

EPA Indian Environmental General Assistance Program FY25 Notice of Funding Availability

NOVEMBER 8, 2023



U.S. Environmental Protection Agency – Region 10 Tribal Programs

Serving Alaska • Idaho • Oregon • Washington • 271 Tribal Nations

Introductions

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FY25 Funding Announcement

- Read the [Notice of Funding Availability \(NOFA\)](#). Note there is a national NOFA and a regional supplement.
- FY24? FY25? Really, it's just ***work plans beginning on or after October 1, 2024.***
- Funding amounts are provided, but could be impacted by the final appropriation from Congress, newly applying Tribes, etc.

What GAP Funds

EPA provides financial and technical assistance to **Tribal Governments and Intertribal Consortia** to assist Tribes in:

- (1) planning, developing, establishing, and maintaining the capacity to implement federal environmental programs administered by the EPA, and
- (2) implementation of Tribal solid and hazardous waste programs.

BASE FUNDING

SUPPLEMENTAL FUNDING

Depending on program need and existing balances:

- Applicants may apply for up to \$134,000.
- Tribes with large reservations:
 - Umatilla, Spokane, and Quinault: up to \$160,000.
 - Coeur d'Alene, Nez Perce, Shoshone Bannock, and Warm Springs: up to \$170,000
 - Colville and Yakama: up to \$180,000.

- Applicants may apply for 1 or more GAP Supplemental Projects between \$25,000 and \$70,000 for any GAP-eligible activity.
- Projects may be funded if additional funds are available.
- Review criteria for standard GAP applications apply.
- Submit a separate work plan and budget for each project.

Two-Step Process

- Email the *initial proposal** by **January 19, 2024**. Negotiations begin.
- When all parties agree, submit the *final application* by the date you negotiate with your Project Officer (but no later than **May 17, 2024**).
 - For Year 1, submit in Grants.gov.
 - For Years 2, 3, 4 (or 5 for PPGS), email the application to your Project Officer.

* Applicants in Alaska without access to email may fax their applications to 907-271-6340.

Initial Proposals →

Negotiations →

Final Applications

Email to EPA Project Officer by **January 19**:

- Draft work plan(s)
- Draft detailed budget worksheet(s)
- Indirect cost rate or proposal or exception request (if applicable)
- **Please use the [proposal checklist](#) to be sure your proposal and application are complete.**

EPA will review proposals and may suggest changes.

When negotiations are complete, you will receive the go-ahead to submit your final application (no later than May 17)

Submit by the date you negotiate with your PO:

- Final work plan(s) & budget(s)
- Indirect cost rate or proposal or exception request (If applicable)
- Application for Federal Assistance (SF-424)
- Budget Information for Non-Construction Programs (SF-424A):
IT MUST MATCH THE BUDGET
- EPA Key Contacts Form
- Pre-award Compliance Review (EPA Form 4700-4)
- Grants.gov Lobbying Form (for the first year of the grant period)

Intertribal Consortia

- Consortia may use GAP funds to provide training and technical assistance to support the environmental priorities of GAP-eligible member Tribes.
- Consortia work plans should reflect the ETEP priorities of their GAP-eligible member Tribes.
- The work plan should outline the consortium's capacity building activities.
- With each four-year grant cycle, each GAP-eligible member must provide documentation (email, letter, resolution) authorizing the Intertribal Consortium to apply for and receive the award on their behalf. Send documentation by **March 15, 2024**.

Intertribal Consortium “in Lieu of”

- Tribal governments may choose not to receive GAP funds directly but instead may request for a consortium to receive funding to conduct environmental activities for the benefit of the Tribe.
- The Tribal government can make the request, but the consortium must also agree.
- The GAP programs for the Tribe and the Intertribal Consortium must be distinct and separate.
- See Section 3.5.1 of the [GAP Guidance](#) for details.

Performance Partnership Grants



- PPGs allow an applicant to combine funds from at least two eligible EPA grant programs, including GAP, into a single grant.
- **Any Region 10 applicant with at least two EPA grants may apply for a PPG.**
- PPG deadlines may vary depending on the type of programs involved. Applicants should confirm due dates with their EPA Project Officer.
- [Learn more about PPGs.](#)

Application Review Criteria (1)

Regions will consider:

- The amount of GAP funding the region receives and the number of Tribes and Intertribal Consortia that apply
- Whether the application was received on time
- The applicant's level of unexpended GAP funds and federal debt

Application Review Criteria (2)

- Whether a current grant recipient is making regular drawdowns per the terms and conditions of the grant agreement and whether it has a high balance of unexpended funds
- Whether the work plan includes all the required elements, including commitments, long-term and intermediate outcomes, and outputs and deliverables
- Whether proposed activities are allowable and costs reasonable to achieve the project goals

Application Review Criteria (3)

- Whether proposed activities help the applicant achieve priorities identified in the EPA-Tribal Environmental Plan (ETEP). *(If the applicant does not have a current ETEP, the work plan should include a commitment to complete one.)*
- Whether proposed activities meet the review factors, including past performance
 - Current grant recipients must be making satisfactory progress (meeting project goals and completing work plan commitments in a timely manner, and overseeing finances) and, if not, have a corrective action plan in place.

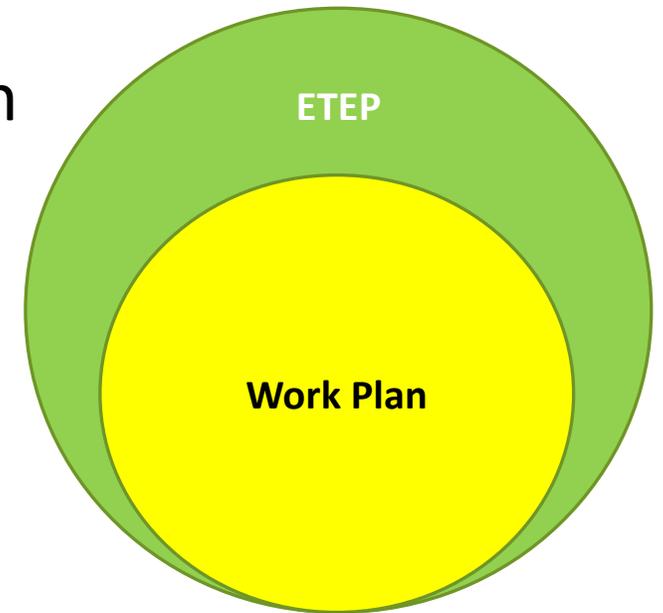
Application Review Criteria (4)

- Whether the applicant is current on all reporting requirements
 - Current grant recipients must be current with all reporting requirements (progress reporting, closeout requirements for prior GAP grants, and annual federal financial reports).
- Current grant recipients:
 - Must ensure that the proposed work plan is not identical to previous work plans and have a demonstrated history of being responsive to EPA requests for information and modifications.

EPA-Tribal Environmental Plans (ETEPs)

What's an ETEP?

- Intergovernmental planning agreement between the Tribe and EPA
- Defines mutual roles and responsibilities for environmental protection on Tribal lands
- Helps ensure that GAP work plans support the long-term priorities of the Tribe
- Work plans must reflect priorities in the ETEP.



**Work plans define specific work tasks for 1 year.
ETEPs are 4-5-year planning documents.**

Where to Find Templates and Forms

EPA'S GAP WEB PAGE:

- Work Plan Template and Instructions
- Budget Templates (Adobe and Excel)
- A link to all the forms
- An optional proposal checklist.

Go to GAP, Administrative Resources.

ANTHC'S CAPACITY & TRAINING PAGE

- Air Work Plan Component Template
- Climate Change Template
- Emergency Preparedness Template
- Environmental Education Template
- Shoreline Erosion Template
- Solid Waste Template

Go to the IGAP tab, then scroll down to Work Plans.



Questions?

**And did we mention that proposals are due
January 19?**

Preparing Your Proposal



Technical Assistance Providers

- [Region 10 Intertribal Consortia](#)
- [APEX Accelerators](#) (formerly PTAC) for SAM registration
- [Environmental Protection Network](#)
- [University of Washington Center for Environmental Health Equity](#)
- [Willamette Partnership](#)

Getting Organized

Start early. Start early. Start early!

- How about now?

Getting Organized

- Read the national NOFA and EPA Region 10 Supplement carefully.
 - Review your current work plan & budget.
 - How much work and funding is left?
 - Are work plan commitments complete?
 - Is progress reporting complete?
 - Are drawdowns up to date?
 - Get all documentation together: Indirect Cost Rate, ETEP, QAPPs, etc.
 - Review our handy dandy [Proposal Checklist](#).
- Communicate important deadlines; plan for backup if needed.
 - Ask for help: EPA Project Officer, Consortia, other Tribes
 - Attend the [Alaska GAP Workshop](#) December 5-7, 2023
 - Check your [Indirect Cost Rate](#) (if your organization has one). If the rate has expired, propose a new rate.

Getting Organized

- **Check your organization's registration on LOGIN.GOV, SAM.GOV, and GRANTS.GOV.**
- Applicants must have a [Login.gov account](#) to sign into Grants.gov and to access SAM.gov.
- A current SAM.gov registration is required to apply in Grants.gov and to draw down existing funds through ASAP. Please update your registration ***at least 3 months*** before the expiration date.
- Identify your Authorized Representative and ensure that he/she is prepared to submit the application in Grants.gov.
- Have the user names, passwords, and a backup plan ready!



Work Plans in a Nutshell

Putting Pen to Paper

- **Discuss with your Council or Board the Tribal government's priorities.**
- Build on your FY24 work plan if you have one.
- Use the [current work plan template](#). (The latest template was revised in Nov. 2022 and includes a line for "ETEP Priority Supported" right below Personnel.)
- Do you want to apply for 1 year or more?
- What are you passionate about and what skills do you bring?
- Think carefully about deliverables. What can you manage?
- **Items and tasks in the work plan and budget must align.**
- Do your best work, but it doesn't have to be perfect.
- Ask for help if you have any questions!

Work Plans

- Work plans outline **tasks and deliverables**.
- Work plans **must demonstrate clear progress** in building capacity or identify new focus areas.
- **Duplicates** of prior work plans **will be rejected** and the application may be denied.
- Use the **work plan template instructions** to be sure each field is correct.
- Capacity indicators are no longer required in work plans.

Interested?
Talk to your Project Officer.

Multi-Year Work Plans

- Continuing grantees can apply for more than one year based on past performance.
- Brand new applicants are not encouraged to submit multi-year work plans.
- Review existing long-range planning documents (e.g., SCERP, ISWMP, ETEP, climate adaptation plans).
- Submit a work plan and budget for each year.
- Benefits:
 - Encourages long-range planning
 - Saves time on annual GAP negotiations with EPA Project Officer
 - Establishes a greater sense of ongoing stability for Tribal environmental programs
- If EPA funding levels *increase*, it is easy to add new funds.
- If EPA funding levels *decrease* through rescission, EPA will work out an equitable solution.

Resources

- Review the [GAP Technical Assistance Handbook](#).
- Talk with community and Tribal leaders. What are their concerns?
- Gather ideas at workshops and conferences.
- Visit EPA Region 10's [Air & Climate](#), [Land](#), and [Water](#) pages.
- Review [EPA Region 10's Sample Workplan Components](#) on the ANTHC website.

More Resources

- Talk with the experts. Here are just a few:
 - Other experienced Tribes
 - [Consortia](#)
 - [EPA Region 10 Tribal Specialists](#)
 - Air: [Tribal Healthy Homes Network](#), [ITEP](#)
 - Water: [Yukon River Inter-Tribal Watershed Council](#)
 - Land: [DEC Rural Landfill Specialists](#), [Zender Environmental](#)
 - Contact your [EPA Project Officer](#) to discuss ideas/ask questions.



Budgets in a Nutshell

Budget Templates (PDF and Excel)

Budgets

- **Must include sufficient detail for EPA to understand the planned expenditures.**
- Add all applicable costs for Personnel, Fringe, Travel, Equipment, Supplies, Contracts, Consultants, Other, and Indirect Costs.
- Explain how costs were estimated for equipment, supplies, contracts, and other.
- Program Income: If there will be income from activities conducted through the grant, such as recycling, include an estimate and how it will be used.

High Balance?

- Should you request a no-cost extension or a reduced funding amount?
Talk with your Project Officer.
 - **Option 1:** Request a no-cost extension that allows you to get prior work done without adding new commitments. *Request an extension at least 10 days before the end of your performance period.*
 - **Option 2:** Request reduced funding.
 - **Option 3:** Request an amendment to spend down your balance – **but timing matters!**

Questions? Advice?



Coming Events!

- **GAP NOFA Webinar 2: Tips and Forms**
December 14, 2023 (2:00 PST)
- **Alaska IGAP Workshop (EPA/ANTHC)**
December 5-7, 2023
- **Alaska Forum on the Environment (AFE)**
February 5-9, 2024
- **Alaska Tribal Conference on Environmental Management (ATCEM)**
March 2024

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[All EPA Region 10 Tribal Project Officers](#)

By the way, proposals are due January 19, 2024!