Columbia River Basin Restoration Act Funding Assistance Program Toxic Reduction Lead Request for Applications

ColumbiaRiverBasinGrant@epa.gov

https://www.epa.gov/columbiariver/columbia-river-basin-toxic-reduction-lead-request-applications
OR internet keyword search: EPA Columbia River Basin Grant

Agenda

- Welcome and Teams Overview

  Facilitator – Greg Frey, The Council Oak
- Background on the Columbia River Basin Restoration Program

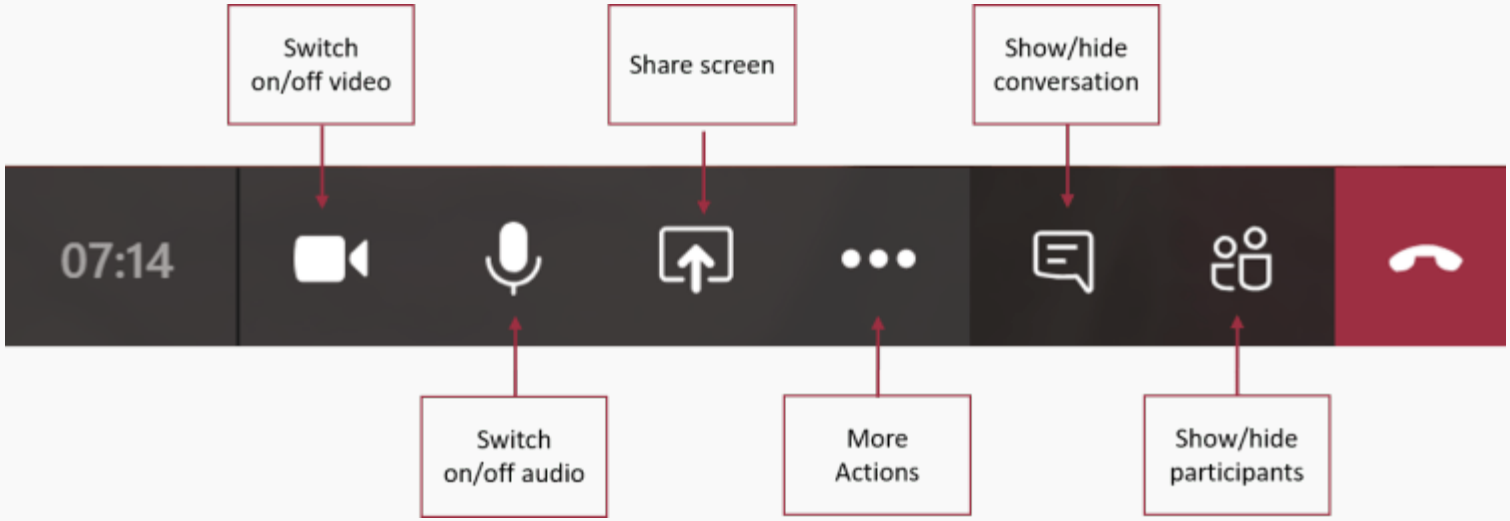
  Program Manager – Mary Lou Soscia, EPA R10
- Details of the Grant Program

  RFA Lead – Nicole Taylor, EPA R10
- How to apply for an EPA Grant

  Grant Program Team Lead – Michelle Wilcox, EPA R10
- Q and A
- Closing

INTRODUCTION TO MICROSOFT TEAMS

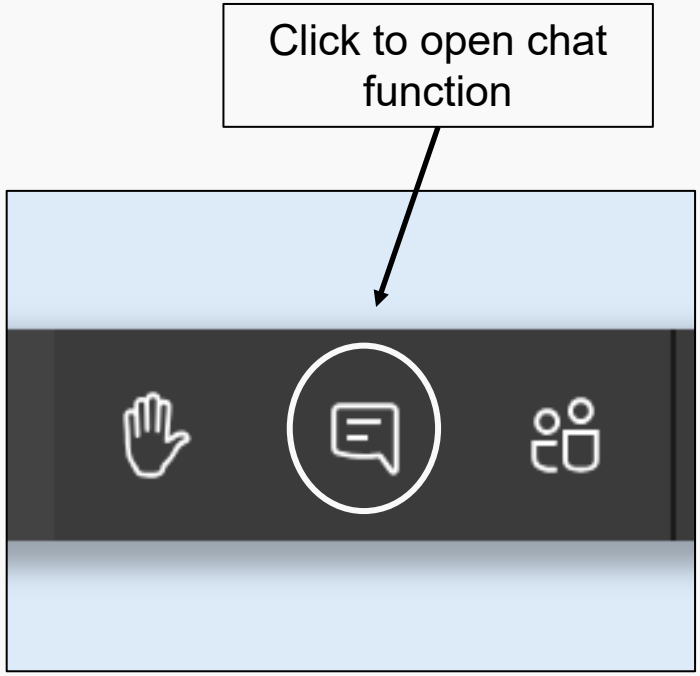
Using Microsoft Teams



How to Participate

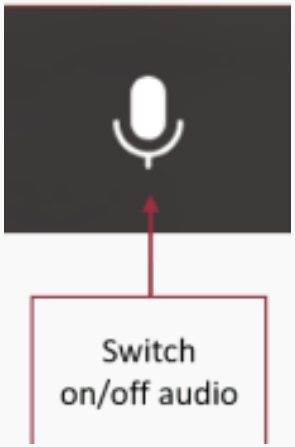
- Please keep your microphone on mute unless you are speaking.

- After the presentations, we will have time for questions.
  - Submit questions via the chat.
  - We will address questions in the order they are received.



Introductions

- Please tell us...
  - **your name** and
  - **who you are representing** on today's webinar



(Remember to un-mute your line)

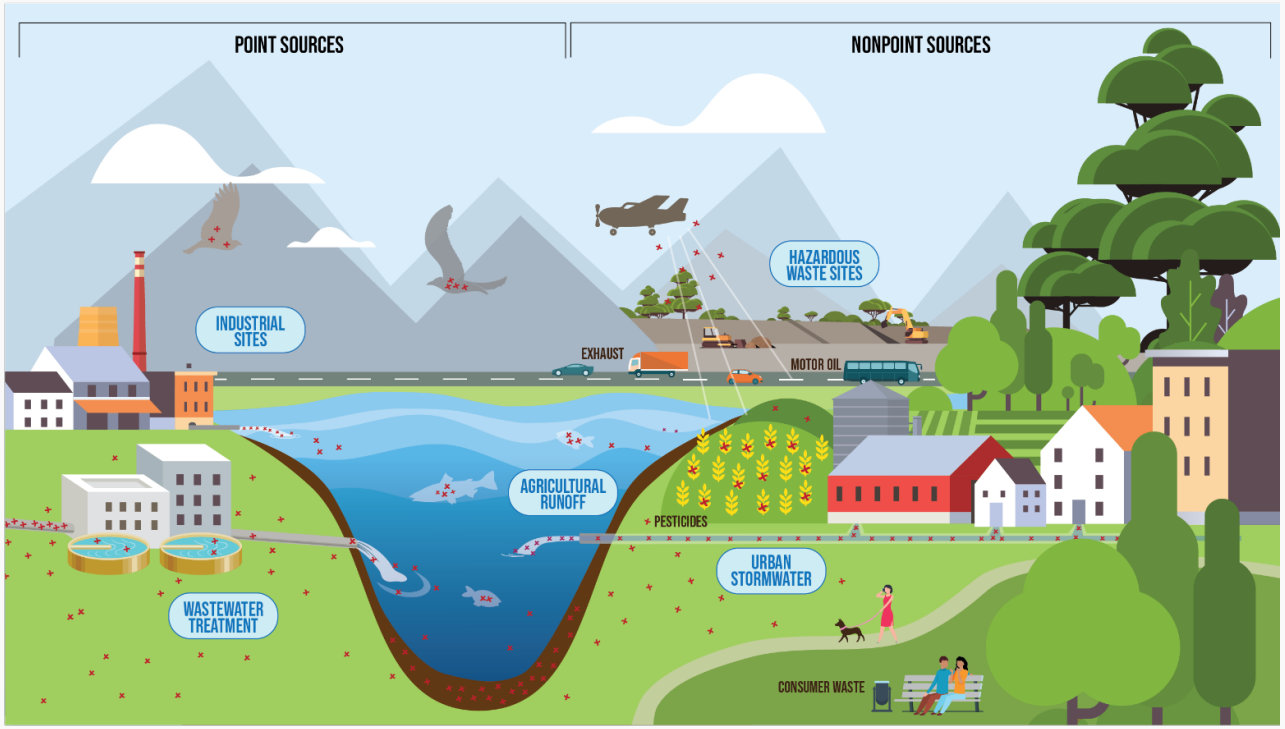
BACKGROUND
COLUMBIA RIVER BASIN RESTORATION PROGRAM

Background on Columbia River Basin

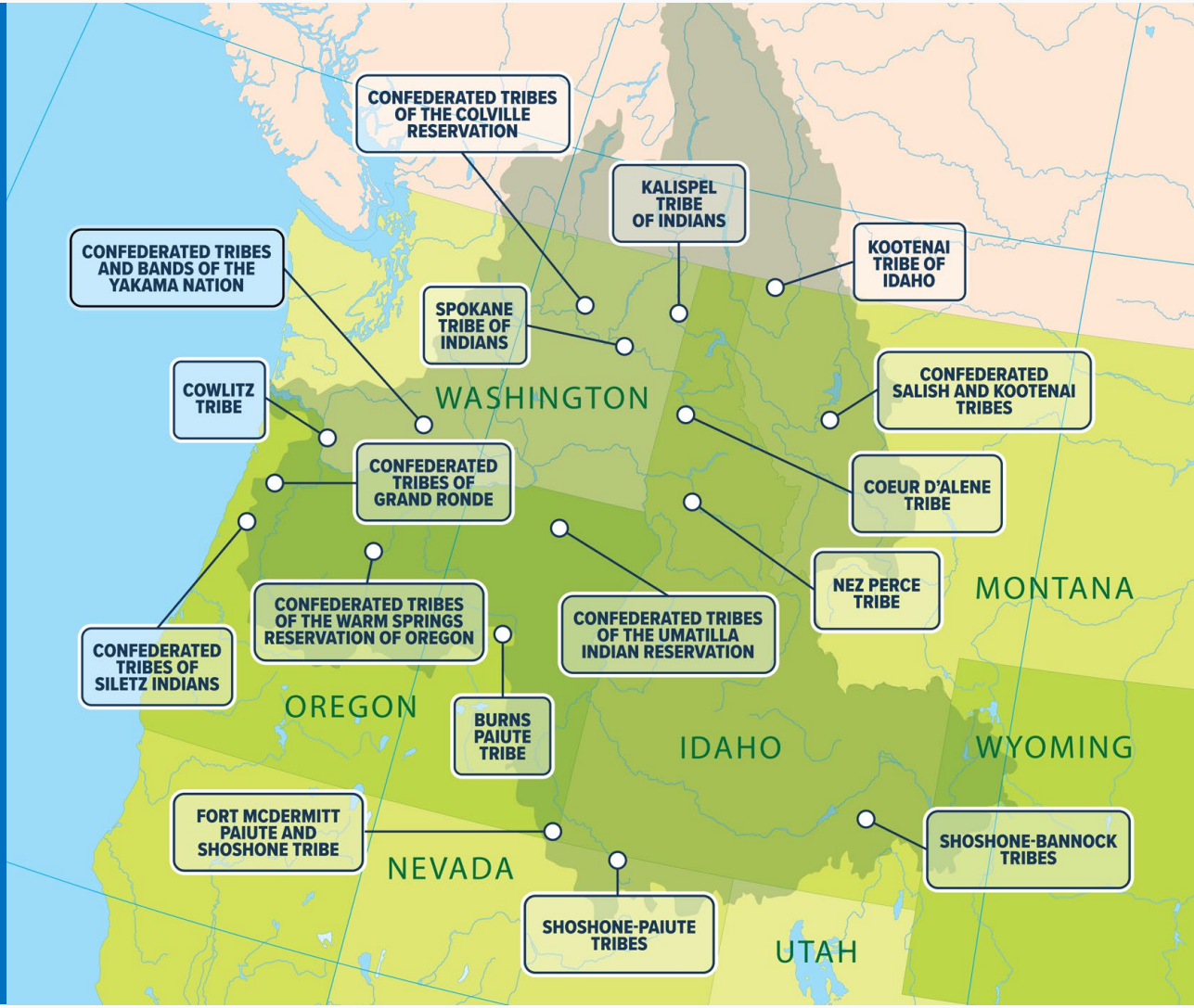
- One of North America's largest watersheds
  - approximately 260,000 square miles
- Includes parts of seven states including significant portions of Idaho, Montana, Oregon, and Washington
- Provides vital environmental, economic, cultural, and social benefits to millions

TOXIC CONTAMINANTS IN THE BASIN

- Toxics are widely distributed in the Basin
- Past research and monitoring show toxics are present across the Basin
- Toxics harm fish, wildlife, and human health



Columbia River Basin Tribes



Reducing toxics in fish is an EPA responsibility to protect Tribal Human Health

TOXICS REDUCTION IS CRITICAL TO A HEALTHY COLUMBIA RIVER BASIN ECOSYSTEM

- Columbia River Basin Tribal people have lived here for more than 10,000 years
- Tribal people eat far more fish than most other residents
- Toxics in fish pose unacceptable health risks to Tribal people and other high fish consuming populations
- The Columbia River Basin Restoration Program grew from our work with Tribes to reduce their exposure to toxics from high fish consumption

EPA'S FOUNDATIONAL WORK TO REDUCE TOXICS IN THE COLUMBIA RIVER BASIN

- Collaborative Watershed Effort to Reduce Toxics – many diverse partners throughout the Basin
- **2009 State of River Report** – "tell toxics story"
- **2010 Columbia River Basin Action Plan** – 61 actions
- Columbia River Basin legislation introduced in Congress in 2010, 2014 – toxics focus
- Other related work efforts included OR/WA/ID Human Health Criteria

2016 COLUMBIA RIVER BASIN RESTORATION ACT

Congress passed the **Columbia River Basin Restoration Act** in 2016, which amended the Clean Water Act by creating **Section 123** and directed EPA to:

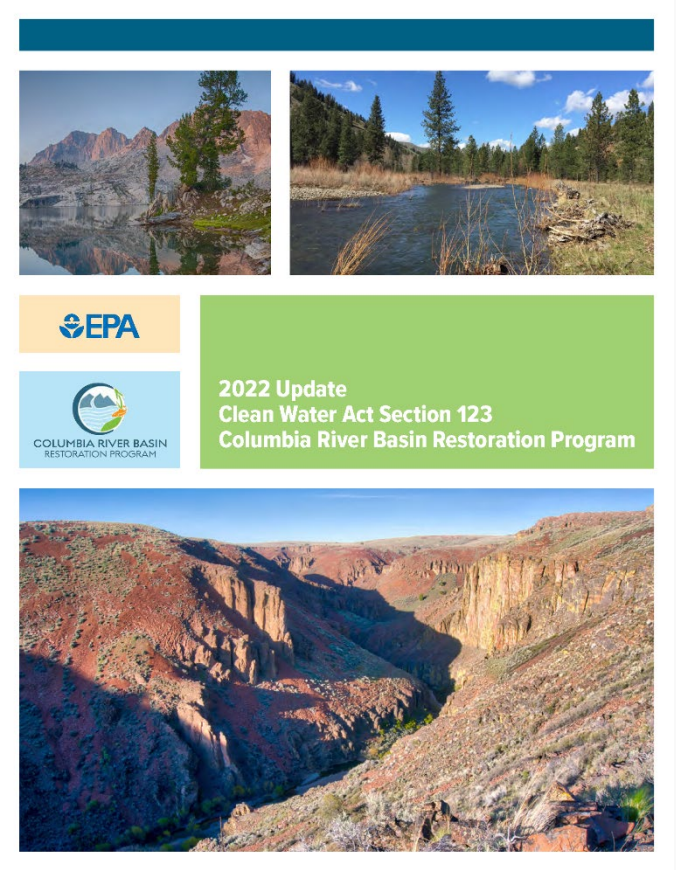
1. establish a **Columbia River Basin Restoration Grant Program** to support voluntary actions to reduce and assess toxics throughout the Basin; and
2. establish a **Working Group** representative of states, tribal governments, and other entities in the Basin.

Builds on existing work in the Basin

- https://www.epa.gov/columbiariver

2022 CWA Section 123 Update

- Background on Columbia River Basin and Toxics Reduction Work Efforts
- 2016 Clean Water Act, Section 123, Columbia River Basin Restoration Act
- Columbia River Basin Restoration Program Accomplishments
- 2022 Request for Applications
- Future work needed:
  - Increase monitoring and information sharing
  - Replicate successful agricultural BMPs, pollution prevention, green infrastructure, and small clean up projects
  - Increase public education and engagement, especially to tribal and environmental justice communities



Columbia River Basin Restoration Program
Vision Statement

"The EPA Columbia River Basin Restoration Program – through the implementation of CWA Section 123 –will be a catalyst for basin wide toxics reduction work efforts; enabling communities to access unimpaired watersheds with healthy fish and wildlife and quantifiable toxics reductions in fish, wildlife and water."

COLUMBIA RIVER BASIN
RESTORATION PROGRAM

EPA Columbia River Basin Restoration Program Story Map

COLUMBIA RIVER BASIN RESTORATION PROGRAM

GRANT PROJECT EXAMPLES

- Implementing agricultural best management practices and providing technical assistance
- Creating or partnering with voluntary certification programs that use industry best practices to protect the environment; such as Salmon-Safe or EcoBiz
- Starting or increasing Pesticide Stewardship Partnerships and collection events
- Developing pollution prevention programs to reduce, for example, herbicide and insecticide use
- Providing incentives for safer chemical alternatives and associated training programs
- Installing green infrastructure or stormwater raingardens to reduce toxics in runoff, i.e. Port of Vancouver Grattix Boxes
- Implementing small-scale cleanups at non-CERCLA sites
- Developing outreach and educational to educate the public about toxics reduction

More information about any of these examples can be found at – https://www.epa.gov/columbiariver/columbia-river-basin-restoration-funding-assistance-program

AVAILABLE EPA RESOURCES

- Columbia River Basin Restoration Program Funding Assistance:
https://www.epa.gov/columbiariver/columbia-river-basin-restoration-funding-assistance-program

- EPA Columbia River Basin Restoration Program Story Map:
https://storymaps.arcgis.com/stories/24979f1fd3124cc7bb4c85147d38eedc

- Columbia River Basin Restoration Program Working Group:
https://www.epa.gov/columbiariver/columbia-river-basin-restoration-working-group
  - ✓ Toxics Monitoring Sub-Group

AVAILABLE EPA RESOURCES

- Columbia River Basin Contaminants of Concern Framework
- Toxic-Impaired Waterbodies on 303d Lists in the Columbia River Basin
- Columbia River Basin Toxic Contaminants Reference List
- 2019 Columbia River Basin Toxics Reduction Status Update
- Story Map: Polycyclic Aromatic Hydrocarbons - Locations in the Columbia River Basin Where the Toxics Could Be Affecting Fish and Wildlife - exit EPA WEBSITE
- Chemicals of Emerging Concern in the Columbia River
- Columbia River Toxics Reduction Action Plan
- State of the River Report for Toxics
- 2022 Columbia River Basin Toxics Reduction Status Update

AVAILABLE EPA RESOURCES
Outside of the Basin

- Restoration of Chesapeake Bay
- Great Lakes National Program
- Great Lakes Area of Concern
- Puget Sound National Estuary

https://www.epa.gov/columbiariver/columbia-river-basin-toxic-reduction-lead-request-applications OR internet keyword search: EPA Columbia River Basin Toxic Reduction Lead Request for Applications

DETAILS ON THE TOXIC REDUCTION LEAD FUNDING OPPORTUNITY

Key Facts

Catalog of Federal Domestic Assistance (CFDA) # **66.962**
Toxic Reduction Lead RFA # **EPA-I-R10-OW-CRBRP-2023-02**

Dates:

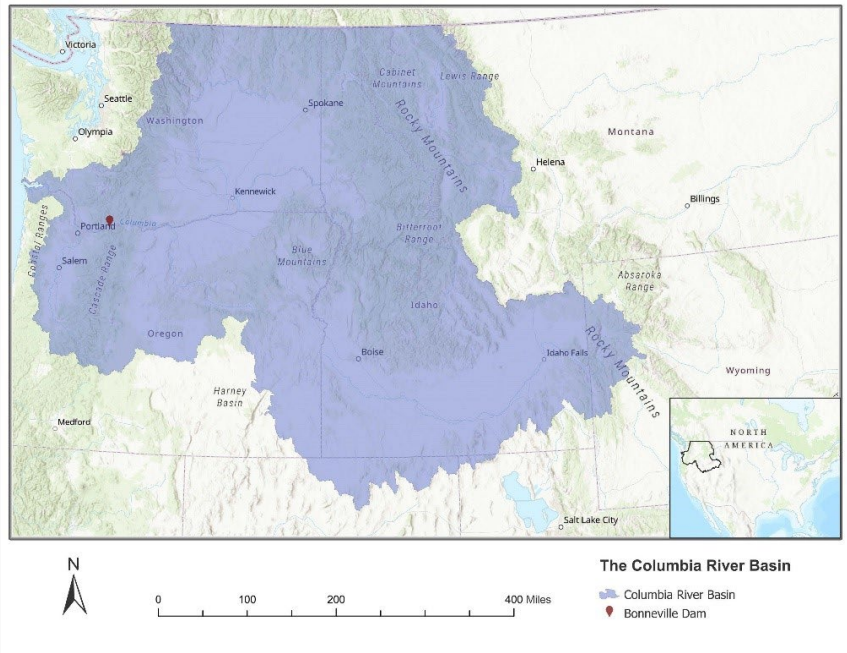
Monday, March 13th, 2023	RFA closes, applications due 11:59 p.m.(ET)
April 2023	Anticipated Notification of Selection
August 2023	Anticipated Award
Project Period	4-6 Years

Award Amounts per RFA:

Minimum Application Amount: $3,000,000
Maximum Application Amount: $7,000,000
Total Available Funds: $40,000,000

Toxic Reduction Lead Requests for Applications (RFA)

U.S. Portion of the Columbia River Basin



The Columbia River Basin is defined as the Columbia River from the Pacific Ocean, including tidally influenced portions of tributaries of the Columbia River, mainstem of the Columbia River from the Bonneville Dam up to the Canadian Border including tributaries of the Columbia River in that region.

1. One application allowed by a single entity per RFA
2. Applications for this RFA must support activities in the US portion of the Columbia River Basin.

Toxic Reduction Lead RFA

EPA is soliciting applications from eligible entities that are interested in acting as a Toxic Reduction Lead (TRL).

The primary role of a TRL is to:

1. Develop, implement, and manage a multi-phase or large-scale program or programs which leverage partnerships and include a comprehensive toxics reduction plan;
2. Lead program and policy development and provide technical assistance;
3. Award and manage subawards;
4. Participate in the Columbia River Basin Restoration Program Working Group and provide periodic program updates at the bi-annual meetings.

Required: Address at least one of the RFA categories

Project Categories

1. Eliminating or reducing pollution
2. Cleaning up contaminated sites
3. Improving water quality
4. Reducing runoff
5. Protecting habitat
6. Promoting citizen engagement or knowledge

2023 EPA Priorities

With a **focus on toxics** and **their impact on human health and fish and wildlife**…

While **building on existing efforts**…

And addressing **one or more of the following priorities**:

1. Agricultural best practices to reduce toxics
2. Green infrastructure to reduce stormwater and improve water quality
3. Pollution prevention to prevent toxics from entering the environment
4. Clean-up actions to remove toxics which do not duplicate similar work efforts of other EPA-funded programs including but not limited to CERCLA, RCRA and Brownfields.
5. Community education and outreach to help the public take actions to reduce toxics in the Basin

(Note: Evaluation scores will not depend on the number of priorities addressed but rather on the quality with which the priorities are addressed.)

Eligible Entities

Eligible entities include state governments, tribal governments, regional water pollution control agencies and entities, local government entities, nongovernmental entities, or soil and water conservation districts, in accordance with 33 U.S.C. § 1275 and Assistance Listing 66.962.

We encourage partnerships and collaboration by applicants.

Match Requirement

- RFA requires a cost share match of **25%** which provides leverage and partnership opportunities. The 25% match will not be required all at once, but over the course of the budget period.

- The match funding requirement may be waived for Tribal governments who apply.

Evaluation

We will use the evaluation criteria in the RFA to evaluate applications.

Criteria	Points
Total Possible Points	**110**
1. Program Approach and Summary of Activities	45
2. Environmental Justice and Underserved Communities	5
3. Longevity	15
4. Environmental Results – Results, Outputs and Outcomes	15
5. Programmatic Capability and Past Performance	15
6. Budget	15

Program Approach and Summary of Activities - Example

Under this criterion, applications will be evaluated based on the extent and quality with which the application describes the overall program approach and summary of activities. Specifically, EPA will evaluate the extent and quality to which the application:

1. **(10 points)** includes a detailed program description, roles and responsibilities, and timeline and milestones as described in Appendix A of the RFA.

2. **(5 points)** includes a well-conceived strategy for achieving the anticipated results associated with the proposed activities and role as a Toxic Reduction Lead, as described in Section I.C. of this RFA.

3. **(10 points)** addresses how subawards will be managed including how solicitation for subaward proposals will be developed, what criteria and review processes will be used, how subaward performance will be monitored, and how subaward projects will implement the applicant's toxics reduction plan, overall program goals, and EPA's FY2023 funding priorities.

4. **(5 points)** demonstrates multiple and diverse partnerships and builds on existing efforts in the Columbia River Basin.

5. **(5 points)** addresses one or more of the categories as stated in Section I.C.

6. **(10 points)** addresses FY2023 priorities as stated in Section I.C.

Toxic Reduction Lead Activity Examples

- Staffing a coordinator to produce a collaboratively developed toxics reduction plan focused on a geographic area or specific type of project (for example pollution prevention)
- Establishing a sub-award program to support toxics reduction actions
- Implementing agricultural best management practices, Pesticide Stewardship Projects, collections events and providing technical assistance
- Installing green infrastructure or stormwater raingardens to reduce toxics in runoff
- Creating or partnering with voluntary certification programs that use industry best practices; such as Salmon-Safe or EcoBiz
- Developing pollution prevention programs to reduce, for example, herbicide and insecticide use
- Providing incentives for safer chemical alternatives and associated training programs
- Implementing small-scale cleanups at non-CERCLA sites
- Developing outreach materials and educating communities, including bilingual, on toxic reduction practices and methods

More information about any of these examples can be found at:

https://www.epa.gov/columbiariver/columbia-river-basin-restoration-funding-assistance-program

Application requirements: before you apply
Application components
Application tips

HOW TO APPLY

Application requirements: before you apply Grants.gov

- Catalog of Federal Domestic Assistance (CFDA) #
  - 66.962
- Funding Opportunity #
  - EPA-I-R10-OW-CRBRP-2023-02
- You will apply through grants.gov
- A Unique Entity Identifier (UEI) Number and SAM registration are required to complete a grant application in grants.gov.
- For 24/7 assistance, excluding federal holidays, with grants.gov: 1-800-518-4726 or support@grants.gov

General Tips in Applying for Grants Application Components

Mandatory Documents:

1. SF 424: Application for Federal Assistance

Application cover sheet, grant project/budget period, federal (and match) funds, appropriate signatures.

2. SF 424A: Budget Information

3. Project Narrative: Cover Page, Workplan, Budget detail

4. EPA Form 4700-4: Preaward Compliance Review Report

Collects information that enables EPA to determine whether applicants are developing projects, programs, and activities on a non-discriminatory basis.

5. EPA Form 5700-54: Key Contacts Form

Collects contact information for individuals responsible for various aspects of the proposed work, including authorized representative, payee, administrative contact, and investigators.

Application Components – continued

Other Documents, as applicable:

- Cost Share Commitment Letters
- Partnership Letters
- Resumes - optional
- Current Negotiated Indirect Cost Agreement
- EPA Form 6600-06: Certification Regarding Lobbying

  (Contains certifications about the use of Federal appropriated funds in connection with lobbying. For applications EPA receives that request more than $100,000 in federal funds.)

Application components: SF 424A

View Burden Statement

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2022

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. COLUMBIA RIVER BASIN PROJECT		$	$	$ 75,000.00	$ 10,000.00	$ 85,000.00
2.						
3.						
4.						
5. Totals		$	$	$ 75,000.00	$ 10,000.00	$ 85,000.00

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Application components: SF 424A

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY (1) Columbia River Basin Project - federal	(2) Columbia River Basin Project - non-federal	(3)	(4)	Total (5)
a. Personnel	$ 38,022.00	$	$	$	$ 38,022.00
b. Fringe Benefits	11,787.00				11,787.00
c. Travel	100.00	316.00			416.00
d. Equipment					
e. Supplies		476.00			476.00
f. Contractual	7,100.00	2,900.00			10,000.00
g. Construction					
h. Other	683.00	4,000.00			4,683.00
i. Total Direct Charges (sum of 6a-6h)	57,692.00	7,692.00			$ 65,384.00
j. Indirect Charges	17,308.00	2,308.00			$ 19,616.00
k. TOTALS (sum of 6i and 6j)	$ 75,000.00	$ 10,000.00	$	$	$ 85,000.00
7. Program Income	$	$	$	$	$

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Application Components: Budget Detail

- Follow **federal cost principles** of 2 CFR 200 Subpart F. Matching funds must also follow federal cost principles.
- The Budget Detail must **exactly** match the SF 424A across all cost categories (Personnel, Travel, etc.).
- Show your math in the Budget Detail.
  - e.g., Personnel cost = 1 Biologist * $35.25/hour * 0.3 FTE (626.4 hours/year) = $22,081.
- All elements of Budget Detail should be reflected in Workplan.
  - e.g., Going to Boise is line item in Travel; this must be in the Workplan.

Budget Best Practices

- Follow the instructions and be detailed on personnel, travel and other costs
- Use General Services Administration or Department of Defense rates for Travel (lodging, incidentals)
- Make sure the costs are allowable
- Double check your numbers
- Make sure your budget numbers match on the 424A
- See example in Appendix A of the RFA

Budget Table Example			
	EPA Requested Funding	Cost Share provided by applicant (25%)	Total
Personnel			
8.0 FTEs x average salary $77,033/year (6 years)	$1,848,792	$1,848,792	$3,697,584
Total Personnel	**$1,848,792**	**$1,848,792**	**$3,697,584**
Fringe Benefits			
based on FY22 actual costs. Includes Social Security, retirement, Medicare, workers compensation, and health insurance.			
Fringe rounded to nearest dollar ($3,697,584 x 36.7%)	$1,357,013		$1,357,013
Total Fringe	**$1,357,013**	**$0**	**$1,357,013**
Travel			
Mileage: Travel for Regional Manager and 3 staff: 4800 mi/year @$0.55 /mi x 6 years	$15,840		$15,840
Total Travel	**$15,840**	**$0**	**$15,840**
Equipment			$0
None			$0
Supplies			
8.0 FTE x $250 x 6 years	$12,000		$12,000
Supplies Total	**$12,000**	**$0**	**$12,000**
Contractual			
Contract rate of $10,000 per year ($10,000 x 6 = 60,000)	$60,000		$60,000
Total Contractual	**$60,000**	**$0**	**$60,000**
Other			
Subawards for pesticide reduction small grant competition, approximately $100,000 per award (100,000 x 30 = 3,000,000)	$2,636,478	$363,522	$3,000,000
Estimated average staff support costs per FTE per year is $4,195. Staff support costs include communications, computer equipment, utilities, leases, software licenses, training, etc. (8.0 FTEs x $4,195 x 6 years = $201,360)	$201,360		$201,360
Total Other	**$2,837,838**	**$363,522**	**$3,201,360**
Indirect			
Using Indirect Rate of 10% on salary and benefits			
($3,697,584 + $1,357,013) x 10%	$505,460		$505,460
Total Indirect	**$505,460**	**$0**	**$505,460**
TOTAL FUNDING	**$6,636,943** EPA Requested Funds	**$2,212,314** Mandatory Cost Share	**$8,849,257** TOTAL COST

Application Components: Budget Detail Guidance Documents

- Procuring services: https://www.epa.gov/sites/production/files/2018-09/documents/best-practice-guide-for-procuring-services-supplies-equipment.pdf
- Subawards: https://www.epa.gov/grants/epa-subaward-policy-additional-resources
- Indirect costs: Organizations must submit federally-negotiated indirect cost rate to include rate in budget. Guidance: https://www.epa.gov/sites/production/files/2018-08/documents/indirect-cost-policy-guidance-for-recipients-of-epa-assistance-agreements.pdf
- Object Class Categories: Details on constructing a budget. https://www.epa.gov/sites/default/files/2019-05/documents/applicant-budget-development-guidance.pdf

Key Points

- SF 424, SF 424A, and Budget Detail all must match
- Do not use cents. Round up or down to nearest dollar so all columns and rows total correctly and match
- Use current indirect cost rate agreement, or, if you do not have one you can use a default 10% de minimis
- Match the work to the appropriate object class categories -- https://www.epa.gov/sites/default/files/2019-05/documents/applicant-budget-development-guidance.pdf
  - Consultant vs Contractor

Cooperative Agreement: Terms and Conditions

Take a look, and see if you will be able to comply with these terms and conditions before applying:

- General Administrative Terms and Conditions -- https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-october-1-2021-or-later
- Substantial Involvement Term and Condition for cooperative agreements – this will be a Programmatic Condition
- Programmatic Terms and Conditions – to be determined

General Tips

- Allow sufficient time to register, input and review application materials, and submit before the deadline
- Ensure the Authorized Organization Representative signs the application
- Review the Uniform Grant Guidance that applies to all federal grants: https://www.epa.gov/grants/uniform-requirements-managing-grants-apply-all-federal-executive-agencies

Training

- For detailed guidance on how to apply for EPA grants check out: https://www.epa.gov/grants
- For training opportunities: https://www.epa.gov/grants/recipient-training-opportunities
- For more resources: https://www.grants.gov/web/grants/home.html

Frequently Asked Questions

- Common questions: eligibility, match, application requirements
- Questions submitted by 4pm (Pacific) each Friday while the request for applications is open will be answered and posted here the following week.
- **Applicants may email written questions** regarding threshold eligibility criteria, administrative issues related to the submission of the application, and requests for clarification about any of the language or provisions in the announcement to ColumbiaRiverBasinGrant@epa.gov.
- Link: https://www.epa.gov/system/files/documents/2023-01/CRBRP-RFA-FAQ-01-03-23.pdf

QUESTIONS?

March 13, 2023 - RFA closes - applications due

Future Webinar Date:
Thursday, February 23, 1-2:30pm (Pacific)

Search for RFA information:
https://www.epa.gov/columbiariver/columbia-river-basin-toxic-reduction-lead-request-applications or www.grants.gov

Search for technical resources or other information about EPA's work in the Basin: https://www.epa.gov/columbiariver

Ask us a question - ColumbiaRiverBasinGrant@epa.gov