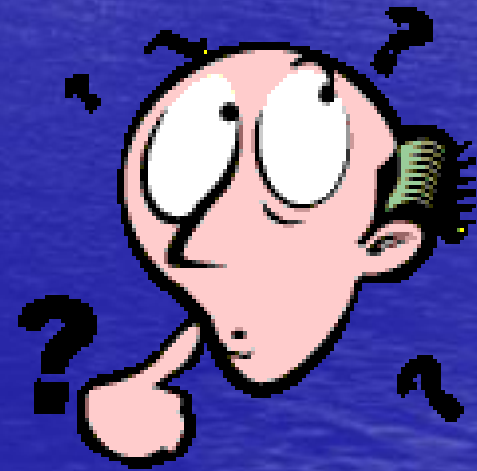
Examples of successful grants

HI DBEDT– Green Business Program

- – Used college interns to market Green Business recognition program
- – Provided info and technical assistance to drive implementation
- – Conducted on-site visits, workshops, and follow-up
- – Green Business checklist measures implementation

HAWAII
GREEN BUSINESS PROGRAM

FAQs

- Can I give contracts and subawards?

- How can I meet the match requirements?

- How should I measure results?

- Is my project a good fit?

What to do if your proposal is <u>not</u> awarded…

- Contact the agency for feedback

- Ask more questions if feedback is not clear

- Use feedback for the next solicitation round

- Don't get discouraged

Resources

P2 Grant FAQs
www.epa.gov/p2/pubs/grants/ppis/FAQ2011P2RFP.pdf

Measurement FAQs
www.epa.gov/p2/pubs/grants/rfpqa.html#outcome

Centralized site for all Federal Grants
www.grants.gov

Training demonstration:
How to complete an application in grants.gov
http://www.grants.gov/images/Application_Package.swf

EPA Grant Writing Tips
http://www.epa.gov/ogd/recipient/tips.htm

Contact

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