



**Request for Applications for  
Community Environmental Demonstration Project Grants  
Under the  
Alaska Tribal Multi-Media Demonstration Projects**



**PROPOSAL DEADLINE  
Must be received by 5pm December 8, 2009**

Please visit [www.ruralcap.com](http://www.ruralcap.com) or <http://www.anthc.org/chs/ces/hve/index.cfm> to view the full solicitation.

**RurAL CAP and the Alaska Native Tribal Health Consortium are looking to fund small demonstration projects in Alaska not to exceed \$30,000.00, but average awards will be \$20,000.00. These projects should demonstrate approaches for enhancing human health and/or the environment of Tribal communities in rural Alaska. These projects are expected to serve as a model to other Tribal communities in Alaska trying to address similar problems.**

**Eligibility Criteria:**

- **Eligible Projects:** Environmental training projects; projects that demonstrate new approaches to providing safe drinking water; projects that advance the state of knowledge or transfer information on the use of integrated solid waste management and generation problems, including recycling and the reduction of wastes; projects that provide education & outreach materials to Alaska Native Villages about waste impacts of subsistence resources & human health, energy use and pollution; projects that help reduce human exposure to harmful air pollution, contamination from solid & hazardous wastes, etc.
- Projects should include gathering or transferring of information, or advancing the state of knowledge; involve new, innovative or experimental methods, approaches or technologies.
- These are one-time projects that must have a beginning and an end and be completed in one (1) year

- **Eligible Applicants:** All Federally-recognized Indian Tribes, Tribal consortia, States, Territories, 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 nonprofit institutions. Please see full announcement for further information regarding eligibility.
- **Threshold Eligibility:** If these requirements are not met at the time of application submission, the application will not be considered for funding.
  - Applications must comply with the application submission instructions and requirements.
  - Proposals must not exceed 10 pages
  - Applications must be received by 5:00 PM December 8, 2009 to be considered.
  - Applications must support Goal 4 and 5 of EPA's Strategic Plan. (see full announcement for details).
  - Applicants must demonstrate that their project is for the benefit of Tribal communities and contribute to the long term sustainability of those communities.
  - Applications must demonstrate that projects will build Tribal capacity to reduce human health risks and/or environmental problems.
  - Applicants must manage and perform their projects in Alaska.
  - Faxed and e-mailed applications will not be considered.
  - Applicants must not appear on the Debarred or Suspended list.

# Application Submission:

Application packages should include all of the following materials: There will be 100 possible points available. For a more detailed breakdown, please see the full announcement available on the web.

1. **Narrative Proposal** (10 page maximum)
  - A. **Project Summary**
  - B. **Project Approach**
  - C. **Narrative Workplan**
    - a. **Environmental Results: outcomes/outputs**
    - b. **Description of work products to be developed.**
    - c. **Programmatic Capability**
    - d. **Reporting on environmental results**
2. **Narrative Budget** (Not part of 10-page limit)
3. **Attachments** (Not part of 10-page limit)
  - A. **Tribal Support**
  - B. **Letters of Support from partners**
  - C. **Resumes of key staff**

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The following section briefly describes what information should be contained in the proposal categories as outlines above.

1. **Narrative Proposal:** The Narrative Proposal, including the Project Summary, Project Approach, and Narrative Work Plan, must describe how the proposed project meets the guidelines established in this announcement (which includes the Threshold Eligibility Criteria explained on page 1) and address each of the section criteria set forth below. Narrative Proposals should be no more than 10 pages single-spaced typewritten pages. The Detailed Budget Narrative and Supporting Materials (such as letters of support and resumes) are not included in the 10 page limit. The Narrative Proposal must include the following sections...  
  
**A. Project Summary:** This section should contain a summary of how the applicant proposes to perform the activities described in this announcement, a description of specific

actions and methods to be undertaken, responsible institution and an estimated timeline for each task to be performed.

The Project Summary must also contain:

- ~ Project Title.
- ~ Applicant Information (this includes, applicant (organization) name, address, fax contact person, phone number and e-mail).
- ~ Funding Amount Requested.
- ~ Total Project Cost (identify funding from other sources; cost share and in-kind).

**B. Project Approach:** Describe your approach for performing the proposed activities. Include a timeline with beginning & end dates. Include specific activities that will be accomplished each month. This section should demonstrate the applicant ability to:

- ~ Implement a small demonstration project in Alaska that addresses ways to enhance the human health and/or environment in Tribal communities in rural Alaska for the benefit of Tribal communities throughout Alaska. **(10 points)**
- ~ Describe the Tribal community (or communities) to be served. Include a description of the problem that will be targeted by the project and the communities commitment to resolving the problem(s). Include applicants descriptive plan that explains applicants ability to oversee and monitor the project for successful and timely completion. **(10 points)**
- ~ Exhibit willingness, creativity and dedication in partnering with local and/or statewide resources to implement the project. Include how project results will be shared with other Tribal communities' through-out the state. (example: AFE, ATCEM, etc.). **(10 points)**
- ~ Qualitatively and quantitatively measure and report on the environmental results of the project. **(10 points)**

Applicants will also be evaluated based on the quality and extent to which they demonstrate the following:

~ (1) incorporate a variety of partners and/or utilize available resources; (2) incorporate ecological and socioeconomic benefits; (3) project is part of a community-based plan; (4) include culturally-appropriate practices or ways of achieving goals; and (5) demonstrate voluntary environmental results (differences in attitudes, behavior or condition). **(5 points)**

Note: This section should also include the intent to attend the ATCEM Conference to share project results; the name of the person(s) planning on attending and their roles in the project.

**C. Narrative Workplan:** This section includes Environmental results – Outcomes & Outputs; Description of work products to be developed; Programmatic Capability; Reporting on environmental results.

- a. Environmental Results - Outcomes and Outputs:** Please identify the expected quantitative and qualitative outcomes of the project, including what measurements will be used to track progress towards achieving the outcomes and outputs. Identify how the results of the project will be evaluated. This section should also include, expected benefits to the Tribal community (communities) served by the project. At a minimum applicant should include, number of people impacted by the project, type and extent of the changes expected after the project is completed. Expected benefits are things that can be measured in some way. **(10 points)**
- b. Description of work products to be developed:** Please include; explanation of project benefits to the public; Describe roles of applicant and partners; Describe applicant's organization and experience related to project; describe staff qualifications, knowledge and ability to successfully achieve the goals of the proposed project; budget and estimated...

...funding amount for each work component/task (this section provides an opportunity to include a narrative description of proposed budget); description of how the project will address any or some of the following: (incorporation of a variety of partners, incorporation of ecological and socioeconomic benefits, being part of a community based plan, use of culturally appropriate practices or ways of achieving goals, demonstrate environmental results – differences in attitudes, behavior or condition). **(10 points)**

- c. Programmatic Capacity:** Submit a list of federally funded assistance agreements similar in size, scope and relevance to the proposed project (no more than 5 and preferably EPA) that your organization performed within the last three years. Please describe whether, and how, you were able to successfully complete and manage those agreements and your history of meeting the reporting requirements under those agreements including submitting acceptable final technical reports. **(8 points)**
- d. Reporting on Environmental Results:** Submit a list of federally funded assistance agreements similar in size, scope and relevance to the proposed project (no more than 5 and preferably EPA) that your organization performed within the last three years. Describe how you documented and/or reported on whether you were making progress towards achieving the expected results. If you were not making progress, explain how and if you were documenting this. If not, please explain. In evaluating applicants, evaluators, will consider information provided by other sources such as EPA files and from current or prior Federal agency grantors. **(7 points)**

This section should also contain a clear milestone schedule for project tasks and a description of the roles and responsibilities of applicant to carry out the components/tasks within the proposal **(5 points)**

**2. Detailed Budget Narrative:** The budget narrative should describe the total cost of the project. These costs need to be broken down by line item and need to include a description as to how each line item was calculated. (this is not counted against the 10 page limit)

- A. Personnel
- B. Fringe Benefits
- C. Travel
- D. Equipment
- E. Supplies
- F. Contractual
- G. Construction
- H. Other – internet, printing, postage, rent, phone, etc.
- I. Total Direct Expenses
- J. Indirect Rate and Cost
- K. Total Request

It is highly recommended that each line item is researched, especially supplies and equipment. Please be sure to estimate costs based on the expectation that prices for transport and other goods will likely increase in the near future!

It is important that the budget and estimated funding amounts are reasonable and allowable. Applicant should also describe the cost-effectiveness and reasonableness of all costs. **(5 points)**

Note: RurAL CAP and ANTHC will be providing technical assistance and a technical training to all grantees. The technical training will take place during the Alaska Forum on the Environment in February 2010 and will include information on grant administration, financial management, purchasing, shipment of supplies and environmental expertise.

It is recommended that all grantees attend the ATCEM conference in 2010 to share their best practices and project results with attendees.

**3. Attachments:** These are not included in the 10 page limit.

**A. Tribal Support:** Applicants should demonstrate that they have tribal support...

...for the project. This can be in the form of a letter or resolution with the signature from an Authorized elected Tribal Official. **(10 points)**

**B. Letters of Support from Partners:**

Applicants should demonstrate that any organization who will partner with them is committed to the project. A support letter with the signature of the leader of the organization, agency or other entity should be included.

**C. Resumes of Key Staff:**

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Applications must be received no later than 5pm December 8, 2009. One copy of the completed application must be submitted to:

**Alaska Tribal Multi-Media Projects  
c/o RurAL CAP  
P.O. Box 200908  
Anchorage, AK 99520-0908**

Applications received after the submission date will not be considered.

**For more information, contact:**

Alaska Native Tribal Health Consortium  
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[droehl@anthc.org](mailto:droehl@anthc.org)

Rural Alaska Community Action Program (RurAL CAP)  
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You can also view the full announcement at [www.ruralcap.com](http://www.ruralcap.com) or <http://www.anthc.org/chs/ces/hve/index.cfm> for additional info, grant requirements & frequently asked questions.