

II. FISCAL IMPACT ANALYSIS

A. Five-Year Summary of Fiscal Impact:

| Fiscal Years | 2024 | 2025 | 2026 | 2027 | 2028 |
|--|----------|----------|-----------|-------------|----------|
| Capital Expenditures | <u>0</u> | _____ | _____ | _____ | _____ |
| Operating Costs | <u>0</u> | _____ | _____ | _____ | _____ |
| External Revenues | <u>0</u> | _____ | _____ | _____ | _____ |
| Program Income (County) | <u>0</u> | _____ | _____ | _____ | _____ |
| In-Kind Match (County) | <u>0</u> | _____ | _____ | _____ | _____ |
| NET FISCAL IMPACT | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| # ADDITIONAL FTE POSITIONS (Cumulative) | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Is Item Included in Current Budget? | | | Yes _____ | No <u>X</u> | |
| Does this item include the use of federal funds? | | | Yes _____ | No <u>X</u> | |
| Does this item include the use of state funds? | | | Yes _____ | No <u>X</u> | |

Budget Account No.:

Fund 0001 Department 261 Unit _____ Object _____ Program _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

There is no fiscal impact associated with this item.

C. Department Fiscal Review:

S. King

III. REVIEW COMMENTS

A. OFMB Fiscal and /or Contract Dev. and Control Comments:

Laura M. [Signature] 8/15/24
 OFMB *PC 8/15 MD 8/15 MAF 8/15*

Prudence [Signature] 8/20/24
 Contract Development and Control
 7/28/24

B. Legal Sufficiency:

[Signature] 8/21/24
 Assistant County Attorney

C. Other Department Review:

Ronald W. Rice
 Cooperative Extension Director

Background and Justification:

The CCGP aims to transform disadvantaged communities across the country into healthy, climate-resilient, and thriving communities for residents now and in the future. This opportunity will fund community-driven projects that reduce and prevent pollution, build resilience to climate change, enhance meaningful involvement in government processes, expand access to high-quality jobs and opportunities through workforce development, and strengthen the community through implementation.



DATE: July, 17, 2024
TO: Maria Sachs, Mayor, Board of County Commissioners
THRU: Verdenia C. Baker, County Administrator
THRU: Patrick Rutter, Deputy County Administrator *PR*
FROM: Megan S. Houston, Director, Office of Resilience *MSH*
SUBJECT: Approval to Delegate Authority to Sign 2024 U.S. Environmental Protection Agency Environmental and Climate Justice Community Change Grants Program Application #1

6

Office of Resilience
 2300 North Jog Road, 4th Floor
 West Palm Beach, FL 33411-2743
 (561) 233-2400
 FAX: (561) 233-2414
 www.pbcgov.com/resilience

**Palm Beach County
 Board of County
 Commissioners**

Maria Sachs, Mayor
 Maria G. Marino, Vice Mayor
 Gregg K. Weiss
 Michael A. Barnett
 Marci Woodward
 Sara Baxter
 Mack Bernard

County Administrator

Verdenia C. Baker

Pursuant to Section 309 of the Administrative Code, Office of Resilience staff request your approval to delegate authority to the County Administrator or designee to act as an Authorized Organization Representative on behalf of the Board of County Commissioners (BCC) for:

- 1) the online submittal of, and electronic signature on, a grant application for the U.S. Environmental Protection Agency (EPA) Environmental and Climate Justice Community Change Grants Program (CCGP), which will begin upon contract execution and end three (3) years after execution; and
- 2) the execution of a partnership agreement with Community Partners of South Florida, the required statutory community-based organization(CBO) partner on this grant application.

The EPA CCGP aims to transform disadvantaged communities across the United States into healthy, climate-resilient, and thriving communities for their current and future residents. The Office of Resilience and the Cooperative Extension Office want to partner with Community Partners of South Florida, a local CBO, to apply for a Track One grant not to exceed \$20,000,000 to implement electric landscape equipment exchange and sustainable landscaping programs that would reduce air pollution, noise pollution, and community greenhouse gas emissions for residents, business owners, and County operations in disadvantaged communities in Palm Beach County. This would include three new staff positions for the Cooperative Extension Office, including one full-time Program Coordinator position (PG 30), one full-time Program Assistant (PG 19), and one part-time Program Assistant (PG 19), which would be requested upon the grant being awarded and eliminated after three years when grant funding is discontinued. It will also reimburse the County for the time of current staff positions assigned to the project. **There is no match requirement.**

The EPA has recently informed applicants that we must submit the grant application through Grants.gov as soon as possible to be competitive for the rolling awards. The emergency signature process is being used to increase the competitiveness of this application by submitting it earlier than the BCC agenda process would allow. Staff will submit this item at the next available BCC meeting.

Please contact me at (561) 681-6812 with any questions.

Megan S. Houston

Megan S. Houston, Director, Office of Resilience

Attachments:

1. 2024 EPA CCGP Notice of Funding Opportunity
2. EPA CCGP Track 1 Application- Sustainable Landscaping
3. EPA CCGP Track 1 Application Partnership Agreement

Reviewed By:

[Signature] OFMB *[Signature]* Assistant County Attorney *[Signature]* County Administration

Approved By:

[Signature]
 Maria Sachs, Mayor

"An Equal Opportunity
 Affirmative Action Employer"



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Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*

Official Electronic Letterhead

DATE: July, 17, 2024
TO: Verdenia C. Baker, County Administrator
THRU: Patrick Rutter, Deputy County Administrator *PR*
FROM: Megan S. Houston, Director, Office of Resilience *MSH*
SUBJECT: Designee Authority for the 2024 U.S. Environmental Protection Agency (EPA) Environmental and Climate Justice Community Change Grants Program (CCGP) Track 1 Application

Through the emergency memo process, the County Administrator or designee was given the authority to submit the application due to time constraints. The County Administrator is assigning the designee as the Director of the Office of Resilience to submit the EPA CCGP Track 1 Application.

Approved By:


Verdenia C. Baker, County Administrator

ATTACHMENT 2

OMB Number: 4040-0004
Expiration Date: 11/30/2025

| Application for Federal Assistance SF-424 | | |
|--|--|--|
| * 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application | * 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision | * If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/> |
| * 3. Date Received: Completed by Grants.gov upon submission. | 4. Applicant Identifier: <input type="text"/> | |
| 5a. Federal Entity Identifier: <input type="text"/> | 5b. Federal Award Identifier: <input type="text"/> | |
| State Use Only: | | |
| 6. Date Received by State: <input type="text"/> | 7. State Application Identifier: <input type="text"/> | |
| 8. APPLICANT INFORMATION: | | |
| * a. Legal Name: <input type="text" value="County of Palm Beach"/> | | |
| * b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="59-6000785"/> | * c. UEI: <input type="text" value="XL2DNFMPCR44"/> | |
| d. Address: | | |
| * Street1: <input type="text" value="301 N. Olive Ave."/> | Street2: <input type="text"/> | |
| * City: <input type="text" value="West Palm Beach"/> | County/Parish: <input type="text" value="Palm Beach"/> | |
| * State: <input type="text" value="FL: Florida"/> | Province: <input type="text"/> | |
| * Country: <input type="text" value="USA: UNITED STATES"/> | * Zip / Postal Code: <input type="text" value="33401-4700"/> | |
| e. Organizational Unit: | | |
| Department Name: <input type="text" value="Office of Resilience"/> | Division Name: <input type="text"/> | |
| f. Name and contact information of person to be contacted on matters involving this application: | | |
| Prefix: <input type="text"/> | * First Name: <input type="text" value="Megan"/> | |
| Middle Name: <input type="text" value="S."/> | * Last Name: <input type="text" value="Houston"/> | |
| Suffix: <input type="text" value="JD"/> | Title: <input type="text" value="Director, Office of Resilience"/> | |
| Organizational Affiliation: <input type="text" value="Department Director"/> | | |
| * Telephone Number: <input type="text" value="561-681-3812"/> | Fax Number: <input type="text"/> | |
| * Email: <input type="text" value="MSHouston@pbc.gov"/> | | |

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.616

CFDA Title:

Environmental and Climate Justice Block Grant Program

*** 12. Funding Opportunity Number:**

EPA-R-OEJECR-OCS-23-04

* Title:

Environmental and Climate Justice Community Change Grants Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Greenscape Palm Beach County: Empowering Community Resilience through Sustainable Landscaping

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

| | |
|--|---|
| Application for Federal Assistance SF-424 | |
| 16. Congressional Districts Of: | |
| * a. Applicant: <input type="text" value="FL-022"/> | * b. Program/Project: <input type="text" value="FL-021"/> |
| Attach an additional list of Program/Project Congressional Districts if needed. | |
| <input type="text" value="Congressional Districts Included in Projec"/> | <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> |
| 17. Proposed Project: | |
| * a. Start Date: <input type="text" value="01/01/2025"/> | * b. End Date: <input type="text" value="12/31/2027"/> |
| 18. Estimated Funding (\$): | |
| * a. Federal | <input type="text" value="20,000,000.00"/> |
| * b. Applicant | <input type="text" value="0.00"/> |
| * c. State | <input type="text" value="0.00"/> |
| * d. Local | <input type="text" value="0.00"/> |
| * e. Other | <input type="text" value="0.00"/> |
| * f. Program Income | <input type="text" value="0.00"/> |
| * g. TOTAL | <input type="text" value="20,000,000.00"/> |
| * 19. Is Application Subject to Review By State Under Executive Order 12372 Process? | |
| <input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> . | |
| <input checked="" type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. | |
| <input type="checkbox"/> c. Program is not covered by E.O. 12372. | |
| * 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.) | |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| If "Yes", provide explanation and attach | |
| <input type="text"/> | <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> |
| 21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001) | |
| <input checked="" type="checkbox"/> ** I AGREE | |
| ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions. | |
| Authorized Representative: | |
| Prefix: <input type="text"/> | * First Name: <input type="text" value="Megan"/> |
| Middle Name: <input type="text" value="S."/> | |
| * Last Name: <input type="text" value="Houston"/> | |
| Suffix: <input type="text" value="JD"/> | |
| * Title: <input type="text" value="Director, Office of Resilience"/> | |
| * Telephone Number: <input type="text" value="561 681-3812"/> | Fax Number: <input type="text"/> |
| * Email: <input type="text" value="MSHouston@pbc.gov"/> | |
| * Signature of Authorized Representative: <input type="text" value="Completed by Grants.gov upon submission."/> | * Date Signed: <input type="text" value="Completed by Grants.gov upon submission."/> |

Congressional Districts Included in Project:

- FL-018
- FL-020
- FL-021
- FL-022



Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

Note: Read Instructions before completing form.

I. A. Applicant/Recipient (Name, Address, City, State, Zip Code)

Name:

Address:

City:

State: Zip Code:

B. Unique Entity Identifier (UEI):

C. Applicant/Recipient Point of Contact

Name:

Phone:

Email:

Title:

II. Is the applicant currently receiving EPA Assistance? Yes No

III. List all pending civil rights lawsuits and administrative complaints filed under federal law against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

No civil rights lawsuits and administrative complaints have been filed against the Palm Beach County Office of Resilience. In an abundance of caution, we are listing all civil rights lawsuits and administrative complaints pending against Palm Beach County in Attachment J.

IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that alleged discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

No civil rights lawsuits and administrative complaints have been filed against the Palm Beach County Office of Resilience. In an abundance of caution, we are listing all civil rights lawsuits and administrative complaints decided against Palm Beach County in Attachment J.

V. List all civil rights compliance reviews of the applicant/recipient conducted under federal nondiscrimination laws by any federal agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))

N/A

VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.

Yes No

a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).

Yes No

b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. 7.70) applies.

- VII. Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities? (40 C.F.R. 5.140 and 7.95) Yes No
- a. Do the methods of notice accommodate those with impaired vision or hearing? Yes No
- b. Is the notice posted in a prominent place in the applicant's/recipient's website, in the offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications? Yes No
- c. Does the notice identify a designated civil rights coordinator? Yes No
- VIII. Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or disability status of the population it serves? (40 C.F.R. 7.85(a)) Yes No
- IX. Does the applicant/recipient have a policy/procedure for providing meaningful access to services for persons with limited English proficiency? (Title VI, 40 C.F.R. Part 7, *Lau v Nichols* 414 U.S. (1974)) Yes No
- X. If the applicant is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.

Pamela Guerrier, Director, Office of Equal Opportunity 301 N. Olive Avenue, 10th FLR, West Palm Beach, FL 33401
 Email:PGuerrie@pbcgov.org, Fax:561-355-4932, Telephone:561-355-4884

- XI. If the applicant is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or applicant's/recipient's website address for, or a copy of, the procedures.

Yes, <https://discover.pbcgov.org/equalopportunity/Pages/Equal-Employment.aspx> ; <https://discover.pbcgov.org/equalopportunity/Pages/Brochures-and-Forms.aspx>

For the Applicant/Recipient

I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.

A. Signature of Authorized Official

Completed by Grants.gov upon submission.

B. Title of Authorized Official

Director, Office of Resilience

C. Date

Completed by Grants.gov upon submission.

For the U.S. Environmental Protection Agency

I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.

A. *Signature of Authorized EPA Official

B. Title of Authorized Official

C. Date

General. Recipients of Federal financial assistance from the U.S. Environmental Protection Agency must comply with the following statutes and regulations.

Title VI of the Civil Rights Acts of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment). Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities. Section 504 of the Rehabilitation Act of 1973 provides that no otherwise qualified individual with a disability in the United States shall solely by reason of disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Employment discrimination on the basis of disability is prohibited in all such programs or activities. The Age Discrimination Act of 1975 provides that no person on the basis of age shall be excluded from participation under any program or activity receiving Federal financial assistance. Employment discrimination is not covered. Age discrimination in employment is prohibited by the Age Discrimination in Employment Act administered by the Equal Employment Opportunity Commission. Title IX of the Education Amendments of 1972 provides that no person in the United States on the basis of sex shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Employment discrimination on the basis of sex is prohibited in all such education programs or activities. Note: an education program or activity is not limited to only those conducted by a formal institution. 40 C.F.R. Part 5 implements Title IX of the Education Amendments of 1972. 40 C.F.R. Part 7 implements Title VI of the Civil Rights Act of 1964, Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act, and Section 504 of The Rehabilitation Act of 1973.

Items "Applicant" means any entity that files an application or unsolicited proposal or otherwise requests EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Recipient" means any State or its political subdivision, any instrumentality of a State or its political subdivision, any public or private agency, institution, organizations, or other entity, or any person to which Federal financial assistance is extended directly or through another recipient, including any successor, assignee, or transferee of a recipient, but excluding the ultimate beneficiary of the assistance. 40 C.F.R. §§ 5.105, 7.25. "Civil rights lawsuits and administrative complaints" means any lawsuit or administrative complaint alleging discrimination on the basis of race, color, national origin, sex, age, or disability pending or decided against the applicant and/or entity which actually benefits from the grant, but excluding employment complaints not covered by 40 C.F.R. Parts 5 and 7. For example, if a city is the named applicant but the grant will actually benefit the Department of Sewage, civil rights lawsuits involving both the city and the Department of Sewage should be listed. "Civil rights compliance review" means: any federal agency-initiated investigation of a particular aspect of the applicant's and/or recipient's programs or activities to determine compliance with the federal non-discrimination laws. Submit this form with the original and required copies of applications, requests for extensions, requests for increase of funds, etc. Updates of information are all that are required after the initial application submission. If any item is not relevant to the project for which assistance is requested, write "NA" for "Not Applicable." In the event applicant is uncertain about how to answer any questions, EPA program officials should be contacted for clarification.

Project Narrative File(s)

* Mandatory Project Narrative File Filename:

To add more Project Narrative File attachments, please use the attachment buttons below.

Section A. Executive Summary

- **Application Title:** Greenscape Palm Beach County (PBC): Empowering Community Resilience through Sustainable Landscaping
- **Lead Applicant:** PBC's Office of Resilience
 - **Contact Information:** Megan Houston, Director, MSHouston@pbc.gov, 561-681-3812; Natalie Freundberg, Environmental Program Supervisor, Nfreundberg@pbc.gov, 561-233-2474
- **Statutory Partner to the Lead Applicant:** Community Partners of South Florida
 - **EIN:** 59-2704597
 - **Contact Information:** Jaime-Lee Bradshaw, Chief Strategy Officer, jbradshaw@cpsfl.org, 561-841-3500 x1008
- **Eligibility:**
 - The Lead Applicant on this application is a local government agency, the PBC Board of County Commissioners.
 - Statutory Partner Community Partners of South Florida is a 501(c)(3) community based nonprofit organization located in and serving residents of PBC, Florida.
- **Climate Action Strategy:**
 - Strategy 1: Green Infrastructure and Nature-Based Solutions
 - Strategy 8: Workforce Development Programs for Occupations that Reduce Greenhouse Gas Emissions and Air Pollutants
- **Pollution Reduction Strategy:**
 - Strategy 2: Outdoor Air Quality and Community Health Improvements
- **Grant Award Period and Completion:**
 - June 2025–May 2028
- **Amount of EPA Funding Requested:**
 - \$20,000,000
- **Target Investment Area:** The proposed Greenscape PBC initiatives focus on increasing sustainable landscaping practices and the use of electric landscape equipment in communities identified as “disadvantaged” in the EJScreen tool (DACs) in Palm Beach County, Florida. Specifically, 15 of 30 census tracts targeted by this project lie within unincorporated areas. While PBC may be thought of as generally affluent, PBC faces challenges with severe socioeconomic disparities, persistent unemployment and underemployment, and environmental hazards that are increasing in intensity and impact (see Attachment D and the Community Challenges below). The extreme income inequality exacerbates the challenges of low-income households with limited access to high-paying, stable jobs. Our proposed project is responsive to extensive feedback from community members of these DACs, who have voiced frustration with a lack of green space and shade, barriers to entry into the landscape industry (a major source of employment), and health hazards from environmental sources. We seek to (1) accelerate the transition to electric landscape equipment in the County, (2) ensure this transition does not leave behind black, indigenous, and people of color (BIPOC) communities in DACs already struggling with unemployment and socioeconomic disparities, and (3) reduce the need for such equipment and mitigate climate hazards by replacing turf with native landscaping in DACs. Our workforce training and equipment plan equips residents with economic and environmental tools to shape a more resilient and equitable future.
- **Disadvantaged Community to benefit from the projects:** This project aims to benefit

residents and small businesses located in DACs within PBC. Residents living in DACs will be eligible for the electric landscape equipment exchange program, tree and plant giveaways, tree delivery program, and sustainable landscaping educational opportunities. Landscaping companies located within or serving residents within the DACs will be the focus of the commercial electric landscape equipment exchange program and sustainable landscaping training and certifications. Parks, community centers, and other county-owned lands within the DACs will be the focus of the tree plantings and Sustainable Landscaping Practices demonstration gardens.

- **Other Sources of Funding:** No other sources of funding have met both the funding amount and scope needed for this project to be competitive and successful as well as this funding opportunity. This award will ensure just and equitable transition as municipal mandates for electrification of the landscaping industry threaten to leave DAC residents and business owners behind.
- **Resubmission Status:** N/A

Section B. Initiative Work Plan

Part 1. Community Driven Investments for Change - 80 points total

1.1 Community Vision Description

Community Description

The Greenscape PBC initiative focuses on increasing sustainable landscaping practices and the use of electric landscape equipment in disadvantaged areas of PBC. Specifically, 15 of 30 census tracts targeted by this project lie within unincorporated areas. Known for its affluent population and amenities like beaches, golf courses, cultural attractions, and immaculate landscaping, PBC faces challenges with severe socioeconomic disparities, persistent unemployment and underemployment, and environmental hazards that are increasing in intensity and impact. While PBC may be thought of as generally affluent, the disparity between wealthy and low-income households is stark (see Attachment D). The extreme income inequality exacerbates the challenges of low-income households with access to high-paying, stable jobs. Our workforce training and equipment plan equips residents with economic and environmental tools to shape a more resilient and equitable future.

The environmental context for this project focuses on air pollution, water quality, and associated impacts. While landscaping may often be associated with wealth and luxury, the reality is that it represents a major industry in Florida, and its effects are significant.

Gasoline-powered leaf blowers, for example, spew toxic chemicals— in 2020, lawn equipment across the nation produced more than 30 million tons of carbon dioxide (CO₂), 19,000 tons of methane, 68,000 tons of nitrogen oxides (NO_x), more than 350,000 tons of volatile organic compounds, and more than 20 million pounds of benzene— a cancer-causing agent— into the air through normal use (MASSPIRG, 2021). In Florida in 2020, landscape equipment emitted 2,116 tons of fine particulate pollutants (PM_{2.5})— the equivalent of 22,709,915 cars, according to the federal government’s National Emission Inventory. PBC ranked 4th in the nation for fine particulate pollutants that same year. Low-income and vulnerable communities are impacted disproportionately by these pollutants. Freshwater management challenges amidst saltwater intrusion, health risks from poor air quality, and vulnerability to climate impacts like sea-level rise and extreme heat are key features of this community. Socioeconomic disparities are exacerbated by historical inequities, affecting access to essential services, mobility, and health outcomes. Environmental justice concerns, identified through the EPA EJScreen, highlight health disparities, moderate socioeconomic vulnerability, and localized environmental hazards like

hazardous waste facilities (see Attachment D). PBC also contends with flood and wildfire risks, with varying degrees of access to critical services compared to state and national averages.

The proposed Greenscape PBC initiative has three major components to tackle the environmental and socioeconomic challenges in this community by (1) accelerating the transition to electric landscape equipment, (2) ensuring this transition does not leave behind BIPOC communities already struggling with unemployment and socioeconomic disparities, and (3) reducing the need for such equipment by replacing turf with native landscaping. Specifically, we introduce an Electric Landscape Equipment Transition program and a Sustainable Landscaping Practices program. Both focus exclusively on DACs, with emphasis on residents, businesses, and public spaces located in DACs census tracts of PBC. Located in Southeast Florida and part of the Miami Metropolitan Area, PBC is one of the most populous counties in the state. The County's EJSscreen report shows a population of 1,494,805 and spans 2,383 square miles, and other indicators are in Attachment D.

Disadvantaged populations in PBC include a mix of racial and ethnic groups, with a notable representation of African American, Hispanic, and immigrant communities. These groups often reside in neighborhoods with higher poverty rates and face barriers to accessing essential services and resources. Many residents of these communities struggle with economic hardships, such as high unemployment rates, low income, and limited access to quality jobs. Economic instability is exacerbated by rising living costs, including housing, healthcare, and transportation. Many households in these communities are considered cost-burdened, spending a significant portion of their income on housing expenses. Educational attainment is another area where disparities are evident in PBC. Schools located in disadvantaged neighborhoods often lack adequate funding, resources, and experienced teachers. This results in lower academic performance and graduation rates compared to more affluent areas. Limited access to higher education and vocational training further restricts economic opportunities for residents. Health disparities are pronounced among disadvantaged populations in PBC. These communities often experience higher rates of chronic diseases such as asthma, diabetes, and heart disease. Limited access to healthcare services, healthy food options, and safe recreational spaces contributes to poor health outcomes. Environmental factors, including exposure to pollution and substandard housing conditions, also play a significant role in these health inequities.

The Greenscape PBC initiative projects are designed to prioritize the needs of disadvantaged communities in PBC. By focusing on these areas, the projects aim to ensure that the most vulnerable populations receive the intended benefits. Specific metrics are in place to monitor potential displacements, such as tracking changes in property values, rents, and vacancy rates. The projects also detail the content and format of public meetings and how community feedback will be incorporated into decision-making processes, enhancing transparency and ensuring effective outreach. Ongoing strategies are outlined to maintain continuous engagement with elderly and low-income residents, particularly those without internet access, and methods for evaluating the effectiveness of community engagement activities are included to facilitate continuous improvement. The projects also focus on health outcomes by addressing high rates of respiratory illness in the community and outline strategies to mitigate these issues.

Community Challenges

PBC grapples with high emissions from lawn and garden equipment, contributing to air pollution. According to the 2020 EPA National Emissions Inventory, Florida ranked first in the country in emissions of PM_{2.5} from lawn equipment, with lawn equipment producing as much PM_{2.5} as 22.7 million cars. In 2020, PBC was the highest emitting county in FL, ranking in the

top Six US counties for CO₂, NO_x, and PM_{2.5}, and Volatile Organic emissions from landscape equipment. This issue is particularly acute in DACs, highlighting the need for targeted interventions to improve air quality and public health.

Sustainable water management is also imperative amidst concerns over freshwater availability and potential saltwater intrusion into coastal aquifers. PBC's DACs, particularly those identified as low-income, face disproportionate health risks due to poor air quality linked to emissions from gas-powered lawn equipment. These communities experience higher rates of respiratory illnesses such as asthma and bronchitis, compounded by limited access to healthcare services and health education. Sea-level rise and storm surges threaten coastal and low-lying neighborhoods, increasing the vulnerability of residents to property damage, economic losses, and potential displacement. The lack of resilient infrastructure exacerbates these challenges, hindering the ability of communities to recover from environmental shocks and stresses. Economic impacts, including disruptions to tourism and agriculture, further strain local economies and livelihoods, widening socioeconomic disparities.

2020 PBC Emissions from Lawn and Garden Equipment Emissions, EPA National Inventory

| | Carbon Dioxide | Nitrogen Oxides | Fine Particulate (PM2.5) | Volatile organic compounds |
|---------------------------|-----------------------|------------------------|---------------------------------|-----------------------------------|
| Tons | 309,980 | 726 | 265 | 3,534 |
| Number of Cars Equivalent | 68,239 | 324,555 | 2,843,023 | - |

Systemic social and racial inequities further disadvantage these populations. Historical and ongoing discrimination in housing, employment, and other areas contribute to persistent disparities. Racial and ethnic minorities face additional barriers to economic and social mobility, leading to intergenerational cycles of poverty and marginalization. Access to transportation, childcare, and community programs are an additional barrier. Additionally, language barriers and a lack of culturally competent services can hinder access for immigrant populations.

The EPA's EJScreen tool reflects moderate socio-economic vulnerability. The unemployment rate is slightly above both state and national averages. Health disparities are pronounced among disadvantaged populations in PBC. These communities often experience higher rates of chronic diseases such as asthma, diabetes, and heart disease. Limited access to healthcare services, healthy food options, and safe recreational spaces contributes to poor health outcomes. Environmental factors, including exposure to pollution and substandard housing conditions, also play a significant role in these health inequities. DACs in PBC are disproportionately affected by environmental issues. These neighborhoods are more likely to be located near industrial areas, major highways, and other sources of pollution. This proximity exposes residents to higher levels of air and water pollution, which can exacerbate health problems. Notably, the asthma indicators for the whole County are at 8.4, slightly lower than the state average of 8.7 and the national average of 10.3. But for census tracts 12099008301, 12099001302, 12099001404, 12099002200, 12099008201, the asthma rate is at 12.5—far higher than the state or national averages. It is of note that while the County reports 18% Black and 48% people of color, these areas are home to 83% Black and 96% people of color. Other socioeconomic disparities are similarly sharp for this area: 59% reporting low income, 60% with a high school education or less, and \$18,396 average per capita income. This area's low-life expectancy indicator is 24%, significantly higher than the state average of 19% and the national average of 20%. These communities are often more vulnerable to the impacts of climate change, such as flooding, extreme heat, and hurricanes, due to inadequate infrastructure

and resources for disaster preparedness and recovery. The flood risk is 29%, higher than the state average of 26% and the national average of 12%. PBC has several environmental facilities, including two Superfund sites, 12 hazardous waste facilities, and numerous air pollution and water discharge sites. The area does not currently have air nonattainment issues but does have impaired waters. PBC includes a designated "Justice40" disadvantaged community, highlighting areas with significant environmental justice concerns.

Based on multiple community surveys conducted by the PBC Office of Resilience (OOR) and Community Partners of South Florida (CPSFL) of DACs residents, top community priorities are addressing extreme heat, reducing air pollution, increasing shade in community parks, and decreasing air pollution. This project was designed to be directly responsive to the concerns voiced by these residents and bolstered by the alarming data shared above.

Community Vision

The project is poised to deliver substantial impacts and benefits across PBC DACs. In the near term, the program aims to significantly reduce pollution by transitioning from gas-powered to electric landscape equipment. This shift will lead to immediate reductions in CO₂, NO_x, and PM_{2.5} pollutants, thereby improving air quality in urban and suburban areas. By curbing these pollutants, the program will directly contribute to public health improvements, particularly benefiting vulnerable communities already burdened by high rates of respiratory illnesses like asthma. Moreover, in the long term, the program will increase climate resilience by promoting sustainable practices that mitigate current and future climate risks. By reducing reliance on fossil fuels and lowering carbon footprints, communities will experience less severe climate-related challenges such as extreme weather events and sea level rise. This resilience-building aspect not only protects infrastructure and homes but also safeguards economic stability and public health in the face of environmental changes.

Critically, many of the municipalities are starting to require only electric equipment for landscaping companies. Without the funding from this grant, this shift—which is accelerating across the state and the nation—will leave behind residents and businesses in historically disadvantaged areas who may lack the capital to make this shift quickly. The number of DACs business owners in PBC is already low—in the County's online database of registered Landscape Maintenance Services providers, only **two** vendors are listed as small/ minority-owned/ women-owned vendors. Only **one** of these vendors is a small business owner of color. Small minority- and women-owned registered vendors receive procurement priority from the County, and by not being able to meet the standards for registration, BIPOC entrepreneurs have less opportunity to grow and sustain their businesses. This is not due to a lack of interest. In fact, the University of Florida Institute of Food and Agricultural Science PBC Cooperative Extension Service Office (PBC Cooperative Extension Office) surveyed commercial landscaping companies on their interest in participating and received feedback from 20 local landscaping companies. Of survey respondents, 60% were definitely or maybe interested in participating in the program; 60% are definitely or maybe interested in expanding their use of electric landscape equipment; 60% are limited in expanding their use of electric landscape equipment due to the high initial costs; 20% are finding that they are unable to take contracts due to their lack of electric landscape equipment; 60% are aware of PBC cities and homeowners associations (HOAs) that require the use of electric landscape equipment; and 75% anticipate more clients/contracts requiring the use of electric landscape equipment in the next few years. This shows that there are already barriers to entry for this industry, and undoubtedly, electric

landscape lawn commercial business owners in DACs will be left behind in the transition to a clean economy.

This reality prompted the design of the workforce development aspect of this proposal. Economically, the Electric Landscape Equipment Transition and Sustainable Landscaping Practices initiatives will create high-quality jobs and expand economic opportunities. The program includes training and certification programs aimed at equipping PBC residents, particularly those from disadvantaged backgrounds, with skills in sustainable landscaping practices and green technology. We work closely with the PBC Office of Equal Business Opportunity (OEBO) to reduce the disparities experienced by DAC small business owners with support for the small, minority, and women-owned enterprises in the County. More than words, the PBC OEBO has interwoven this commitment into the County's procurement processes. Their support in the training and placement of workforce participants is critical. By fostering a skilled workforce in these emerging sectors, the initiative not only supports job creation but also promotes economic diversification and resilience, reducing dependence on traditional, carbon-intensive industries. By incentivizing the adoption of electric equipment among residents, businesses, and local governments, we adopt the just transition stance by stimulating market demand for sustainable products and services. This market expansion supports local businesses and suppliers of electric equipment, spurring innovation and growth in the green economy sector. Over time, these economic benefits are expected to contribute to long-term community prosperity and well-being. Through its multifaceted approach encompassing pollution reduction, climate resilience building, and economic development, the Greenscape PBC initiative aims to foster a sustainable and equitable future for residents across these counties, ensuring environmental stewardship and economic vitality in the face of climate change challenges.

The proposed programs strengthen community equity by ensuring that DAC residents in PBC receive equitable benefits and opportunities for current and future generations. The programs promote environmental justice by targeting disadvantaged areas with high pollution and health disparities. By focusing on these communities, it aims to reduce pollution from gas-powered landscape equipment, improve air quality, and mitigate health risks associated with respiratory illnesses like asthma, directly benefiting vulnerable populations and enhancing their quality of life. Additionally, the transition to electric landscape equipment creates workforce development opportunities. The program provides training and certification in sustainable landscaping and green technology, equipping residents with skills for higher-paying jobs in the green economy. This supports economic mobility and reduces employment disparities. The proposed programs enhance community resilience to climate change by encouraging sustainable practices.

Statutory Partner CPSFL leads the residential outreach to ensure disadvantaged community members are actively engaged through outreach, education, and equipment exchange initiatives. CPSFL is a 38-year-old nonprofit committed to a comprehensive engagement strategy with stakeholder interviews, focus groups, and county-wide surveys, guaranteeing that residents have a decisive voice in shaping the program. Historically, communities in need have been prescribed solutions without consultation, leading to suboptimal outcomes. By placing residents at the forefront, CPSFL aims to merge residents' lived experiences with PBC OOR, the PBC Cooperative Extension Service, and Community Greening (CG) technical experiences. Together, the Team will co-create a program that is robust, effective, and embraced by the community it serves. CPSFL will facilitate the Electric Landscape Equipment Transition to ensure that the program aligns with their preferences and serves their best interests. The Team will also collaborate with municipalities, city sustainability departments, urban justice, and workforce

development organizations on program design and engagement. This approach strengthens community ownership and embeds local knowledge into the program's design and implementation.

1.2 Selected Strategies

Strategy Overview

The strategic approaches complement each other to promote environmental sustainability and community health for DAC residents and businesses. First, the Greenscape Electric Landscape Equipment Transition program replaces gas-powered landscape equipment with electric equipment. This program will reduce pollutants, including CO₂, NO_x, and PM_{2.5}, which will improve air quality and public health while fostering environmental justice in vulnerable communities with high rates of respiratory illnesses. Key components include:

- Education workshops and landscaping expos on electric landscape equipment for resident, commercial, and government users;
- Electric landscape equipment workforce development and training;
- Landscape equipment exchange programs for residential, commercial, government users;
- Electric off-road utility vehicles to be used in landscape maintenance and clean-ups in Core Community Revitalization zones; and
- County department equipment demonstrations, pilot programs, and purchasing programs.

Second, the Greenscape Sustainable Landscaping Practices program will increase green infrastructure that reduces urban heat island impacts and improves community resilience to extreme weather events. This initiative will bolster biodiversity, preserve habitats, and educate residents on sustainable landscaping practices essential for climate resilience and reducing maintenance and water costs. In addition, using sustainable landscaping will reduce maintenance needs and require less energy-consuming landscaping equipment. Key components include:

- Education workshops on sustainable landscaping practices;
- Tree plantings at County parks to increase equitable access to shaded outdoor recreational areas, including maintenance throughout the grant to ensure establishment;
- Native, Florida-Friendly Landscaping™, and fruit-bearing plant giveaways and deliveries
- Florida-Friendly Landscaping demonstration gardens;
- Student education through sustainable landscape practice immersive program; and
- Urban forestry youth workforce development.

The Greenscape PBC projects are designed to complement each other synergistically, aiming to provide impactful climate resilience benefits specifically targeted at residents of disadvantaged communities. Economically, the initiatives create green and sustainable job opportunities, certification programs, and training programs for residents within disadvantaged communities, which helps reduce green economy employment disparities. Engaging residents through outreach, education, and equipment exchanges fosters community resilience and empowers local populations to adopt sustainable practices, which helps promote a sense of community ownership and pride in sustainable practices. By partnering with local organizations and municipal offices, the initiative integrates community voices into its design and implementation, strengthening ownership and ensuring long-term sustainability.

The Project Team determined the initiative budget by estimating project costs and environmental impacts for each strategy. Larger projects require more resources for equipment, staffing, coordination, and outreach. Projects that include direct implementation, like equipment swaps, tree plantings, and demonstration projects, have large start-up costs but offer immediate benefits. Education initiatives are also critical for residents and businesses to implement their

own sustainable landscaping practices. This planning process was informed by comprehensive surveys and community feedback to ensure the scope is responsive to community needs and will foster long-term resilience and well-being in the community. Surveys showed community priorities of improving air quality, increasing tree canopy, and funding for electric landscape equipment. Each funding request includes a thorough justification outlining how the funds will support specific activities, achieve milestones, and align with projected outcomes, ensuring efficient resource allocation for maximum community impact and sustainability.

Climate Action Strategy 1: Green Infrastructure and Nature-Based Solutions

The Greenscape Sustainable Landscaping Practices initiative addresses climate impacts that include urban heat islands and improving community resilience. The first objective is to educate residents of disadvantaged communities about the importance of increasing native, Florida-Friendly, and fruit-bearing plantings in PBC. The Team will explain how and why we should preserve, restore, and maintain native plant habitats and eradicate prohibited and invasive plant species. In addition, the initiative will focus on how sustainable landscaping practices can reduce maintenance needs, water consumption, pollution, and waste while increasing sustainable food production options. Finally, the education workshops will cover how increased tree canopy can reduce climate change impacts, such as extreme heat and increased stormwater runoff.

Second, it enhances native vegetation through tree giveaways, tree plantings, and demonstration gardens. The initiative distributes 2,000 native, Florida-Friendly, and/or fruit-bearing plants to County residents each year. By distributing native trees and plants, the program aims to increase the County's canopy cover and educate residents on planting and maintaining trees. Local nurseries will participate in tree giveaway events. The initiative will also install 20 demonstration gardens in high-traffic County sites, such as libraries and parks, to maximize visibility and utilization. The Team will hire certified professionals to install and maintain the demonstration gardens and explain their pollution reduction, water conservation, and habitat creation benefits.

To achieve these objectives and support the events, the PBC Cooperative Extension Service and CG will create new positions, including a full-time Program Coordinator, a full-time Tree Give-Away Program Assistant, and a part-time social media and Marketing Program Assistant. The Florida Atlantic University's (FAU) Pine Jog Environmental Education Center will hire staff and use subaward funds to plan and implement a 3-semester dual-enrollment program for local disadvantaged high school students in which they will learn about sustainable landscaping topics from local experts, implement community projects focused on sustainable landscaping, and participate in outreach efforts to educate their peers and the community about the benefits and best practices of sustainable landscaping.

The Sustainable Landscaping Practices project will reduce emissions through its multifaceted approach. By focusing on the preservation and expansion of native vegetation, the project enhances carbon sequestration, which helps capture and store atmospheric CO₂. Distributing 2,000 trees annually and installing 20 demonstration gardens at high-traffic locations will improve local air quality by filtering pollutants and provide cooling benefits that reduce the need for energy-intensive air conditioning, further reducing emissions.

The project also addresses climate change through education and community engagement. By raising awareness about native vegetation, proper tree care, and invasive species, the program supports habitat preservation and environmental sustainability. The initiative includes workshops and training on reducing energy and water use, minimizing pollution, and practicing sustainable food production. The new staff positions will help manage

and expand these efforts. Overall, by increasing tree canopy cover, fostering sustainable practices, and educating the community, the project contributes to a reduction in emissions and helps mitigate climate change impacts.

CG will work with PBC to plant trees in County-managed parks, maintaining communication with PBC Parks & Recreation representatives through meetings, site visits, and electronic communication channels to discuss logistics, including tree species and planting sites. Promotion of events will be conducted via multiple media, and volunteer registration will be facilitated online and on-site. The planting events feature family-friendly activities, including music and refreshments, and local tree experts to educate volunteers. Post-event, CG will handle tree maintenance tasks such as staking, mulching, and watering, and track tree data using Tree Plotter and i-Tree software to monitor eco-benefits. This data will be public on the website.

CG will also implement a Tree Drop-Off Program, where eligible residents can apply for up to three 15-gallon trees to be delivered to their homes. These trees will provide additional shade and air quality benefits. This delivery service removes accessibility barriers and allows residents to schedule deliveries. Residents will be responsible for planting and caring for the trees, following tree care instructions provided by CG. Tree data will be tracked and monitored using Tree Plotter and i-Tree software, with eco-benefits publicly accessible on CG's website.

CG's Tree Maintenance Program funds maintenance for newly planted trees in DACs, continued maintenance for previous plantings, and removal of invasive species at John Prince Park. The funding aims to extend beyond the typical one-year maintenance period, enhancing tree canopy coverage through additional maintenance efforts by CG staff and a hired contractor.

Climate Action Strategy 8: Workforce Development Programs for Occupations that Reduce Greenhouse Gas Emissions and Air Pollutants

By reducing reliance on gas-powered equipment and promoting these sustainable landscaping practices, the Greenscape PBC initiative significantly reduces greenhouse gas (GHG) emissions and improves air quality.

The Electric Landscape Equipment Transition initiative supports residents, governments, and businesses in transitioning to electric landscaping equipment. This will reduce emissions, as electric tools produce no direct emissions and are more efficient than their gas-powered counterparts. This initiative includes educational sessions, training, and demonstrations for potential users on the technology, maintenance, costs, and environmental benefits. This approach enhances skills among local landscapers and residents interested in sustainable practices, preparing them to advocate and implement technologies that reduce environmental impacts, facilitating a smooth transition, and ensuring widespread use of electric equipment.

Additionally, the Sustainable Landscaping Practices initiative trains residents, government, and business owners about how and why to use native and Florida-Friendly plants that require fewer resources and maintenance. This equips participants with skills to implement environmentally friendly landscaping solutions. Tree giveaways and demonstration gardens provide sustainable landscaping jobs and workforce development that educate residents and professionals on sustainable landscaping practices. By expanding knowledge and proficiency in ecological landscaping and plant care, this program contributes to workforce development in sustainable horticulture and landscaping practices.

The proposed initiative also significantly bolsters workforce development programs for individuals and businesses in DACs. Project partners will work with urban justice and economic development organizations and the PBC OEBO to conduct effective engagement with BIPOC and disadvantaged community landscape business owners. Additionally, CG will hire and

manage a Youth Tree Team to support planting events and maintenance, offering students competitive wages and green-collar sector experience.

For County operations, the Team will form a steering committee of PBC department staff responsible for landscaped properties which will oversee the shift from gas-powered to electric landscape equipment, engaging local government staff in equipment demonstrations, pilot projects, and eventual exchanges. These activities facilitate the adoption of electric technologies and provide crucial training and exposure to modern, environmentally friendly landscaping practices. This hands-on experience is essential for workforce development, familiarizing participants with sustainable techniques that mitigate GHG emissions and air pollutants. CG leverages existing stakeholder relationships and establishes new connections to engage with community members and leaders. They will share findings from tree canopy assessments, provide information on urban forestry and climate resilience, and address community concerns. CG ensures effective community engagement and alignment with local interests.

Pollution Reduction Strategy 2: Outdoor Air Quality and Community Health Improvements

The Greenscape PBC program significantly contributes to Pollution Reduction Strategy 2 by focusing on Outdoor Air Quality and Community Health Improvements through the transition from gas-powered to electric landscape equipment. This shift directly reduces CO₂, NO_x, and PM_{2.5} emissions, which are known contributors to air pollution and detrimental to respiratory health and overall air quality. As stated previously, electric landscape equipment produces zero emissions at the point of use, effectively eliminating harmful pollutants that exacerbate respiratory illnesses and contribute to environmental degradation. According to Environment America's Lawn Care Goes Electric Report, residential electric push mowers produce 49.9% fewer CO₂ emissions over their lifetime than gasoline-powered versions, while electric riding mowers reduce CO₂ emissions by 32.3% over their lifetime compared with their gasoline-powered counterparts.

The Sustainable Landscaping Practices initiative significantly enhances outdoor air quality and fosters community health improvements in PBC. By expanding the urban tree canopy through planting in parks and residential areas, the project will enhance air quality by filtering pollutants like CO₂ and NO_x while releasing oxygen. Trees will also reduce stormwater runoff, thereby decreasing pollution in local waterways and mitigating the urban heat island effect, which helps lower ground-level ozone formation. Increased green spaces will encourage outdoor activity, improving physical health and mental well-being. Additionally, delivering fruit-bearing trees to disadvantaged communities promotes local food production and better nutrition. The CG Youth Tree Team program offers valuable work experience in urban forestry to local youth, supporting career development and community engagement. The project will build awareness regarding the benefits of trees through workshops, tree planting events, and educational outreach, in turn collectively contributing to a more resilient and healthier community.

The program aligns with EPA guidelines and its incentives for households, small businesses, public partners, and community organizations to switch to zero-emission alternatives will further drive progress. Success metrics will include the number of incentives distributed, the number of participants in training programs, and the adoption rates of electric equipment among various stakeholders. Educational workshops and community outreach will be evaluated based on participant feedback and engagement metrics. The number of workshops conducted, the attendance rates, and the level of knowledge gained, as assessed through pre- and post-event surveys, will be used to measure the effectiveness of these efforts in promoting cleaner air and encouraging broader adoption of electric equipment.

1.3 Community Engagement and Collaborative Governance Plan

Please refer to Attachment E for full details.

1.4 Community Strength Plan

Please refer to Attachment F for full details.

Part 2. Program Management, Capability, and Capacity (35 points total)

2.1 Performance Management Plan and Outputs / Outcomes

A community engagement assessment plan will include: Number of resident interviews conducted (180); Number of community focus groups held (30); Number of resident survey responses used to validate interview and focus group findings. (500); Number of participant satisfaction and feedback surveys completed; Number of outreach materials (e.g., flyers, brochures, social media posts) developed (900).

Greenscape Electric Equipment Transition Program’s Activities, Outputs, and Outcomes

| Project Component | Activities | Outputs | Outcomes |
|---|--|--|---|
| Education Workshops | -Conduct workshops for residents, businesses, and local governments on electric equipment tech | -Number of attendees at sustainability & climate change public workshops (100) -Qualitative input | -Increased awareness of the benefits of electric equipment -Enhanced knowledge of technology |
| County-Wide Green Lawn Expo | -Organize an expo to showcase electric landscape equipment | -Number of green lawn expos held to increase public awareness and interest in electric landscape equipment (1) -Number of attendees at public green lawn expo event (400) | -Broader exposure to electric equipment -Increased public interest in electric alternatives |
| Workforce Development & Training | -Local government employees completing electric landscaping job trainings (30) | -Number of electric landscape equipment job training programs conducted (6) -Number of commercial participants completing electric landscaping job training programs (60) -Number of certifications obtained by local commercial landscape employees (15) -Number of commercial participants in small business development workshops (30) -Number of certifications obtained by local government landscape employees (15) | -Improved skills in electric equipment use -Enhanced capacity for equipment maintenance |
| Equipment Exchange Programs | -Facilitate the exchange of gas-powered equipment for electric alternatives | -Number of electric landscape equipment demonstration days help for commercial landscaping employees (4) -Number of local landscaping commercial partners participating in the electric landscape equipment demonstrations (6) -Number of local commercial landscaping employee participants in the electric landscape equipment demonstrations (30) -Number of pieces of gas-powered commercial landscape equipment decommissioned (600) -Number of pieces of electric-powered commercial landscape equipment distributed (600) | -Reduction in gas-powered equipment use -Increased adoption of electric equipment |

| | | | |
|---|---|---|--|
| County Department Equipment Demonstrations | -Demonstrate electric equipment through pilot programs and purchasing initiatives | -Number of electric landscape equipment demonstration days for local government employees (4) -Number of local government sites utilized in the electric landscape equipment pilot program (6) -Number of local government employee participants in the electric landscape equipment pilot program (20) -Number of pieces of local government gas-powered landscape equipment decommissioned (300) -Number of pieces of electric-powered local government landscape equipment distributed (300) | -Demonstrated effectiveness of electric equipment -Informal endorsement by county departments |
|---|---|---|--|

Greenscape Sustainable Landscaping Practices Program's Activities, Outputs, and Outcomes

| Project Component | Activities | Outputs | Outcomes |
|---|--|--|--|
| Tree Plantings at County Parks | -Plant trees in county parks -Ongoing maintenance of planted trees | -Number of native trees planted at parks and community centers (3,000) -Number of tropical fruit trees (1,500) -Number of native shrubs and perennial wildflowers (1,500) -Maintenance reports -Number of interpretive signage installed at demonstration gardens (40) | -Increased tree canopy cover -Improved shaded areas and park conditions |
| Resident Plant Giveaways & Deliveries | -Distribute native, Florida-Friendly, and fruit-bearing plants to residents | -Number of Florida-friendly landscape plants distributed at giveaways (1,500) -Number of Florida-friendly and fruit-bearing trees distributed at giveaways (4,500) | -Enhanced green spaces -Increased biodiversity and community engagement |
| Education Workshops | -Conduct workshops on sustainable landscaping practices | -Number of attendees to sustainability & climate change public workshops (100) -Qualitative input | -Greater understanding of sustainable practices -Adoption of environmentally friendly landscaping |
| Florida-Friendly Demonstration Gardens | -Install and maintain demonstration gardens showcasing sustainable landscaping practices | -20 demonstration gardens installed -Number of demonstration garden visitors (20,000) | -Increased visibility of sustainable practices -Inspiration for residents to adopt practices |
| Student Education Program | -Provide immersive programs on sustainable landscaping for students | -Number of sustainable landscaping curricula developed (3-semester classes) -Number of high school students enrolled in climate change & sustainable landscaping dual enrollment program (50) | -Educated youth on sustainability -Potential future workforce in sustainable landscaping |
| Urban Forestry Youth Workforce Development | -Train and engage youth in urban forestry projects | -Number of student-led sustainable landscaping projects completed (10) | -Development of green-collar skills -Increased youth involvement in environmental stewardship |

2.2 Project Linkages to the EPA Strategic Plan

Goal 1 - Tackle the Climate Crisis: Central to this effort is the Electric Landscape Equipment Transition program, which replaces gas-powered landscape equipment with electric alternatives.

This transition addresses significant GHG sources, such as CO₂, NO_x, and PM_{2.5}, improving air quality and public health, particularly in communities with high rates of respiratory illnesses. Key components of the program include education workshops, and landscaping expos focused on electric landscape equipment for residents, commercial entities, and government users; workforce development and training for electric lawn equipment; equipment exchange programs for various user groups; and demonstrations, pilot programs, and purchasing initiatives by County departments. These efforts support the EPA's goal of decarbonizing the economy and building climate resilience while fostering environmental justice.

Goal 4 - Ensure Clean and Healthy Air for All Communities: The Electric Landscape Equipment Transition program directly contributes to this goal by reducing emissions from gas-powered equipment, which are linked to poor air quality and respiratory issues. The program's key elements include education workshops that inform residents, businesses, and government users about the benefits of electric landscape equipment. In addition, the Sustainable Landscaping Practices program aims to enhance green infrastructure to mitigate urban heat islands and improve community resilience to extreme weather. This includes tree planting at County parks to provide equitable access to shaded recreational areas, plant giveaways, and demonstration gardens. Student education and urban forestry youth workforce development programs further support these efforts by engaging the next generation in sustainable practices.

Goal 6 - Safeguard and Revitalize Communities: This project is designed to support community revitalization through increased green infrastructure, which enhances biodiversity, preserves habitats, and provides equitable access to shaded recreational areas. The Project team will partner with PBC's Office of Community Revitalization (OCR) to focus efforts on the County's core community revitalization areas. The project will fund ten electric utility vehicles to be used for landscape maintenance and community clean-ups within these revitalization zones. PBC OCR will share Project opportunities with community members in revitalization areas, such as giveaways, equipment exchange, demonstration gardens, tree deliveries, and workshops. The program emphasizes workforce development by offering training and job creation opportunities in sustainable landscaping practices. Community engagement is a crucial component, with educational workshops, tree-planting programs, and plant giveaways aimed at fostering a culture of sustainability. Through strategic partnerships with local governments, nonprofits, and businesses, the initiative builds economic resilience, strengthens public health, and ensures cohesive community action toward long-term sustainability.

2.3 CBO Experience and Commitment

Since 2005, CPSFL has worked alongside and supported DAC residents. Annually, CPSFL supports nearly 7,000 residents through over 27 in-house programs and partnerships, fostering a belief that self-sustainable families become advocates and catalysts for systemic change within their communities. CPSFL collaborates with individuals and families to support their self-sustainability journeys. This engagement fosters trust between the community and CPSFL, allowing for programming that directly reflects community needs and desires. CPSFL's commitment to equity and inclusivity ensures that residents inform and share in owning community initiatives, which has established CPSFL as a community engagement leader that empowers residents to become change agents, influencing generational systemic change. CPSFL program examples are listed in Attachment E.

2.4 Programmatic and Managerial Capability and Resources

Lead Applicant PBC OOR will coordinate the grant and subawards, managing the overall project, and maintaining partner relationships. Since 2018, PBC OOR has successfully managed

five grants totaling over \$2.4M, handling grant compliance, reporting, budgeting, and deadlines. Notably, PBC OOR led the successful application for an EPA Government-to-Government Environmental Justice award, collaborating with PBC, nonprofit, and municipal partners to increase urban tree canopies in DACs. Additionally, PBC OOR was a founding member of the Coastal Resilience Partnership of Southeast PBC, where it worked with seven municipalities to develop a joint climate change vulnerability assessment. PBC OOR is submitting two EPA Community Change grant proposals and has confirmed its capacity to manage these awards within the three-year grant periods. PBC OOR will competitively procure post-award grant management and compliance support to ensure effective administration.

CPSFL will lead community engagement, which includes facilitating meetings, advising on equitable program design, and making key DACs introductions in priority areas. CPSFL has extensive experience in leveraging community relationships to enhance individual, family, and community health, and foster civic development and participation. In 2022, CPSFL facilitated Community-Informed Climate Planning Process workshops in the County's neighborhoods highly affected by climate change. These workshops provided residents with insights into climate-related challenges and gathered their feedback on the climate impacts that influence their daily lives. The feedback guided PBC OOR in identifying trees as a major priority for low-income communities, which led to PBC OOR securing a \$1M EPA grant to increase park tree canopy. CPSFL is well-suited to lead community engagement efforts for the project.

PBC has an \$8.9B annual operating budget and supports PBC OOR with the County Attorney's Office, Human Resources, Financial Management & Budget, Purchasing, Risk Management, and Clerk of the Circuit Court & Comptroller offices. Megan Houston, with expertise in climate mitigation, adaptation, and sustainable development, along with a J.D. and a master's in urban environmental systems management, and Natalie Freundberg, who holds expertise in environmental science, climate science education, and community outreach, and is a LEED Green Associate with a Lean Sigma Six-Green Belt, will be key staff members. PBC OOR has conducted staff planning to ensure effective management and oversight of two awards.

PBC's policies and procedures ensure grant management compliance with federal, state, and local guidelines and Generally Accepted Accounting Principles for Local Governments. Grant receipts and expenditures are meticulously documented, and internal controls prevent fraud, waste, and abuse. PBC OOR executes grant agreements in collaboration with the PBC County Attorney's Office and the PBC Office of Financial Management & Budget, ensuring adherence to legal and financial standards. Regular internal and external audits assess compliance, and the project manager reviews scope requirements and deliverables before invoice approval.

CPSFL, established 38 years ago, operates with an annual budget of \$17M and 230 employees, managing over 110 unique budgets with strong internal controls. Their Amplifying Impact department will oversee their role in the project, with sufficient capacity to ensure successful execution within the three-year award period. CPSFL's commitment to transparency and accountability is reflected in its regular monitoring of policies and procedures, annual audits, and accreditation by the Council on Accreditation, Nonprofits First, and NeighborWorks America. They also have specialized attorneys in real estate, nonprofit, and employment law and utilize an anonymous virtual comment box through ADP to address employee concerns confidentially. This comprehensive framework supports CPSFL's ability to manage taxpayer dollars effectively and uphold high standards of legal and financial control.

Greenscape Electric Equipment Transition Program and the Greenscape Sustainable Landscaping Practices Program's Three-Year Milestones

| Year | Quarter | Program | Milestones | Description |
|--------|---------|-------------------------------|---|--|
| Year 1 | Q1 | Electric Equipment Transition | -Assemble Steering Committee -Hire Consultant | -Form a steering committee to guide the project and oversee implementation -Engage a consultant to plan and implement equipment demonstrations, pilots, and exchanges |
| | Q1 | Sustainable Landscaping | -Develop Program Framework -Initiate Stakeholder Engagement | -Create the foundational framework for the Sustainable Landscaping Practices Program, including goals, strategies, and implementation plans -Begin engagement with key stakeholders, including local governments, landscaping businesses, and community organizations |
| | Q2 | Electric Equipment Transition | -Conduct Stakeholder Interviews (Phase 1) -Conduct Focus Groups (Phase 1) -Launch Regional Survey | -Conduct 40 out of 80 planned stakeholder interviews to gather initial feedback on electric landscape equipment -Hold 8 out of 15 planned focus groups to delve deeper into specific topics identified from interviews -Distribute a survey to 500 residents to gather broader community input on electric landscape equipment preferences and needs |
| | Q2 | Sustainable Landscaping | Launch Sustainable Practices Pilot | -Start pilot projects implementing sustainable landscaping practices in select areas to assess effectiveness and gather feedback |
| | Q3 | Electric Equipment Transition | -Facilitate Focus Groups (Phase 2) -Begin Equipment Exchanges | -Complete the remaining 7 focus groups -Start implementing exchanges for electric landscape equipment in government, commercial, and residential sectors |
| | Q3 | Sustainable Landscaping | -Develop Training Materials -Conduct Community Workshops | -Create and distribute training materials for sustainable landscaping practices to landscapers and community members -Host workshops to educate the community on sustainable landscaping practices and the benefits of transitioning to electric equipment |
| | Q4 | Electric Equipment Transition | -Hold Steering Committee Meetings -Develop Procurement Documents -Report on Initial Findings | -Conduct regular meetings with the steering committee to gather feedback and adjust the program as needed -Create and finalize documents needed for procurement of electric landscape equipment -Summarize feedback and recommendations from interviews, focus groups, and surveys |
| | Q4 | Sustainable Landscaping | Evaluate Pilot Projects | -Assess the outcomes and effectiveness of pilot sustainable landscaping projects, incorporating feedback for program refinement |
| Year 2 | Q1 | Electric Equipment Transition | -Conduct Stakeholder Interviews (Phase 3) -Conduct Focus Groups (Phase 3) | -Conduct 30 out of 60 additional stakeholder interviews to refine program strategies based on feedback -Hold 6 out of 9 additional focus groups to explore evolving community preferences and concerns |
| | Q1 | Sustainable Landscaping | Expand Pilot Projects | -Scale up pilot projects to more areas based on initial results and community feedback |

| | | | | |
|--------|----|-------------------------------|---|---|
| | Q2 | Electric Equipment Transition | -Continue Equipment Exchanges -Hold Steering Committee Meetings | -Expand and continue implementing equipment exchanges based on Year 1 insights -Regular meetings to review progress and adjust as necessary |
| | Q2 | Sustainable Landscaping | -Conduct Community Workshops | -Host additional workshops and seminars to share results from pilot projects and train more participants |
| | Q3 | Electric Equipment Transition | -Conduct Stakeholder Interviews (Phase 4) -Conduct Focus Groups (Phase 4) | -Complete the remaining 30 stakeholder interviews -Complete the remaining 3 focus groups |
| | Q3 | Sustainable Landscaping | -Develop a Comprehensive Training Program -Refine Sustainable Practices Strategies | -Finalize and implement a comprehensive training program based on pilot project outcomes and feedback -Adjust strategies and documentation based on feedback and pilot project results |
| | Q4 | Electric Equipment Transition | -Prepare Interim Report | -Summarize progress, adjustments, and feedback received throughout the year |
| | Q4 | Sustainable Landscaping | -Prepare Interim Report | -Summarize progress and outcomes from pilot projects and workshops and refine program strategies |
| Year 3 | Q1 | Electric Equipment Transition | -Conduct Final Stakeholder Interviews -Conduct Final Focus Groups | -Conduct 20 out of 40 final stakeholder interviews to validate previous findings and assess program impact -Hold 3 out of 6 final focus groups to assess community satisfaction and effectiveness of program strategies |
| | Q1 | Sustainable Landscaping | -Launch Full Program Implementation | -Implement the full suite of sustainable landscaping practices across the targeted areas based on refined strategies and feedback |
| | Q2 | Electric Equipment Transition | -Conduct Final Regional Survey -Prepare Final Report | -Distribute a final survey to evaluate the overall impact of the Greenscape Program and gather feedback on long-term sustainability -Compile a comprehensive report on the program's outcomes, impact, and recommendations for future improvements |
| | Q2 | Sustainable Landscaping | -Conduct Comprehensive Evaluation | -Evaluate the overall impact of the Sustainable Landscaping Practices Program and gather feedback for future improvements |
| | Q3 | Electric Equipment Transition | -Finalize Program Adjustments -Promote Program Participation | -Make final adjustments to program documents and outreach materials based on feedback and survey results -Engage directly with municipalities through major events to promote participation and support for the program rollout |
| | Q3 | Sustainable Landscaping | -Finalize Program Adjustments | -Refine program strategies and training materials based on comprehensive evaluation and feedback |
| | Q4 | Electric Equipment Transition | -Complete Project Wrap-Up | -Conclude all project activities, finalize documentation, and ensure all program goals have been met |

| | | | | |
|--|----|-------------------------|---|--|
| | Q4 | Sustainable Landscaping | -Prepare Final Report -Assess Long-Term Sustainability | Summarize outcomes, impact, and sustainability of the Sustainable Landscaping Practices Program. Evaluate the long-term impact and sustainability of the program and provide recommendations for future initiatives |
|--|----|-------------------------|---|--|

2.5 Past Performance

Florida Department of Commerce Grant: PBC OOR is the project and grants manager for an \$800,000 assistance agreement with the Florida Department of Commerce (FL Commerce), using U.S. Department of Housing & Urban Development Community Development Block Grant (CDBG) Mitigation funding. PBC OOR is using the funding to conduct a climate change vulnerability assessment and resilience action plan (VARAP). PBC OOR executed the agreement with FL Commerce in March 2022 for a 4-year grant period. Thus far, PBC OOR has successfully completed and managed the agreement deliverables on time and within budget and expects to continue to do so. PBC OOR has met reporting requirements, including monthly and quarterly. PBC OOR has submitted the required technical data and reports so far, including a Climate Threat Inventory and Summary of Hazards.

Florida Department of Environment Grant: PBC OOR is the project and grants manager for a \$500,000 assistance agreement from the Florida Department of Environmental Protection’s Resilient Florida program to conduct a flood and sea level rise vulnerability assessment to complement the CDBG funding for the VARAP project. PBC OOR has been meeting all deliverable requirements and deadlines, has fulfilled all reporting requirements, and expects to produce all project deliverables and close out the grant on time in September 2024.

U.S. Environmental Protection Agency - Environmental Justice Government to Government (EJG2G): PBC OOR was recently awarded \$1M from the U.S. EPA EJG2G program to reduce air pollution, the urban heat island effect and stormwater runoff by expanding tree canopy in four DACs in Western PBC. This project will increase tree canopy coverage in six PBC parks, give residents trees, and pilot an urban food orchard. PBC OOR has been working with the EPA on project scope negotiations and executing the subaward agreement, which will be completed in August 2024. PBC OOR staff is using previous grant tracking protocols and EPA guidance to set up the administrative and tracking processes for this project.

Part 3. Readiness to Perform, Feasibility, and Sustainability (40 points total)

3.1 Readiness Approach

The PBC Board of County Commissioners has delegated its authority to the County Administrator to execute this grant agreement, which will streamline the process. PBC OOR staff should be able to execute the grant agreement within 30 days of receipt. PBC procurement policies allow for departments to contract directly with non-profit entities without the need for the competitive procurement process. Funding for PBC OOR staff positions will go towards pre-existing staff positions (see Attachment G for more information).

3.2 Feasibility

Significant planning and preparation have ensured that this plan is feasible and the project activities will be achieved within the three years of this award. Most importantly, the project activities in this proposal were all identified through community feedback, ensuring that the communities to be served have already voiced support and will continue to be able to offer feedback throughout the process. CG is experienced in urban forestry planting events for local governments, and is currently the lead partner with PBC OOR and PBC Parks & Recreation on a \$1M scope for 6 tree plantings. Since 2016, CG has planted 9,604 trees and continues to expand its organization with staff and funding. The gardens have existing site control, and PBC Parks &

Recreation has tree-planting plans for the sites, which will expedite the process. The Project includes several construction projects for charging equipment electrical upgrades, which are minor projects with a one-year time frame for project completion. The PBC Cooperative Extension Services is supported by University of Florida, Florida's designated academic partner for education on sustainable landscaping and Florida-Friendly practices. Thus, the Project will have access to the highest caliber of sustainable landscape research materials and educational programming. The Project Team conducted market research during the grant application to determine that electric landscape equipment is readily available, with multiple vendors available who offer high-quality, reliable products. PBC OOR will conduct requests for proposals to be approved vendors, and select multiple vendors in case one vendor has a supply chain issue. That will ensure sufficient electric equipment for residential and commercial equipment.

3.3 Sustainability

Electric landscape equipment, though initially more expensive due to setup and battery costs, becomes cheaper over its lifetime compared to gas-powered equipment. The program covers these initial costs, allowing savings on fuel, maintenance, and equipment replacement to be redirected toward purchasing additional batteries when needed. Similarly, while native, Florida-Friendly, and fruit trees and plants have high initial costs compared to turf, they reduce long-term expenses on maintenance, irrigation, fertilizer, and pesticides, ultimately saving money and promoting sustainable landscaping. The environmental benefits extend beyond the project's duration, as electric equipment will continue to reduce GHG emissions and air pollution, while native plants will decrease the need for fertilizers and pesticides and reduce irrigation needs, easing the burden on local water utilities.

The Greenscape PBC program will replace gas-powered equipment with electric alternatives and promote the use of native plants. Through workshops, community outreach, and demonstration gardens, the program educates and encourages the adoption of cleaner landscaping and sustainable practices in private and public spaces. This initiative supports environmental goals by reducing emissions and pollution and enhances economic resilience by training local landscapers and expanding green job opportunities. By showcasing the benefits and feasibility of these practices, the program sets a precedent for sustainable landscaping, inspiring communities to support broader environmental and community well-being.

3.4 Program Budget Description:

The request of this proposal is: \$20,000,000. Below is a description of the expected use of funds.

Personnel-Salaries: \$471,211

- The personnel salaries budget is allocated for key staff roles essential to the success of the Greenscape PBC initiative:
- Environmental Program Supervisor: This role is funded at 30% FTE, reflecting the supervisor's time dedicated to overseeing the program. The cost, including a 6% annual cost-of-living increase, totals \$76,866 over three years.
- Sustainability & Resilience Specialist: Working 33% of their time, this role supports the program with an hourly wage of \$20. The total cost over the project period is \$21,012.
- Florida Friendly (FFL) Program Coordinator (PG 30): Fully dedicated to the program, this role's salary increases from \$55,091 in Year 1 to \$61,702 in Year 3, totaling \$175,189. This coordinator will manage the FFL program activities.
- FFL Program Assistant (PG 19): Also fully dedicated, the salary for this position increases from \$41,540 to \$46,524 over the project period, totaling \$132,096. This role will work on FFL initiatives with a focus on tree and plant giveaways.

- FFL Program Assistant (PG 19): Working 20 hours per week, this position's cost starts at \$20,770 and increases to \$23,262 by Year 3, totaling \$66,048. The assistant supports the FFL Program Coordinator with marketing, outreach, and social media.

Fringe Benefits: \$134,545

Includes health insurance, retirement, PTO, and other benefits.

- Environmental Program Supervisor: Benefits amount to 30% of the salary, totaling \$23,086.
- Sustainability & Resilience Specialist: Benefits amount to 22% of the salary, totaling \$4,623.
- FFL Program Coordinator (PG 30): Benefits amount to 30% of the salary, totaling \$52,616.
- FFL Program Assistant (PG 19): Benefits at 30% of the salary total \$39,674.
- FFL Program Assistant (PG 19): Benefits are 22% of the salary, totaling \$14,547.

Travel: \$12,060

-Mileage: \$0.67 per mile for 3 staff expected to drive 2100 miles annually, totaling \$12,060.

Equipment: \$9,127,000

Equipment costs for the pilot phase and eventual rollout:

- Electric Landscape Equipment for Pilot Phase: \$60,000 to purchase a variety of equipment that meets stakeholder specifications to be piloted in normal landscape maintenance operations.
- Electric Landscape Equipment for Government Exchange: \$3,000,000 for equipment preferred by government staff during the pilot phase, including storage and charging infrastructure.
- Electric Landscape Equipment for Commercial Exchange: \$6,000,000 for equipment selected by local landscape companies for exchange, including storage and charging infrastructure.
- Enclosed Trailer for Pilot Equipment: \$6,000 for storage, charging, and transport equipment.
- Fast Charging Station: One fast charging station to be used during the local government pilot program. Approximately \$11,000 each.
- Electric Utility Vehicles: \$5,000 each for 10 electric utility vehicles for landscape maintenance and clean-up activities in County Community Revitalization, totaling \$50,000.

Supplies: \$353,400

Supplies include materials necessary for program implementation:

- Printing Materials: Costs for pamphlets, flyers, and workshop materials are \$8,000 per year.
- Food and Refreshments for Government Demonstrations: \$2,000 for food at four local government demonstration events, \$500/ event.
- FFL Demonstration Garden Signage: Design, printing and installation of demonstration garden interpretive signage and plant identification labels, \$6,000 per garden.
- Trees and plants for Giveaways: 1000 native trees (3-gallon), 500 tropical fruit trees, 500 native shrubs and perennial wildflowers per year to be purchased with bulk discounts for giveaways and workshops in Disadvantaged Communities. Prices vary with expected expenses of \$55,500 annually, totaling \$166,500.
- Electronics: 3 laptops (\$1000 each) and miscellaneous items (\$900) needed to set up workstations for new staff. 3 tablets (\$1000 each) to be used at outreach events, including for surveys and to collect participant information.
- Charging Equipment Batteries and Accessories: \$500-\$1600 each, totaling \$25,000.
- FFL Program Materials and Gardening Supplies: Educational materials for Florida-Friendly Landscaping workshops costing approximately \$3,000 per year, totaling \$9,000.

Contractual: \$2,438,000

Contractual expenses cover specialized services:

- Electric Landscape Equipment Transition Consultant: Hiring a consultant to plan and implement the electric landscape transition program. This will include organizing equipment

demonstrations, managing electric equipment procurement for the pilot program, organizing a Green Lawn Expo, holding workforce development trainings for commercial and government landscape maintenance staff, and decommissioning exchanged gas-powered landscape equipment, \$575,000/ year, which totals \$1,725,000 over three years.

-Demonstration Garden Installations: Landscape design, plants, mulch, supplies and labor needed to install 20 demonstration gardens, \$10,000 per garden, \$200,000 total.

-Demonstration Garden Maintenance: Maintenance of FFL Demonstration Gardens after installation, with less the first year as gardens are beginning to be installed, totaling \$213,000.

- Post Award Compliance & Grant Administration: Ensuring grant compliance and managing reporting, along with seeking future funding to continue the program, costs \$300,000.

Construction: \$1,632,000

Construction expenses relate to installing necessary infrastructure:

- Charging Infrastructure: Costs include \$1,200,000 for 220v lines, \$360,000 for lower voltage charging stations, and \$72,000 for 110V line extensions and outlets. These are crucial for supporting electric landscape equipment charging locations at County sites.

Other Funding for sub-awards to various partners: \$5,147,679

- Sub-award 1: Community Partners of South FL, covering staff responsibilities at \$1,833,861.

- Sub-award 2: FAU Pine Jog Environmental Education Center, totaling \$676,983.

- Sub-award 3: CG to cover tree plantings in PBC Parks (400 trees), tree delivery program (4,500 trees), and Youth Tree Team (10 paid interns). Costs incurred will include trees and planting materials, staff time for CG full-time staff and Youth Tree Team participants, event costs to host tree plantings, mileage, and other program support costs, totaling \$2,545,335.

- Workshop Accessibility: Childcare, translation services, and food for FFL Workshops costing \$10,000 annually, \$30,000 total.

- Training Fees and Certifications: Other landscape workforce development training fees for government staff and certification vouchers for commercial staff, totaling \$15,000.

- Marketing and Advertising: Local Marketing and advertising for programs, including radio advertisements, totaling \$34,000 over 3 years.

- Computer Program Licenses: Subscription fees for computer program licenses. \$3,000 the first year, then \$1,000 in years two and three, totaling \$5,000.

-Registration Fees: Registration fees for two staff to attend Florida-Friendly related conferences each year, costing approximately \$1,250/person per year, totaling \$7,500.

Indirect Costs

- Calculated at PBC's negotiated Rate of 13.36% on allowable direct costs, totaling \$683,595.

3.5 Compliance Plan

PBC OOR implements strict grant administration protocols for managing responsibilities, budgets, and reporting, with oversight from the Office of Financial Management & Budget to ensure proper use of funds. Both organizations adhere to federal guidelines, including procurement rules and reporting requirements, with comprehensive documentation and timely reporting to support transparency and accountability. Staff receive ongoing training on federal regulations, and legal oversight by the County Attorney's Office ensures compliance with legal standards. Regular audits and ethical procurement practices further enhance accountability, while transparent decision-making and conflict-of-interest policies support effective grant management and responsible stewardship of public resources. Please refer to attachment H for full details.



EPA KEY CONTACTS FORM

OMB Number: 2030-0020
Expiration Date: 06/30/2024

Authorized Representative: *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

Name: Prefix: **First Name:** **Middle Name:**
Last Name: **Suffix:**
Title:

Complete Address:

Street1:
Street2:
City: **State:**
Zip / Postal Code: **Country:**
Phone Number: **Fax Number:**
E-mail Address:

Payee: *Individual authorized to accept payments.*

Name: Prefix: **First Name:** **Middle Name:**
Last Name: **Suffix:**
Title:

Complete Address:

Street1:
Street2:
City: **State:**
Zip / Postal Code: **Country:**
Phone Number: **Fax Number:**
E-mail Address:

Administrative Contact: *Individual from Sponsored Programs Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc).*

Name: Prefix: **First Name:** **Middle Name:**
Last Name: **Suffix:**
Title:

Complete Address:

Street1:
Street2:
City: **State:**
Zip / Postal Code: **Country:**
Phone Number: **Fax Number:**
E-mail Address:

EPA KEY CONTACTS FORM

Project Manager: *Individual responsible for the technical completion of the proposed work.*

| | | | |
|--------------------------|--|---|---|
| Name: | Prefix: <input type="text"/> | First Name: <input type="text" value="Javian"/> | Middle Name: <input type="text" value="V."/> |
| | Last Name: <input type="text" value="Greene"/> | Suffix: <input type="text"/> | |
| Title: | <input type="text" value="Resilience & Sustainability Analyst"/> | | |
| Complete Address: | | | |
| Street1: | <input type="text" value="2300 N. Jog Road"/> | | |
| Street2: | <input type="text"/> | | |
| City: | <input type="text" value="West Palm Beach"/> | State: | <input type="text" value="FL: Florida"/> |
| Zip / Postal Code: | <input type="text" value="33411"/> | Country: | <input type="text" value="USA: UNITED STATES"/> |
| Phone Number: | <input type="text" value="561 233-1142"/> | Fax Number: | <input type="text"/> |
| E-mail Address: | <input type="text" value="JGreene@pbc.gov"/> | | |

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2025

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. Environmental and Climate Justice Community Change Grants Program | 66.616 | \$ | \$ | \$ 3,694,504.00 | \$ 0.00 | \$ 3,694,504.00 |
| 2. | | | | | | |
| 3. | | | | | | |
| 4. | | | | | | |
| 5. Totals | | \$ | \$ | \$ 3,694,504.00 | \$ 0.00 | \$ 3,694,504.00 |

SECTION B - BUDGET CATEGORIES

| 6. Object Class Categories | GRANT PROGRAM, FUNCTION OR ACTIVITY | | | | Total (5) |
|---|---|-----|-----|-----|-----------------|
| | (1) | (2) | (3) | (4) | |
| | Environmental and Climate Justice Community Change Grants Program | | | | |
| a. Personnel | \$ 148,172.00 | | | | \$ 148,172.00 |
| b. Fringe Benefits | 42,262.00 | | | | 42,262.00 |
| c. Travel | 4,020.00 | | | | 4,020.00 |
| d. Equipment | 92,000.00 | | | | 92,000.00 |
| e. Supplies | 160,400.00 | | | | 160,400.00 |
| f. Contractual | 815,000.00 | | | | 815,000.00 |
| g. Construction | 544,000.00 | | | | 544,000.00 |
| h. Other | 1,649,659.00 | | | | 1,649,659.00 |
| i. Total Direct Charges (sum of 6a-6h) | 3,455,513.00 | | | | \$ 3,455,513.00 |
| j. Indirect Charges | 238,991.00 | | | | \$ 238,991.00 |
| k. TOTALS (sum of 6i and 6j) | \$ 3,694,504.00 | | | | \$ 3,694,504.00 |
| 7. Program Income | \$ 0.00 | | | | \$ 0.00 |

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| SECTION C - NON-FEDERAL RESOURCES | | | | | |
|---|--|-----------------------|-------------------|---------------|---------------|
| (a) Grant Program | (b) Applicant | (c) State | (d) Other Sources | (e) TOTALS | |
| 8. Environmental and Climate Justice Community Change Grants Program | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| 9. | | | | | |
| 10. | | | | | |
| 11. | | | | | |
| 12. TOTAL (sum of lines 8-11) | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | |
| SECTION D - FORECASTED CASH NEEDS | | | | | |
| | Total for 1st Year | 1st Quarter | 2nd Quarter | 3rd Quarter | 4th Quarter |
| 13. Federal | \$ 3,694,504.00 | \$ 923,626.00 | \$ 923,626.00 | \$ 923,626.00 | \$ 923,626.00 |
| 14. Non-Federal | \$ | | | | |
| 15. TOTAL (sum of lines 13 and 14) | \$ 3,694,504.00 | \$ 923,626.00 | \$ 923,626.00 | \$ 923,626.00 | \$ 923,626.00 |
| SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT | | | | | |
| (a) Grant Program | FUTURE FUNDING PERIODS (YEARS) | | | | |
| | (b) First | (c) Second | (d) Third | (e) Fourth | |
| 16. Environmental and Climate Justice Community Change Grants Program | \$ 3,694,504.00 | \$ 8,197,459.00 | \$ 8,108,036.00 | \$ | |
| 17. | | | | | |
| 18. | | | | | |
| 19. | | | | | |
| 20. TOTAL (sum of lines 16 - 19) | \$ 3,694,504.00 | \$ 8,197,459.00 | \$ 8,108,036.00 | \$ | |
| SECTION F - OTHER BUDGET INFORMATION | | | | | |
| 21. Direct Charges: | \$19,316,405 | 22. Indirect Charges: | \$683,595 | | |
| 23. Remarks: | PBC Federally Negotiated Cost Rate is 13.36%. The total IDC for the entire project partners are less than 20%. | | | | |

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Other Attachment File(s)

* Mandatory Other Attachment Filename:

To add more "Other Attachment" attachments, please use the attachment buttons below.

Attachment A: Project Budget
Greenscape Palm Beach County

| Budget Category | Description | Unit or Annual Cost | Year 1 | Year 2 | Year 3 | TOTAL |
|---|--|---------------------|------------------|------------------|------------------|------------------|
| Personnel-Salaries | | | | | | |
| OOR Environmental Program Supervisor | 30% of time to lead project implementation, including procurement and consultant and subaward oversight. Annual 6% increase in pay to account for cost-of-living increase. | \$80,572 | \$24,172 | \$25,622 | \$27,159 | \$76,953 |
| OOR Sustainability & Resilience Specialist | \$20/hr. 33% of time to assist with project research and outreach events. Annual 6% increase in pay to account for cost-of-living increase. | \$20,000 | \$6,600 | \$6,996 | \$7,416 | \$21,012 |
| CES Program Coordinator | 100% of time dedicated to leading the Florida-Friendly Landscaping workshops, giveaways, and demonstration gardens. Pay grade 30. | \$55,091 | \$55,091 | \$58,396 | \$61,900 | \$175,387 |
| CES Program Tree Giveaway Assistant | 100% of time dedicated to Florida-Friendly tree giveaways. Pay grade 19. | \$41,540 | \$41,540 | \$44,032 | \$46,674 | \$132,246 |
| CES Program Marketing Assistant | 20 hours/ week to lead social media and marketing of Florida-Friendly Landscaping program. Pay grade 19. | \$41,540 | \$20,770 | \$22,016 | \$23,337 | \$66,123 |
| Subtotal Personnel | | | \$148,172 | \$157,062 | \$166,486 | \$471,721 |

| | | | | | | |
|---|--|-----|-----------------|-----------------|-----------------|------------------|
| Fringe Benefits | | | | | | |
| OOR Environmental Program Supervisor | Fringe is inclusive of health insurance, worker comp, retirement, PTO, Social Security, and Medicare | 30% | \$7,251 | \$7,687 | \$8,148 | \$23,086 |
| OOR Sustainability & Resilience Specialist | Fringe is inclusive of retirement, Social Security, and Medicare | 22% | \$1,452 | \$1,539 | \$1,631 | \$4,623 |
| CES Program Coordinator | Fringe is inclusive of health insurance, worker comp, retirement, PTO, Social Security, and Medicare | 30% | \$16,527 | \$17,519 | \$18,570 | \$52,616 |
| CES Program Tree Giveaway Assistant | Fringe is inclusive of health insurance, worker comp, retirement, PTO, Social Security, and Medicare | 30% | \$12,462 | \$13,210 | \$14,002 | \$39,674 |
| CES Program Marketing Assistant | Fringe is inclusive of retirement, Social Security, and Medicare | 22% | \$4,569 | \$4,844 | \$5,134 | \$14,547 |
| Subtotal Fringe Benefits | | | \$42,262 | \$44,798 | \$47,486 | \$134,545 |

Attachment A: Project Budget
Greenscape Palm Beach County

Travel

| | | | | | | |
|----------------|--|------------------------|----------------|----------------|----------------|-----------------|
| Mileage | Based upon the IRS Standard rate of \$0.67/mile. Estimate for travel is based upon existing program costs and extrapolation of those costs for the additional outreach and engagement activities. Three staff are each anticipated to drive 2100 miles per year to reach all communities in the target region. | \$0.67 | \$4,020 | \$4,020 | \$4,020 | \$12,060 |
| | | Subtotal Travel | \$4,020 | \$4,020 | \$4,020 | \$12,060 |

Equipment

| | | | | | | |
|---|---|---------------------------|-----------------|--------------------|--------------------|--------------------|
| Electric Landscape Equipment for Pilot Phase | Mowers, blowers, trimmers, edgers, chainsaws, pole saws, etc. for local government staff to pilot equipment | Varies | \$60,000 | \$0 | \$0 | \$60,000 |
| Electric Landscape Equipment for Govt. Exchange | Covers the cost of electric landscape equipment that government staff have preferred in the pilot program, and the storage and charging infrastructure needed to transition to electric equipment | Varies | \$0 | \$1,500,000 | \$1,500,000 | \$3,000,000 |
| Electric Landscape Equipment for Commercial Exchange | Covers the cost of electric landscape equipment for commercial landscapers, and the storage and charging infrastructure needed to transition to electric equipment | Varies | \$0 | \$3,000,000 | \$3,000,000 | \$6,000,000 |
| Enclosed Trailer for Pilot Equipment storage, charging and transport | Trailer to be used to store, charge, and transport electric landscape equipment, batteries, and accessories. | \$6,000 | \$6,000 | \$0 | \$0 | \$6,000 |
| Battery Fast Charging Station | Electric landscape equipment fast charging station to be used in government electric landscape equipment pilot program | \$11,000 | \$11,000 | \$0 | \$0 | \$11,000 |
| Electric Utility Vehicles | 10 Electric Utility Vehicles for County Community Revitalization Zones for landscape maintenance. | \$5,000 | \$15,000 | \$20,000 | \$15,000 | \$50,000 |
| | | Subtotal Equipment | \$92,000 | \$4,520,000 | \$4,515,000 | \$9,127,000 |

Attachment A: Project Budget
Greenscape Palm Beach County

Supplies

| | | | | | | |
|---|---|---|------------------|------------------|-----------------|------------------|
| Printing Materials for Sustainable Landscaping and Electric Landscape Programs | Pamphlets in three languages, information packets distributed during community events, workshop materials. The greater printing costs in year 2 and 3 relate to the higher number of workshops hosted in those years. | varies | \$8,000 | \$8,000 | \$8,000 | \$24,000 |
| Food and Refreshments for Government Demonstrations | \$500 food per demonstration event | 4 local govt. demo events | \$2,000 | \$0 | \$0 | \$2,000 |
| FFL Demonstration Garden Signage | Interpretive signage and plant identification labels to be installed in (20) Florida-Friendly Landscaping demonstration gardens | \$6000 per garden | \$60,000 | \$60,000 | \$0 | \$120,000 |
| Trees and Plants for giveaways | 1000 native trees, 500 Tropical Fruit trees, 500 native shrubs and perennial wildflowers. | varies | \$55,500 | \$55,500 | \$55,500 | \$166,500 |
| Electronics | 3 Laptops for new staff to utilize, 3 tablets, and misc. items needed for workstation setup | Approximately \$1000 per computer/ tablet | \$6,900 | \$0 | \$0 | \$6,900 |
| Charging Equipment Batteries and Accessories | Electric landscape equipment batteries to fit each type of landscape equipment plus replacements, and accessories | Government Pilot | \$25,000 | \$0 | \$0 | \$25,000 |
| FFL Program Materials and Gardening Supplies | Educational program materials to be used during Florida Friendly Landscaping Workshops | varies | \$3,000 | \$3,000 | \$3,000 | \$9,000 |
| Supplies Subtotal | | | \$160,400 | \$126,500 | \$66,500 | \$353,400 |

Contractual

| | | | | | | |
|---|--|-----------------------------------|------------------|------------------|------------------|--------------------|
| Electric Landscape Equipment Trainings and Transition Program Consultant | A consultant will be hired to plan and implement Electric Landscape Equipment transition program, assisting with Commercial, Governmental and Residential transition project components. | | \$575,000 | \$575,000 | \$575,000 | \$1,725,000 |
| Demonstration Garden Installation | Plants, mulch, and other gardening supplies, and staff time (20 total) | \$10,000 per garden | \$100,000 | \$100,000 | \$0 | \$200,000 |
| Demonstration Garden Maintenance | Maintenance of FFL Demonstration Gardens after installation | | \$40,000 | \$61,000 | \$112,000 | \$213,000 |
| Post Award Compliance & Grant Administration | Manage grant award, ensure compliance, assist with draw down and reporting, and assist with finding future funding | Grant Administration & Compliance | \$100,000 | \$100,000 | \$100,000 | \$300,000 |
| Subtotal Contractual | | | \$815,000 | \$836,000 | \$787,000 | \$2,438,000 |

Attachment A: Project Budget
Greenscape Palm Beach County

Construction

| | | | | | | |
|--|--|----------|------------------|------------------|------------------|--------------------|
| New 220v Electric Landscape Equipment charging infrastructure | Install 8x 220v lines at County locations with no electricity | \$50,000 | \$400,000 | \$400,000 | \$400,000 | \$1,200,000 |
| Upgrade Electric Landscape Equipment charging infrastructure | Upgrade 110v to 220v at 8 County locations | \$15,000 | \$120,000 | \$120,000 | \$120,000 | \$360,000 |
| Rewire existing location for Electric Landscape Equipment charging infrastructure | Rewiring existing 110V line extensions and outlets at County locations | \$3,000 | \$24,000 | \$24,000 | \$24,000 | \$72,000 |
| Subtotal Construction | | | \$544,000 | \$544,000 | \$544,000 | \$1,632,000 |

Other

| | | | | | | |
|---|--|----------------|--------------------|--------------------|--------------------|--------------------|
| Sub-award1 | <i>Community Partners of South FL, Statutory Partner: Staff responsibilities:</i> | | \$586,428 | \$610,957 | \$636,476 | \$1,833,861 |
| Sub-award2 | <i>FAU Pine Jog Environmental Education Center</i> | | \$184,286 | \$246,403 | \$246,294 | \$676,983 |
| Sub-award3 | <i>Community Greening Corp</i> | | \$848,445 | \$848,445 | \$848,445 | \$2,545,335 |
| Workshop Accessibility | <i>Childcare, translation services, and food for FLL Workshops</i> | Varies | \$10,000 | \$10,000 | \$10,000 | \$30,000 |
| Training Fees and Certifications | <i>Other Landscape Workforce Development Training Fees/Certs Vouchers</i> | Varies | \$5,000 | \$5,000 | \$5,000 | \$15,000 |
| Marketing & Advertising | <i>Local Marketing and advertising for programs, including radio advertisements.</i> | Varies | \$10,000 | \$12,000 | \$12,000 | \$34,000 |
| Computer Program Licenses | Subscription Fees for computer program licenses. | Varies | \$3,000 | \$1,000 | \$1,000 | \$5,000 |
| Registration Fees | <i>Registration Fees to attend FFL Conferences</i> | \$1250/ person | \$2,500 | \$2,500 | \$2,500 | \$7,500 |
| Other Subtotal | | | \$1,649,659 | \$1,736,305 | \$1,761,715 | \$5,147,679 |

| | | | | |
|------------------------------|--------------------|--------------------|--------------------|---------------------|
| Total Direct Costs | \$3,455,513 | \$7,968,685 | \$7,892,207 | \$19,316,405 |
| Modified Direct Costs | \$1,788,854 | \$1,712,380 | \$1,615,492 | \$5,116,726 |

| | | | | | | |
|-----------------------|--|--------|-----------|-----------|-----------|-----------|
| Indirect Costs | The Palm Beach County Federally Negotiated Cost Rate is 13.36%. See Attachment | 13.36% | \$238,991 | \$228,774 | \$215,830 | \$683,595 |
|-----------------------|--|--------|-----------|-----------|-----------|-----------|

| | | | | | | |
|----------------------|--|--|--------------------|--------------------|--------------------|---------------------|
| TOTAL REQUEST | | | \$3,694,504 | \$8,197,459 | \$8,108,036 | \$20,000,000 |
|----------------------|--|--|--------------------|--------------------|--------------------|---------------------|

**ENVIRONMENTAL AND CLIMATE JUSTICE COMMUNITY CHANGE GRANTS PROGRAM
TRACK 1: COMMUNITY-DRIVEN INVESTMENTS FOR CHANGE
GRANT MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement (“MOA”) is being executed by Palm Beach County (“County”) and Housing Partnership, Inc. (dba Community Partners of South Florida) (“CPSFL”) (collectively “Parties”).

A. On November 21, 2023, the U.S. Environmental Protection Agency (“EPA”) released the Notice of Funding Opportunity with subsequent modifications for the Environmental and Climate Justice Community Change Grants Program (“Community Change Grants”).

B. EPA Community Change Grants fund two separate tracks: Track 1 Grants focus on Community-Driven Investments for Change; Track 2 Grants focus on Meaningful Engagement for Equitable Governance.

C. EPA Community Change Grant applications require a “Statutory Partnership,” for which a partnership between a community-based nonprofit organization (“CBO”) and a local government complies.

D. CPSFL qualifies as a CBO and County qualifies as a local government to fulfill the Statutory Partnership requirements. Thus, the Parties are eligible entities able to implement the objectives and goals of the Community Change Grants program.

E. Through the Statutory Partnership, the Parties seek to submit a Track 1 Community-Driven Investments for Change Grant (“EPA Community Change Track 1 Grant”) application to implement a County Community Climate Resilience Engagement strategy.

F. This collaboration will enable the implementation of a Track 1 Community-Driven Investments for Change program that will reduce air pollution, reduce greenhouse gas emissions, and increase equitable workforce development through the electrification of lawn equipment and reduction of community landscape maintenance needs.

G. Through this MOA, County is authorized to apply for the EPA Community Change Track 1 Grant, administer the program, and serve as the fiscal agent for the disbursement of all funds received for the EPA Community Change Track 1 Grant.

H. This MOA establishes the relationship between the Parties related to the EPA Community Change Track 1 Grant Application and the administration of the Grant awarded as a result of said application.

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

Track 1 Community Change Grant MOA

Page 1 of 8

- 1) The above Recitals are true and correct and are incorporated herein by reference.
- 2) County as Lead Applicant – Project Activity Roles and Responsibilities. County will serve as the Lead Applicant and grant administrator for the Parties for the EPA Community Change Track 1 Grant. Pursuant to the EPA guidelines, funding for the EPA Community Change Track 1 Grant will be provided to County, and County will disperse the funds to CPSFL in the amounts determined by County and submitted to the EPA. County accepts full responsibility for the Parties' performance and will be accountable to EPA for effectively carrying out the full scope of work and the proper financial management of the grant. County will contribute resources as described in the EPA Community Change Track 1 Grant Application. In addition, Lead Applicant roles and responsibilities are as follows:
 - a) Overall management, performance, oversight, and reporting responsibilities under the Grant.
 - b) Making subawards to the Statutory Partner and other Collaborating Entities specified in the Grant Application.
 - c) Receiving federal funds from EPA, ensure proper expenditure of these funds, and bear liability for unallowable costs.
 - d) Responsibility for compliance, legal issues, and managing risks associated with the Grant project.
- 3) CPSFL as Statutory Partner - Project Activity Roles and Responsibilities: CPSFL will contribute resources as described in the EPA Community Change Track 1 Grant Application. These resources include:
 - a) Staff time, technical analyses, and in-kind contributions.
 - b) Facilitation between CBOs, Collaborating Entities, Lead Applicant, and community residents.
 - c) Reporting on project status updates and information to County in support of County's progress reports in accordance with EPA's reporting requirements.
- 4) Funding. County will distribute the funds to CPSFL in accordance with the EPA Community Change Track 1 Grant Application and a separate Subgrant Award Agreement (as described in Section 5 below).
- 5) Subgrant Award Agreement. To receive the EPA Community Change Track 1 Grant funds, County and CSPFL must negotiate and execute a Subgrant Award Agreement. County, as the grant recipient, will serve as the pass-through entity. CPSFL will serve as the subrecipient. Through the Subgrant Award Agreement, CPSFL, consistent with federal requirements, will

be accountable to County for the proper use of EPA funding agreement and successful project implementation.

- 6) Compliance with EPA Requirements. In performing its duties, responsibilities, and obligations pursuant to this MOA, each Party agrees to adhere to the requirement standards set forth in the Uniform Grant Guidance 2 C.F.R. §§ 200.331 – 200.333 (2024), as amended, EPA's Subaward Policy 16-01, as applicable, and all conditions and requirements of the EPA Community Change Track 1 Grant.
- 7) Contract Administrator Authority. Contract Administrator means County's Director of the Office of Resilience or such other person designated by the Director of the Office of Resilience in writing. The Contract Administrator is authorized to coordinate and communicate with Parties to manage and supervise the performance of this MOA. Parties acknowledge that the Contract Administrator has no authority to make changes that would materially modify the terms of this MOA except as expressly set forth in this MOA or, to the extent applicable, in the Palm Beach County Procurement Code. Unless expressly stated otherwise in this MOA or otherwise set forth in the Palm Beach County Code of Ordinances or the Palm Beach County Administrative Code, the Contract Administrator may exercise ministerial authority in connection with the day-to-day management of this MOA. The Contract Administrator may also approve in writing minor modifications to the MOA that do not increase the total cost to County or waive any rights of County.
- 8) Term and Termination. This MOA shall commence on execution by the Parties and end consistent with the period of performance specified in the Grant. However, the continuation of this MOA is subject to the availability of funding from the Grant. If the EPA does not award the Grant to County, the MOA shall terminate contemporaneously with County's transmittal of written notice to CPSFL that the EPA did not award the Grant.

CPSFL, as the Statutory Partner, may withdraw from this MOA at any time prior to receipt of any EPA Community Change Track 1 Grant funds by providing sixty (60) days written notice of its intent to withdraw to County. Either party may terminate this MOA upon sixty (60) business day's written notice to the other party.

If CPSFL, as the Statutory Partner, withdraws, the County, as Lead Applicant, will work to secure a replacement with comparable expertise, experience, knowledge, and qualifications of the replaced Statutory Partner to ensure successful grant completion within 3 years. County acknowledges that replacement requires prior approval by an authorized EPA official pursuant to 2 CFR 200.308(c)(6). County shall provide prompt notice to the EPA of anticipated Party changes. Any resulting guidance provided by EPA shall be communicated to the Parties and adhered to and carried out in a timely manner by all Parties.

- 9) Public Records. Each Party understands that all records created by participating in the Grant may be subject to public disclosure pursuant to Section 119.07, Florida Statutes. CPSFL is responsible for compliance with applicable public records law regarding any public records

request seeking records relating to this MOA, including assisting County by providing the responsive records to County upon request. CPSFL shall be responsible for any award of attorneys' fees or costs for CPSFL's noncompliance with applicable public records law.

- 10) Access to Records. Each Party, its employees, and agents shall allow access to its records concerning this MOA at reasonable times as may be requested by County, the EPA, the U.S. Comptroller General, or any of their duly authorized representatives. The term "reasonable" shall be construed according to the individual facts and circumstances but ordinarily shall mean during normal business hours of 8:00 a.m. to 5:00 p.m., local time, Monday through Friday. Upon reasonable notice, the Party shall provide County with any additional documentation, information, or reports as may be required by County.
- 11) Sovereign Immunity. Nothing herein is intended to serve as a waiver of sovereign immunity by the Parties nor shall anything included herein be construed as consent to be sued by third parties in any matter arising out of this MOA.
- 12) Third-Party Beneficiaries. The Parties do not intend to primarily or directly benefit a third party by this MOA. Therefore, the Parties acknowledge that there are no third-party beneficiaries to this MOA and that no third party shall be entitled to assert a right or claim against any of them based upon this MOA.
- 13) Notice. Unless otherwise stated herein, for notice to be effective under this MOA, notice must be sent via U.S. first-class mail, hand delivery, or commercial overnight delivery, each with a contemporaneous copy via email, to the addresses listed below and shall be effective upon mailing or hand delivery (provided the contemporaneous email is also sent). Addresses may be changed by the applicable Party giving notice of such change in accordance with this section.

FOR PALM BEACH COUNTY:

Palm Beach County Office of Resilience
Attn: Megan Houston
2300 North Jog Road, 4th Floor
West Palm Beach, FL 33411
Email address: MSHouston@pbc.gov

FOR COMMUNITY PARTNERS OF SOUTH FLORIDA:

Community Partners of South Florida
Attn: Jaime-Lee Bradshaw
2001 W. Blue Heron Blvd., Riviera Beach, FL 33404
Email address: jbradshaw@cpsfl.org

- 14) Severability. If any part of this MOA is found to be unenforceable by any court of competent jurisdiction, that part shall be deemed severed from this MOA and the balance of this MOA shall remain in full force and effect.
- 15) Joint Preparation. This MOA has been jointly prepared by the Parties and shall not be construed more strictly against any Party.
- 16) Interpretation. The titles and headings contained in this MOA are for reference purposes only and shall not in any way affect the meaning or interpretation of this MOA. All personal pronouns used in this MOA shall include any other gender, and the singular shall include the plural, and vice versa, unless the context otherwise requires. Terms such as "herein" refer to this MOA as a whole and not to any particular sentence, paragraph, or section where they appear, unless the context otherwise requires. Whenever reference is made to a section or article of this MOA, such reference is to the section or article as a whole, including all subsections thereof, unless the reference is made to a particular subsection or subparagraph of such section or article. Any reference to "days" means calendar days, unless otherwise expressly stated. Any reference to approval by County shall require approval in writing, unless otherwise expressly stated.
- 17) Priority of Provisions. If there is a conflict or inconsistency between any term, statement, requirement, or provision of any document or exhibit attached to, referenced by, or incorporated in this MOA and any provision within an article or section of this MOA, the article or section shall prevail and be given effect.
- 18) Law, Jurisdiction, Venue, Waiver of Jury Trial. This MOA shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. The exclusive venue for any lawsuit arising from, related to, or in connection with this MOA shall be in the state courts of the Fifteenth Judicial Circuit in and for Palm Beach County, Florida. If any claim arising from, related to, or in connection with this MOA must be litigated in federal court, the exclusive venue for any such lawsuit shall be in the United States District Court or United States Bankruptcy Court for the Southern District of Florida. **EACH PARTY HEREBY EXPRESSLY WAIVES ANY RIGHTS IT MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS MOA.**
- 19) Amendments. Unless expressly authorized herein, no modification, amendment, or alteration of any portion of this MOA is effective unless contained in a written document executed with the same or similar formality as this MOA and by duly authorized representatives of County and CPSFL.
- 20) Prior Agreements. This MOA represents the final and complete understanding of the Parties regarding the subject matter of this MOA and supersedes all prior and contemporaneous negotiations and discussions regarding the same. All commitments, agreements, and understandings of the Parties concerning the subject matter of this MOA are contained herein.

21) Counterparts and Multiple Originals. This MOA may be executed in multiple originals, and may be executed in counterparts, whether signed physically or electronically, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same MOA.

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**ENVIRONMENTAL AND CLIMATE JUSTICE COMMUNITY CHANGE GRANTS PROGRAM
TRACK 1: COMMUNITY-DRIVEN INVESTMENTS FOR CHANGE
GRANT MEMORANDUM OF AGREEMENT**

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement: PALM BEACH COUNTY through its BOARD OF COUNTY COMMISSIONERS, signing by and through its Authorized Organization Representative, authorized to execute same by Board action on the 25 day of July, 2024, all duly authorized to execute same, and COMMUNITY PARTNERS OF SOUTH FLORIDA, signing by and through its Chief Strategy Officer, authorized to execute same by Board action on the 24 day of July, 2024, all duly authorized to execute same.

PALM BEACH COUNTY

APPROVED AS TO TERMS AND CONDITIONS:

By: Megan S. Houston
Megan S. Houston, Department Director

Date: 7-25-24

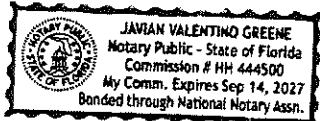
APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

By: Ryan Maher P.
Ryan Maher, Assistant County Attorney

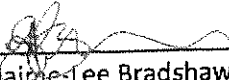
Date: _____

ATTEST:

JAVIAN VALENTINO GREENE
NOTARY PUBLIC

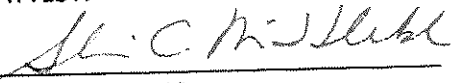


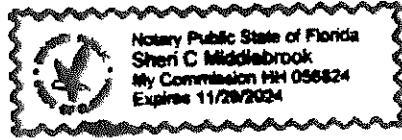
HOUSING PARTNERSHIP, INC (dba
COMMUNITY PARTNERS OF SOUTH
FLORIDA)

By: 
Jaime-Lee Bradshaw, Chief Strategy
Officer

24th day of July, 2024

ATTEST:


NOTARY PUBLIC





DATE: July, 17, 2024
TO: Maria Sachs, Mayor, Board of County Commissioners
THRU: Verdenia C. Baker, County Administrator
THRU: Patrick Rutter, Deputy County Administrator
FROM: Megan S. Houston, Director, Office of Resilience
SUBJECT: Approval to Delegate Authority to Sign 2024 U.S. Environmental Protection Agency Environmental and Climate Justice Community Change Grants Program Application #1

Office of Resilience
 2300 North Jog Road, 4th Floor
 West Palm Beach, FL 33411-2743
 (561) 253-2400
 FAX: (561) 233-2414
 www.pbcgov.com/resilience

**Palm Beach County
 Board of County
 Commissioners**
 Maria Sachs, Mayor
 Maria G. Marino, Vice Mayor
 Gregg K. Weiss
 Michael A. Barnett
 Marci Woodward
 Sara Baxler
 Mack Bernard

County Administrator
 Verdenia C. Baker

Pursuant to Section 309 of the Administrative Code, Office of Resilience staff request your approval to delegate authority to the County Administrator or designee to act as an Authorized Organization Representative on behalf of the Board of County Commissioners (BCC) for:

- 1) the online submittal of, and electronic signature on, a grant application for the U.S. Environmental Protection Agency (EPA) Environmental and Climate Justice Community Change Grants Program (CCGP), which will begin upon contract execution and end three (3) years after execution; and
- 2) the execution of a partnership agreement with Community Partners of South Florida, the required statutory community-based organization(CBO) partner on this grant application.

The EPA CCGP aims to transform disadvantaged communities across the United States into healthy, climate-resilient, and thriving communities for their current and future residents. The Office of Resilience and the Cooperative Extension Office want to partner with Community Partners of South Florida, a local CBO, to apply for a Track One grant not to exceed \$20,000,000 to implement electric landscape equipment exchange and sustainable landscaping programs that would reduce air pollution, noise pollution, and community greenhouse gas emissions for residents, business owners, and County operations in disadvantaged communities in Palm Beach County. This would include three new staff positions for the Cooperative Extension Office, including one full-time Program Coordinator position (PG 30), one full-time Program Assistant (PG 19), and one part-time Program Assistant (PG 19), which would be requested upon the grant being awarded and eliminated after three years when grant funding is discontinued. It will also reimburse the County for the time of current staff positions assigned to the project. **There is no match requirement.**

The EPA has recently informed applicants that we must submit the grant application through Grants.gov as soon as possible to be competitive for the rolling awards. The emergency signature process is being used to increase the competitiveness of this application by submitting it earlier than the BCC agenda process would allow. Staff will submit this item at the next available BCC meeting.

Please contact me at (561) 681-6812 with any questions.

Megan S. Houston, Director, Office of Resilience

Attachments:

1. 2024 EPA CCGP Notice of Funding Opportunity
2. EPA CCGP Track 1 Application- Sustainable Landscaping
3. EPA CCGP Track 1 Application Partnership Agreement

Reviewed By:

OFMB

Assistant County Attorney

County Administration

Approved By:

Maria Sachs, Mayor

"An Equal Opportunity
 Affirmative Action Employer"

Official Electronic Letterhead



Office of Resilience
2300 North Jog Road, 4th Floor
West Palm Beach, FL 33411-2743
(561) 253-2400
FAX: (561) 253-2414
www.pbcgov.com/resilience

**Palm Beach County
Board of County
Commissioners**

Maria Sachs, Mayor
Maria G. Martino, Vice Mayor
Gregg A. Weiss
Michael A. Barnett
Marc Woodward
Sara Baxter
Mack Bernard

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*

Official Electronic Letterhead

DATE: July, 17, 2024
TO: Verdenia C. Baker, County Administrator
THRU: Patrick Rutter, Deputy County Administrator *PR*
FROM: Megan S. Houston, Director, Office of Resilience *MSH*
SUBJECT: Designee Authority for the 2024 U.S. Environmental Protection Agency (EPA) Environmental and Climate Justice Community Change Grants Program (CCGP) Track 1 Application

Through the emergency memo process, the County Administrator or designee was given the authority to submit the application due to time constraints. The County Administrator is assigning the designee as the Director of the Office of Resilience to submit the EPA CCGP Track 1 Application.

Approved By:


Verdenia C. Baker, County Administrator



2001 Blue Heron Blvd. W.
Riviera Beach, FL 33404-5003
561.841.3500
cp-cto.org

**RESOLUTION OF THE BOARD OF DIRECTORS
OF
HOUSING PARTNERSHIP, INC., dba Community Partners of South Florida**

WHEREAS, the Board of Directors of the Housing Partnership, Inc., dba Community Partners of South Florida, has determined that it is necessary, from time to time, for the Chief Executive Officer, Chief Operating Officer, Chief Financial Officer and Chief Strategy Officer to sign documents and enter into contractual agreements on behalf of the corporation;

WHEREAS, Kelly Powell was appointed Chief Executive Officer September 15, 2023, Jaime-Lee Bradshaw was appointed Chief Strategic Officer effective October 1, 2019, Natalie O’Hara was appointed Chief Financial Officer July 1, 2023 and Mira Zhivkova appointed Chief Operating Officer effective December 4, 2023.

NOW, THEREFORE, BE IT RESOLVED that the following actions were unanimously approved and ratified:

1. Mira Zhivkova has been appointed Chief Operating Officer of Housing Partnership, Inc dba Community Partners of South Florida, effective December 4, 2023;
2. The CEO, COO, CFO and CSO, as Corporate Officers of the organization, are hereby authorized to execute corporate instruments and documents on behalf of the organization, including the use of electronic signatures, and;
3. The CEO, COO, CFO and CSO, as Corporate Officers of the organization, are hereby authorized to execute proposals, contracts, contract amendments and invoices on behalf of the organization.

IN WITNESS WHEREOF, the undersigned Board Secretary/Treasurer of Housing Partnership, Inc., dba Community Partners of South Florida, does hereby set its hand in certification that the foregoing is a true and authentic resolution duly proposed, seconded and unanimously approved by the Board of Directors of Housing Partnership, Inc., dba Community Partners of South Florida.

DocuSigned by:
Ricky Petty
48D76A21850B738

Ricky Petty, Secretary/Treasurer
Housing Partnership, Inc.
dba Community Partners of South Florida
1/12/2024

Date



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center
Financial Management Service
Division of Cost Allocation

August 31, 2010

Cohen Building-Room 1067
330 Independence Avenue, S.W.
Washington, DC 20201
PHONE: (202)-401-2808
FAX: (202)-619-3379Mr. Joseph P. Doucette
Budget Director
Palm Beach County
Office of Financial Management & Budget
PO Box 1989
West Palm Beach, FL 33402-1989

Dear Mr. Doucette

A copy of an indirect cost Rate Agreement is being faxed to you for signature. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government.

Please have the agreement signed by an authorized representative of your organization and fax it to me, retaining a copy for your files. Our fax number is (202) 619-3379. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for their use.

An indirect cost proposal, together with the supporting information, are required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Thus, your next proposal based on actual costs for the fiscal year ending 6/30/09, was due in our office by 12/30/09.

Sincerely,

Darryl Mayes
Director, Mid-Atlantic Field Office
Division of Cost Allocation

Enclosures

PLEASE SIGN AND FAX A COPY OF THE RATE AGREEMENT

NONPROFIT RATE AGREEMENT

EIN: 59-6000785

DATE:08/31/2010

ORGANIZATION:

Palm Beach County, Florida
P.O. Box 1989
West Palm Beach, FL 33402-1989

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

| TYPE | FROM | TO | RATE(S) | LOCATION | APPLICABLE TO |
|-------|------------|---------------|---------|----------|---------------|
| FINAL | 07/01/2007 | 06/30/2008 | 13.36 | All | All Programs |
| PROV. | 07/01/2008 | Until Amended | 13.36 | All | All Programs |

*BASE

Total direct costs excluding capital expenditures (buildings, individual items of equipment; alterations and renovations), subawards and flow-through funds.

ORGANIZATION: Palm Beach County, Florida

AGREEMENT DATE: 08/31/2010

SECTION II: SPECIAL REMARKS

NA

ORGANIZATION: Palm Beach County, Florida

ACREEMENT DATE: 08/31/2010

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognitant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-122 Circular, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

BY THE INSTITUTION:

Palm Beach County, Florida

(INSTITUTION)

(SIGNATURE)

Joseph Doucette

(NAME)

Budget Director

(TITLE)

September, 9, 2010

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

(SIGNATURE)

Darryl W. Mayes

(NAME)

Director, Mid-Atlantic Field Office

(TITLE)

8/31/2010

(DATE) 7040

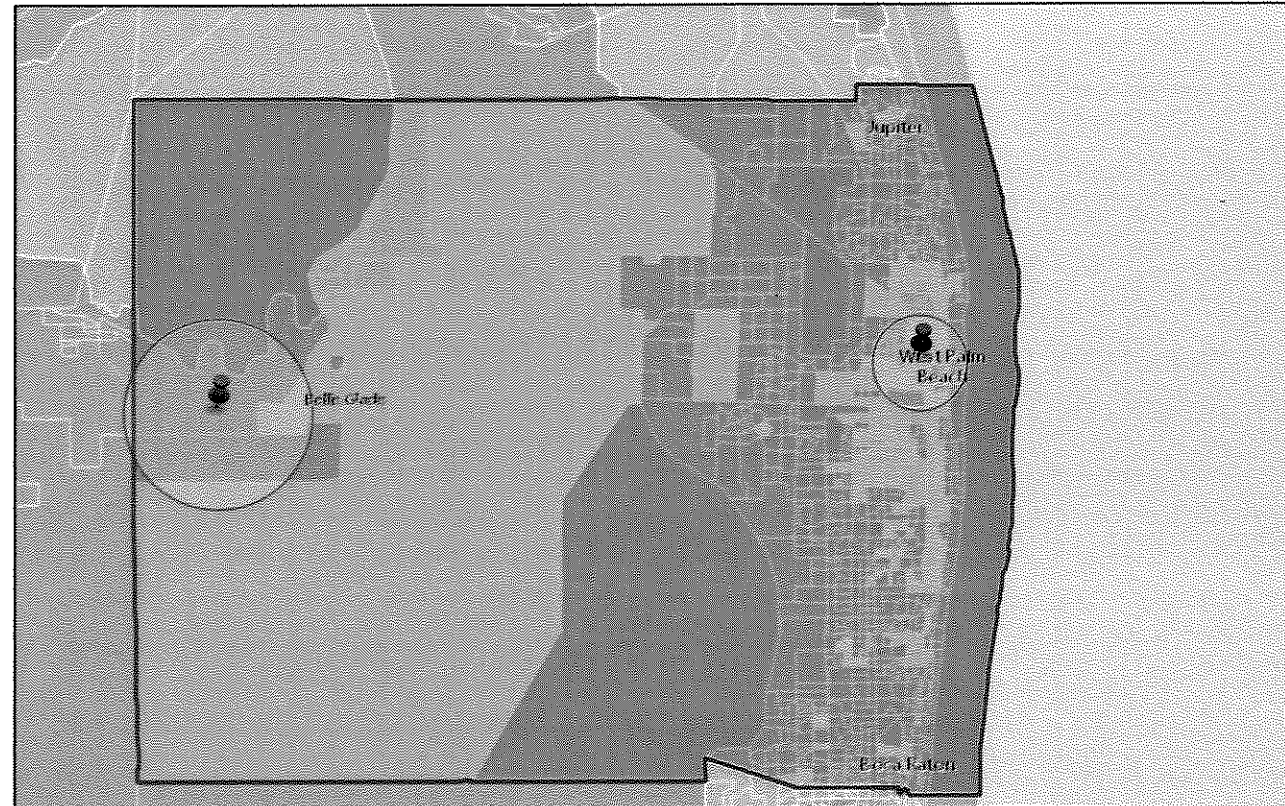
HHS REPRESENTATIVE: Christian Poole

Telephone: (202) 401-2808

Attachment D: Project Area Map

The project will take place within the boundaries of Palm Beach County of Florida.

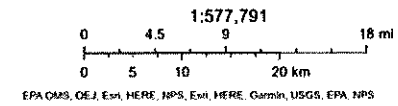
Attachment D: Project Area Map



8/2/2024

- Target Area
- Palm Beach County
- EPA IRA Disadvantaged Communities 2.0 No
- EPA IRA Disadvantaged Communities 2.0 Yes

- No Data
- 80 - 90 percentile
- 90 - 95 percentile
- 95 - 100 percentile
- 50 - 80 percentile



Disadvantaged Communities Map

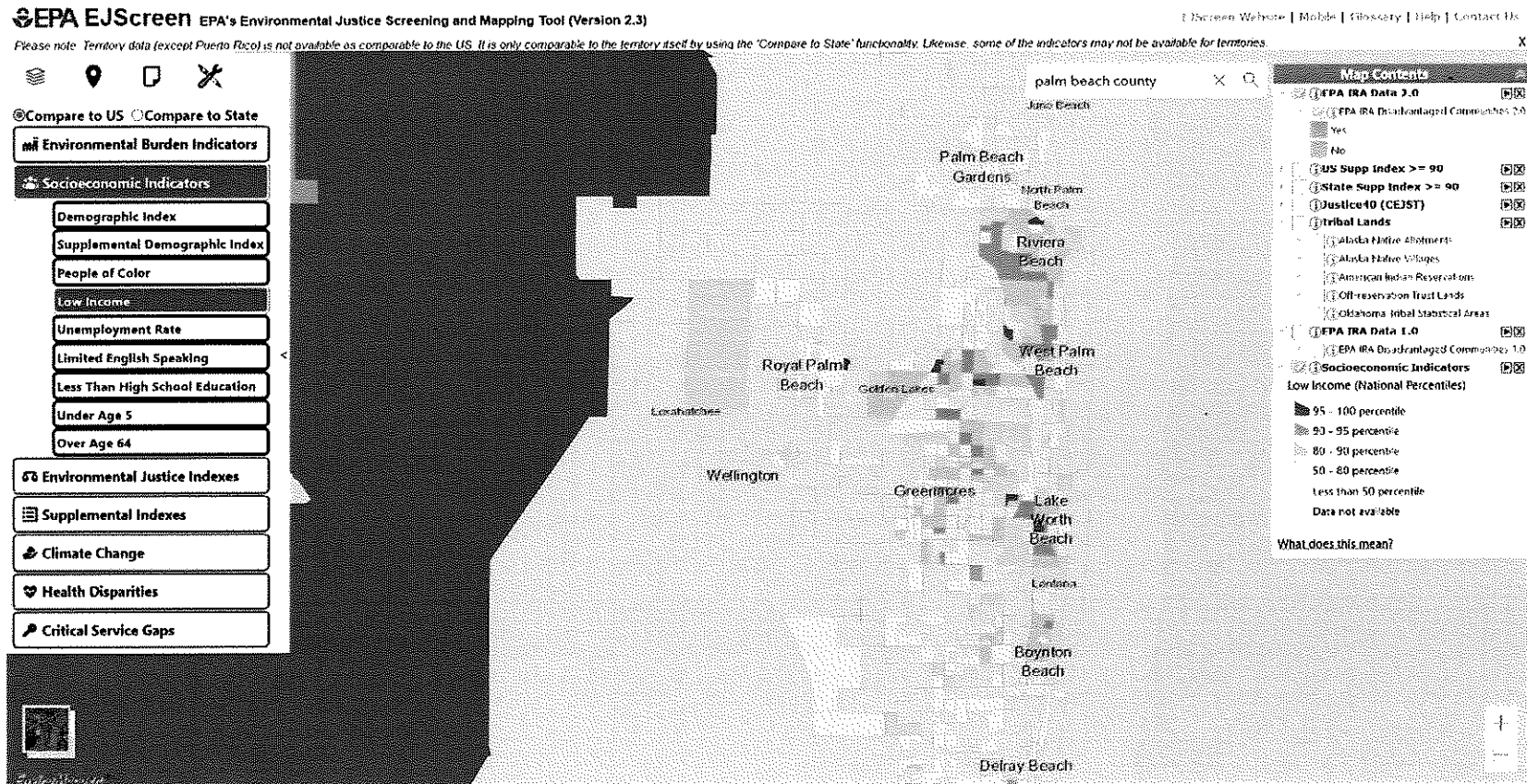
This map shows the Disadvantaged Communities within Palm Beach County, FL, according to the EPA IRA designation. This project will focus on residents and businesses and community areas within the Disadvantaged Communities.

EPA IRA Disadvantaged Communities



EPA IRA Disadvantaged Communities

Low Income Map



While Palm Beach County may be thought of as generally affluent, the disparity between wealth and low income households is stark. The extreme income inequality exacerbates the challenges of low income households, with access to high-paying, stable jobs. Our workforce training and equipment upgrade plan targets this issue at the root.

Unemployment Map

EPA EJScreen EPA's Environmental Justice Screening and Mapping Tool (Version 2.3)

EJScreen Website | Mobile | Glossary | Help | Contact Us

Please note: Territory data (except Puerto Rico) is not available as comparable to the US. It is only comparable to the territory itself by using the 'Compare to State' functionality. Likewise, some of the indicators may not be available for territories.

Compare to US Compare to State

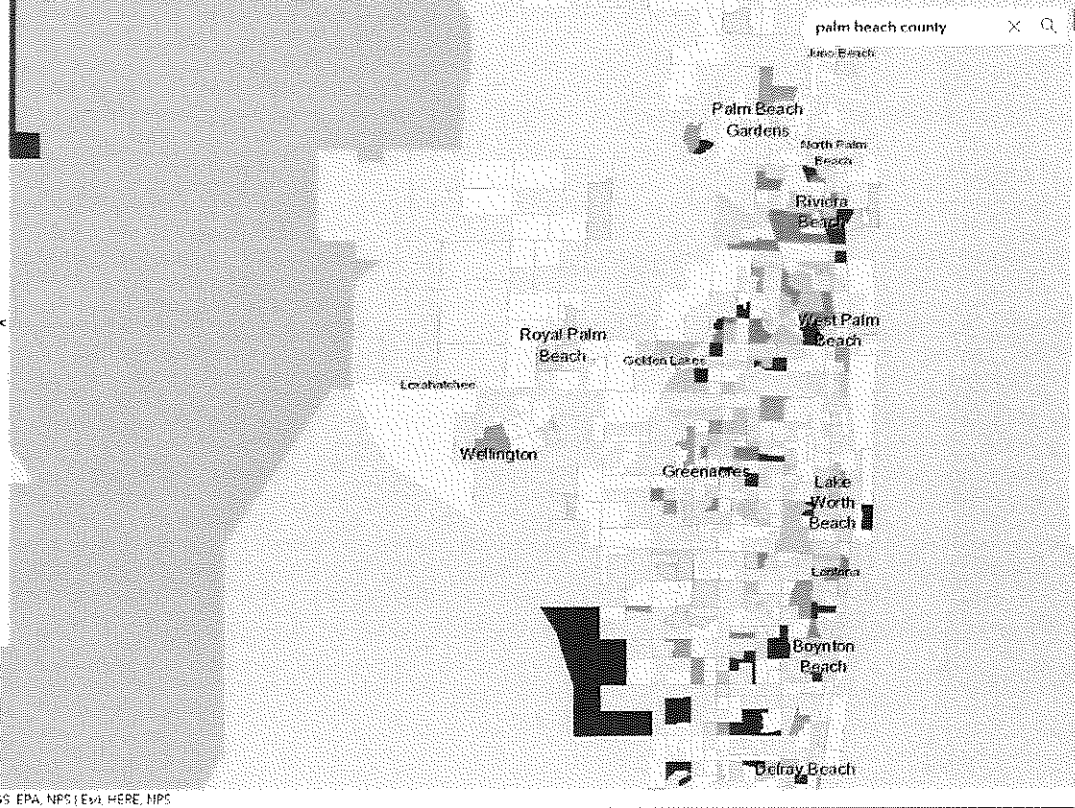
Environmental Burden Indicators

Socioeconomic Indicators

- Demographic Index
- Supplemental Demographic Index
- People of Color
- Low Income
- Unemployment Rate**
- Limited English Speaking
- Less Than High School Education
- Under Age 5
- Over Age 64

Environmental Justice Indexes

- Supplemental Indexes
- Climate Change
- Health Disparities
- Critical Service Gaps



Map Controls

- EPA IRA Data 2.0
- EPA IRA Disadvantaged Communities 2.0
 - Yes
 - No
- US Supp Index >= 90
- State Supp Index >= 90
- Justice40 (CEJST)
- Tribal Lands
- Alaska Native Settlements
- Alaska Native Villages
- American Indian Reservations
- OH-Reservation Trust Lands
- Oklahoma Tribal Statistical Areas
- EPA IRA Data 1.0
- EPA IRA Disadvantaged Communities 1.0
- Socioeconomic Indicators
- Unemployment Rate (National Percentiles)

95 - 100 percentile
90 - 95 percentile
85 - 90 percentile
50 - 80 percentile
Less than 50 percentile
Data not available

[What does this mean?](#)

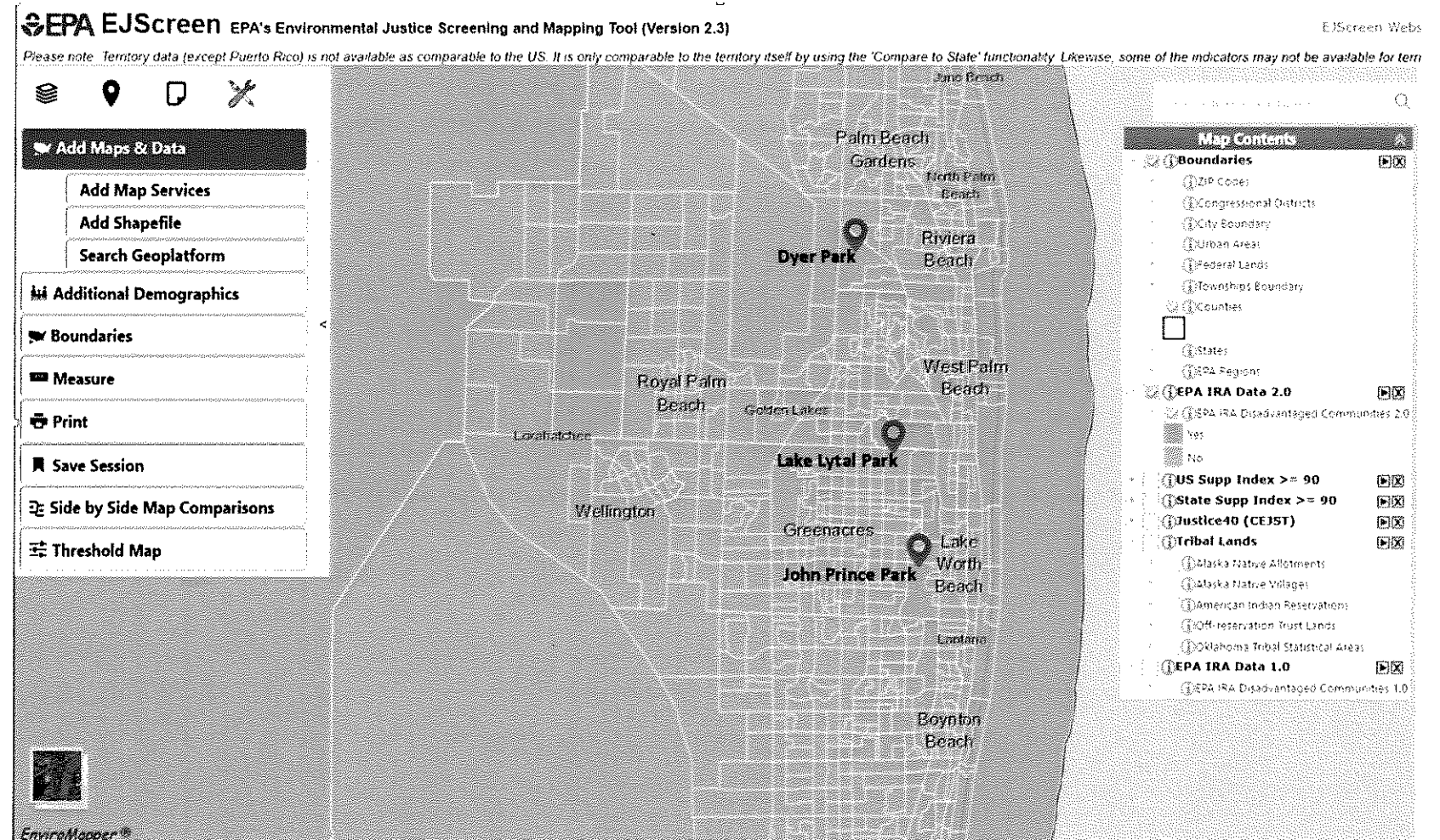
EnviroMapper
Village of Wellington GIS | Esri, HERE, Garmin, USGS, EPA, NPS | Esri, HERE, NPS

Powered by Esri

Further evidence to support the need for workforce training and EV landscaping equipment to support employment.

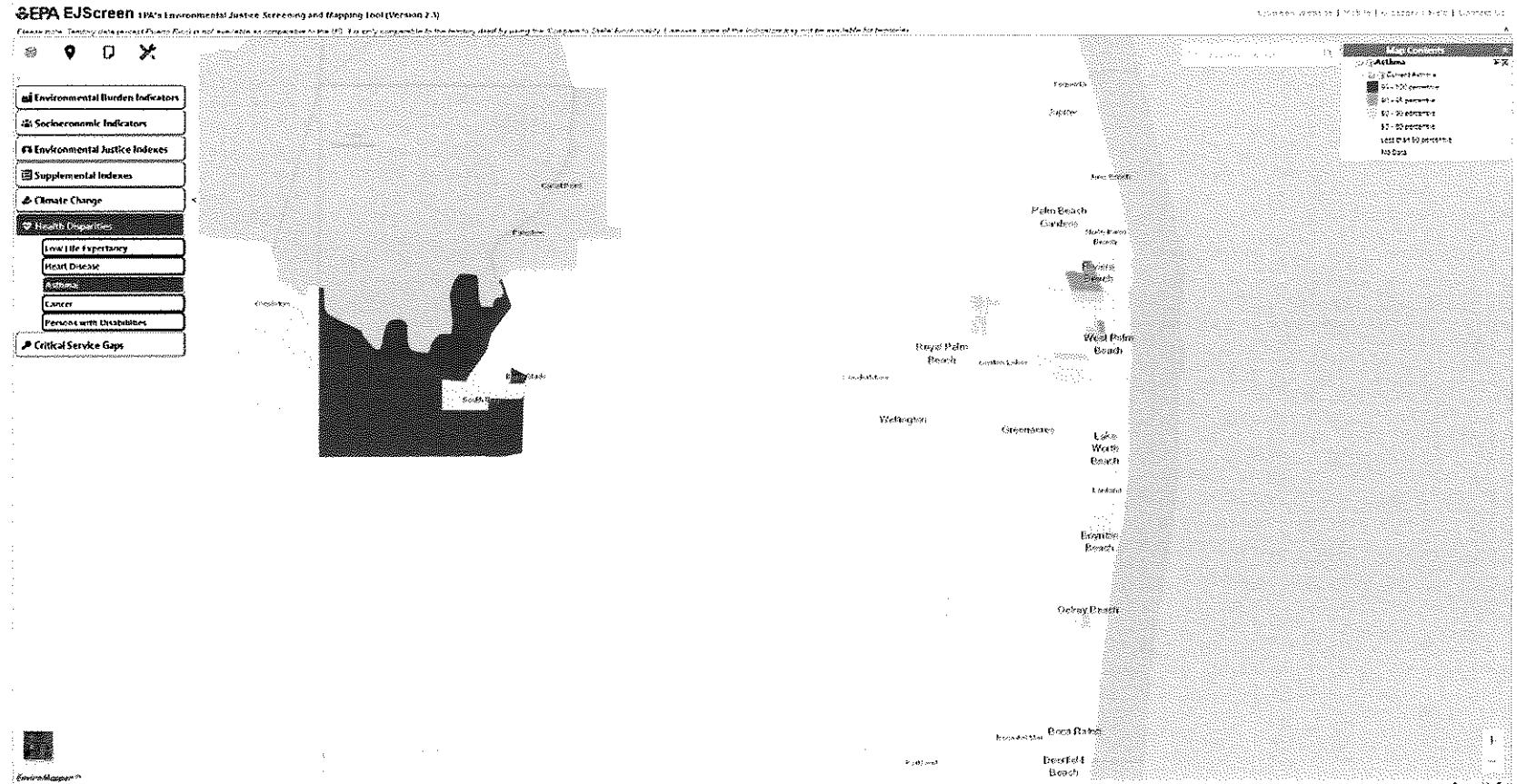
Tree Planting Sites in County Parks

Below are the tree planting locations at three major County Parks located in the Disadvantaged Communities and spread across the the urban corridor of West Palm Beach, FL.



Asthma Rates Map

Below is a map of the asthma rates in the project area, Palm Beach County.



Please note: Territory data (except Puerto Rico) is not available as comparable to the US. It is only comparable to the territory used by using the Compare to State functionally. Likewise, some of the indicators may not be available for territories.

The screenshot displays the EPA EJScreen interface. At the top, the logo and navigation links are visible. The main area features a map of Palm Beach County, Florida, with shaded regions representing different environmental justice indicators. A legend on the left side of the map provides a color key for Asthma prevalence, ranging from 'Less than 50 percentile' (lightest) to '95 - 100 percentile' (darkest). A sidebar on the right side of the map contains a list of indicators, including 'Environmental Burden Indicators', 'Socioeconomic Indicators', 'Environmental Justice Indexes', 'Supplemental Indexes', 'Climate Change', 'Health Disparities', 'Low Life Expectancy', 'Heart Disease', 'Asthma', 'Cancer', 'Persons with Disabilities', and 'Critical Service Gaps'. The 'Asthma' indicator is currently selected and highlighted. The map shows higher concentrations of asthma in certain areas, particularly in the central and eastern parts of the county. A search bar at the bottom of the map area shows 'Palm Beach County, FL, U.S.' entered. The bottom of the page contains the footer with navigation links and a disclaimer.

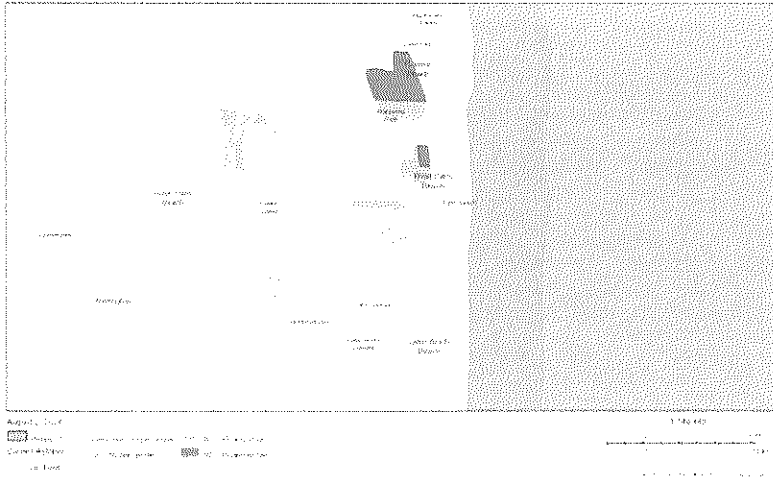


EJScreen Community Report

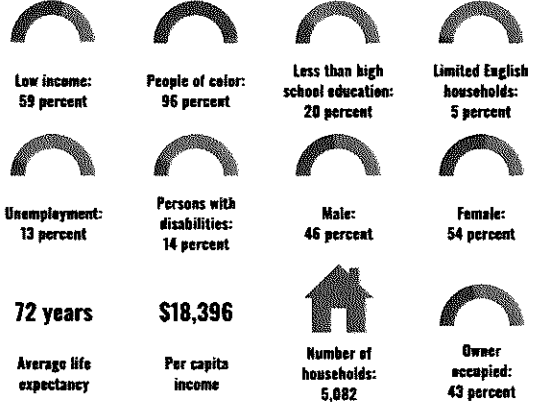
This report provides environmental and socioeconomic information for user-defined areas, and combines that data into environmental justice and supplemental indexes.

West Palm Beach, FL

Tract: 12099001404, 12099001302, 12099001403, 12099002200
Population: 15,847
Area in square miles: 3.49



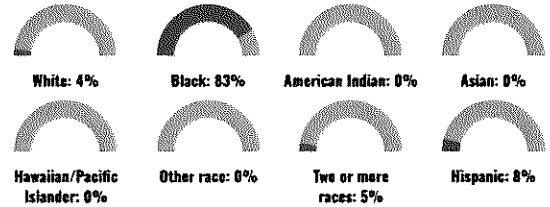
COMMUNITY INFORMATION



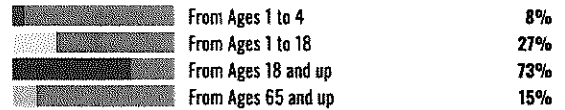
LANGUAGES SPOKEN AT HOME

| LANGUAGE | PERCENT |
|---------------------------|---------|
| English | 89% |
| Spanish | 7% |
| French, Haitian, or Cajun | 4% |
| Total Non-English | 11% |

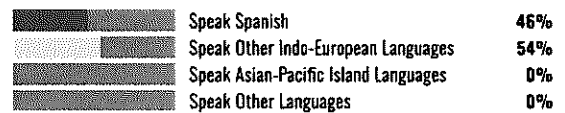
BREAKDOWN BY RACE



BREAKDOWN BY AGE



LIMITED ENGLISH SPEAKING BREAKDOWN



Notes: Numbers may not sum to totals due to rounding. Hispanic population can be of any race. Source: U.S. Census Bureau, American Community Survey (ACS) 2018-2022. Life expectancy data comes from the Centers for Disease Control.



+

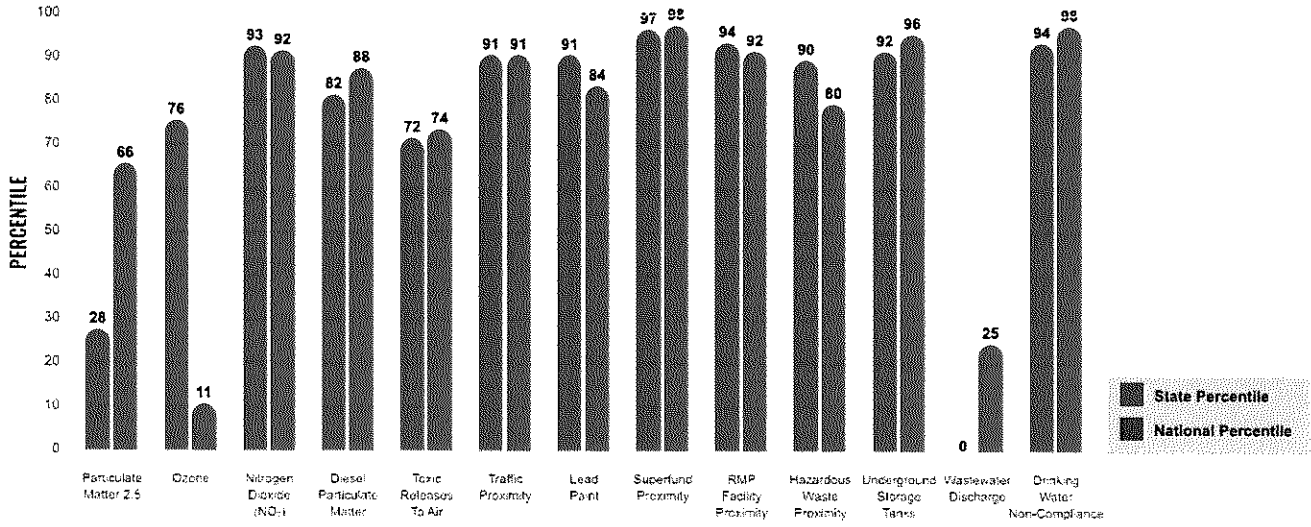
Environmental Justice & Supplemental Indexes

The environmental justice and supplemental indexes are a combination of environmental and socioeconomic information. There are thirteen EJ indexes and supplemental indexes in EJScreen reflecting the 13 environmental indicators. The indexes for a selected area are compared to those for all other locations in the state or nation. For more information and calculation details on the EJ and supplemental indexes, please visit the [EJScreen website](#).

EJ INDEXES

The EJ indexes help users screen for potential EJ concerns. To do this, the EJ index combines data on low income and people of color populations with a single environmental indicator.

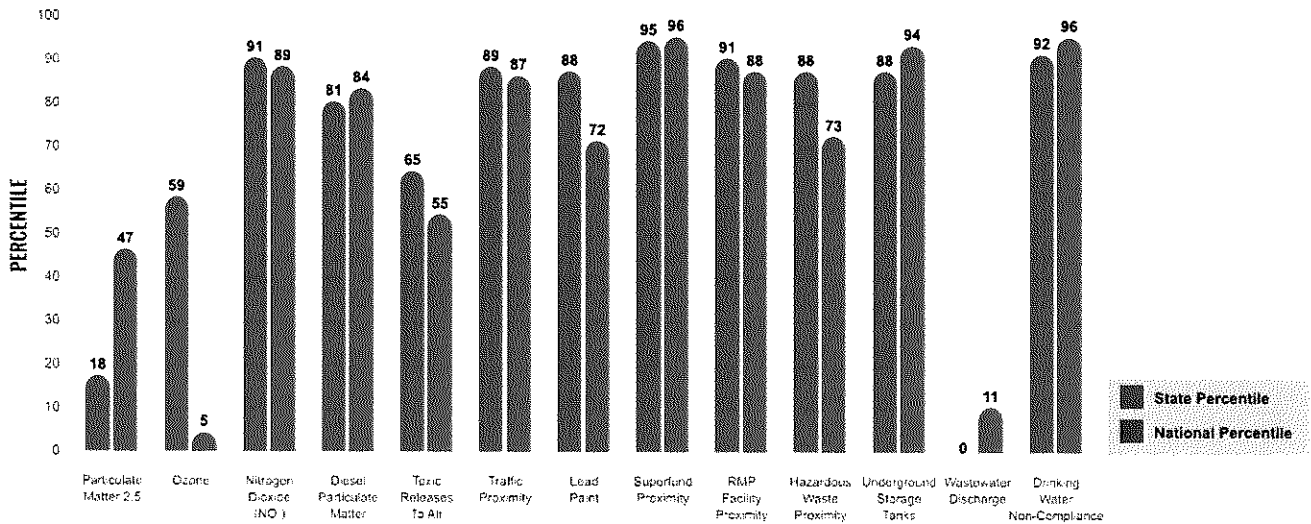
EJ INDEXES FOR THE SELECTED LOCATION



SUPPLEMENTAL INDEXES

The supplemental indexes offer a different perspective on community level vulnerability. They combine data on percent low income, percent persons with disabilities, percent less than high school education, percent limited English speaking, and percent low life expectancy with a single environmental indicator.

SUPPLEMENTAL INDEXES FOR THE SELECTED LOCATION



Report for Tract: 12099001404,12099001302,12099001403,12099002200

Report produced August 2, 2024 using EJScreen Version 2.3

EJScreen Environmental and Socioeconomic Indicators Data

| SELECTED VARIABLES | VALUE | STATE AVERAGE | PERCENTILE IN STATE | USA AVERAGE | PERCENTILE IN USA |
|---|-----------|---------------|---------------------|-------------|-------------------|
| ENVIRONMENTAL BURDEN INDICATORS | | | | | |
| Particulate Matter 2.5 ($\mu\text{g}/\text{m}^3$) | 7.41 | 8.02 | 9 | 8.45 | 27 |
| Ozone (ppb) | 29.5 | 30.8 | 34 | 41 | 3 |
| Nitrogen Dioxide (NO ₂) (ppbv) | 9.8 | 7.7 | 77 | 7.8 | 72 |
| Diesel Particulate Matter ($\mu\text{g}/\text{m}^3$) | 0.19 | 0.188 | 56 | 0.191 | 61 |
| Toxic Releases to Air (toxicity-weighted concentration) | 260 | 1,900 | 42 | 4,600 | 36 |
| Traffic Proximity (daily traffic count/distance to road) | 1,500,000 | 1,100,000 | 73 | 1,700,000 | 65 |
| Lead Paint (% Pre-1960 Housing) | 0.21 | 0.14 | 77 | 0.3 | 50 |
| Superfund Proximity (site count/km distance) | 1.6 | 0.21 | 98 | 0.39 | 95 |
| RMP Facility Proximity (facility count/km distance) | 0.74 | 0.42 | 81 | 0.57 | 73 |
| Hazardous Waste Proximity (facility count/km distance) | 1 | 0.96 | 69 | 3.5 | 45 |
| Underground Storage Tanks (count/km ²) | 12 | 6.8 | 80 | 3.6 | 91 |
| Wastewater Discharge (toxicity-weighted concentration/m distance) | 8.7E-06 | 4100 | 0 | 700000 | 8 |
| Drinking Water Non-Compliance (points) | 4.3 | 2.9 | 80 | 2.2 | 88 |
| SOCIOECONOMIC INDICATORS | | | | | |
| Demographic Index USA | 2.91 | N/A | N/A | 1.34 | 94 |
| Supplemental Demographic Index USA | 2.43 | N/A | N/A | 1.64 | 87 |
| Demographic Index State | 3.04 | 1.54 | 94 | N/A | N/A |
| Supplemental Demographic Index State | 2.15 | 1.38 | 88 | N/A | N/A |
| People of Color | 96% | 46% | 93 | 40% | 93 |
| Low Income | 59% | 32% | 89 | 30% | 88 |
| Unemployment Rate | 13% | 5% | 90 | 6% | 88 |
| Limited English Speaking Households | 5% | 7% | 65 | 5% | 76 |
| Less Than High School Education | 20% | 11% | 83 | 11% | 82 |
| Under Age 5 | 8% | 5% | 79 | 5% | 75 |
| Over Age 64 | 15% | 23% | 38 | 18% | 45 |

*Diesel particulate matter index is from the EPA's Air Toxics Data Update, which is the Agency's ongoing, comprehensive evaluation of air toxics in the United States. This effort aims to prioritize air toxics, emission sources, and locations of interest for further study. It is important to remember that the air toxics data presented here provide broad estimates of health risks over geographic areas of the country, not definitive risks to specific individuals or locations. More information on the Air Toxics Data Update can be found at: <https://www.epa.gov/air-toxics-data-update>.

Sites reporting to EPA within defined area:

| | |
|--|----|
| Superfund | 1 |
| Hazardous Waste, Treatment, Storage, and Disposal Facilities | 0 |
| Water Dischargers | 82 |
| Air Pollution | 10 |
| Brownfields | 2 |
| Toxic Release Inventory | 7 |

Other community features within defined area:

| | |
|-------------------------|---|
| Schools | 8 |
| Hospitals | 0 |
| Places of Worship | 2 |

Other environmental data:

| | |
|--------------------------|-----|
| Air Non-attainment | No |
| Impaired Waters | Yes |

| | |
|--|-----|
| Selected location contains American Indian Reservation Lands* | No |
| Selected location contains a "Justice40 (CEIST)" disadvantaged community | Yes |
| Selected location contains an EPA IRA disadvantaged community | Yes |

Report for Tract: 12099001404, 12099001302, 12099001403, 12099002200

Report produced August 2, 2024 using EJScreen Version 2.3

EJScreen Environmental and Socioeconomic Indicators Data

HEALTH INDICATORS

| INDICATOR | VALUE | STATE AVERAGE | STATE PERCENTILE | US AVERAGE | US PERCENTILE |
|---------------------------|-------|---------------|------------------|------------|---------------|
| Low Life Expectancy | 27% | 19% | 95 | 20% | 95 |
| Heart Disease | 8 | 7.2 | 67 | 5.8 | 87 |
| Asthma | 12.3 | 8.7 | 98 | 10.3 | 90 |
| Cancer | 5 | 6.9 | 21 | 6.4 | 20 |
| Persons with Disabilities | 14.1% | 14.1% | 54 | 13.7% | 58 |

CLIMATE INDICATORS

| INDICATOR | VALUE | STATE AVERAGE | STATE PERCENTILE | US AVERAGE | US PERCENTILE |
|---------------|-------|---------------|------------------|------------|---------------|
| Flood Risk | 23% | 26% | 66 | 12% | 88 |
| Wildfire Risk | 0% | 32% | 0 | 14% | 0 |

CRITICAL SERVICE GAPS

| INDICATOR | VALUE | STATE AVERAGE | STATE PERCENTILE | US AVERAGE | US PERCENTILE |
|------------------------------|-------|---------------|------------------|------------|---------------|
| Broadband Internet | 17% | 12% | 75 | 13% | 72 |
| Lack of Health Insurance | 19% | 12% | 84 | 9% | 91 |
| Housing Burden | Yes | N/A | N/A | N/A | N/A |
| Transportation Access Burden | Yes | N/A | N/A | N/A | N/A |
| Food Desert | Yes | N/A | N/A | N/A | N/A |

Report for Tract: 12099001404,12099001302,12099001403,12099002200

Report produced August 2, 2024 using EJScreen Version 2.3



Location: Tract: 12099001404,12099001403,12099002200,12099001302
 Ring (buffer): 0-mile radius
 Description: PBC- DACs

| Summary of ACS Estimates | | 2018 - 2022 | | |
|--|--|--------------------------------------|----------------|----------------|
| Population | | | | 15,847 |
| Population Density (per sq. mile) | | | | 4,617 |
| People of Color Population | | | | 15,177 |
| % People of Color Population | | | | 96% |
| Households | | | | 5,082 |
| Housing Units | | | | 6,004 |
| Housing Units Built Before 1950 | | | | 376 |
| Per Capita Income | | | | 18,396 |
| Land Area (sq. miles) (Source: SF1) | | | | 3.43 |
| % Land Area | | | | 98% |
| Water Area (sq. miles) (Source: SF1) | | | | 0.06 |
| % Water Area | | | | 2% |
| | | 2018 - 2022 ACS Estimates | Percent | MOE (±) |
| Population by Race | | | | |
| Total | | 15,847 | 100% | 828 |
| Population Reporting One Race | | 14,750 | 93% | 1,382 |
| White | | 1,097 | 7% | 273 |
| Black | | 13,188 | 83% | 792 |
| American Indian | | 23 | 0% | 22 |
| Asian | | 29 | 0% | 28 |
| Pacific Islander | | 0 | 0% | 21 |
| Some Other Race | | 413 | 3% | 246 |
| Population Reporting Two or More Races | | 1,097 | 7% | 306 |
| Total Hispanic Population | | 1,192 | 8% | 335 |
| Total Non-Hispanic Population | | 14,655 | | |
| White Alone | | 670 | 4% | 163 |
| Black Alone | | 13,155 | 83% | 792 |
| American Indian Alone | | 8 | 0% | 15 |
| Non-Hispanic Asian Alone | | 29 | 0% | 28 |
| Pacific Islander Alone | | 0 | 0% | 21 |
| Other Race Alone | | 0 | 0% | 21 |
| Two or More Races Alone | | 793 | 5% | 305 |
| Population by Sex | | | | |
| Male | | 7,224 | 46% | 616 |
| Female | | 8,623 | 54% | 521 |
| Population by Age | | | | |
| Age 0-4 | | 1,216 | 8% | 213 |
| Age 0-17 | | 4,255 | 27% | 361 |
| Age 18+ | | 11,592 | 73% | 591 |
| Age 65+ | | 2,365 | 15% | 307 |

Data Note: Detail may not sum to totals due to rounding. Hispanic population can be of any race.
 N/A means not available. **Source:** U.S. Census Bureau, American Community Survey (ACS) 2018 - 2022



Location: Tract: 12099001404,12099001403,12099002200,12099001302
 Ring (buffer): 0-mile radius
 Description: PBC- DACs

| | 2018 - 2022 ACS Estimates | Percent | MOE (±) |
|--|------------------------------|---------|---------|
| Population 25+ by Educational Attainment | | | |
| Total | 10,077 | 100% | 477 |
| Less than 9th Grade | 524 | 5% | 139 |
| 9th - 12th Grade, No Diploma | 1,482 | 15% | 172 |
| High School Graduate | 4,023 | 40% | 379 |
| Some College, No Degree | 1,962 | 19% | 247 |
| Associate Degree | 973 | 10% | 167 |
| Bachelor's Degree or more | 1,113 | 11% | 262 |
| Population Age 5+ Years by Ability to Speak English | | | |
| Total | 14,631 | 100% | 729 |
| Speak only English | 12,995 | 89% | 687 |
| Non-English at Home ¹⁺²⁺³⁺⁴ | 1,636 | 11% | 292 |
| ¹ Speak English "very well" | 720 | 5% | 165 |
| ² Speak English "well" | 448 | 3% | 158 |
| ³ Speak English "not well" | 250 | 2% | 111 |
| ⁴ Speak English "not at all" | 218 | 1% | 113 |
| ³⁺⁴ Speak English "less than well" | 468 | 3% | 158 |
| ²⁺³⁺⁴ Speak English "less than very well" | 916 | 6% | 190 |
| Limited English Speaking Households* | | | |
| Total | 259 | 100% | 73 |
| Speak Spanish | 118 | 46% | 55 |
| Speak Other Indo-European Languages | 141 | 54% | 63 |
| Speak Asian-Pacific Island Languages | 0 | 0% | 21 |
| Speak Other Languages | 0 | 0% | 21 |
| Households by Household Income | | | |
| Household Income Base | 5,082 | 100% | 250 |
| < \$15,000 | 1,106 | 22% | 172 |
| \$15,000 - \$25,000 | 675 | 13% | 112 |
| \$25,000 - \$50,000 | 1,297 | 26% | 154 |
| \$50,000 - \$75,000 | 989 | 19% | 211 |
| \$75,000 + | 1,015 | 20% | 148 |
| Occupied Housing Units by Tenure | | | |
| Total | 5,082 | 100% | 250 |
| Owner Occupied | 2,176 | 43% | 264 |
| Renter Occupied | 2,906 | 57% | 165 |
| Employed Population Age 16+ Years | | | |
| Total | 12,086 | 100% | 688 |
| In Labor Force | 7,384 | 61% | 617 |
| Civilian Unemployed in Labor Force | 962 | 13% | 190 |
| Not In Labor Force | 4,702 | 39% | 402 |

Data Note: Detail may not sum to totals due to rounding. Hispanic population can be of any race.

N/A means not available. Source: U.S. Census Bureau, American Community Survey (ACS)

*Households in which no one 14 and over speaks English "very well" or speaks English only.



Location: Tract: 12099001404,12099001403,12099002200,12099001302

Ring (buffer): 0-mile radius

Description: PBC- DACs


| | 2018 - 2022 ACS Estimates | Percent | MOE (±) |
|---|------------------------------|---------|----------------|
| Population by Language Spoken at Home* | | | |
| Total (persons age 5 and above) | 14,631 | 100% | 729 |
| English | 12,995 | 89% | M_ENGLISH |
| Spanish | 1,009 | 7% | M_SPANISH |
| French, Haitian, or Cajun | 575 | 4% | M_FRENCH |
| German or other West Germanic | 13 | 0% | M_GERMAN |
| Russian, Polish, or Other Slavic | 0 | 0% | M_RUS_POL_SLAV |
| Other Indo-European | 17 | 0% | M_OTHER_IE |
| Korean | 0 | 0% | M_KOREAN |
| Chinese (including Mandarin, Cantonese) | 0 | 0% | M_CHINESE |
| Vietnamese | 0 | 0% | M_VIETNAMESE |
| Tagalog (including Filipino) | 12 | 0% | M_TAGALOG |
| Other Asian and Pacific Island | 0 | 0% | M_POLISH |
| Arabic | 0 | 0% | M_ARABIC |
| Other and Unspecified | 10 | 0% | M_OTHER |
| Total Non-English | 1,636 | 11% | M_NON_ENGLISH |

Data Note: Detail may not sum to totals due to rounding. Hispanic population can be of any race.

N/A means not available. **Source:** U.S. Census Bureau, American Community Survey (ACS) 2018 - 2022.

*Population by Language Spoken at Home is available at the census tract summary level and up.


OGDEN UT 84201-0038

006285.937533.87631.30820 1 AB 0.419 536


 HOUSING PARTNERSHIP INC
2001 W BLUE HERON BLVD
RIVIERA BEACH FL 33404-5003

006285

CUT OUT AND RETURN THE VOUCHER AT THE BOTTOM OF THIS PAGE IF YOU ARE MAKING A PAYMENT,
EVEN IF YOU ALSO HAVE AN INQUIRY.

 The IRS address must appear in the window.

BODCD-TE

0438000367

Use for payments

Letter Number: LTR4170C
Letter Date : 2020-08-03
Tax Period : 000000

INTERNAL REVENUE SERVICE

OGDEN UT 84201-0038





592704597

HOUSING PARTNERSHIP INC
2001 W BLUE HERON BLVD
RIVIERA BEACH FL 33404-5003

592704597 ZZ HOUS 00 2 000000 670 000000000000

PREVIEW Date: Aug 03, 2024

Workspace ID: WS01364955 Funding Opportunity Number: EPA-R-OEJECR-OCS-23-04

OGDEN UT 84201-0038

In reply refer to: 0438000367
Aug. 03, 2020 LTR 4170C 0
59-2704597 000000 00

00034432
BODC: TE

HOUSING PARTNERSHIP INC
2001 W BLUE HERON BLVD
RIVIERA BEACH FL 33404-5003

006285

Person to contact: Nicki L Smith

Dear Taxpayer:

We're responding to your request of July 23, 2020, about the tax-exempt status of Housing Partnership Inc.

We issued a determination letter in 199801, granting this organization exemption from federal income tax under Internal Revenue Code Section 501(c)(03).

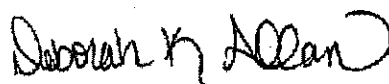
Our records show this organization is not a private foundation within the meaning of Internal Revenue Code (IRC) Section 509(a) because it's described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

If an organization fails to file a required annual return or notice for three consecutive years, its tax-exempt status is revoked by operation of law. This is stated in IRC Section 6033(j)(1). The revocation is effective on the filing due date of the third annual return or notice. For more information about filing requirements, you can visit our website at www.irs.gov/eo.

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,



Deborah K Allan
Program Manager, AM OPS 1

ATTACHMENT D

No civil rights lawsuits or administrative complaints have been filed against the Palm Beach County Office of Resilience. In an abundance of caution, we are listing all civil rights lawsuits and administrative complaints that are pending, decided, and under review against Palm Beach County:

Lawsuits:

| Case File No. | Case Brief Description | File Type | Case Type | Start Date | Case Status | Primary Party |
|---------------------|---------------------------------------|------------|----------------|------------|-------------|---------------------------------------|
| L-2024-0002 | Albert Jacob v. PBC | Litigation | Discrimination | 7/6/2023 | Open | Planning, Zoning & Building |
| L-RMB-FIR-DSC-00013 | Elizabeth Suarez v. Palm Beach County | Litigation | Discrimination | 6/14/2023 | Open | Fire Rescue - Billable |
| L-RMB-FIR-DSC-00010 | Tyler Mattson v. PBC | Litigation | Discrimination | 2/28/2023 | Open | Fire Rescue - Billable |
| L-RMB-COM-DSC-00002 | Carmen Krowel v. PBC | Litigation | Discrimination | 1/6/2023 | Open | Community Services |
| L-RMB-PZB-DSC-00007 | Barbara Pinkston v. PBC | Litigation | Discrimination | 11/30/2021 | Open | Planning, Zoning & Building |
| L-RMB-WUD-DSC-00003 | Tonya Robertson v. PBC | Litigation | Discrimination | 6/18/2021 | Open | Water Utilities Department - Billable |
| L-RMB-FIR-DSC-00005 | Amanda Vomero v. PBC Fire Rescue | Litigation | Discrimination | 12/18/2017 | Open | Fire Rescue - Billable |

Administrative Complaints:

| Complainant Last Name | Complainant First Name | Basis | Charge Number | Department | Status | Agency | Operative Date |
|-----------------------|------------------------|--|----------------|--------------------------------|-------------|--------|----------------|
| NIXON | JERNIA | RACE | 510-2021-05488 | PZ&B | No findings | EEOC | 12/13/2021 |
| ABAROA | BELKIS | RACE/NATIONAL ORIGIN | 510-2022-02067 | HR | No findings | EEOC | 2/11/2022 |
| HARLOW | JOSEPH | DISABILITY | 510-2022-03421 | WUD | No findings | EEOC | 3/11/2022 |
| KOSSAK | JOHN | DISABILITY | 510-2022-03146 | PARKS & RECREATION | No findings | EEOC | 3/11/2022 |
| KROWEL | CARMEN | RACE/COLOR/SEX/NO/RETALIATION | 510-2022-03335 | COMMUNITY SERVICES-VET AFFAIRS | Litigation | EEOC | 3/10/2022 |
| CASTILLO DE FUENTES | MIGUEL | RACE/NATIONAL ORIGIN | 510-2022-02971 | YOUTH SERVICES | No findings | EEOC | 4/5/2022 |
| QUIRINDONGO | NILDA | RACE/NATIONAL ORIGIN/RETALIATION | 510-2022-05810 | MEDICAL EXAMINER'S OFFICE | No findings | EEOC | 6/15/2022 |
| MINJARES | MICHAEL | AGE | 510-2022-00158 | AIRPORTS | No findings | EEOC | 10/6/2022 |
| BUI | THAO | NATIONAL ORIGIN/RACE | 15M-2021-00103 | PZ&B | No findings | EEOC | 10/11/2021 |
| JACOB | ALBERT | AGE/ DISABILITY | 510-2023-01018 | PZ&B | Litigation | EEOC | 11/7/2022 |
| SUAREZ | ELIZABETH | SEX/RETAL | 510-2023-04385 | FR | Pending | EEOC | 3/10/2023 |
| AZAM | SAEED | NO/RACE/COLOR | 510-2023-04972 | FR | Pending | EEOC | 4/6/2023 |
| COOPER | SAMARA | AGE/RELIGION/RACE/DISABILITY/FMLA/RETALIATION | 15M-2023-00365 | PURCHASING | Pending | FCHR | 8/15/2023 |
| SCHLAMP | STEVE | AGE | 510-2023-03358 | AIRPORTS | Pending | EEOC | 7/1/2023 |
| MEHU | STANLEY | COLOR, NATL ORIG, RACE, RETAL | 510-2023-10556 | FR | Pending | EEOC | 9/27/2023 |
| BARTHELUS | CRETZER | RACE, RELIGION, DISABILITY, NATL ORIGIN, WHISTLEBLOWER | 510-2023-10270 | ENGINEERING | Pending | EEOC | 10/1/2023 |
| SMITH | TERRI | RACE, RETALIATION | 510-2023-05090 | AIRPORTS | Reviewed | EEOC | 10/5/2023 |
| MARTIN | GILBERTO | NATL ORIGIN | 20-244-9843 | FR | No findings | FCHR | 10/18/2023 |
| GIBBONS | SANA | RACE, RETALI, SEX, HARASSMENT | 510-2024-00232 | MEO | No findings | EEOC | 11/9/2023 |
| MATTSON | TYLER | DISABILITY | 510-2023-02255 | FR | No findings | EEOC | 3/7/2024 |
| THOMAS | TRACY | DISABILITY | 510-2024-04498 | IDHED | Pending | EEOC | 2/27/2024 |

Attachment E Community Engagement and Collaborative Governance Plan

Past Community Outreach and Engagement Conducted

The Palm Beach County (PBC) Office of Resilience (OOR) conducts community workshops and surveys to gain insights throughout climate planning processes. For example, PBC OOR has held nine community workshops thus far to develop a forthcoming PBC climate change vulnerability assessment and resilience action plan. PBC OOR conducts community surveys to gain community stakeholder feedback on the climate impacts they are currently experiencing and concerned about, and what types of projects they would like PBC OOR and the County to prioritize. PBC OOR has held an in-person workshop with local municipal representatives to discuss local climate impacts and funding opportunities and regularly meets with resilience and sustainability staff who work for the local PBC municipalities.

PBC OOR recently completed a County-wide survey as part of the PBC climate change vulnerability assessment and received 245 survey responses from PBC residents. It found that extreme heat was the #1 climate change impact that survey respondents are already experiencing and concerned about. When asked how the County should address future climate impacts, survey respondents prioritized 'preserving natural land' and 'incentivizing green infrastructure/nature-based solutions' as the top two answers. PBC OOR used this community feedback as inspiration during project ideation for this grant opportunity and plans to reduce extreme heat through nature-based solutions with this project.

In 2023, PBC OOR partnered with Miami-Dade, Broward, and Monroe counties on the EPA Carbon Pollution Reduction Grant planning project that involved a community-wide greenhouse gas inventory, community workshops, and a community survey that focused on disadvantaged community members and was used to create a regional priority climate action plan. Three stakeholder priorities reported by individuals in Palm Beach County were related to the goals of this project. 61% of respondents consider reducing air pollution in residential communities to be a priority; 51% consider improvements to make agriculture and landscaping more sustainable; and 49% consider increasing the number of green spaces and natural areas to be a priority.

Since 2005, Community Partners of South Florida (CPSFL) has been actively engaging with communities that have faced historical disinvestment. Examples of their programming are:

- **BRIDGES:** Enhances parental and community capacity through workshops and practical advice, connecting families to essential resources and providing wellness information for adults and children.
- **Amplifying Impact:** Amplifies resident voices in decision-making within communities, organizations, and municipalities through consultation, facilitation, and leadership academy services.
- **PBC's Criminal Justice Commission's Dialogues to Change:** CPSFL engaged nine communities, listened to resident voices, and developed plans for positive neighborhood impact. The scope included coordinating engagement with regions, capacity building for residents, and project management of action plans.
- **Re-Imagining of Social Services via Faith-Based Investments:** This project involved re-envisioning a community center to better meet the true needs and aspirations of the hungry and unhoused, aiming for survival and sustained stability and well-being.

This engagement has fostered trust between community members and CPSFL staff, allowing for programming that directly reflects the community's needs and desires. In 2022, PBC OOR

partnered with CPSFL to create Community-Informed Climate Planning Process workshops to build disadvantaged communities (DACs) capacity in understanding local climate threats and solutions and conducting effective citizen engagement. At these workshops held in disadvantaged communities, participants stated that air pollution, extreme heat, and lack of tree canopy were top community climate issues. They wanted local governments to invest in improving community air quality and increase tree plantings. CPSFL and PBC OOR used this community feedback to further develop this project initiative concept. During the grant application process, the Project Team worked with project stakeholders to refine the scope to best meet community needs.

When designing the residential equipment replacement, CSPFL staff expressed concern over low-income residents' financial capacity to take advantage of discount programs. Even a 90% discount could be cost-prohibitive for some residents. This feedback highlighted the need to design an exchange program that's free for qualifying residents as long as gas-powered equipment is decommissioned.

One key community survey was done with PBC's Office of Community Revitalization, which empowers County residents to catalyze improvements in their neighborhoods. The PBC Office of Community Revitalization serves as a vital conduit between neighborhoods and County government, enabling residents to effectively access essential services and community resources that enhance the quality of life in Palm Beach County neighborhoods. PBC OOR and the PBC Office of Community Revitalization collaborated during this grant planning phase to discuss the project concept and Office of Revitalization community needs. The Office of Community Revitalization highlighted the impactful community events organized by its focus neighborhoods that include trash cleanups, storm debris removal, food bank distributions, and support for community gardens. PBC Office of Community Revitalization's Director, Houston Tate, conducted an outreach campaign with the Office of Community Revitalization's member communities and surveyed community leaders about what project components they would like included in the scope of work. Respondents expressed a need for electric landscape equipment to maintain public rights-of-way and shared greenspaces because these neighborhood leaders are committed to personally overseeing these maintenance activities to ensure community upkeep. Survey respondents supported the project initiative to transition to electric landscaping and utility fleets to reduce air pollution and lower noise. They also stated a need for increased sustainability practices in neighborhood landscaping and tree canopy coverage. Several PBC Office of Community Revitalization communities also provided a list of inventory needs, and the Project Team included these requests in the grant scope of work.

The Project Team also collaborated with municipal partners in the project design of this proposal, who have already been conducting outreach and engagement on sustainable landscaping. The City of Delray Beach conducted an electric lawn equipment demonstration to provide hands-on training for its staff on how to use electric equipment and assess equipment suitability for local government needs. They provided PBC OOR with a summary report of findings based on user feedback. This feedback informed how the Project will help the workforce transition to electric landscape equipment successfully. For example, the users expressed concern over battery life and replacement costs. The Project Team will include battery warranty data in the procurement of vendors so that operations and maintenance cost projections are accurate. The municipal partners also have experience working with Community Greening, the local urban forestry non-profit, and have had great experiences partnering on tree plantings in

their community parks and tree giveaways. They regularly have more attendees than trees available at giveaway events, showing the interest and need to expand these efforts locally.

The University of Florida's local Cooperative Extension Services Office surveyed commercial landscaping companies on their interest in participating and received feedback from 20 local landscaping companies. Of survey respondents, 60% were definitely or maybe interested in participating in the program; 60% are definitely or maybe interested in expanding their use of electric landscape equipment; 60% are limited in expanding their use of electric landscape equipment due to the high initial costs; 20% are finding that they are unable to take contracts due to their lack of electric landscape equipment; 60% are aware of cities and homeowners associations within PBC that require the use of electric landscape equipment; and 75% anticipate more clients/contracts requiring the use of electric landscape equipment in the next few years. PBC OOR and Cooperative Extension staff also visited a successful commercial landscaping company that has transitioned to electric lawn equipment to better inform the workforce development training. The local landscapers highlighted the need for offsetting the initial costs of electric landscape equipment and charging infrastructure and the training and support in using new electric equipment. This led to the inclusion of comprehensive training and certification programs in the project's scope.

PBC OOR conducted focus groups with major County departments that use landscaping equipment. These include the Facilities Development & Operations, Parks & Recreation (Parks), and Engineering & Public Works departments. These user departments expressed great interest in the project initiative and confirmed they would partner on County demonstration days, pilot programs, purchasing programs, and staff trainings and certifications needed to run and maintain the new equipment. They also expressed the need to budget for installing the electrical infrastructure at landscape equipment storage sites, as many do not currently have adequate electrical hookups available.

Finally, PBC Parks conducted a community-wide survey of County residents and found that 'Shaded Areas' was the number one unmet need in County parks, with an estimated 142,000 households whose need of shaded areas are "not met" or "partly met" by current County park amenities. This project will help PBC Parks fund their regreening plans and expand tree canopy coverage in three major county parks located within PBC DACs.

Community members' involvement in focus groups and surveys ensured that the strategies reflected a diverse range of perspectives, building trust and support for the projects. Continuous engagement through feedback loops allowed for adjustments to the project based on evolving community needs and concerns. Local partnerships facilitated the effective project design by leveraging established networks and expertise to reach target populations. Overall, these outreach and engagement methods were crucial in developing initiatives that were well-aligned with local priorities and capable of delivering meaningful benefits to residents across Palm Beach County.

Community Engagement Plan Implementation:

Clear Methods for Engagement and Transparency

To ensure the successful implementation of the Greenscape PBC initiative, several community engagement methods will be employed to foster broad and inclusive participation, address potential barriers, and involve relevant governmental stakeholders. PBC OOR and CPSFL will organize a series of resident interviews and focus groups across Palm Beach County

that are strategically held in various neighborhoods, with a special focus on ensuring representation from diverse and disadvantaged communities. These events will provide platforms for residents to engage directly with program details, offer feedback on project development, and express any concerns they may have. CPSFL will conduct focus groups with residents, small business owners, nonprofits, and local organizations to gather detailed insights into specific community needs and challenges, helping to tailor the program to better serve all stakeholders. The Project Team will attend prominent municipal events to engage with community stakeholders about the project initiatives and seek feedback. Additionally, CPSFL will survey residents and business owners both online and in person to capture a broad spectrum of community opinions and needs related to the project and validate findings from interviews and focus groups.

The Project Team will create two steering committees to inform the Project. A community engagement steering committee will be composed of local residents and DACs leaders and will inform the residential electric landscape equipment and sustainable landscaping program design components. A workforce development steering committee will be composed of landscaping and urban forestry workers and will inform the commercial electric landscape equipment exchange and workforce development programs.

Strategic partnerships with local community organizations and advocacy groups will enhance outreach efforts, helping to effectively communicate the program's benefits to underserved populations. These collaborations will ensure that the program reaches all residents and that their voices are heard in the development and implementation phases.

To promote transparency and accountability, a webpage on the OOR website will provide updates on the project's progress. This webpage will feature information on project milestones, available benefits, upcoming events, and community engagement opportunities. Regular reports detailing the project's status and achievements will be published, and feedback mechanisms will be established to allow residents to submit comments and questions. Social media channels will also be utilized to disseminate information about the project, including updates on events and opportunities, ensuring that the community remains engaged and informed.

Educational workshops and information sessions will be held to continuously inform the community about the project's benefits and progress. These sessions will explain sustainable landscaping equipment transition and overall practices. CPSFL will serve as the designated community liaison to provide support and collect feedback from residents throughout the project's implementation. CPSFL will act as the point of contact between the community and the project team, ensuring that residents have access to timely information and assistance. Additionally, periodic updates through newsletters, local media, and community bulletin boards will keep residents informed about the project's status, upcoming events, and available benefits.

Mitigating Barriers

To effectively address and overcome barriers to community engagement and participation in the proposed initiative, the Project partners will implement several key measures. Firstly, to address linguistic differences, they will ensure that translation services are provided for all major documents and meetings. Bilingual staff or volunteers will be present at community events to assist non-English speakers. Additionally, outreach materials and communications will be available in English, Spanish, and Haitian-Creole languages to make information accessible to a diverse population. All communications will be crafted using clear, straightforward language to avoid misunderstandings.

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Communication challenges will be met by utilizing various channels for information dissemination, including social media, community newsletters, local radio stations, and through trusted community organizations and leaders. Regular updates will be provided to keep community members informed, and feedback mechanisms will be established to address any concerns.

For residents with disabilities, the Project partners will ensure that all public meetings and events are accessible. This will include providing wheelchair access, sign language interpreters, and alternative formats for materials.

Virtual meeting options will also be available for those unable to attend in person. To address issues of inaccessible technology, printed materials, and information will be distributed through community centers, libraries, and local organizations. In-person workshops and information sessions will be organized in accessible locations, and assistance will be provided to help residents navigate online resources.

Building trust and increasing awareness will be achieved through transparent communication and active engagement with community leaders and local organizations. Partnering with respected local figures will enhance credibility and encourage broader participation. Since 2005, CPSFL has been actively engaging with communities that have faced historical disinvestment, leveraging community relationships to increase individual, family, and community health and well-being while fostering community engagement and supporting residents' civic development and participation. CPSFL is using its longstanding reputation as a trusted community partner to engage and recruit residents and community stakeholders. CPSFL will hold the Project Team accountable to respond to community needs and create systemic communication channels between local governments and Priority Area residents. Initial meetings and community forums will be held to introduce the project, explain its benefits, and establish trust.

Transportation challenges will be addressed by collaborating with local transit authorities to provide transportation options for residents attending project-related events. Carpooling programs and shuttle services may also be organized to facilitate access to meetings and workshops.

To support parents and guardians, on-site childcare will be offered at community events and workshops. Collaborations with local childcare providers and community centers will ensure affordable and reliable childcare options are available. For elderly residents and those requiring adult care, support services such as home visits, telephone consultations, and virtual meetings will be provided. Events will be scheduled at convenient times for seniors and accommodations will be made to ensure their comfort and participation.

Government Involvement

Successful grant performance for the Greenscape PBC initiative will rely heavily on the active support and involvement of various government agencies. Each agency will play a critical role in ensuring that the project's objectives are met efficiently and effectively. The PBC OOR will serve as the lead applicant and project manager, overseeing grant administration and compliance. Their responsibilities include managing funding, tracking expenditures, ensuring adherence to grant requirements, and coordinating overall project implementation. OOR will facilitate collaboration among different stakeholders, including local governments and community organizations, to align project activities with broader sustainability goals. Local municipal governments, such as those from Boca Raton, Boynton Beach, Delray Beach, and

West Palm Beach, will be instrumental in promoting the program within their jurisdictions. They will assist in resident outreach, facilitate the distribution of program information, and support local events with a focus on residents in their DACs.. Their involvement will also include helping to identify and address any local regulatory or logistical challenges that may arise during implementation.

The Palm Beach County UF/IFAS Cooperative Extension Office will support the initiative through workforce development and educational programs. This agency will engage local commercial landscape companies, providing training on the use of electric equipment and sustainable landscaping practices. They will also verify commercial participant eligibility and facilitate knowledge transfer to ensure that local landscapers can effectively utilize new technologies.

The Palm Beach County Office of Community Revitalization will align the Project with ongoing neighborhood revitalization efforts. The PBC Office of Community Revitalization will coordinate with community leaders to integrate electric equipment incentives with existing community development programs. Their involvement includes organizing community events, supporting neighborhood improvements, and ensuring that revitalization activities complement the goals of the Project. State and federal environmental agencies will provide regulatory oversight and ensure that the program complies with environmental standards. These agencies will review project plans, offer guidance on best practices, and help navigate any permitting processes required for the implementation of electric landscape equipment and related infrastructure.

Collaborative Governance Structure:

To ensure broad and diverse community representation in the project, several outreach methods and processes will be implemented. These strategies aim to solicit community representatives from various backgrounds and ensure that different voices are heard. Firstly, a series of community meetings and workshops will be organized across various neighborhoods, particularly focusing on underserved or disadvantaged areas. These events will provide residents with opportunities to express their interest in participating as community representatives. Meetings will be scheduled at accessible locations and times to accommodate different schedules, thereby maximizing attendance and participation. Targeted outreach campaigns will also be employed to engage a wide audience. These campaigns will utilize multiple channels, including social media, local newspapers, and community newsletters, to announce opportunities for community representation. Special attention will be given to reaching underrepresented groups through culturally relevant messaging and language support, ensuring that information about participation is disseminated effectively. Collaborations with local community-based organizations, nonprofits, and advocacy groups will further facilitate outreach. These organizations, which have established relationships with diverse community members, will help identify and connect potential community representatives, ensuring varied representation in the project.

Additionally, focus groups and surveys will be conducted to gather input from a broad spectrum of community members. Surveys will include questions about interest in becoming a community representative and preferences for how community input should be gathered. Focus groups will target specific demographic groups to ensure their perspectives are included. Public announcements and information sessions will be used to educate residents about the project and the role of a community steering committee. These sessions will clarify the selection process and

criteria, providing a platform for interested individuals to express their interest and learn more about the opportunity.

The process for selecting community steering committee members will include an incremental and inclusive process. Initially, the individuals who have previously engaged with PBC OOR will be contacted and will have the opportunity to learn more about this opportunity and accept, if desired. Next, the local community-based organizations within the disadvantaged communities will be engaged in the identification of individuals within their program/community who have a passion for this work and can commit. Those individuals will be contacted, have the opportunity explained, and join if interested. Finally, the steering committee will be rounded out with actual community-based organization staff. This diverse committee needs to have individual and organizational stakeholder input and implementation power. Once individuals and organizations have communicated interest, an application will be provided to better understand motivations, availability, and areas of influence/impact. The committee requires a diverse set of members and an important next step after application/ acceptance is the "Who's Missing at the Table" activity. This activity, widely done across community engagement, ensures that the committee can reflect the regions in terms of demographics, opinions, and desires. Meetings will be set on a consistent basis when a majority of members are available, childcare, meals, and transportation will be made available for in-person meetings, and Chromebooks (with digital literacy classes) will be made available for interested individuals when meetings are online.

Coordination with Community Members

The coordination between PBC OOR, CPSFL, and other collaborating entities is vital for the successful execution of the proposed initiative. Each organization contributes uniquely to ensure effective community engagement and project progress. The PBC OOR serves as the Lead Applicant and is pivotal in managing the grant. They oversee all aspects of funding compliance, financial reporting, and adherence to grant requirements, including meticulous tracking of expenditures to ensure alignment with the grant's stipulations. Additionally, PBC OOR functions as the program's primary project manager, coordinating day-to-day operations, managing timelines, and ensuring that project deliverables are met. They facilitate collaboration among stakeholders, including government agencies, nonprofits, and community organizations, to ensure cohesive efforts toward program goals. Key responsibilities also include negotiating contracts, including with electric landscape equipment and grant compliance and management vendors, managing vendor relationships, and ensuring deliverables meet program standards. PBC OOR will work with Project partners to implement community outreach, organize events to raise awareness, address community concerns, and develop policies related to equipment usage and incentives. They handle data collection and reporting, monitor program outcomes, and manage risk to ensure the initiative operates smoothly and achieves its environmental and community resilience goals.

CPSFL plays a crucial role as a Statutory Partner by focusing on equitable implementation and community engagement. CPSFL leads extensive outreach efforts, including campaigns, workshops, and informational sessions, to educate residents about the benefits of transitioning to electric landscape equipment. They manage the eligibility screening process for program incentives and serve as a liaison between the program and local organizations. CPSFL organizes community meetings and focus groups and maintains communication channels to gather feedback and address concerns. They are also responsible for robust data collection and reporting, analyzing program outcomes, participant demographics, and community impacts.

Their data-driven approach helps evaluate the program's effectiveness and informs future improvements.

Additional collaborating entities include the PBC UF/IFAS Cooperative Extension Services Office, which engages local commercial landscape companies and supports workforce development. Their responsibilities include verifying participant eligibility, coordinating educational efforts, and facilitating training in sustainable practices. The Palm Beach County Office of Community Revitalization collaborates with the Core Community Revitalization Team areas within DACs to align incentives with revitalization efforts and administer neighborhood engagement programs. PBC Departments, including Facilities Development & Operations, Engineering & Public Works, and Parks & Recreation, will participate in demonstration days, pilot programs, and purchasing programs while providing feedback.

Municipal partners such as Boca Raton, Boynton Beach, Delray Beach, and West Palm Beach Offices of Sustainability will assist in resident and commercial outreach through social media, marketing campaigns, and community events. They will encourage their local staff to attend demonstration events and workshops as well.

Florida Atlantic University's Pine Jog Environmental Education Center offers tools for students to apply experiential opportunities that enhance critical thinking about sustainability and conservation initiatives. They will develop a sustainable landscaping immersive dual-enrollment program for local high school students from DACs to help grow their knowledge, empower them to be community leaders, and communicate sustainable landscaping practices to PBC community stakeholders.

CG is a community-based organization that will help manage the initiative as well as lead community outreach and education efforts related to the benefits of a healthy tree canopy in Palm Beach County's DACs. CG will engage residents, students, and community leaders in activities designed to equitably increase the tree canopy in the DAC areas, including 1) tree planting events in public parks to increase equitable access to shaded outdoor recreational areas; 2) tree deliveries to DAC residents to increase resident tree canopy coverage, including fruit-bearing trees to increase food access, and 3) provide maintenance to trees recently planted by CG in DAC areas to ensure their survival and reduce storm damage. CG will lead the Youth Tree Team green-collar workforce development program. The Project will work with local youth interested in forestry and arboriculture careers. The Project will also align with Program goals by training the Youth Tree Team in—and providing them with hands-on experience with—urban forestry management, maintenance, and propagation best practices. The Youth Tree Team will assist with giveaways and events, tree propagation, and maintenance.

Decision-Making Processes

The decision-making framework for the Greenscape PBC initiative involves clear roles and responsibilities among key entities. PBC OOR, as the lead applicant and project manager, oversees grant management, financial reporting, and program compliance. They handle day-to-day operations, coordinate stakeholder collaboration, manage equipment procurement, and lead community outreach efforts. Additionally, PBC OOR is responsible for risk management and policy development. CPSFL serves as a Statutory Partner, focusing on equitable implementation and community engagement. Their primary roles include leading outreach efforts, conducting eligibility screening, and acting as a liaison between the program and local community organizations. CPSFL also manages data collection and analysis to assess the program's effectiveness. Other collaborating entities, such as the Palm Beach County

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UF/IFAS Cooperative Extension Services Office, support workforce development and training in sustainable landscaping practices. The Palm Beach County Office of Community Revitalization aligns incentives with revitalization efforts and administers neighborhood engagement programs, while municipal partners like Boca Raton, Boynton Beach, Delray Beach, and West Palm Beach Offices of Sustainability promote the program and support resident outreach.

Decision-making processes are conducted through regular meetings, which will occur bi-weekly or monthly, depending on the phase of the initiative. These meetings involve key representatives from PBC OOR, CPSFL, and other partners and cover progress reviews, challenge discussions, and planning. Routine decisions are made during these meetings with input from all parties. For critical decisions that may arise urgently, additional meetings or ad-hoc discussions may be convened. Consensus building is a key aspect of the decision-making process, aiming for agreement among all involved entities. When consensus is not possible, decisions may be made through a formal voting process. To ensure transparency, detailed meeting minutes and regular progress reports are documented and shared with all stakeholders. Communication channels, including secure email groups and collaboration tools, facilitate ongoing updates, while public communication through meetings, newsletters, and social media keeps the community informed. Expedited decision-making procedures are available and will be in place for urgent situations that require rapid responses. In such cases, immediate virtual meetings or conference calls are organized, and designated decision-makers, such as leadership from PBC OOR, may make temporary decisions subject to later review. All expedited decisions are documented and communicated promptly to stakeholders, with follow-up evaluations to assess their impact and make necessary adjustments.

Replacement of a Collaborating Entity

If a Statutory Partner or other Collaborating Entity withdraws, PBC OOR will work with the remaining project partners to secure a replacement with comparable expertise, experience, knowledge, and qualifications to ensure successful grant completion within the grant period. PBC would seek prior approval by an authorized EPA official pursuant to 2 CFR 200.308(c)(6) and provide prompt notice to the EPA of anticipated partner changes. Any resulting guidance provided by EPA shall be communicated to the parties and adhered to and carried out in a timely manner by all parties.

Attachment F: Community Strength Plan

1. Maximizing Economic Benefits of Projects

Business Opportunities

The Greenscape PBC initiative will significantly enhance business opportunities for disadvantaged community PBC residents and business owners. By focusing on transitioning to electric landscape equipment, expanding urban tree canopies, and sustainable landscaping, the program will offer specialized training and employment opportunities within green job sectors. This training will target underserved communities, providing valuable skills in landscaping and environmental management, which are crucial for long-term economic stability and growth. The program will include electric landscape equipment rebates, training, and certification opportunities for local small businesses and contractors specializing or interested in expanding their eco-friendly landscaping solutions. These resources will help these businesses to expand their services and compete for larger contracts, stimulating local economic activity and creating additional job opportunities. This approach not only promotes sustainable business practices but also boosts the local economy by supporting small enterprises.

Public space improvements, such as the proposed greening of parks and installation of demonstration gardens, will also play a role in economic revitalization. These upgrades are expected to attract tourism and recreational activities, which can drive local economic development. Improved public spaces will enhance neighborhood appeal, potentially raising property values and reducing vacancy rates, which benefits both homeowners and local businesses. Residents and businesses participating in the transition to electric landscape equipment will enjoy financial incentives that reduce operational costs. The program will aid with purchasing and installing electric equipment, lowering upfront costs, and offering long-term savings through reduced maintenance expenses. This financial support makes sustainable practices more accessible and economically viable.

Community-based economic development will be a focus of the initiative, with collaborations involving local organizations like Statutory Partner Community Partners of South Florida (CPSFL). These partnerships will promote job creation and economic growth within marginalized communities, ensuring that the program is designed to meet community needs, the economic benefits are equitably distributed, and community-driven solutions are supported. The program will also stimulate demand for local suppliers and manufacturers by focusing on electric landscape equipment and native and Florida-friendly plantings. This support for regional suppliers will reduce transportation costs and strengthen the local economy by keeping procurement dollars within the community.

Additionally, investments in tree canopy expansion and sustainable landscaping are expected to boost property values and local tax revenue. As property values increase, local governments will benefit from higher tax revenues, which can be reinvested into community services and infrastructure. Finally, the program will explore innovative partnerships with private sector entities to leverage additional funding and resources. Collaborations with businesses engaged in corporate social responsibility initiatives may provide supplementary support, further enhancing the program's impact. These partnerships will create additional economic opportunities for local contractors and suppliers involved in the projects.

Job Opportunities

The Greenscape PBC initiative creates extensive job opportunities by engaging local businesses and contractors in several critical aspects of project implementation. These efforts aim to stimulate local economic growth, foster inclusive participation, and support diverse business enterprises, particularly those from disadvantaged backgrounds. For instance, the Sustainable Landscaping Practices initiative collaborates with local nurseries and landscaping companies to manage tree giveaways and establish demonstration gardens. By involving these local businesses, the project not only supports their operations but also provides them with a platform to showcase their products and services. This collaboration can lead to long-term business relationships and increased local engagement. Additionally, the project involves local landscaping professionals in installing and maintaining demonstration gardens, which offers further business opportunities and promotes local expertise in sustainable landscaping practices.

The Electric Landscape Equipment Transition program replaces gas-powered landscaping equipment with electric alternatives. This transition necessitates the involvement of local contractors for the installation and maintenance of new equipment. By creating demand for electric equipment installation and servicing, the program supports local businesses specializing in these technologies. Moreover, the program's workshops and training sessions for equipment use also create opportunities for local trainers and educators, who can provide valuable expertise and support to both residents and businesses.

To enhance business opportunities, community organizations will proactively inform local businesses of open solicitations and encourage them to bid on contracts. These proposed projects will create business opportunities in PBC by actively involving local contractors and businesses in various project activities, advertising contract opportunities through local government and community channels, and making efforts to include disadvantaged business enterprises (DBEs). This can be achieved through partnerships with PBC's Office of Equal Business Opportunity (OEBO), which can help advertise contracting opportunities to a wide audience. PBC OOR will work with OEBO to help provide resources for small businesses to compete for future PBC contractor opportunities and market their skills in electric landscape equipment technology. This ensures that local businesses, including DBEs, are aware of and can compete for available contracts. This is critical, as only one of the 124 County-registered landscape maintenance services vendors is registered as a small, minority-owned business in PBC. The Greenscape PBC initiative will focus on these small businesses to ensure they are prioritized in a just transition to a clean economy. By providing a platform for local businesses to participate and thrive, these initiatives foster economic growth, support community engagement, and promote a diverse and inclusive local economy.

The Greenscape PBC initiative will also promote youth workforce development. The PBC UF/IFAS Cooperative Extension Services Office and Community Greening will create new positions, including a full-time Program Coordinator, a full-time Tree GiveAway Program Assistant, and a part-time social media and Marketing Program Assistant. Collaborating entity Florida Atlantic University Pine Jog Environmental Education Center will create a program to train at least 50 high school-aged youth resilience ambassadors on Sustainable Landscaping Practices over three semesters annually for two years (25 youth each year). Each training year will consist of a one-week-long, residential-based learning institute conducted in the summer, as well as fall and spring semester-long courses that meet weekly. Each participant will receive at least 160 hours of direct service training (face-to-face instruction) accompanied by 80 hours of indirect service study (readings, assignments, learning projects, etc.) for a total of 240 hours per

participant and a total of 12,000 participant hours (240 times 50). Participants will be able to receive up to 9 college dual-enrollment credits if eligible for enrollment (must meet university enrollment minimum). Youth ambassadors will cross-train 250 (125 per year for two years) elementary-aged students in afterschool programs by creating storybooks with them that relate to climate resilience and environmental sustainability.

Community Greening's tree planting component will support a Youth Tree Team green-collar workforce development program. The Project will work with local youth interested in forestry and arboriculture careers. The Project will also align with Program goals by training the Youth Tree Team in—and provide them hands-on experience with—urban forestry management, maintenance, and propagation best practices. The Youth Tree Team will assist with giveaways and events, tree propagation, and maintenance.

Financial Savings

The Greenscape PBC Initiative will deliver substantial direct economic benefits to PBC residents, focusing on immediate savings and long-term sustainability. Electric landscape equipment is cost-prohibitive for many disadvantaged community residents and businesses, even though community surveys show they are passionate about pursuing sustainable practices that improve their communities. The Electric Landscape Equipment Transition initiative will solve the first-cost challenges. For residents, the program will provide free equipment through an exchange program. For commercial participants, surveys done during the grant application recommend having a commercial steering committee determine the appropriate discount for the exchange program. To increase tree canopy in disadvantaged communities, the Sustainable Landscaping Practices initiative will distribute 2,000 native, Florida-Friendly, and/or fruit-bearing plants to County residents each year.

Long-term, participants will benefit from reduced operational costs due to the transition from gas-powered to electric equipment, which reduces fuel and maintenance costs. This shift will lead to lower lawn maintenance bills for homeowners, governments, and businesses due to the greater efficiency of electric tools compared to their gas-powered counterparts. Complementing this, the Florida-Friendly Landscape education and demonstration gardens initiative will advocate for water-saving landscaping practices, which can help lower water utility costs. Additionally, the expanded tree canopy provided by these initiatives leads to lower energy bills by offering natural cooling, which reduces the need for air conditioning. This is particularly advantageous for underserved communities, where lower utility costs can significantly impact household budgets.

To ensure these economic benefits are preserved over the long term, PBC OOR and CPSFL have outlined several strategic measures. Ongoing education and outreach programs will help residents understand and maximize the advantages of electric landscape equipment technologies, including workshops and informational resources. For the commercial landscape and government users, the Project will educate stakeholders on how to update operation and maintenance schedules to account for the shift in technology, which includes battery replacement needs. This proactive approach will extend the lifespan of these investments and sustain their economic impact. Additionally, a data-driven feedback mechanism will be implemented to monitor and evaluate the effectiveness of the interventions. This approach allows for adjustments based on residents' experiences and needs, ensuring that the benefits remain relevant and impactful. Partnerships with local businesses and organizations will further reinforce the economic benefits by creating job opportunities and stimulating local economic growth. Training

programs and support for local contractors and vendors involved in the projects will build local capacity and enhance long-term sustainability. The Greenscape PBC projects in this application are designed to deliver significant economic benefits to PBC residents, particularly those in disadvantaged communities while ensuring that these benefits are maintained and enhanced over time through strategic planning and community engagement.

2. Displacement Avoidance

Immediate and Long-Term Benefits

The benefits to disadvantaged communities in PBC from the proposed projects can be evaluated based on their ability to deliver both immediate and long-term advantages. In the short term, residents will experience financial relief through reduced energy bills and lower maintenance costs associated with the transition to electric landscape equipment. These savings arise from the inherently lower operational costs of electric technologies compared to traditional gas-powered alternatives. Additionally, immediate job opportunities will be created through the implementation of green technologies and infrastructure projects. These job openings will provide residents, especially those from disadvantaged backgrounds, with employment and training in the burgeoning green sector. Enhanced public health is another short-term benefit, with reduced air and noise pollution leading to better respiratory health and overall well-being. In the long term, continued use of energy-efficient technologies and sustainable practices will sustain these health benefits and contribute to environmental improvements, such as increased biodiversity and climate resilience.

To ensure that these benefits are preserved and maximized, PBC OOR and CPSFL will implement several key measures. Ongoing community engagement and education will be crucial in helping residents understand how to effectively use and maintain new technologies. This will include targeted outreach to disadvantaged communities to ensure they are informed about and can access the benefits of the projects. Providing support services such as transportation, childcare, and mental health resources will address barriers that might prevent residents from fully participating in and benefiting from the programs. Additionally, local hiring and training programs will prioritize employing contractors and businesses from disadvantaged communities, with a focus on equipping residents with skills for new job opportunities. Finally, fostering partnerships with local organizations, businesses, and community leaders will enhance project implementation and ensure that the initiatives meet the specific needs of disadvantaged populations. By focusing on these strategies, the initiatives can help guarantee that the economic, environmental, and health benefits are sustained and equitably distributed, particularly for disadvantaged communities.

Short-Term and Long-Term Risks and Mitigation Strategies

The Greenscape PBC initiatives present potential short-term and long-term risks to residents, small businesses, nonprofits, and other community members. In the short term, there might be unforeseen financial burdens on participants when they adopt new sustainable landscape practices or transition to electric landscape equipment. Additionally, implementing new systems could temporarily disrupt services and operations, affecting daily routines and productivity. Insufficient training and support could hinder effective use of technology and practices.

Long-term risks include the potential for rising costs associated with maintaining and repairing new technologies that could negate the anticipated savings from reduced maintenance.

There is also a risk of economic displacement if small businesses relying on gas-powered equipment struggle to adapt to technological changes while others take advantage of the electric landscape equipment transition. This could exacerbate inequalities, particularly if businesses and individuals in disadvantaged communities are disproportionately impacted. Long-term economic challenges for individuals and businesses could affect overall community resilience.

To mitigate these risks, the Greenspace PBC initiative will subsidize upfront costs for landscapers and provide residential exchange programs, reducing the economic burden and promoting wider adoption. To ensure long-term economic benefits, the projects will focus on strategies that support economic stability and environmental health. For instance, the Greenscape Sustainable Landscaping Practices project will increase tree canopy coverage and enhance local biodiversity, which will improve air quality and reduce greenhouse gas emissions while creating green jobs and supporting local landscape businesses.

Comprehensive training programs and support services will be provided to facilitate the transition, including technical assistance and workshops to ensure effective use of new systems. A phased implementation approach will minimize disruptions and allow for gradual adaptation, while cost monitoring mechanisms will track long-term expenses to ensure sustainability. Supportive programs will also be established to provide ongoing resources and assistance to communities, ensuring that the benefits of the EPA-funded investments are maximized and any negative effects are minimized. For example, the Tree Drop-Off Program alleviates the cost burden of transportation by delivering up to three 15-gallon trees directly to residents' homes. This service reduces logistical barriers and the financial costs associated with acquiring and transporting trees.

Primary partners PBC OOR and CPSFL will collaborate with local governments and other entities to develop policies that support equitable implementation and mitigate displacement risks. Collaborating with local business associations and chambers of commerce will ensure that businesses receive the necessary support throughout the transition. The proposed initiatives also include community engagement programs, such as workshops and steering committees, to include local stakeholders in project planning and implementation to ensure the projects address local needs and provide co-benefits like job creation and improved community resilience. Finally, the project partners will collaborate with County departments and other local governments to align the projects with current sustainability goals and address potential displacement risks through coordinated planning and policy development.

Projects Underway and Existing Policies to Mitigate Risks

PBC OOR will work with the PBC OEBO, whose mission is to foster the inclusion of local small, minority, women-owned business enterprises in PBC's procurement process which influences the County's economic development. PBC OEBO provides new and existing local businesses with mentorship, resources, tools, and technical assistance. PBC also has several partnerships with economic development organizations to promote workforce development opportunities. These include Palm Beach State College, Career Source PBC, the Economic Council of PBC, and the Business Development Board of PBC. These organizations promote job training programs to equip job seekers with the necessary skills for emerging positions in the green economy, mitigating potential employment risks and preparing the local workforce for new opportunities. To support the Sustainable Landscaping Practices initiative, the PBC Cooperative Extension Services Office currently has staff who promote Florida-Friendly gardening and low-water usage practices that support biodiversity and sustainability.

Attachment G: Readiness Approach

The successful implementation of grant-funded projects requires meticulous planning and adherence to various regulatory and operational standards. For the Greenscape PBC initiative, a structured approach is crucial to ensure compliance with grant terms and conditions, meet federal requirements, and address project-specific needs. This comprehensive response outlines the strategies and measures that the Palm Beach County Office of Resilience (PBC OOR) and its partners will employ to initiate and manage these projects effectively. It details how they will secure necessary government approvals, adhere to federal regulations, align with existing community plans, ensure site control, and develop robust operations and maintenance plans to achieve long-term success and sustainability.

Government Approval

Securing necessary government approvals is a critical component for the successful initiation and execution of grant-funded projects. PBC OOR, serving as the lead applicant for the grant, undertakes a comprehensive approach to ensure that all required approvals are obtained.

For the grant agreement, PBC OOR has thoroughly prepared to implement the project quickly and ensure the completion of all project activities within the three-year award period. Specific actions to streamline the contract execution include: PBC OOR has received PBC delegated authority for the County Administrator to execute this grant agreement, when awarded, and it would not need to go through the Board of County Commissioners (Board) approval process. Upon notice of the award and receipt of the grant agreement, PBC OOR staff would review it, send it to the County Attorney's Office, and then recommend the County Administrator's signature. PBC OOR anticipates sending a signed grant agreement back to EPA within 30 days of receipt.

For PBC staff positions, PBC OOR and the UF/IFAS Cooperative Extension Services Office will begin Board and Human Resources coordination to add positions to their respective offices upon grant award notification. In addition, PBC OOR's existing staff will be able to work on the Project immediately upon grant agreement execution. For procurement, PBC OOR will directly contract with non-profit partners Community Partners of South Florida (CPSFL) and the Florida Atlantic University (FAU) Pine Jog Environmental Education Center. PBC OOR staff have prior experience with procurement and will be able to start drafting the contracts and agenda items needed for the Board approval upon award notification. This process will allow for CPSFL and FAU Pine Jog Environmental Education Center to begin hiring staff and rolling out their project plans within 90 days of grant agreement execution. PBC OOR would begin competitive procurement for project administration and compliance support upon award notice.

The Greenscape PBC initiative involves transitioning to electric landscape equipment, conducting equipment demonstrations, and conducting tree plantings. PBC OOR and the Cooperative Extension Services Office will choose demonstration garden sites where the partners have government approval to conduct native plantings. For example, the PBC Parks & Recreation Department has its own authority over County-owned parks to implement native plantings. PBC OOR and County departments are experienced in obtaining required permits and land use approvals to conduct the Project. These activities are incorporated into the milestone checklist to ensure timely completion.

Palm Beach County staff work closely with local government departments, environmental agencies, and zoning boards to ensure compliance with all regulatory

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requirements. PBC OOR and the Cooperative Extension Services Office will manage any regulatory approval processes by preparing detailed submissions, engaging in public consultations, and addressing any concerns related to environmental or community impacts. A dedicated project management team oversees this process, tracking progress and coordinating with regulatory bodies to secure permits without delays that could impact the project's timeline.

Federal Requirements for Construction Projects

Compliance with federal regulations is essential for the successful implementation of construction-related aspects of grant-funded projects. PBC OOR and its partners establish and maintain robust systems to adhere to requirements such as the Clean Air Act § 314 and the Davis-Bacon and Related Acts. These regulations ensure environmental protection during construction and require the payment of prevailing wages to workers.

Palm Beach County is a large government with an \$8.9 billion annual operating budget and construction departments that are experts in managing federal funding and grant requirements. The PBC government County Attorney's Office, Human Resources, Financial Management & Budget, Purchasing, Risk Management, and Clerk of the Circuit Court & Comptroller's offices and departments support the PBC offices and departments, including PBC OOR, in carrying out work with federally funded goods and services.

In 2024, the Purchasing Department and the County Attorney's Office published a new Palm Beach County Purchase Orders/Contract Standard Terms and Conditions for Federally Funded Goods or Services document for PBC departments and offices to include in subawards. PBC requires all contracts for federally funded goods or services to comply with all federal, state, and local laws, ordinances, codes, and regulations. Where applicable, projects must implement procedures to meet the Build America Buy America Act, which mandates the use of domestically sourced materials.

The Greenscape PBC initiative will complete 20 demonstration gardens through subawards. In addition, PBC will manage the following three construction projects:

- New 220v Electric Landscape Equipment charging infrastructure at County locations
- Upgrade Electric Landscape Equipment charging infrastructure at County locations
- Rewire existing location for Electric Landscape Equipment charging infrastructure at County locations

When developing contracts for this work, PBC OOR and the Cooperative Extension Services Office will draft agreements using PBC-provided standard contracts that include federal compliance regulations. Staff will then have their assigned County Attorney's Office attorney review the contract for compliance and edit the document as needed. The staff will comply with the Purchasing Ordinance that allows for both direct procurement with a non-profit in addition to competitive procurement for for-profit entity services. The staff will then negotiate the contract with the third party. The PBC County Attorney's Office, Risk Management Office, Office of Equal Business Opportunity, and Purchasing Department will conduct a final review before recommending the Board execute the contract.

PBC OOR staff will enforce the County's procurement policies that integrate these requirements and conduct regular compliance checks. To ensure adherence, compliance officers perform periodic audits, monitor project activities, and address any issues promptly, maintaining alignment with federal standards throughout the project lifecycle.

Alignment with Existing Plans

Ensuring alignment with existing community development and climate resilience plans is vital for the effective integration of grant-funded projects into broader regional strategies. During project development and implementation, PBC OOR conducts a thorough review of relevant plans, including Palm Beach County's climate action strategies and hazard mitigation frameworks. They engage with local planning authorities, community organizations, and stakeholders to ensure that the projects support and complement existing goals and policies.

As the Project aims to reduce greenhouse gas emissions from lawn equipment, promote sustainable lawn care practices, and increase tree canopy, the Project is consistent with PBC plans and policies that support climate resilience and sustainable development. This includes the Southeast Florida Regional Climate Change Compact's Regional Climate Action Plan 3.0, which PBC's Board adopted. PBC OOR is also working on a Comprehensive Plan "Resilience" element and a Countywide Resilience Action Plan, both of which support the Project.

The Greenscape PBC initiative is consistent with PBC land use planning regulations. Per § 163.3177(1), Fla. Stat., all Florida local governments must adopt a comprehensive plan to "provide the principles, guidelines, standards, and strategies for the orderly and balanced future economic, social, physical, environmental and fiscal development of the area that reflects community commitments to implement the plan and its elements." Palm Beach County has a Comprehensive Plan that includes a Recreation and Open Space Element (ROSE), which the Parks & Recreation Department oversees. The ROSE guides the County's capital program to meet the ever-increasing demand for parks, beaches, recreational facilities, and open space necessary to serve new development and to maintain the quality of life enjoyed by existing residents. Community involvement and public input have been an integral part of the ROSE's development. The Greenscape Sustainable Landscaping Practices initiative is consistent with ROSE's goal to provide parks, recreational facilities, and open space by increasing tree canopy and protecting open space and native ecosystems. PBC also has a Future Land Use Element (FLUE) as part of its Comprehensive Plan. The FLUE states that parks and recreation uses shall be allowed in all future land use designations.

In addition to the Comprehensive Plan, the Palm Beach County Unified Land Development Code governs zoning regulations. Article 7 focuses on landscaping. Chapter A. Section 3. B Environmental Quality's goal is "to improve the environment by maintaining permeable land area essential to surface water management; reducing and reversing air, noise, heat, and chemical pollution through the biological filtering capacities of vegetation; promoting energy conservation through the creation of shade; and, reducing heat gain in or on buildings or paved areas. [Ord. 2018-002]. The ULDC states that "[a]ttention should be given to locating landscape elements in a manner that provides energy conservation benefits. Landscape designs should also consider natural drainage features and the use of pervious surfaces and areas to minimize runoff." Similarly, Article 7 Chapter A. Section 3. B Water Conservation's goal is "to promote water conservation by encouraging: the installation of native and drought-tolerant plant materials in appropriate areas; the use of water-conserving irrigation practices; and, the adherence to landscape installation standards and maintenance procedures that promote water conservation. [Ord. 2018-002]. The ULDC states that "[L]andscape designs should feature native plant species, especially in areas adjacent to existing native vegetation. Where feasible, the reestablishment of native habitats should be incorporated into the landscape design. The use of drought-tolerant plants should enrich the existing landscape character, conserve water and energy, and provide as pleasant and varied a visual appearance as plants that require more water.

[Ord. 2018-002].” Since the Sustainable Landscape Practices initiative involves installing demonstration parks at existing designated parks and open spaces using energy conservation, sustainable design, and native and drought-resistant plants, the project is consistent with land use regulations.

Where the Project requires Zoning or Building Division approval, the Project Team will collaborate with its County department colleagues to ensure permits are provided expeditiously. Where installation is contracted to a sub-contractor, contract language will require the consultant to perform all necessary actions to obtain Planning, Zoning & Building Division approvals within the County and within other municipalities, which have their own land use regulations.

Site Control

Demonstrating control over project sites is crucial for the implementation of grant-funded projects. For County-owned demonstration sites, PBC OOR will work with the relevant County departments to ensure that they have legal control or ownership of the sites where projects will take place. For non-county property, PBC OOR will ask for comprehensive documentation, including property deeds, lease agreements, and access permits, to ensure that the project partner has legal authority to allow demonstration gardens, which will be a requirement to partner. In cases where site control issues arise, PBC OOR has contingency plans to address and resolve these issues promptly, ensuring that project activities proceed as scheduled.

Operations and Maintenance

A well-developed operations and maintenance (O&M) plan is essential for the long-term sustainability of infrastructure investments made through the grant. Infrastructure investments under the Greenscape PBC initiative are relevant for the Sustainable Landscaping Practices initiative, which will include green infrastructure tree plantings and demonstration gardens.

For the tree plantings, the Project is awarding \$2,545,335 to PBC nonprofit urban forestry provider Community Greening through a subaward. Community Greening has included maintenance in its scope to water and maintain its tree plantings during the grant period to ensure maximum tree survival. Community Greening will contract with a locally led youth development organization to support planting events and tree giveaways and help water and maintain newly planted trees in neighborhood parks. The students will receive competitive hourly wages as they gain work experience in the “green collar” sector and learn about urban forestry and community improvement. Community Greening is the leading nonprofit urban forestry organization in Palm Beach County, and is skilled in partnering with local governments on tree planting installations and tree giveaways.

Eligible residents will be able to apply for up to three (3) trees in 15-gallon containers to be dropped off at their houses to provide shade and air pollution benefits to DAC residents. These trees are larger than are typically distributed at giveaways, and the delivery service removes barriers to participation, as the residents would be able to schedule the delivery around their availability and would not need their own transportation to be able to participate. Residents are responsible for all planting and care of the trees. Tree data will be recorded and tracked in Tree Plotter, an online subscription database to track tree species, location, and survival rate, which also calculates the eco-benefits of the tree plantings using i-Tree software.

This Project will fund tree maintenance for new trees planted in the DACs, tree maintenance to previous Community Greening planting sites within the DACs, and invasive plant removal at John Stretch Park prior to the tree planting event. Existing efforts at local sites

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have typically received only one-year grant funding for maintenance, which is insufficient to maintain tree canopy coverage. This Project will supplement the current tree maintenance capacity by funding additional maintenance by Community Greening staff and hiring a contractor for the invasive species removal.

The Project allocates \$10,000 for each of the 20 demonstration garden installations for plants, mulch, gardening supplies, and staff time. The Project allocates \$213,000 to procure a consultant to maintain the demonstration gardens during the grant period. After the grant period, the Project will ensure that County sites have a comprehensive O&M plan that includes financial strategies for covering long-term service costs, such as maintenance, repairs, and operational expenses. For example, the County's Parks & Recreation Department has its own capital and maintenance plans with re-greening strategies for each park. PBC OOR will require Parks & Recreation to justify how it anticipates funding long term O&M after the grant, before the gardens are installed. Since the demonstration projects are designed to reduce overall maintenance through sustainable landscaping and Florida-Friendly Landscaping practices, the Project team anticipates O&M impacts being minimal.

Attachment H: Compliance Plan

Policies and procedures play a critical role in ensuring that Palm Beach County's Office of Resilience (PBC OOR) and Community Partners of South Florida (CPSFL) comply with federal grant regulations. At PBC OOR, strict grant administration protocols are in place to govern responsibilities, budget management, and reporting obligations. These protocols are designed to align every funded activity closely with grant objectives and federal guidelines, ensuring transparency and accountability in financial management. Financial oversight is robust, supported by the Office of Financial Management & Budget (OFMB), which meticulously monitors budgets, tracks expenditures, and ensures that grant funds are used appropriately. Both PBC OOR and CPSFL adhere rigorously to federal guidelines from agencies like the EPA and HUD. This adherence includes strict compliance with procurement rules, allowable expenses, and detailed reporting requirements stipulated in grant agreements.

Lead Applicant PBC OOR will:

i) Ensure compliance with the grant's terms and conditions, including 2 CFR § 200.302(b) (financial management), 2 CFR § 200.303 (internal controls), and 2 CFR § 200.332 (requirements for pass-through entities); and **ii) Manage broader legal and compliance risks**.

PBC OOR commits to reducing waste, fraud, and abuse by including plans and policies for program oversight, including confidential reporting and managing conflicts of interest.

Response for part i):

PBC has a countywide policies and procedures manual (PPM) that governs contract development and contract responsibility (PPM CW-F-049) and a PPM that governs grant administration (PPM CW-F-003). These are routinely reviewed and updated as necessary with financial, legal, and risk management oversight. In addition, PBC OOR has internal controls to monitor compliance.

Grant Application

- During grant application development, PBC OOR sends its grant application and proposed budget to the PBC OFMB, County Attorney's Office (CAO), and County Administration.
- PBC OOR will seek Board of County Commissioners (Board) approval for the grant application or request delegated authority to execute the grant application and subsequently prepare a Board agenda item to receive and file the grant application. Any new positions must include the job title and pay grade in the Board agenda item summary.

Grant Management

- Grant funds are to be established in such a manner as to be readily identifiable within the County's financial system. This must be done using either:
 - A separate fund, if required by the grant agreement or

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- A separate unit code identified as a single grant or
- The Cost Accounting Grant Method.
- Grant receipts and expenditures must be maintained in accordance with federal, state, and local guidelines/laws applicable to the agreement (federal statute, OMB Circular, state statute, local laws/ordinances, federal, state, guidelines) and Generally Accepted Accounting Principles for Local Governments. If differences exist between guidelines/laws, the department is to utilize the most stringent requirement (e.g., record retention, travel, inventory)
- All reports of a statistical, programmatic, or fiscal nature are the responsibility of the administering department, with technical assistance available from OFMB and the Clerk of the Circuit Court & Comptroller's Office, according to the reporting frequency (e.g., monthly, quarterly) established by the funding agency.
- Upon award, PBC OOR will review the terms, time periods, award amounts, and expected expenditures associated with the award. PBC OOR will determine if it wants to create a new unit code for the grant.
- PBC OOR uses a standard operating procedures (SOP) template document to create SOPs for each new project. Upon launching a new project, the PBC OOR Director meets with the Environmental Program Supervisor and any supporting staff to assign responsibilities and delegate a project manager. That project manager will produce a draft SOP that outlines key partners, reporting requirements, deliverables, and schedules. The Department Director then reviews the SOP and provides comments and feedback to ensure the PBC OOR team is in agreement with performance expectations. The project manager updates the SOP quarterly and upon project close-out.
- For each new project, PBC OOR creates a new project folder on a secure server location that is backed up by the PBC Information Systems Services Department.
- PBC OOR will conduct internal progress meetings to review grant terms, billings, and status updates. PBC OOR conducts bi-weekly team meetings to review important deadlines and project successes. PBC OOR staff meet with their assigned supervisor weekly to review project priorities. PBC OOR also ensures that each project has an alternate staff who can cover for the project manager as needed.

Contract Responsibility

- The head of the department or division requesting the goods or services covered by the contract shall assume primary responsibility for contract development.
- He or she shall assign a Contract Monitor who shall be responsible for authorizing payments, for ensuring compliance with the terms of the contract, and for follow up in cases of noncompliance.
- The assigned Contract Monitor must provide signature cards to the Finance Department of the Clerk of the Circuit Court & Comptroller's Office. The Contract Development and Control Division shall be notified of this specific Contract Monitor.

Contract Development

- Each County department or division head has primary responsibility for developing the contract's technical content in accordance with Countywide Policies and Procedures and moving the proposed contract through the Board approval agenda process.
- Competitive procurement, as governed by the County Purchasing Code shall be

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- processed through the Purchasing Department.
- Prior to execution by the County, review of all contracts must be made by the County Attorney's Office.
- The proposed contract must be submitted to OFMB-Contract Development and Control for review prior to execution by the County.

Contract Monitoring

PBC OOR will undertake monitoring of agreements in accordance with monitoring handbooks established for the various grant programs and/or activities. Monitoring efforts will serve the following objectives:

- Ensure that activities are serving program goals and objectives;
- Ensure that the program activities are carried out efficiently and effectively;
- Ensure compliance with applicable laws and regulations; and
- Identify and assist with investigations of potential fraud, referring cases to the Palm Beach County Inspector General's Office and/or state and federal contacts as appropriate.

OOR will determine the appropriate frequency and type of monitoring to be conducted with consideration to the requirements of the program and the monitoring handbook, the type and nature of activities funded through the agreement, and the particulars of the funding requirement. However, monitoring shall occur no less than quarterly. All monitoring activities will be documented in OOR files. Monitoring activities occur during implementation through post-completion and may include:

- Agreement oversight;
- Subcontractor oversight
- Project inspections; and
- File review.

Response for part ii):

Grants funded by federal or state dollars are subject to annual audits by the County's external auditors. The authority and right is granted to the Internal Auditor, the OFMB Contract Development and Control Division, and any other Board-approved Department or Division to review and audit any contracted vendor's records to determine the reasonableness of any charges billed to or revenues paid to, the County. An Access and Audit clause shall be contained in all County contracts where the County is charged or invoiced for the subject matter of the contract or entitled to revenue. The County shall be permitted to review appropriate support documentation and records upon which charges or revenues are based to justify all charges, expenses, and costs incurred in estimating and performing work under the contract.

OFMB will be responsible for the coordination and distribution of the audit reports as required by the grant agreements and County policy. Each department or office will be responsible for taking appropriate steps to clear or correct any deficiencies cited in the Single Audit Management Letter within their area of responsibility.

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As a recipient of federal funds, PBC is responsible for compliance with all applicable laws, regulations, and provisions of contracts and grants. To ensure that it meets this responsibility, the following procedures apply with respect to every grant or contract received directly or indirectly from a federal agency:

1. For each federal award, an employee within the department responsible for administering the award will be designated.
2. Each project manager shall attend training on grant management prior to beginning their role as a project manager.
3. The project manager shall take all reasonable steps to identify applicable laws, regulations, and provisions of each grant and contract. This process will generally include the following:
 1. Read each award and prepare a summary of key compliance requirements and references to specific laws and regulations.
 2. Review the 2 CFR Part 200 Appendix XI, Compliance Supplement (updated annually) published by the Office of Management and Budget (OMB) for compliance requirements unique to the award and for compliance requirements common to all federal awards.
 3. Review the section of the Catalog of Federal Domestic Assistance applicable to the award.
 4. The project manager and/or the Finance Department shall identify and communicate grant requirements to the responsible parties. This will be done upon initial subaward execution and during the quarterly progress meetings to address any changes.
 5. The project manager will review subsequent grant and contract renewals, annual revisions to the 2 CFR Part 200 Appendix XI, Compliance Supplement, and communications with federal awarding agency personnel.
 6. The project manager shall work with OFMB to communicate to auditors the applicable laws, regulations, and provisions of contracts and grants.
 7. The project manager and OFMB will communicate to the auditors all known instances of noncompliance with the laws, regulations, and provisions of contracts and grants.
 8. PBC OOR shall disclose in writing any potential conflict of interest to the federal awarding agency or pass-through entity in accordance with applicable federal awarding agency policy (2 CFR 200.112).

PBC's Risk Management Department has regular meetings with insurance brokers and seeks their advice on insurance coverage and ways to mitigate risks. Risk Management staff provide advice on insurance and indemnification terms during contract development with subaward recipients.

**ENVIRONMENTAL AND CLIMATE JUSTICE COMMUNITY CHANGE GRANTS PROGRAM
TRACK 1: COMMUNITY-DRIVEN INVESTMENTS FOR CHANGE
GRANT MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement (“MOA”) is being executed by Palm Beach County (“County”) and Housing Partnership, Inc. (dba Community Partners of South Florida) (“CPSFL”) (collectively “Parties”).

A. On November 21, 2023, the U.S. Environmental Protection Agency (“EPA”) released the Notice of Funding Opportunity with subsequent modifications for the Environmental and Climate Justice Community Change Grants Program (“Community Change Grants”).

B. EPA Community Change Grants fund two separate tracks: Track 1 Grants focus on Community-Driven Investments for Change; Track 2 Grants focus on Meaningful Engagement for Equitable Governance.

C. EPA Community Change Grant applications require a “Statutory Partnership,” for which a partnership between a community-based nonprofit organization (“CBO”) and a local government complies.

D. CPSFL qualifies as a CBO and County qualifies as a local government to fulfill the Statutory Partnership requirements. Thus, the Parties are eligible entities able to implement the objectives and goals of the Community Change Grants program.

E. Through the Statutory Partnership, the Parties seek to submit a Track 1 Community-Driven Investments for Change Grant (“EPA Community Change Track 1 Grant”) application to implement a County Community Climate Resilience Engagement strategy.

F. This collaboration will enable the implementation of a Track 1 Community-Driven Investments for Change program that will reduce air pollution, reduce greenhouse gas emissions, and increase equitable workforce development through the electrification of lawn equipment and reduction of community landscape maintenance needs.

G. Through this MOA, County is authorized to apply for the EPA Community Change Track 1 Grant, administer the program, and serve as the fiscal agent for the disbursement of all funds received for the EPA Community Change Track 1 Grant.

H. This MOA establishes the relationship between the Parties related to the EPA Community Change Track 1 Grant Application and the administration of the Grant awarded as a result of said application.

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

- 1) The above Recitals are true and correct and are incorporated herein by reference.
- 2) County as Lead Applicant – Project Activity Roles and Responsibilities. County will serve as the Lead Applicant and grant administrator for the Parties for the EPA Community Change Track 1 Grant. Pursuant to the EPA guidelines, funding for the EPA Community Change Track 1 Grant will be provided to County, and County will disperse the funds to CPSFL in the amounts determined by County and submitted to the EPA. County accepts full responsibility for the Parties’ performance and will be accountable to EPA for effectively carrying out the full scope of work and the proper financial management of the grant. County will contribute resources as described in the EPA Community Change Track 1 Grant Application. In addition, Lead Applicant roles and responsibilities are as follows:
 - a) Overall management, performance, oversight, and reporting responsibilities under the Grant.
 - b) Making subawards to the Statutory Partner and other Collaborating Entities specified in the Grant Application.
 - c) Receiving federal funds from EPA, ensure proper expenditure of these funds, and bear liability for unallowable costs.
 - d) Responsibility for compliance, legal issues, and managing risks associated with the Grant project.
- 3) CPSFL as Statutory Partner - Project Activity Roles and Responsibilities: CPSFL will contribute resources as described in the EPA Community Change Track 1 Grant Application. These resources include:
 - a) Staff time, technical analyses, and in-kind contributions.
 - b) Facilitation between CBOs, Collaborating Entities, Lead Applicant, and community residents.
 - c) Reporting on project status updates and information to County in support of County’s progress reports in accordance with EPA’s reporting requirements.
- 4) Funding. County will distribute the funds to CPSFL in accordance with the EPA Community Change Track 1 Grant Application and a separate Subgrant Award Agreement (as described in Section 5 below).
- 5) Subgrant Award Agreement. To receive the EPA Community Change Track 1 Grant funds, County and CSPFL must negotiate and execute a Subgrant Award Agreement. County, as the grant recipient, will serve as the pass-through entity. CPSFL will serve as the subrecipient. Through the Subgrant Award Agreement, CPSFL, consistent with federal requirements, will

be accountable to County for the proper use of EPA funding agreement and successful project implementation.

- 6) Compliance with EPA Requirements. In performing its duties, responsibilities, and obligations pursuant to this MOA, each Party agrees to adhere to the requirement standards set forth in the Uniform Grant Guidance 2 C.F.R. §§ 200.331 – 200.333 (2024), as amended, EPA’s Subaward Policy 16-01, as applicable, and all conditions and requirements of the EPA Community Change Track 1 Grant.
- 7) Contract Administrator Authority. Contract Administrator means County’s Director of the Office of Resilience or such other person designated by the Director of the Office of Resilience in writing. The Contract Administrator is authorized to coordinate and communicate with Parties to manage and supervise the performance of this MOA. Parties acknowledge that the Contract Administrator has no authority to make changes that would materially modify the terms of this MOA except as expressly set forth in this MOA or, to the extent applicable, in the Palm Beach County Procurement Code. Unless expressly stated otherwise in this MOA or otherwise set forth in the Palm Beach County Code of Ordinances or the Palm Beach County Administrative Code, the Contract Administrator may exercise ministerial authority in connection with the day-to-day management of this MOA. The Contract Administrator may also approve in writing minor modifications to the MOA that do not increase the total cost to County or waive any rights of County.
- 8) Term and Termination. This MOA shall commence on execution by the Parties and end consistent with the period of performance specified in the Grant. However, the continuation of this MOA is subject to the availability of funding from the Grant. If the EPA does not award the Grant to County, the MOA shall terminate contemporaneously with County’s transmittal of written notice to CPSFL that the EPA did not award the Grant.

CPSFL, as the Statutory Partner, may withdraw from this MOA at any time prior to receipt of any EPA Community Change Track 1 Grant funds by providing sixty (60) days written notice of its intent to withdraw to County. Either party may terminate this MOA upon sixty (60) business day’s written notice to the other party.

If CPSFL, as the Statutory Partner, withdraws, the County, as Lead Applicant, will work to secure a replacement with comparable expertise, experience, knowledge, and qualifications of the replaced Statutory Partner to ensure successful grant completion within 3 years. County acknowledges that replacement requires prior approval by an authorized EPA official pursuant to 2 CFR 200.308(c)(6). County shall provide prompt notice to the EPA of anticipated Party changes. Any resulting guidance provided by EPA shall be communicated to the Parties and adhered to and carried out in a timely manner by all Parties.

- 9) Public Records. Each Party understands that all records created by participating in the Grant may be subject to public disclosure pursuant to Section 119.07, Florida Statutes. CPSFL is responsible for compliance with applicable public records law regarding any public records

request seeking records relating to this MOA, including assisting County by providing the responsive records to County upon request. CPSFL shall be responsible for any award of attorneys' fees or costs for CPSFL's noncompliance with applicable public records law.

- 10) Access to Records. Each Party, its employees, and agents shall allow access to its records concerning this MOA at reasonable times as may be requested by County, the EPA, the U.S. Comptroller General, or any of their duly authorized representatives. The term "reasonable" shall be construed according to the individual facts and circumstances but ordinarily shall mean during normal business hours of 8:00 a.m. to 5:00 p.m., local time, Monday through Friday. Upon reasonable notice, the Party shall provide County with any additional documentation, information, or reports as may be required by County.
- 11) Sovereign Immunity. Nothing herein is intended to serve as a waiver of sovereign immunity by the Parties nor shall anything included herein be construed as consent to be sued by third parties in any matter arising out of this MOA.
- 12) Third-Party Beneficiaries. The Parties do not intend to primarily or directly benefit a third party by this MOA. Therefore, the Parties acknowledge that there are no third-party beneficiaries to this MOA and that no third party shall be entitled to assert a right or claim against any of them based upon this MOA.
- 13) Notice. Unless otherwise stated herein, for notice to be effective under this MOA, notice must be sent via U.S. first-class mail, hand delivery, or commercial overnight delivery, each with a contemporaneous copy via email, to the addresses listed below and shall be effective upon mailing or hand delivery (provided the contemporaneous email is also sent). Addresses may be changed by the applicable Party giving notice of such change in accordance with this section.

FOR PALM BEACH COUNTY:

Palm Beach County Office of Resilience
Attn: Megan Houston
2300 North Jog Road, 4th Floor
West Palm Beach, FL 33411
Email address: MSHouston@pbc.gov

FOR COMMUNITY PARTNERS OF SOUTH FLORIDA:

Community Partners of South Florida
Attn: Jaime-Lee Bradshaw
2001 W. Blue Heron Blvd., Riviera Beach, FL 33404
Email address: jbradshaw@cpsfl.org

- 14) Severability. If any part of this MOA is found to be unenforceable by any court of competent jurisdiction, that part shall be deemed severed from this MOA and the balance of this MOA shall remain in full force and effect.
- 15) Joint Preparation. This MOA has been jointly prepared by the Parties and shall not be construed more strictly against any Party.
- 16) Interpretation. The titles and headings contained in this MOA are for reference purposes only and shall not in any way affect the meaning or interpretation of this MOA. All personal pronouns used in this MOA shall include any other gender, and the singular shall include the plural, and vice versa, unless the context otherwise requires. Terms such as "herein" refer to this MOA as a whole and not to any particular sentence, paragraph, or section where they appear, unless the context otherwise requires. Whenever reference is made to a section or article of this MOA, such reference is to the section or article as a whole, including all subsections thereof, unless the reference is made to a particular subsection or subparagraph of such section or article. Any reference to "days" means calendar days, unless otherwise expressly stated. Any reference to approval by County shall require approval in writing, unless otherwise expressly stated.
- 17) Priority of Provisions. If there is a conflict or inconsistency between any term, statement, requirement, or provision of any document or exhibit attached to, referenced by, or incorporated in this MOA and any provision within an article or section of this MOA, the article or section shall prevail and be given effect.
- 18) Law, Jurisdiction, Venue, Waiver of Jury Trial. This MOA shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. The exclusive venue for any lawsuit arising from, related to, or in connection with this MOA shall be in the state courts of the Fifteenth Judicial Circuit in and for Palm Beach County, Florida. If any claim arising from, related to, or in connection with this MOA must be litigated in federal court, the exclusive venue for any such lawsuit shall be in the United States District Court or United States Bankruptcy Court for the Southern District of Florida. **EACH PARTY HEREBY EXPRESSLY WAIVES ANY RIGHTS IT MAY HAVE TO A TRIAL BY JURY OF ANY CIVIL LITIGATION RELATED TO THIS MOA.**
- 19) Amendments. Unless expressly authorized herein, no modification, amendment, or alteration of any portion of this MOA is effective unless contained in a written document executed with the same or similar formality as this MOA and by duly authorized representatives of County and CPSFL.
- 20) Prior Agreements. This MOA represents the final and complete understanding of the Parties regarding the subject matter of this MOA and supersedes all prior and contemporaneous negotiations and discussions regarding the same. All commitments, agreements, and understandings of the Parties concerning the subject matter of this MOA are contained herein.

21) Counterparts and Multiple Originals. This MOA may be executed in multiple originals, and may be executed in counterparts, whether signed physically or electronically, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same MOA.

(The remainder of this page is intentionally left blank.)

**ENVIRONMENTAL AND CLIMATE JUSTICE COMMUNITY CHANGE GRANTS PROGRAM
TRACK 1: COMMUNITY-DRIVEN INVESTMENTS FOR CHANGE
GRANT MEMORANDUM OF AGREEMENT**

IN WITNESS WHEREOF, the Parties hereto have made and executed this Agreement: PALM BEACH COUNTY through its BOARD OF COUNTY COMMISSIONERS, signing by and through its Authorized Organization Representative, authorized to execute same by Board action on the 25 day of July, 2024, all duly authorized to execute same, and COMMUNITY PARTNERS OF SOUTH FLORIDA, signing by and through its Chief Strategy Officer, authorized to execute same by Board action on the 24 day of July, 2024, all duly authorized to execute same.

PALM BEACH COUNTY

APPROVED AS TO TERMS AND CONDITIONS:

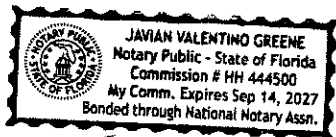
By: Megan S. Houston
Megan S. Houston, Department Director
Date: 7-25-24

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

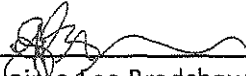
By: Ryan Maher P.
Ryan Maher, Assistant County Attorney
Date: 7/25/2024

ATTEST:

JAVIAN VALENTINO GREENE
NOTARY PUBLIC




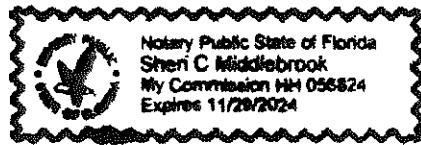
HOUSING PARTNERSHIP, INC (dba
COMMUNITY PARTNERS OF SOUTH
FLORIDA)

By: 
Jaime-Lee Bradshaw, Chief Strategy
Officer

24th day of July, 2024

ATTEST:


NOTARY PUBLIC





DATE: July, 17, 2024
 TO: Maria Sachs, Mayor, Board of County Commissioners
 THRU: Verdenia C. Baker, County Administrator
 THRU: Patrick Rutter, Deputy County Administrator
 FROM: Megan S. Houston, Director, Office of Resilience
 SUBJECT: Approval to Delegate Authority to Sign 2024 U.S. Environmental Protection Agency Environmental and Climate Justice Community Change Grants Program Application #1

Office of Resilience
 2300 North Jog Road, 4th Floor
 West Palm Beach, FL 33411-2743
 (561) 233-2400
 FAX: (561) 233-2414
 www.pbcgov.com/resilience

**Palm Beach County
 Board of County
 Commissioners**

- Maria Sachs, Mayor
- Maria G. Marino, Vice Mayor
- Gregg K. Weiss
- Michael A. Barnett
- Marci Woodward
- Sara Baxter
- Mack Bernard

County Administrator

Verdenia C. Baker

Pursuant to Section 309 of the Administrative Code, Office of Resilience staff request your approval to delegate authority to the County Administrator or designee to act as an Authorized Organization Representative on behalf of the Board of County Commissioners (BCC) for:

- 1) the online submittal of, and electronic signature on, a grant application for the U.S. Environmental Protection Agency (EPA) Environmental and Climate Justice Community Change Grants Program (CCGP), which will begin upon contract execution and end three (3) years after execution; and
- 2) the execution of a partnership agreement with Community Partners of South Florida, the required statutory community-based organization(CBO) partner on this grant application.

The EPA CCGP aims to transform disadvantaged communities across the United States into healthy, climate-resilient, and thriving communities for their current and future residents. The Office of Resilience and the Cooperative Extension Office want to partner with Community Partners of South Florida, a local CBO, to apply for a Track One grant not to exceed \$20,000,000 to implement electric landscape equipment exchange and sustainable landscaping programs that would reduce air pollution, noise pollution, and community greenhouse gas emissions for residents, business owners, and County operations in disadvantaged communities in Palm Beach County. This would include three new staff positions for the Cooperative Extension Office, including one full-time Program Coordinator position (PG 30), one full-time Program Assistant (PG 19), and one part-time Program Assistant (PG 19), which would be requested upon the grant being awarded and eliminated after three years when grant funding is discontinued. It will also reimburse the County for the time of current staff positions assigned to the project. **There is no match requirement.**

The EPA has recently informed applicants that we must submit the grant application through Grants.gov as soon as possible to be competitive for the rolling awards. The emergency signature process is being used to increase the competitiveness of this application by submitting it earlier than the BCC agenda process would allow. Staff will submit this item at the next available BCC meeting.

Please contact me at (561) 681-6812 with any questions.

Megan S. Houston, Director, Office of Resilience

Attachments:

1. 2024 EPA CCGP Notice of Funding Opportunity
2. EPA CCGP Track 1 Application- Sustainable Landscaping
3. EPA CCGP Track 1 Application Partnership Agreement

Reviewed By:

OFMB
 Assistant County Attorney
 County Administration

Approved By:

Maria Sachs, Mayor

"An Equal Opportunity
 Affirmative Action Employer"

Official Electronic Letterhead



Office of Resilience

2500 North Jog Road, 4th Floor
West Palm Beach, FL 33411-2743
(561) 233-2400
FAX: (561) 233-2414
www.pbcgov.com/resilience



**Palm Beach County
Board of County
Commissioners**

Maria Sachs, Mayor
Maria G. Marino, Vice Mayor
Gregg K. Weiss
Michael A. Barnett
Marci Woodward
Sara Baxter
Mack Bernard

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*

Official Electronic Letterhead

DATE: July, 17, 2024
TO: Verdenia C. Baker, County Administrator
THRU: Patrick Rutter, Deputy County Administrator *pub*
FROM: Megan S. Houston, Director, Office of Resilience *MS*
SUBJECT: Designee Authority for the 2024 U.S. Environmental Protection Agency (EPA) Environmental and Climate Justice Community Change Grants Program (CCGP) Track 1 Application

Through the emergency memo process, the County Administrator or designee was given the authority to submit the application due to time constraints. The County Administrator is assigning the designee as the Director of the Office of Resilience to submit the EPA CCGP Track 1 Application.

Approved By:


Verdenia C. Baker, County Administrator



2001 Blue Heron Blvd. W.
Riviera Beach, FL 33404-5003
561.841.3500
cp-cto.org

**RESOLUTION OF THE BOARD OF DIRECTORS
OF
HOUSING PARTNERSHIP, INC., dba Community Partners of South Florida**

WHEREAS, the Board of Directors of the Housing Partnership, Inc., dba Community Partners of South Florida, has determined that it is necessary, from time to time, for the Chief Executive Officer, Chief Operating Officer, Chief Financial Officer and Chief Strategy Officer to sign documents and enter into contractual agreements on behalf of the corporation;

WHEREAS, Kelly Powell was appointed Chief Executive Officer September 15, 2023, Jaime-Lee Bradshaw was appointed Chief Strategic Officer effective October 1, 2019, Natalie O’Hara was appointed Chief Financial Officer July 1, 2023 and Mira Zhivkova appointed Chief Operating Officer effective December 4, 2023.

NOW, THEREFORE, BE IT RESOLVED that the following actions were unanimously approved and ratified:

1. Mira Zhivkova has been appointed Chief Operating Officer of Housing Partnership, Inc dba Community Partners of South Florida, effective December 4, 2023;
2. The CEO, COO, CFO and CSO, as Corporate Officers of the organization, are hereby authorized to execute corporate instruments and documents on behalf of the organization, including the use of electronic signatures, and;
3. The CEO, COO, CFO and CSO, as Corporate Officers of the organization, are hereby authorized to execute proposals, contracts, contract amendments and invoices on behalf of the organization.

IN WITNESS WHEREOF, the undersigned Board Secretary/Treasurer of Housing Partnership, Inc., dba Community Partners of South Florida, does hereby set its hand in certification that the foregoing is a true and authentic resolution duly proposed, seconded and unanimously approved by the Board of Directors of Housing Partnership, Inc., dba Community Partners of South Florida.

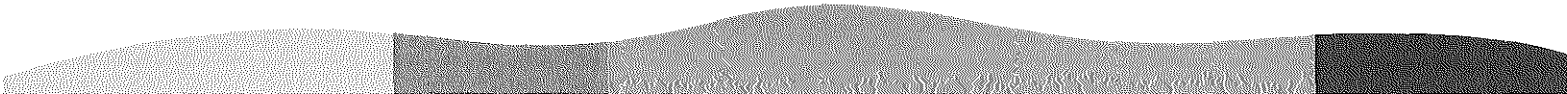
DocuSigned by:

Ricky Petty

480106216508438

Ricky Petty, Secretary/Treasurer
Housing Partnership, Inc.
dba Community Partners of South Florida
1/12/2024

Date



FEDERAL AGENCY AND OFFICE: U.S. Environmental Protection Agency, Office of Environmental Justice and External Civil Rights (OEJECR)

FUNDING OPPORTUNITY TITLE: Environmental and Climate Justice Community Change Grants Program

ANNOUNCEMENT TYPE: Notice of Funding Opportunity (NOFO)

FUNDING OPPORTUNITY NUMBER: EPA-R-OEJECR-OCS-23-04

ASSISTANCE LISTING NUMBER: 66.616

ACTION: Modification No. 2 to the NOFO

DATE: February 12, 2024

SUMMARY: This modification revises and clarifies the NOFO issued on November 21, 2023, and modified on December 21, 2023, in certain areas including the ones listed below. This version of the NOFO supersedes previous versions of the NOFO. If there are any questions, please email CCGP@epa.gov.

1. The Important Dates section on the first page of the NOFO was revised to indicate that anticipated initial selections are expected in April 2024 and the anticipated start of the period of performance for initial selections is June 2024.
2. Section I.E of the NOFO was modified to provide additional information on technical assistance including a link to information about technical assistance from EPA's contractor.
3. Climate Action Strategy 6, Brownfields Redevelopment, in Section I.G of the NOFO was clarified to indicate that applications must demonstrate that cleanup is complete or not necessary at the time an application is submitted. Similar language was also clarified in Section III.D.8 of the NOFO and in Appendix C for Climate Action Strategy 6.
4. In Section II.B of the NOFO, language was clarified about Target Investment Areas A and B.
5. Clarified in Section IV.A.4 of the NOFO that Attachment C of the application package for Track I and II applications is just for submission of an Indirect Cost Agreement, if applicable.
6. In Section IV.C of the NOFO, language was revised related to webinars about the NOFO including webinars that EPA's technical assistance contractor may do.
7. Section V.E of the NOFO was revised to add Section V.E.9 to highlight the importance of awards under Target Investment Area A including projects to assess and/or clean up lands conveyed under the Alaska Native Claims Settlement Act that were contaminated at the time of their conveyance from the federal government to an Alaska Native Corporation. Similar language was included in Appendix H.
8. Appendix G was revised to add information on construction costs.

FEDERAL AGENCY AND OFFICE: U.S. Environmental Protection Agency, Office of Environmental Justice and External Civil Rights (OEJECR)

FUNDING OPPORTUNITY TITLE: Environmental and Climate Justice Community Change Grants Program

ANNOUNCEMENT TYPE: Notice of Funding Opportunity (NOFO)

FUNDING OPPORTUNITY NUMBER: EPA-R-OEJECR-OCS-23-04

ASSISTANCE LISTING NUMBER: 66.616

IMPORTANT DATES:

| | |
|--------------------------|--|
| November 21, 2023 | NOFO Opening Date |
| November 21, 2024 | Application Closing Date |
| April 2024 | Anticipated Initial Award Selections |
| June 2024 | Anticipated Start of Period of Performance for Initial Selections |

DEADLINE: Application packages will be accepted on a rolling basis, as further explained in the NOFO, until November 21, 2024, at 11:59 PM (Eastern Time) through Grants.gov. Applications received after the closing date and time will not be considered for funding.

In alignment with EPA’s commitment to conducting business in an open and transparent manner, copies of applications selected for award under this NOFO may, as appropriate, be made publicly available on the OEJECR website or other public website for a period after the selected applications are announced. Therefore, applicants should clearly indicate which portion(s) of the application, if any, they are claiming contains confidential, privileged, or sensitive information. As provided at 40 CFR § 2.203(b), if no claim of confidential treatment accompanies the information when it is received by EPA, it may be made available to the public by EPA without further notice to the applicant.

NOTE: Prior to naming a contractor (including consultants) or subrecipient in your application as a “partner,” please carefully review Section IV.d, “Contracts and Subawards,” of EPA’s Solicitation Clauses that are incorporated by reference in this NOFO in Section I.J. EPA expects recipients of funding to comply with competitive procurement contracting requirements as well as EPA’s rule on Participation by Disadvantaged Business Enterprises in EPA Programs in 40 CFR Part 33. The Agency does not accept justifications for sole source contracts for services or products available in the commercial marketplace based on a contractor’s role in preparing an application or a firm or individual’s “unique” qualifications.

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Section I. Funding Opportunity Description

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A. Background: Inflation Reduction Act and Executive Orders

The Environmental and Climate Justice Community Change Grant program (Community Change Grants) – the subject of this NOFO – offers an unprecedented opportunity to transform disadvantaged communities across the United States into healthy, climate resilient, and thriving communities for their current and future residents. The Community Change Grants will fund community-driven projects that address climate challenges and reduce pollution while strengthening communities through thoughtful implementation. The historic levels of support provided by these grants will enable communities and their partners to overcome longstanding environmental challenges and implement meaningful solutions to meet community needs now and for generations to come.

The Inflation Reduction Act (IRA) created the Environmental and Climate Justice Program (ECJP)—the largest investment in environmental and climate justice in U.S. history—when it was signed into law by President Biden on August 16, 2022. The ECJP is now contained in Section 138 of the Clean Air Act (CAA), 42 U.S.C. § 7438. Under this program, EPA was provided \$2.8 billion to award grants to help disadvantaged communities address a wide range of environmental and climate justice issues, and \$200 million for technical assistance related to these grants. This historic investment advances Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, which established a whole-of-government approach to advancing equity and opportunity, and Executive Order 14008, *Tackling the Climate Crisis at Home and Abroad*, which created the government-wide Justice 40 Initiative that established the goal that 40 percent of the overall benefits of certain federal investments flow to disadvantaged communities. Awards under the ECJP also support core goals of Executive Order 14091, *Further Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, and Executive Order 14096, *Revitalizing Our Nation’s Commitment to Environmental Justice for All*.

The Community Change Grants are the final and most comprehensive piece of EPA’s implementation of ECJP IRA funding. The Community Change Grants will complement grant programs that EPA launched in 2022 and 2023, including those for the Collaborative Problem-Solving, Government-to-Government, and Thriving Communities Grantmaker programs. Collectively, these programs will empower communities and their partners to design, develop, and implement multi-faceted community-driven projects. These programs will address the diverse and unique needs of disadvantaged communities by:

1. Reducing and preventing pollution;
2. Building resilience to climate change and mitigating current and future climate risks;
3. Enhancing meaningful involvement in government processes related to environmental and climate justice;
4. Expanding access to high-quality jobs and economic opportunity through workforce development; and
5. Bolstering community strength by ensuring that local residents receive the benefits of investments and have the opportunity to build on them for current and future generations.

Through the approximately \$2 billion to be awarded under the Community Change Grants, and the technical assistance that will be available to eligible applicants related to the grants, EPA will advance the goals of these Executive Orders (EO) and the agency’s environmental and climate justice priorities. Environmental justice, as defined by EO 14096, means the just treatment and meaningful involvement of all people,

regardless of income, race, color, national origin, Tribal affiliation, or disability, in agency decision-making and other federal activities that affect human health and the environment so that people:

- Are fully protected from disproportionate and adverse human health and environmental effects (including risks) and hazards, including those related to climate change, the cumulative impacts of environmental and other burdens, and the legacy of racism or other structural or systemic barriers; and
- Have equitable access to a healthy, sustainable, and resilient environment in which to live, play, work, learn, grow, worship, and engage in cultural and subsistence practices.

B. Statutory and Regulatory Authority

The authority for the awards under this NOFO is Clean Air Act (CAA) § 138, codified at 42 U.S.C. § 7438. Of the \$2.8 billion appropriated, approximately \$2 billion will be awarded for the Community Change Grants under this NOFO. As provided in 42 U.S.C. § 7438(a)(1) and (b)(1), all the funds must be awarded by September 30, 2026, the grants cannot be longer than three years in duration, and no extensions will be granted.

Eligible entities and eligible activities are defined in 42 U.S.C. §7438(b)(2) and (3) and are further described below and in [Section I](#) and [Section III](#) of this NOFO.

Section 138(b)(2) of the CAA specifies that an eligible entity may use a grant awarded under this NOFO for:

1. community-led air and other pollution monitoring, prevention, and remediation, and investments in low and zero-emission and resilient technologies and related infrastructure and workforce development that help reduce greenhouse gas emissions¹ and other air pollutants;
2. mitigating climate and health risks from urban heat islands, extreme heat, wood heater emissions, and wildfire events;
3. climate resiliency and adaptation;
4. reducing indoor toxics and indoor air pollution; or
5. facilitating engagement of disadvantaged communities in state and federal advisory groups, workshops, rulemakings, and other public processes.

In addition, Section 102(2)(I) of the National Environmental Policy Act, 42 U.S.C. § 4332(2)(I) is applicable to international work, if any, under this NOFO. Further, all funded activities under this NOFO must comply with federal, state, and local laws and regulations, including but not limited to:

1. 2 CFR 200.435(b), which restricts the use of grant funds to defend a recipient that is subject to a criminal, civil or administrative proceeding against it commenced by any government for fraud or similar offenses;
2. 2 CFR 200.435(g), which precludes the use of grant funds to prosecute claims against the Federal Government; and
3. 2 CFR 200.450(c), which restricts the use of federal funds by nonprofit organizations for certain lobbying or electioneering activities but does not preclude the use of federal funds to promote adoption of local ordinances, including those related to zoning.

¹ “Greenhouse gas” means the air pollutants carbon dioxide, hydrofluorocarbons, methane, nitrous oxide, perfluorocarbons, and sulfur hexafluoride.

4. 40 CFR Parts 5 and 7, which prohibit discrimination on the basis of race, color, national origin (including limited-English proficiency), disability, sex, and age by recipients and subrecipients of federal financial assistance.

C. Community Change Grants Objectives

The Community Change Grants will support comprehensive community and place-based approaches to redressing environmental and climate injustices for communities facing legacy pollution, climate change, and persistent disinvestment. These concentrated local investments will fund community-driven, change-making projects that center collaborative efforts for healthier, safer, and more prosperous communities.

Designed with meaningful community, Tribal, and other stakeholder involvement, the investments EPA makes through the Community Change Grants are intended to achieve the following objectives:

1. Provide resources for community-driven projects to address environmental and climate challenges in communities facing disproportionate and adverse health, pollution, and environmental impacts, and suffering from generations of disinvestment.
2. Invest in strong cross-sectoral collaborations with partners who bring a robust commitment to working with and for communities with environmental and climate justice concerns.
3. Unlock access to additional and more significant resources to advance environmental and climate justice goals from across the federal government and other sources.
4. Empower communities and strengthen their capacity to drive meaningful positive change on the ground for years to come.
5. Strengthen community participation in government decision-making processes that impact them.

D. NOFO Competition Features

EPA anticipates awarding approximately \$2 billion in funding through this NOFO, depending on funding availability, quality of applications received, EPA priorities, and other applicable considerations. EPA will consider applications under two separate tracks.

- **Track I applications – Community-Driven Investments for Change** will focus on multi-faceted applications with Climate Action and Pollution Reduction Strategies to meaningfully improve the environmental, climate, and resilience conditions affecting disadvantaged communities. Awards under Track I are expected to be \$10-20 million each and cannot exceed \$20 million. EPA expects to award approximately \$1.96 billion for approximately 150 Track I awards, including those under the Target Investment Areas described in Section II.B.
- **Track II applications – Meaningful Engagement for Equitable Governance** will facilitate the engagement of disadvantaged communities in governmental processes to advance environmental and climate justice. Awards under Track II are expected to be \$1-3 million each and cannot exceed \$3 million. EPA will award approximately \$40 million for approximately 20 Track II awards.

The number of Track I and Track II awards are estimates, and EPA reserves the right to increase or decrease the total number of awards and dollar amounts for each track, contingent on the quality of applications received, the amount of funds awarded to selected applicants, budget availability, agency priorities, programmatic considerations, or a combination of these.

Target Investment Areas for Track I Applications: EPA has identified five Target Investment Areas (TIA) to help ensure that communities with unique circumstances, geography, and needs can equitably compete for funding (see [Section II.B](#)). Applicants applying under a specified TIA will compete against other applicants under the same TIA, as opposed to the broader application pool. Please note that applicants applying for the TIA for Alaska Tribal lands should review Appendix H for additional guidance pertaining to the Climate Action and Pollution Reduction Strategies to include in their application, including those related to the Alaska Native Claims Settlement Act (ANCSA).

Eligible Applicants: Eligible applicants for the Community Change Grants include a partnership between two community-based non-profit organizations (CBOs), or a partnership between a CBO and one of the following: a Federally recognized Tribe, a local government, or an institution of higher education (IHE), including Minority Serving Institutions as further described in [Section III.A](#). Other organizations and entities may participate in the Community Change Grants as Collaborating Entities through subawards, or as contractors selected in accordance with competitive procurement requirements. Further details about applicant eligibility, partnership requirements, Collaborating Entities, subawards, and procurement contracts are in [Section III](#).

Under this NOFO, Lead Applicants, as defined in [Section III.A](#), may submit a maximum of two eligible applications and may receive up to two awards, if they demonstrate the capacity and capabilities to effectively perform, manage, oversee, and complete the awards within the three-year grant period of performance. The two applications may be two Track I applications, two Track II applications, or one of each. Lead Applicants who submit more than two total eligible applications will be asked to withdraw the excess one(s). EPA will not review more than two eligible applications from any one Lead Applicant.

In addition, EPA is introducing several features to enhance community involvement and ease the application process. Unless otherwise noted, the following applies to both Track I and Track II applications:

- **Rolling Applications.** EPA will allow applications to be submitted on a rolling basis over a 12-month period, through November 21, 2024, and will permit applicants to resubmit an unsuccessful application after a debriefing with the agency. Further details about the rolling application and resubmission process are in Sections II and V.
- **Fast-Tracked Approach.** EPA will review and expeditiously select high-quality applications to deliver results and benefits to disadvantaged communities. Further information is in [Section V](#).
- **Indirect Costs Limitation.** As further described in Appendix G, there is a 20% cap on indirect costs for certain recipients and subrecipients.
- **Track I Two-Phase Evaluation Process.** Applicants for Track I whose applications score well following the written application review will be invited to participate in an oral presentation, as further described in [Section V](#), at which they will have an opportunity to share information about the community-oriented nature of their projects and how they will successfully implement the grant. The Track II application process does not involve an oral presentation.

E. Technical Assistance

Under the IRA, EPA received \$200 million for technical assistance to eligible entities in connection with the ECJP. Technical assistance will be available for pre-award technical assistance including but not limited to designing a project, preparing an application, or facilitating partnerships, and for post-award technical assistance to help grant recipients manage, oversee, perform, and report on the grants. Further details about technical assistance can be found [here](#), and additional information on technical assistance that may be available through EPA's technical assistance contractor can be found [here](#). Receiving technical assistance does not guarantee that applicants will be selected for funding.

F. Community or Tribal Relocation Resources

Projects for community or Tribal relocation activities are not eligible for funding under this NOFO and will not be reviewed. For purposes of this NOFO, relocation activities generally include activities intended to plan or assist the moving of an individual from their residence or a business from its place of business.² EPA is working with other federal agencies on a separate and tailored effort to develop a support mechanism for communities that want to implement community-driven relocation plans. EPA intends to share relocation assistance information in future guidance posted on the Community Change Grants website. In the interim, information related to Federally-assisted relocation can be found on FEMA's webpage and in the HUD Climate Resilience Implementation Guide for Community Driven Relocation. Any questions about whether an activity is considered a relocation activity should be sent by email to CCGP@epa.gov prior to applying.

G. Funding Track I: Community-Driven Investments for Change

1. Track I Objectives

Track I is the primary emphasis for the Community Change Grants. These projects will be implemented through strong collaborations to achieve sustained impacts related to climate resilience, pollution reduction, community health, economic prosperity, and community strength. This approach catalyzes change by focusing on the following objectives:

- **Increase community resilience through climate action activities:** Implement comprehensive Climate Action Strategies and infrastructure that build the resilience and adaptive capacities of communities, reduce greenhouse gas (GHG) emissions, and better prepare for and reduce the impacts of climate change.
- **Reduce local pollution to improve public health:** Reduce and remediate quantifiable health-harming pollutants to improve public health.
- **Center meaningful community engagement:** Conduct robust community engagement throughout the project – from design to implementation.
- **Build community strength:** Develop strategies to increase the likelihood that benefits of the investments accrue to existing residents of disadvantaged communities, both immediately and sustainably beyond the grant period.
- **Reach priority populations:** Support people within the Project Area as described in Appendix A who are acutely exposed to and impacted by climate, pollution, and weather-related threats, and / or who exhibit acute vulnerabilities to the impacts of environmental pollution.³
- **Maximize integration across projects:** Ensure that the projects and activities within the Project Area are integrated and complement each other to maximize benefits.

² The Uniform Relocation Assistance and Real Property Acquisition Policies Act, 42 U.S.C. § 4601 et seq. (URA) would apply if a construction project funded through a Community Change Grant has an incidental effect of permanently displacing residents or businesses.

³ This may include populations of concern as identified in The Impacts of Climate Change on Human Health in the United States: A Scientific Assessment (2016) that “experience disproportionate, multiple, and complex risks to their health and well-being in response to climate change,” such as children and pregnant women, older adults, and those with low incomes, limited-English-proficiency, disabilities or chronic medical conditions, or other risks that may put them at greater vulnerability.

2. Track I Community Vision Description

Track I applications should be rooted in addressing specific, community-driven environmental justice challenges. Accordingly, Track I applications should begin with a Community Vision Description that, at a minimum, provides an overview of the Project Area (as described in Appendix A) to benefit from the grant, a clear description of the challenges the Project Area faces, and a vision for how the grant will respond to those challenges to advance environmental and climate justice in the Project Area. This description should provide essential context for the rest of the application, informing how the Climate Action and Pollution Reduction Strategies were selected and the positive impact the applicant envisions the grant will have in the Project Area. The Community Vision Description is further described in Section IV.B: Content of Application Submission.

3. Track I Application Requirements

Track I applications must address the following six requirements, as further described below. Additional information about the contents of the Project Narrative for Track I applications can be found in Section IV.B: Content of Application Submission and information about how applications will be evaluated can be found in Section V.C: Track I Application Review Process, Evaluation Criteria, and Oral Presentations.

Requirement 1. Climate Action Strategy: Applications must include at least one project aligned with at least one of the Climate Action Strategies as described below. The Climate Action Strategies focus on strengthening the community's climate resilience and / or reducing GHG emissions. Climate Action Strategies should be responsive to the community challenges described in the Community Vision Description.

Requirement 2. Pollution Reduction Strategy: Applications must include at least one project aligned with at least one of the Pollution Reduction Strategy as described below. The Pollution Reduction Strategy can include monitoring, prevention, reduction, and remediation activities that support community efforts to address quantifiable and health-harming pollutants. Pollution Reduction Strategies range broadly depending on the type and pathway of pollution (e.g., indoor, or outdoor air pollution, water pollution, soil pollution). Pollution Reduction Strategies should be responsive to the community challenges described in the Community Vision Description.

Requirement 3. Community Engagement and Collaborative Governance Plan: Successful implementation of environmental and climate justice projects requires relationships among an ecosystem of community leaders and members along with partners across varied sectors. To help ensure that the community itself drives project development and implementation, applicants must submit a Community Engagement and Collaborative Governance Plan which should demonstrate how the applicant will inform, respond to, and engage community members throughout project development and implementation. This plan should include a Collaborative Governance Structure, which describes the roles and responsibilities of the Lead Applicant, Collaborating Entities, and community residents in implementing the project.

Requirement 4. Community Strength Plan: Applicants must submit a Community Strength Plan that describes how their proposed projects will enhance the overall strength and economic prosperity of the community, including maximizing the benefits of the projects for existing residents and minimizing potential risks associated with investing significant resources into the Project Area. This should include strategies for how the projects will promote inclusive economic development, drive benefits of the projects to existing residents, and proactively address unintended displacement consequences. This plan should speak to how the projects will enhance the overall wellbeing of the community, ensuring existing

community members receive the benefits of these investments and can build on those benefits for future generations.

Requirement 5. Readiness Approach: Given the statutory requirement that all Community Change Grants must be completed within three years, applicants must describe how they will be able to initiate grant performance upon award, or generally no later than 120 days after award, so they can successfully complete the grant within the three-year period of performance.

Requirement 6. Compliance Plan: Applicants must submit a Compliance Plan that describes how they will: (1) ensure compliance with the grant's terms and conditions, including 2 CFR § 200.302(b) (financial management), 2 CFR § 200.303 (internal controls), and 2 CFR § 200.332 (requirements for pass-through entities); and (2) manage broader legal and compliance risks.

Details of Track I Application Requirements

Requirement 1. Climate Action Strategies: Applicants must include at least one project aligned with at least one of the Climate Action Strategies identified below. When addressing the strategy in their application, applicants should describe relevant challenges faced in the Project Area and how the selected Climate Action Strategy(ies) and associated project(s) will address those challenges. Each Climate Action Strategy outlined below is focused on building short-term and long-term climate resilience, reducing GHGs, and providing additional co-benefits so that impacted communities can adapt to the changing climate. Applicants are also encouraged, as applicable, to integrate processes that minimize burdens to human health and the environment while maximizing benefits to the Project Area through such means as integrating nature-based solutions, utilization of low-carbon building materials, or sourcing sustainable products and materials to perform the projects. When selecting a Climate Action Strategy and designing their climate action projects, applicants may refer to the National Climate Resilience Framework released in September 2023.

Examples of project activities and guidelines associated with the strategies can be found in Appendix C. While applicants may select from among the examples in the Appendix, applicants may also submit other types of project activities as long as they are consistent with a Climate Action Strategy described in Section I.G of the NOFO and are eligible for funding under §138(b)(2) of the CAA.

Strategy 1: Green Infrastructure and Nature-Based Solutions

Many disadvantaged communities face complex climate challenges, such as urban heat island effects and flooding risks. Strategy 1 supports using nature-based solutions (NBS), also referred to as green infrastructure, to address such climate risks. Nature-based solutions are generally actions to protect, sustainably manage, or restore natural systems to address the impacts of climate change, while simultaneously providing benefits for people and the environment.⁴ Projects under this strategy can include planting shade trees, restoring native plants and wetlands to capture stormwater, and deploying other green infrastructure solutions that often have the co-benefit of reducing GHG emissions. Communities also may incorporate vegetation or similar natural features into traditional infrastructure.

Strategy 2: Mobility and Transportation Options for Preventing Air Pollution and Improving Public Health and Climate Resilience

Many disadvantaged communities lack access to affordable low- or zero-emission transportation options, leading to disproportionate difficulties in daily life, limiting access to educational and

⁴ Applicants may use the White House's Nature-Based Solutions Resource Guide as a resource for integrating nature-based solutions.

economic opportunities, and creating vulnerability to climate risks. Strategy 2 focuses on providing community members with access to low- and zero-emission technologies to improve their overall health and well-being, reduce emissions, and increase access to important community destinations such as schools, workplaces, health care centers, and community spaces. Projects funded under this strategy may include installing protected bike lanes or walking paths, supplying traditional or electric bikes to community members, and deploying other low- or zero-emission transportation solutions. The impact of such projects could include improved public health outcomes, reduced GHG emissions from the transportation sector, more equitable access to community resources, increased community connectivity and safety, and greater community resilience to extreme weather events.

Strategy 3: Energy-Efficient, Healthy, and Resilient Housing and Buildings

Residential and commercial buildings are a significant source of GHG emissions due to the large amounts of electricity consumed for heating, cooling, lighting, and other similar functions. Many disadvantaged communities also face a disproportionately high energy burden, defined as the percentage of gross household income spent on energy costs. Many factors can influence high energy burden, including higher-cost fuels, such as propane or other bottled fuels, and energy-inefficient homes due to a lack of insulation in older homes or older appliances. Strategy 3 supports investments in low- and zero-emission technologies and energy efficiency upgrades that can help decarbonize residential and commercial buildings, decrease energy burden, and increase resilience for communities. Many of these activities also contribute to positive public health outcomes by improving indoor air quality and the safety and comfort of buildings. Co-benefits associated with this strategy can be maximized by combining additional Climate Action and Pollution Reduction Strategies to improve indoor air quality and / or produce additional resiliency benefits. This strategy can support a range of residential and commercial buildings, including single-family homes, multi-family housing buildings, small businesses, community health facilities, community centers, nonprofit offices, schools, and other similar community-serving buildings.

Strategy 4: Microgrid Installation for Community Energy Resilience

Many disadvantaged communities suffer from unreliable access to electricity, a problem that is becoming more acute due to increased heating and cooling demands during extreme weather events driven by climate change. Strategy 4 supports the installation of microgrids powered by low- and zero-emission renewable energy to improve electric reliability, enhance overall energy efficiency, reduce emissions of GHG and other air pollutants, and build a community's capacity to prepare for and withstand power disruptions. The U.S. Department of Energy defines microgrids as "a group of interconnected loads and distributed energy resources within clearly defined electrical boundaries that acts as a single controllable entity with respect to the grid." A microgrid can operate autonomously when disconnected from the grid or when there is no grid to connect to, such as in some remote communities. When connected and operated with the grid, a microgrid can provide grid ancillary services.

Strategy 5: Community Resilience Hubs

Many disadvantaged communities lack the resources to evacuate in a safe and timely manner when disaster strikes or is imminent. Strategy 5 supports the creation of, or upgrades to, community-level resilience hubs, which are public-serving spaces that provide shelter and essential services during extreme weather, natural hazards, or other events causing or contributing to an emergency or disaster, such as dangerous wildfire woodsmoke, toxic releases, industrial fires, or similar hazardous chemical incidents. These community-level resilience hubs can also serve as community-convening spaces that provide educational activities and related emergency and disaster preparedness resources to community residents year-round.

Strategy 6: Brownfield Redevelopment for Emissions Reduction and Climate Resilience

Many disadvantaged communities contain brownfield sites that impede economic development. Redeveloping brownfields provides an opportunity to make investments that contribute to community revitalization, resilience, and GHG emissions reduction. Redeveloping brownfield sites also supports infill development that significantly reduces residential vehicle use and the associated GHG emissions. Strategy 6 supports the redevelopment of brownfield sites that have already been cleaned up, or where a site assessment indicates that cleanup is not necessary for reuse. These projects should seek to improve energy efficiency through investments in low- and zero-emission technologies, integrate climate resiliency, and / or mitigate climate change impacts while also promoting economic development and improving public health for residents. Examples could include construction of a public park or partnering on a LEED Certified low-income housing project on a former brownfield site.

Note: Projects funded under this Climate Action Strategy must be performed on sites where, at the time of application submission, the applicant demonstrates that cleanup is complete or that the site does not require any cleanup activities for the intended use or reuse of the site. See Section III.D.8 and Appendix C section on this Strategy.

Strategy 7: Waste Reduction and Management to Support a Circular Economy

Disadvantaged communities often bear the brunt of environmental contamination from improper disposal of physical waste, or from disposal in landfills adjacent to those communities. This strategy supports circular economy⁵ activities and promotes sustainable use of natural resources to keep materials and products in circulation for as long as possible, resulting in the reduction of GHG emissions and other pollution across a product's lifecycle. Examples of these projects may include efforts to reduce food waste (e.g., composting, anaerobic digestors), or to promote the reduction, reuse, and recycling of disaster debris, construction and demolition debris, and other materials and products. Project activities should demonstrate that they will result in materials being diverted from end-disposal facilities (e.g., landfills, incinerators) to reduce GHG emissions, toxic air pollution, and soil and water pollution.

Strategy 8: Workforce Development Programs for Occupations that Reduce Greenhouse Gas Emissions and Air Pollutants

Individuals in disadvantaged communities often lack pathways into fast-growing and well-paying job opportunities related to environmental and climate justice. This strategy allows applicants to propose workforce development programs to enable individuals in these communities to pursue career pathways in fields related to the reduction of GHG emissions and other air pollutants. Strong workforce development proposals should include all three of the following features, as detailed in Appendix C: (1) multi-sectoral partnerships that bring together workforce expertise and enable pathways into high-quality careers that help reduce GHG emissions and other air pollutants; (2) high-quality training models, such as pre-apprenticeships or Registered Apprenticeship Programs, that are worker-centered, demand-driven, and lead to good jobs that help reduce GHG emissions and other air pollutants; and (3) strategies for recruiting and retaining individuals from disadvantaged communities, especially for populations that face barriers to employment. Given that workforce development opportunities can be significant to achieving environmental and climate justice in many communities, EPA anticipates making a minimum of fifteen awards for high-ranking applications that include a workforce training program as further described in [Section V.E](#). Note that it is a statutory requirement that workforce development activities funded under this program be focused specifically on reducing greenhouse gas emissions and other air pollutants.

⁵ A circular economy keeps materials, products, and services in circulation for as long as possible.

Requirement 2. Pollution Reduction Strategies: Applications must include at least one project aligned with at least one of the Pollution Reduction Strategies identified below. When addressing the strategy in their application, applicants should describe relevant challenges faced in the Project Area and how the selected Pollution Reduction Strategy(ies) will address those challenges. Each Pollution Reduction Strategy outlined below is focused on pollution monitoring, prevention, and remediation of quantifiable and health-harming pollutants.

Applications that include activities to increase monitoring capabilities or raise community awareness of pollution must also include an associated remediation, implementation, or infrastructure pollution reduction project that addresses the identified pollution issue.

Examples of project activities and guidelines associated with the strategies can be found in Appendix D. While applicants may select from among the examples in the Appendix, applicants may also submit other types of project activities as long as they are consistent with a Pollution Reduction Strategy described in Section I.G of the NOFO and are eligible for funding under §138(b)(2) of the CAA.

Strategy 1: Indoor Air Quality and Community Health Improvements

Disadvantaged communities often face high levels of indoor air pollution from several sources, including mold, lead paint, radon, asbestos, fossil fuel combustion, and pollution from outdoors that seeps inside. These pollutants can have a detrimental impact to human health, particularly for vulnerable populations including children, the elderly, and people with health conditions like asthma and heart disease.⁶ Activities under Strategy 1 can include education on air toxins / toxics and how to monitor them (e.g., curriculum development, outreach strategies, public education activities) and direct assessment and remediation to reduce harmful air pollution (e.g., installation of filtration systems, building retrofits that address multiple sources of pollution, replacement of wood heaters that do not meet EPA standards, asbestos abatement in schools).

Strategy 2: Outdoor Air Quality and Community Health Improvements

Outdoor air pollution from mobile and stationary sources can compromise human health and the environment in many ways, including by triggering asthma attacks and heart attacks, exacerbating respiratory disease, and causing children and adults to miss school and work on bad air days. Activities funded under Strategy 2 could include: funding the purchase, upgrade, and / or maintenance of equipment and technology to allow for the inspection, testing, monitoring, and sampling of air pollution; purchasing equipment that limits community exposure to outdoor air pollutants; and reducing exposure to near-road pollution, pollution from airports and ports, and mobile source pollution. This could include land use and zoning policies that enable households to live in affordable, dense, and vibrant communities within urban and rural areas. These activities can be bolstered by educating the public on air toxins / toxics and how to monitor them (e.g., curriculum development, outreach, public education), and communication of air pollution assessment results to reduce exposure, including during environmental emergencies or events where the risk of pollution exposure is high.

Strategy 3: Clean Water Infrastructure to Reduce Pollution Exposure and Increase Overall System Resilience

Disadvantaged communities often lack access to clean water and clean drinking water. Functional water infrastructure is essential for protecting the quality of drinking water resources as well as the safety of recreational waters communities use for subsistence fishing, swimming, and other activities everyone deserves to enjoy. Strategy 3 addresses challenges communities face in accessing clean, reliable drinking water and wastewater treatment. Projects funded under this strategy may include focused

⁶ Indoor Air Quality (IAQ).

infrastructure investments that can be completed within the three-year project period and within the funding amounts specified in this NOFO, as well as assessment and planning that will enable communities to better access tens of billions of dollars in federal water infrastructure funding from other sources such as EPA's Clean Water and Drinking Water State Revolving Funds. Targeted infrastructure projects can include identification and replacement of lead pipes in homes and public spaces, improved resilience of water systems through deployment of backup power such as onsite renewable energy and storage, targeted efficiency upgrades, septic to sewer conversions, lining waste lagoons, and investments in redundancy such as backup wells. Assessment and planning efforts could include, for example, a leak detection and pipe replacement plan, or a PFAS monitoring program that informs a funding application to one of several sources of state and federal funding.

Strategy 4: Safe Management and Disposal of Solid and Hazardous Waste

Disadvantaged communities are disproportionately exposed to solid and hazardous waste, which negatively impacts public health. This strategy supports pollution prevention, recycling, and disposal activities related to the management of solid and hazardous waste, such as discarded electronics, tires, single-use plastics, and other disposable items. Community-level responses to these challenges could include, for example, the purchase of equipment and the development of facilities to manage solid and hazardous waste to improve public health outcomes. Brownfields cleanup is not contemplated under this strategy and is not a Community Change Grants program priority.

Requirement 3. Community Engagement and Collaborative Governance Plan: Track I applications must include a Community Engagement and Collaborative Governance Plan. Successful implementation of environmental and climate justice projects requires relationships and meaningful engagement among an ecosystem of community leaders and members alongside partners across many sectors. This plan is required to help ensure that grant activities are driven and informed by the views of the Project Area community and are accomplished through collaboration among key stakeholders. The plan should describe how the applicant will engage, educate, and be responsive to community members throughout project development and / or implementation. Additionally, the plan should incorporate a Collaborative Governance Structure that demonstrates how the Lead Applicant and Collaborating Entities (as described in Section III.A) will work together to successfully implement the grant in a timely, effective, and equitable manner.

The Community Engagement and Collaborative Governance Plan cannot exceed 10 single spaced pages – excess pages will not be reviewed. It should address the following elements and any others the applicant deems relevant to their projects:

- **Past Community Outreach and Engagement Conducted:** The applicant should demonstrate what outreach and engagement methods were used to engage with the Project Area community, including any with specific neighborhoods or groups, and how this impacted the selection of the strategies and associated projects as well as the applicant's implementation approach.
- **Community Engagement Plan Implementation:** The applicant should demonstrate the specific community engagement methods, as well as how they will mitigate barriers and involve relevant governmental stakeholders, necessary to support overall implementation including:
 - **Clear Methods for Engagement and Transparency:** The applicant should describe the following elements:
 - Outreach methods that provide opportunities for broad and diverse community member involvement in project development and / or implementation and feedback during grant performance.
 - Transparent mechanisms that will promote meaningful accountability to the needs and preferences of residents in the Project Area.

- Mechanism(s) that will be used to continuously inform the community before and during project implementation on project status, benefits available to them through the project, and indicators being tracked, such as air quality improvements or trees planted.
 - **Mitigating Barriers:** The applicant should describe measures to minimize and mitigate barriers around community engagement and participation in project development and / or implementation including but not limited to those related to linguistic differences, communication challenges, disabilities, inaccessible technology, lack of trust or awareness, transportation, childcare, and elderly / adult care.⁷
 - **Government Involvement:** As applicable, the applicant should demonstrate the support and involvement of government agencies needed to facilitate successful grant performance. For example, projects that intersect with local-government authorities such as permitting, planning, and zoning are encouraged to demonstrate the involvement and cooperation of local government authorities.
- **Collaborative Governance Structure:** The applicant should provide details regarding the roles and responsibilities of the Lead Applicant, Collaborating Entities, and community residents and / or community-selected representatives for implementing, managing, and overseeing the application's project activities, including how they should meet regularly to discuss project implementation. The description should include at a minimum:
 - Outreach methods to solicit community representatives and processes to choose representatives to enable a broad cross-section of community representatives to participate so different voices are heard.
 - An explanation of how the Lead Applicant and Collaborating Entities will coordinate with each other and community members to inform and engage the community on project development and progress.
 - An outline of the planned decision-making processes between the Lead Applicant and Collaborating Entities, including procedures to ensure that decisions are transparent and can be made in an expedited manner when necessary.
 - Processes for replacing a Collaborating Entity to ensure that the replacement entity has comparable skills, qualifications, expertise, community support, and experience to avoid any adverse impact on grant performance. EPA approval of the qualifications, expertise, and experience of the replacement Collaborating Entity will be required pursuant to 2 CFR 200.308I(2) and / I(c)(6).

Note: Awards may include terms and conditions requiring that subaward agreements between the Lead Applicant and Collaborating Entities (including the Statutory Partner described in [Section III.A](#)) contain provisions reflecting certain of the requirements above.

Requirement 4. Community Strength Plan: Track I applications must include a Community Strength Plan. Advancing environmental and climate justice requires bolstering the strength and economic prosperity of a community for the benefit of local residents, while also ensuring those residents can remain within the community and benefit from the investments over the long term. [Executive Order 14096, Revitalizing Our Nation's Commitment to Environmental Justice for All](#), states, "Advancing environmental justice will require investing in and supporting culturally vibrant, sustainable, and resilient communities in which every person has safe, clean, and affordable options for housing, energy, and transportation. It is also necessary to prioritize building an equitable, inclusive, and sustainable economy that offers economic opportunities.

⁷ Refer to the EPA Office of Grants and Debarment Guidance on Selected Items of Cost for Recipients, EPA Guidance on Participant Support Costs, and EPA Subaward Frequent Questions, including for additional information on paying for light refreshments, providing dependent care stipends or services for community meeting participants, and meeting participant transportation stipends.

Pursuing these and other objectives integral to advancing environmental justice can successfully occur only through meaningful engagement and collaboration with underserved and overburdened communities to address the adverse conditions they experience and ensure they do not face additional disproportionate burdens or underinvestment.”

In alignment with this Executive Order and to help EPA assess whether the proposed projects will benefit disadvantaged communities, as required by §138(b)(1) of the CAA, this plan should describe how the projects in the application are intended to (1) maximize the economic benefits of the projects for existing residents in the Project Area, and (2) avoid unintended consequences for existing residents in the Project Area including the displacement of residents in the Project Area.

This plan cannot exceed 5 single-spaced pages – excess pages will not be reviewed. Consistent with the above discussion, the plan should address the following elements.

1. Maximizing Economic Benefits of Projects:

The plan should describe how the projects included in the application will maximize economic benefits for individuals in the Project Area, including priority populations defined in footnote 3.

Examples of economic benefits, as described below, could include (1) opportunities for local small businesses or contractors; (2) jobs for community members; (3) financial savings for residents; and other similar benefits, in alignment with EPA grant regulations and applicable law.⁸

- **Business Opportunities:** Applicants may need to hire contractors to carry out certain project activities. Applicants may inform local businesses of open solicitations and encourage them to compete for contracts. For example, applicants may consider partnering with their local government’s small business office to broadly advertise contracting opportunities. Similarly, applicants should make a “good faith effort” to provide disadvantaged business enterprises (DBEs) with an opportunity to compete for contracts in accordance with EPA’s 40 CFR Part 33 Disadvantaged Business Enterprise rule.⁹
- **Job Opportunities:** Applicants may propose measures to facilitate the employment and retention of workers from disadvantaged communities on funded projects. For example, applicants may propose developing recruitment strategies in partnership with their local workforce development board; funding supportive services for workers on grant-funded projects (e.g., transportation, childcare, mental health supports), coordinating such services with local social service providers; or establishing goals for hiring individuals from disadvantaged communities on the projects and transparently tracking progress toward those goals. Applicants may propose measures to increase community awareness of these job opportunities and the associated skill requirements, such as hiring workshops or job fairs. Applicants may also describe specific measures that will ensure Project Area residents are developing skills that are necessary to take advantage of existing or future jobs in professions contributing to the reduction of GHG emissions and other air pollutants.

⁸ Note that applicants are not bound by statutory or administrative local-preference requirements, per 2 CFR 200.319(c).

⁹ Note: Please carefully review Section IV.d, “Contracts and Subawards,” of EPA’s Solicitation Clauses that are incorporated by reference in this NOFO in Section I.I. EPA expects recipients of funding to comply with competitive procurement contracting requirements. The Agency does not accept justifications for sole source contracts for services or products available in the commercial marketplace based on a contractor’s role in preparing an application or a firm or individual’s “unique” qualifications. For example, applicants cannot name local contractors as part of this Community Strength Plan without adhering to these competitive procurement requirements.

Note: Jobs funded under this program should be high-quality jobs, in alignment with the U.S. Department of Labor and Commerce's Good Jobs Principles, as described in Appendix E. Applicants may propose measures to increase the likelihood that these will be good jobs for individuals from disadvantaged communities, such as training for employers / contractors on grant-funded projects to promote best practices such as equal opportunity recruitment and hiring practices, good benefits, healthy organizational culture, and opportunities for advancement. Additionally, jobs for construction activities funded under this grant will be required to pay prevailing wage rates, as required by CAA § 314 and the Davis-Bacon and Related Acts.

- **Financial Savings:** Applicants may also describe how and the extent to which Project Area residents will receive direct economic benefits from the Climate Action and Pollution Reduction projects in the applications, such as through energy bill savings or affordable zero- or low-emission transportation solutions. The plan may also discuss how the applicant plans not only to deliver these benefits for residents in the short-term but also to preserve them for the long-term. As an example, applicants working on a transportation project that will deliver immediate cost savings for residents may negotiate with a vendor / contractor to lock-in long-term cost savings for community members.

Applicants may consider using tools to align stakeholders around these benefits, such as a Community Benefits Agreement (CBA), which is a legally binding contract that defines benefits. Parties to a CBA may include CBOs, neighborhood associations, local government entities, contractors and developers, and other similar project stakeholders. Applicants are reminded of the three-year period of performance for the grant and should be prepared to expeditiously begin the negotiation of community benefits to prevent project delays.

2. Displacement Avoidance:

Benefits to disadvantaged communities can be evaluated by whether residents are able to retain the benefits of EPA-funded projects over the short and long-term. While climate action and pollution reduction can have a positive impact on a community, those benefits can also lead to unintended consequences, such as increased costs of living in a Project Area. Given that the purpose of CAA §138 is to fund activities that will benefit disadvantaged communities, applicants should describe measures to increase the likelihood that existing community members of the Project Area will benefit from investments in both the immediate and long term.

Applicants should discuss potential short-term and long-term risks associated with the proposed projects to residents, small businesses, nonprofits, and other community members in the Project Area. Applicants should assess and describe the community's vulnerability to rising costs attributable to the proposed projects and assess potential impacts to households, small businesses, and other existing groups. Based on the specific risks identified, applicants should describe measures for mitigating those risks as applicable. Some measures can mitigate these displacement vulnerabilities in the short-term, whereas other measures can have long-term impacts. For example, for projects that increase the energy efficiency of multi-family housing facilities, and that may have the unintended effect of raising rents for those facilities, the approach may focus on outreach / education to residents, such as information packets, tenant protection workshops that feature information about tenant rights under applicable state and local laws, or other educational activities. Other approaches may focus on securing commitments from landlords benefiting from EPA-funded property improvements to extend affordable housing covenants or agree not to raise rents

unnecessarily.¹⁰ Applicants can also describe how they will work with relevant entities, such as local governments, to create policies, plans, or programs to mitigate unintended impacts of the EPA-funded investments.

Applicants should describe any work already underway in the Project Area that would mitigate these risks, or existing policies, ordinances, or programs that are relevant. For example, an applicant could describe any ordinances in the Project Area designed to expedite construction or availability of additional affordable housing. Applicants can also describe any Climate Action and Pollution Reduction Strategies proposed as part of this application that might help mitigate displacement risks by providing project co-benefits. For example, a strategy that promotes increased housing density as a tool to reduce emissions could have the co-benefit of reducing housing costs by increasing housing supply.

Requirement 5. Readiness Approach: Given the statutory requirement that all Community Change Grants must be completed within three years, applicants must describe their approach for initiating grant performance upon award, or generally within 120 days after award, in compliance with the requirements in 2 CFR Parts 200 and 1500, 40 CFR Part 33 that apply to all EPA grants so they can successfully complete the grant within the three-year period.

This includes addressing the readiness considerations listed below, and any others, that are applicable to the projects and how they will be met. If any of the below considerations are not applicable, the application should explain why not.

- **Government Approvals:** If government approval at any level (e.g., construction permits) is necessary to implement or perform a project, the applicant must demonstrate that they have obtained such approval. If such approval has not been obtained, then the applicant must demonstrate how they will obtain it immediately after award, so it does not impede grant implementation.
- **Federal Requirements for Construction Projects:** Applicants must demonstrate that they have systems in place, or a plan to have such systems in place immediately after the grant award, to comply with CAA § 314 and the Davis-Bacon and Related Acts prevailing wage requirement, the Build America Buy America domestic preference requirement, and other cross-cutting statutory and Executive Order requirements that apply to Federally funded construction projects.
- **Alignment with Existing Plans:** Applicants must demonstrate that the project(s) in the Project Area as defined in Appendix A are consistent with any community development, climate resilience, or hazard mitigation plans, or other comparable government land use restrictions.
- **Site Control:** Applicants must demonstrate that they own or control the site where a project will be performed or that they will have legally binding access or permission to the site so they can perform the project(s).
- **Operations and Maintenance:** Applicants must describe their operations and maintenance plan and financing approach for their project's infrastructure investments, if relevant, which may include long-term service costs, fee structures, detailed indebtedness for all properties, and other relevant information demonstrating how operations and maintenance of the investment will be assured during and after the grant award.

¹⁰ Note that any agreements must be in alignment with local and state housing laws. For example, in some instances, state or local law may allow a landlord to raise rents to compensate for increases in property taxes attributable to the value of EPA funded improvements.

Requirement 6. Compliance Plan: Applicants must submit a Compliance Plan that describes how they will: (i) ensure compliance with the grant’s terms and conditions, including 2 CFR § 200.302(b) (financial management), 2 CFR § 200.303 (internal controls), and 2 CFR § 200.332 (requirements for pass-through entities); and (ii) manage broader legal and compliance risks. This plan cannot exceed 5 single-spaced pages – excess pages will not be reviewed.

H. Funding Track II: Meaningful Engagement for Equitable Governance

Under this track, eligible applicants may submit projects, as described in CAA § 138(b)(2)(E), for “facilitating engagement of disadvantaged communities in State and Federal advisory groups, workshops, rulemakings, and other public processes.” EPA has interpreted “other public processes” as encompassing local, Tribal, and other governmental processes. All funded activities under this NOFO must comply with federal, state, and local laws and regulations, including but not limited to:

1. 2 CFR 200.435(b), which restricts the use of grant funds to defend a recipient that is subject to a criminal, civil or administrative proceeding against it commenced by any government for fraud or similar offenses;
2. 2 CFR 200.435(g), which precludes the use of grant funds to prosecute claims against the federal Government; and
3. 2 CFR 200.450(c), which restricts the use of federal funds by nonprofit organizations for certain lobbying or electioneering activities but does not preclude the use of federal funds to promote adoption of local ordinances, including those related to zoning.
4. 40 CFR Parts 5 and 7, which prohibit discrimination on the basis of race, color, national origin (including limited-English proficiency), disability, sex, and age by recipients and subrecipients of federal financial assistance.

Track II Objectives

Section 138 of the CAA provides that grants may be awarded for the purpose of “facilitating engagement of disadvantaged communities in State and Federal advisory groups, workshops, rulemakings, and other public processes.” Accordingly, Track II applications intend to build the capacity of communities and governments to evaluate and redress environmental and climate injustices by giving disadvantaged communities a meaningful voice in government decision-making processes. By supporting direct participation of disadvantaged communities in the development and implementation of solutions, policies, and programs, the Community Change Grants can help close equity gaps and redress environmental and climate injustices.

Track II applications should focus on breaking down systemic barriers to community participation in government processes impacting environmental and climate justice. This can be done by creating engagement and feedback mechanisms with two-way communications between community members and government decision-makers. Applications should focus on ways to provide disadvantaged communities with information about issues that directly impact them, while simultaneously creating mechanisms for the government to gather input to ensure community needs inform decision-making and are integrated into government processes and policies. Applications in this track should strive to enable communities to play a meaningful role in making and implementing decisions.

Effective projects should also involve partnerships between community organizations, governments, philanthropic organizations, the private sector, and / or third-party facilitators and evaluators who can support collaboration across sectors to facilitate the engagement of disadvantaged communities in governmental decision-making processes.

Track II Project Examples

The following are examples of activities that may be proposed under Track II. Applicants may expand or refine these examples or submit projects that are not listed below if they demonstrate how they will facilitate the engagement of disadvantaged communities in governmental processes.

Example 1. Educational and Training Programs

These projects prepare, train, and educate members of disadvantaged communities on how to engage in government processes related to environmental and climate justice activities.

Examples of activities that could be performed under this type of project include but are not limited to:

- Creating a leadership development program that trains community members to identify environmental and climate justice challenges, devise strategies to address them, and recommend actions to governmental authorities. Example topics could include how to review public sector budgets, navigate specific processes such as land-use ordinances or National Environmental Policy Act (NEPA) reviews, and participate effectively in public meetings. The [EPA EJ Academy](#) is an example of a type of project applicants may consider developing for their own community.
- Designing and implementing a training program to help members of disadvantaged communities effectively participate in advisory boards, commissions, land use authorities, or other bodies that involve community members in environmental and climate related policy making.
- Partnering with a government to develop and / or implement Equity Action Plans that identify and address barriers to equity and opportunity and discrimination that disadvantaged communities may face. Equity Action Plans should meaningfully incorporate community input and result in city-or-statewide transformational, equitable change in environmental or climate related policies. For informational purposes only, please find [here](#) a link to Equity Action Plans developed by federal agencies that may help applicants with designing and preparing these types of projects.

Example 2. Environmental Advisory Boards (EABs)

These are projects that facilitate the engagement of disadvantaged communities in environmental decision-making by establishing advisory councils, taskforces, or similar bodies to engage with government. These boards should have regular meetings to create consistent opportunities for disadvantaged communities to provide recommendations on actions government entities should take to address environmental and climate justice challenges. These bodies should include members from disadvantaged communities, may include additional representatives from other stakeholder groups that can effectively represent important and related perspectives (including Tribal, academia, youth / elderly / disability populations, government, etc.).

Examples of activities under an EAB-type project may include but are not limited to facilitating the engagement and involvement of disadvantaged communities in governmental processes at different levels of government to provide input, recommendations, and advice on matters such as:

- Permitting decisions for factories or industrial sites.
- Community infrastructure upgrades to address pollution and climate concerns.

- Zoning and siting guidance for fence-line / frontline communities¹¹ such as new school placements, highway construction, and industrial and commercial uses of land.
- Issues and actions of municipal and public utilities related to workforce development, drinking water shutoffs, drinking water quality and affordability, and aging wastewater treatment infrastructure in / near disadvantaged communities.

Example 3. Collaborative Governance Activities

These are projects that facilitate the process of providing recommendations and implementing decisions that will benefit disadvantaged communities. Projects can focus on creating collaborative bodies with members from and / or representing the interests of disadvantaged communities, governmental entities, and other stakeholders to work on environmental and climate justice issues.

Functions these bodies may focus on include co-producing solutions with disadvantaged communities to identify and address environmental issues. This could be done through obtaining feedback from a wide range of experts and stakeholders, including but not limited to those working in public health, housing, economic development, environmental justice, and other relevant fields, to identify environmental and directly related public health issues, develop solutions, and then work towards implementing the ideas with the necessary parties.

Examples of activities under a collaborative governance project may include but are not limited to facilitating the engagement and involvement of disadvantaged communities in governmental processes on matters such as:

- Participating in the development of one or more community benefits agreements to help ensure that environmental projects funded by federal, state, and / or private entities meaningfully engage and account for community needs. For informational purposes only, the resource [here](#) from the Department of Energy provides information that may help applicants with designing and preparing these types of projects.
- Creating a governance body or “development community” for a brownfields post-cleanup redevelopment project.¹²
- Creating a source water protection plan to protect public health and reduce burdens on water systems.
- Recommending organizational changes to government entities that make them more receptive and sensitive to the environmental and climate justice concerns of disadvantaged communities.

Example 4. Participation in Governmental Funding and Budgeting Processes

These are projects that use participatory budgeting to inform public spending on environmental priorities. Participatory budgeting is an approach to making decisions about governmental spending that is focused on meaningfully and deeply engaging the community in governmental funding processes. Projects can enable community-based organizations to partner with a public entity to design and implement processes whereby members of disadvantaged communities have input into, and influence, decisions about how to allocate public budgets for environmental and climate justice priorities. An example of a project using participatory budgeting could involve designing a program where the community identifies problems,

¹¹ A fence-line community or frontline community is generally one immediately adjacent to high polluting facilities such as industrial parks, manufacturing facilities, or commercial facilities and is directly affected by the noise, odors, traffic, and chemical and pollution emissions of the operations of these entities.

¹² U.S. Department of Health & Human Services. [Build a Development Community](#).

evaluates proposals, and recommends decisions for public funding of projects that implicate environmental and climate justice issues.

I. EPA Strategic Plan Linkage, Anticipated Outputs, Outcomes & Performance Measures

1. Strategic Plan Linkage

Awards made under this NOFO will support the following goals and objectives of the FY 2022-2026 EPA Strategic Plan. Applications must explain how their projects will further these goals and objectives.

Goal 2: Take Decisive Action to Advance Environmental Justice and Civil Rights

- Objective 2.1: Promote Environmental Justice and Civil Rights at the Federal, Tribal, State, and Local Levels which includes the strategy of Building Community Capacity and Climate Resilience and Maximizing Benefits to Overburdened and Underserved Communities: EPA will increase support for community-led action by providing unprecedented investments and benefits directly to communities with environmental justice concerns and by integrating equity throughout Agency programs.

Depending on the projects included in them, awards will also support and advance the following EPA Strategic Plan Goals as applicable:

- Goal 1: Tackle the Climate Crisis
- Goal 4: Ensure Clean and Healthy Air for All Communities
- Goal 5: Ensure Clean and Safe Water for All Communities
- Goal 6: Safeguard and Revitalize Communities; and
- Goal 7: Ensure Safety of Chemicals for People and the Environment.

2. Environmental Results: Outputs and Outcomes

Pursuant to EPA Order 5700.7A1. Environmental Results under Assistance Agreements, applicants must describe the environmental outputs and outcomes to be achieved under the award. Applicants should specifically describe the environmental results of the proposed project in terms of well-defined outputs and, to the maximum extent practicable, well-defined outcomes that will demonstrate how the project will contribute to the goals and objectives of the Community Change Grants program.

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

- What measurable short- and longer-term results will the grant achieve?
- How will the Lead Applicant and Collaborating Entities measure progress in achieving the expected results (including outputs and outcomes), and how will the approach to measuring progress use resources effectively and efficiently?
- Are the projected outputs and outcomes specific and detailed? Are specific target measures included where possible? Are target measures reasonable and achievable within the project period and for the funding amount?

See Appendix F for further details on expected outputs and outcomes from Track I and II awards.

3. Performance Measurement Plan

The evaluation component of the Community Change Grants is essential. In their Performance Measurement Plan, applicants should describe how they plan to track and measure their project implementation and progress towards achieving the expected outputs and outcomes, including those identified in Appendix F, throughout the performance period.

Generally, higher quality performance measurement plans include specific target metrics for both outputs and outcomes. The applicant's performance measurement plan should help gather insights, will be a mechanism to track progress toward output and outcome objectives, and may provide the basis for developing lessons learned to inform future funding recipients.

Applicants should incorporate program evaluation activities from the outset of their program design and implementation to meaningfully document and measure their progress towards meeting project goals. Applications may include funding in the budget for personnel with expertise in planning, designing, developing, implementing, and evaluating programs.

J. Additional Provisions for Applicants Incorporated into the NOFO

Additional provisions that apply to Sections III, IV, V, and VI of this NOFO and / or awards made under this NOFO can be found at [EPA Solicitation Clauses](#). These provisions are important for applying to this NOFO, and applicants must review them when preparing applications for this NOFO. If you are unable to access these provisions electronically at the website above, please email CCGP@epa.gov to obtain the provisions.

Section II. Federal Award Information

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A. Number and Amount of Awards

EPA anticipates awarding approximately \$2 billion in funding through this NOFO depending on funding availability, quality of applications received, EPA priorities, and other applicable considerations. Awards under Track I are expected to be between \$10-20 million each and cannot exceed \$20 million. Awards under Track II are expected to be between \$1-3 million each and cannot exceed \$3 million. EPA expects to award approximately \$1.96 billion for about 150 Track I awards, including those under the Target Investment Areas described below in B, and approximately \$40 million for about 20 Track II awards. These amounts are estimates only, and EPA reserves the right to increase or decrease the total number of awards and funding amounts for each Track contingent on the quality of applications received, the amount of funds awarded to selected applicants, budget availability, and / or agency priorities and programmatic considerations. In addition, given that workforce development programs as described in Section I.G can be significant to achieving environmental and climate justice in many communities, EPA anticipates making a minimum of fifteen awards for high-ranking applications that include a workforce training program(s) as further described in Section V.E.

B. Target Investment Areas (TIA) for Track I Applications

Out of the \$2 billion in funding, EPA has identified five Target Investment Areas (TIA) listed below to help ensure that communities with unique circumstances, geography, and needs can equitably compete for funding. The amounts are estimates only and subject to change based on the number and quality of applications received, funding considerations, and agency priorities. Applicants interested in submitting an application for projects benefitting a TIA must identify this in their application. Consistent with the Track I evaluation process described in Section V, applications for these areas will be evaluated against each other (for example, applicants for TIA C will be evaluated against other applicants for TIA C). Applications for the TIAs must address the Track I application requirements identified in Section I.G.

- TIA A: Tribes in Alaska: an estimated \$150 million for projects benefitting Indian Tribes in Alaska. As noted in Appendix H and Section V.E below, the EPA anticipates making a minimum of 5 awards for high-ranking applications under this TIA that include projects to assess and/or clean up lands conveyed under the Alaska Native Claims Settlement Act that were contaminated at the time of their conveyance from the federal government to an Alaska Native Corporation.
- TIA B: Tribes in the Continental United States and Hawaii: an estimated \$300 million for projects benefitting Tribal communities outside Alaska, which include Indian Tribes as defined by the Clean Air Act in Section III.A.3 below and Tribal Lands included in the EPA IRA Disadvantaged Communities Map referenced in Appendix A. This also includes projects benefitting such Tribal communities that are located in the Border Area identified below in TIA E.
- TIA C: Territories: an estimated \$50 million for projects benefitting disadvantaged communities in the United States' territories of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Northern Mariana Islands.
- TIA D: Disadvantaged Unincorporated Communities: an estimated \$50 million for projects benefitting disadvantaged unincorporated communities as defined in Appendix A.
- TIA E: United States (U.S). – Southern Border Communities: Consistent with EPA's longstanding approach to addressing transborder climate and pollution challenges, an estimated

\$100 million for projects benefitting non-Tribal disadvantaged communities within 100 kilometers north of the U.S.-Mexico border.

Special Requirements for Cross-Border Projects to Benefit U.S. Disadvantaged Communities

EPA's strong preference is that the work for all projects to be performed under the awards made through this NOFO will be performed entirely within the United States. However, in limited circumstances, projects to benefit U.S. disadvantaged communities near an international border may require some international work to be performed within 100 kilometers of that border (e.g., within 100 km south of the U.S.-Mexico border for a TIA E application, or within 100 km north of the U.S.-Canada border for any application). In those limited cases, to be eligible for funding consideration, the applicant must demonstrate in their application that:

- The project(s) will directly and predominantly benefit disadvantaged communities in the U.S., for example by monitoring and / or preventing pollution from an international source that is impacting the disadvantaged community in the U.S.
- Any work outside of the U.S. is necessary for the project(s) to be successful in benefitting the disadvantaged communities in the U.S. — e.g., the project(s) will not be effective otherwise.
- Any work outside of the U.S. will not be a substantial part of the project.
- The applicant will ensure that any work outside of the U.S. will be timely and properly completed and monitored to ensure it is effectively performed.

Failure to address how the application meets these conditions will render the application ineligible for review as stated in Section III.D. Applications involving cross-border work that are selected for award must address any cross-border work issues (e.g., site access and control) during the workplan negotiations following selection and before award. The appropriate terms and conditions will be included in the grant. Projects benefitting Project Areas along the U.S.-Mexico Border should be consistent with guidance and best practices outlined by EPA's Border Program.^{13 14}

C. Rolling Application Submittal and Review Process, Application Award Limits, and Application Resubmission Procedures

1. Applications may be submitted under this NOFO through November 21, 2024, to provide applicants, to the maximum extent practicable, flexibility on when to submit an application. Applications will be reviewed and evaluated on a rolling basis as described in [Section V](#) to facilitate and expedite the review and award process. EPA cannot guarantee that funding will be available through the end of the NOFO 12-month application period as funding availability is dependent on the volume and quality of applications received, as well as other applicable programmatic and funding considerations. As such, it is possible that funding could be exhausted before the conclusion of the 12-month rolling application period.
2. Under this NOFO, Lead Applicants, as defined in [Section III.A](#), may submit a maximum of two eligible applications and receive up to two awards if they demonstrate their capacity and capabilities to effectively perform, manage, oversee, and complete both awards within the three-year grant period of performance. The two applications may be either two Track I applications or two Track II applications, or one of each. Lead Applicants who submit more than two total eligible

¹³ [United States – Mexico Environmental Program](#).

¹⁴ [U.S.-Mexico Border Program – Borderwide Resources](#).

applications will be asked to withdraw the excess one(s). EPA will not review more than two eligible applications from any one Lead Applicant.

3. Lead Applicants whose initial eligible application(s) is not selected for funding may, after timely requesting and receiving a debriefing on the application (as described in the Section VI Debriefings and Disputes clauses included in the EPA Solicitation Clauses), resubmit a revised application one additional time while the NOFO remains open. For example, if a Lead Applicant submits two eligible applications and both are not initially selected for funding, they may resubmit each application one additional time within the 12-month NOFO open period as explained above and further below. There is no guarantee that resubmissions, even after a debriefing, will be selected for funding. In addition, applicants who submit applications towards the end of the 12-month rolling period may not have an opportunity to resubmit the application because the NOFO is expected to close for applications on November 21, 2024. While EPA intends to review applications and provide debriefings as expeditiously as possible, applicants should keep this in mind when determining the timing of their application submission to ensure there is sufficient time for a resubmission.
4. The resubmitted application must be clearly identified as a resubmission of a previously submitted application by providing the date of the original submission through www.grants.gov and / or the date of the EPA debriefing in the updated application package. The resubmission should take into consideration the feedback received during a debriefing and any other relevant considerations, and it cannot be a completely different application from the one initially submitted. If EPA determines, in its sole discretion, that it is a different application bearing little resemblance to the original application, it may be rejected and not reviewed.

D. Conditional Awards

EPA may make conditional awards under this NOFO, which will be subject to applicable terms and conditions in the grant award.

E. Period of Performance

The period of performance of every grant funded under this NOFO cannot by statute exceed three years. There can be no extensions. Projects must be designed to be successfully and effectively completed within three years. EPA anticipates that the first awards under this NOFO will be made in the late Spring of 2024 and will continue to be made on a rolling basis until funding is exhausted. EPA cannot predict when funding will be exhausted since it is dependent on the volume and quality of applications received, as well as other applicable programmatic and funding considerations. As such, it is possible that funding could be exhausted before the 12-month rolling application period is over.

F. Partial Funding

EPA reserves the right to partially fund applications by funding discrete portions or phases of applications. If EPA decides to partially fund an application, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the application, or portion thereof, was evaluated and selected for award, and therefore maintains the integrity of the competition and selection process. **To facilitate consideration of an application for partial funding, if applicable, EPA recommends that applications separate costs for the proposed grant in the program budget by project category, to the extent practicable.**

G. Additional Awards

EPA reserves the right to make additional awards under this NOFO, consistent with EPA policy and guidance, if additional funding becomes available after all the selections are made under this NOFO. For this NOFO, this only applies to making additional awards for those applications considered during the final monthly review, described in Section V. Any additional selections for awards will be made no later than 6 months after the final monthly review.

H. Funding Type

EPA anticipates awarding cooperative agreements under this NOFO because it is expected that there will be substantial Federal involvement through the EPA Project Officer with selected applicants in the performance of the grant and for effective EPA oversight of grantee performance. Although EPA will negotiate precise terms and conditions relating to substantial federal involvement as part of the award process with each grantee awarded a cooperative agreement, the anticipated substantial federal involvement may include:

- Closely monitoring the grantee's performance to verify the results reported by the applicant;
- Reviewing proposed procurement, in accordance with the Procurement Standards in 2 CFR Parts 200 and 1500;
- Reviewing evidence of completion of project phases (e.g., planning) before providing approval for the grantee to begin work on the next project phase (e.g., implementation);
- Reviewing the substantive terms of contracts, subawards, or other financial transactions (EPA will not select contractors, subrecipients, or program beneficiaries);
- Approving qualifications of key personnel (EPA will not select employees or contractors employed by the grantee);
- Reviewing and commenting on reports prepared under the cooperative agreement (the final decision on the content of reports will rest with the grantee); and
- Addressing compliance with Build America, Buy America requirements, in accordance with 2 CFR § 184, and providing technical assistance, if necessary, on compliance with CAA § 314 and the Davis-Bacon and Related Acts.

In addition, there may be Federal involvement with selected applicants in the performance of the grant, which may include co-sponsoring community meetings and other events and collaborating during performance of the scope of work.

Section III. Eligibility Information

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Note: Additional provisions that apply to this section of the NOFO can be found in the EPA Solicitation Clauses.

A. Eligible Applicants

Consistent with CAA §138(b)(3) and Assistance Listing 66.616, applicants eligible to apply and receive grants under this NOFO are (1) a partnership between two community-based nonprofit organizations (CBOs) as defined below, or (2) a partnership between a CBO and one of the following: a federally recognized Tribe, a local government, or an institution of higher education. These types of partnerships for eligibility purposes are known as Statutory Partnerships. Further eligibility requirements are described below.

1. Community-Based Non-Profit Organization (CBO)

To qualify as a CBO for eligibility purposes, an organization must demonstrate that they are a “nonprofit organization” as defined at 2 CFR 200.1, which “means any corporation, trust, association, cooperative, or other organization that is operated mainly for scientific, educational, service, charitable, or similar purpose in the public interest and is not organized primarily for profit; and uses net proceeds to maintain, improve, or expand the operation of the organization.”

Applicants must include documentation in their application demonstrating that they are a nonprofit organization by one of two ways: 1) a written determination by the Internal Revenue Service that they are exempt from taxation under Section 501 of the Internal Revenue Code, or 2) based on a written determination by the state, territory, commonwealth, Tribe, or other United States governmental entity in which they are located. This can be done, for example, by submitting a letter, certificate, or articles of incorporation from the state where the organization is located that recognizes them as a nonprofit organization. Nonprofit 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. Foreign non-profit organizations cannot qualify as a CBO for eligibility purposes.

In addition to being considered a nonprofit organization, an organization must demonstrate that they are a public or private nonprofit organization that supports and / or represents a community and/or certain populations within a community through engagement, education, and other related services provided to individual community residents and community stakeholders. A “community,” for these purposes, can be characterized by a particular geographic area and / or by the relationships among members with similar interests and can be characterized as part of a local, regional, or national community where organizations are focused on the needs of urban, rural, and / or Tribal areas, farmworkers, displaced workers, children with high levels of lead, people with asthma, subsistence fishers, and other similar groups. For purposes of this NOFO, the CBO must have a geographic presence or connection in, or relationship with, the specified community that the projects are intended to benefit. For example, national or statewide CBOs must demonstrate the CBO’s connection to the community that will benefit from the grants.

For the purposes of this NOFO, applicants that demonstrate that they are Alaska Native Nonprofit Organizations or Alaska Native Nonprofit Associations are considered CBOs. In addition, Intertribal Consortia may be able to qualify as CBOs if they meet the above requirements and 40 CFR 35.504(a) and (c). The for-profit Alaskan Native Corporations are not eligible under the CBO definition and therefore are unable to apply as CBOs.

2. Local Government (in partnership with a CBO)

The following units of government within a state, as defined by the regulations in 2 CFR 200.1, are eligible to enter a Statutory Partnership with a CBO:

- County
- Borough
- Municipality
- City
- Town
- Township
- Parish
- Local public authority, including any public housing agency under the United States Housing Act of 1937
- Special district
- School district
- Intrastate district
- Council of governments, whether incorporated as a nonprofit corporation under State law; and
- Any other agency or instrumentality of a multi-, regional, or intra-State or local government.

3. Federally Recognized Tribe (in partnership with a CBO)

For the purposes of eligibility for entering into a Statutory Partnership with a CBO, EPA uses the definition of “Indian Tribe” in §302I of the CAA which provides that the term “...means any Indian Tribe, band, nation, or other organized group or community, including any Alaska Native village, which is Federally recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.” Note that this definition does not include Alaskan Native Corporations or State-recognized Tribes.

4. Institutions of Higher Education (in partnership with a CBO)

For the purposes of eligibility for entering into a Statutory Partnership with a CBO, the grant regulations at 2 CFR 200.1 state that Institutions of Higher Education (IHEs) are defined at 20 U.S.C. § 1001.

EPA also recognizes that it is important to engage all available minds to address the environmental and climate justice challenges the nation faces. Accordingly, EPA encourages Minority Serving Institutions (MSIs) to participate in the grants under this NOFO, including by partnering with a CBO.

For purposes of this NOFO, the following are considered MSIs:

1. Historically Black Colleges and Universities, as defined by the Higher Education Act (20 U.S.C. § 1061(2)). A list of these schools can be found at Historically Black Colleges and Universities.
2. Tribal Colleges and Universities (TCUs), as defined by the Higher Education Act (20 U.S.C. § 1059c(b)(3) and (d)(1)). A list of these schools can be found at American Indian Tribally Controlled Colleges and Universities.
3. Hispanic-Serving Institutions (HSIs), as defined by the Higher Education Act (20 U.S.C. § 1101a(a)(5)). A list of these schools can be found at Hispanic-Serving Institutions.
4. Asian American and Native American Pacific Islander-Serving Institutions; (AANAPISIs), as defined by the Higher Education Act (20 U.S.C. § 1059g(b)(2)). A list of these schools can be

- found at Asian American and Native American Pacific Islander-Serving Institutions.
5. Predominantly Black Institutions (PBIs), as defined by the Higher Education Act of 2008, 20 U.S.C. § 1059e(b)(6). A list of these schools can be found at Predominantly Black Institutions.

B. Statutory Partnership Requirements and Collaborating Entities

Please refer to Section III.A above for who is eligible to apply for the grants. The Statutory Partnership application is comprised of one Lead Applicant (an eligible CBO, Federally recognized Tribe, local government, or institution of higher education) who enters into a Partnership Agreement with one Statutory Partner (which is one of the following eligible entities– a CBO, Federally recognized Tribe, local government, or institution of higher education) to carry out the grant activities if the application is selected for funding. Please note that a CBO must be either the Lead Applicant or a Statutory Partner in every Statutory Partnership (e.g., there cannot be a statutory partnership of a local government and an institution of higher education or either of these entities and an Indian Tribe). In other words, as identified in Section III.A all Statutory Partnerships must include a CBO. If the application is selected for award, the Lead Applicant will enter into a subaward with the Statutory Partner that must contain the elements of the Partnership Agreement in Appendix B. The Lead Applicant must include a copy of a written and signed Partnership Agreement with their application to be eligible for funding consideration.

To ensure effective grant performance to meet the objectives of the Community Change Grants outlined in Section I, subawards from the Lead Applicant to other entities to implement and perform specific grant project activities identified in the application will be necessary. These other entities, including the Statutory Partners, are collectively referred to as Collaborating Entities in the NOFO. Given the community centered focus of the Community Change Grants, applications that do not include Collaborating Entities will likely not score well during the evaluation process. Collaborating Entities may include Statutory Partners (CBOs, Federally-recognized Tribes, local governments, and institutions of higher education) and entities that cannot legally be Statutory Partners (e.g., states, territorial governments, and international organizations). However, for-profit firms and individual consultants or other commercial service providers cannot be Collaborating Entities. Subawards made by the Lead Applicant and Collaborating Entities to implement the project strategies and activities under the application must be made consistent with the grant regulations at 2 CFR 200.331 and as permitted in Appendix A of the EPA Subaward Policy.

If selected for award, the Lead Applicant will become the grantee, operating as a pass-through entity for purposes of 2 CFR Part 200 and the EPA Subaward Policy, and taking responsibility for making subawards to Collaborating Entities. The Lead Applicant will also be accountable to EPA for effectively carrying out the full scope of work and the proper financial management of the grant (including the subawards it makes under the grant, and contracts to consultants and procurement contractors selected in accordance with the competitive procurement requirements in 2 CFR Parts 200 and 1500 as well as EPA's 40 CFR Part 33 Disadvantaged Business Enterprise rule). Additionally, as provided in 2 CFR § 200.332, the Collaborating Entities, and other subrecipients, will be accountable to the Lead Applicant for proper use of EPA funding. Note that pursuant to 2 CFR § 200.332(a)(2), as implemented in Items 2 and 4 of EPA's *Establishing and Managing Subawards* General Term and Condition, successful Lead Applicants in the Statutory Partnership must ensure that the terms and conditions of the grant agreement "flow down" to all subrecipients in the subawards. EPA has developed an optional template for subaward agreements, available in Appendix D of the EPA Subaward Policy.

As noted above, Collaborating Entities cannot include for-profit procurement contractors or individual consultants who may be involved in project performance but who receive procurement awards made in compliance with the competitive procurement requirements in 2 CFR Parts 200 and 1500 and 40 CFR Part 33. Further information on procurement and distinguishing between subawards and procurement

transactions can be found in the Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements and in EPA Subaward Policy.

C. Cost-Sharing or Matching Funds

No cost-sharing or matching is required as a condition of eligibility under this NOFO.

D. Threshold Eligibility Criteria

Applications must meet the threshold eligibility criteria below to be considered for funding. **Applications that do not meet all the applicable threshold eligibility criteria will be deemed ineligible for funding consideration and will not be considered further.** If necessary, EPA may contact applicants to clarify issues relating to threshold eligibility criteria compliance prior to making an eligibility determination. In addition, applicants should contact EPA with any questions about the threshold eligibility criteria prior to submission of their applications. Applicants whose applications are deemed ineligible for funding consideration because of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

Applications must meet the following threshold eligibility criteria to be considered eligible for funding under this NOFO:

1. Applications must comply with the content and submission requirements listed below.
 - Applications must substantially comply with the application submission instructions and requirements set forth in Section IV of this NOFO or else they will be rejected. However, where a page limit is expressed in Section IV with respect to the application, or parts thereof, pages in excess of the page limitation will not be reviewed. Applicants are advised that readability is of paramount importance and should take precedence in application format, including selecting a legible font type and size for use in the application.
 - In addition, initial applications must be submitted through Grants.gov as stated in Section IV of this NOFO (except in the limited circumstances where another mode of submission is specifically allowed for as explained in Section IV) on or before the application submission deadline published in Section IV of this NOFO. Applicants are responsible for following the submission instructions in Section IV of this NOFO to ensure that their application is timely submitted. Please note that applicants experiencing technical issues with submitting through Grants.gov should follow the instructions provided in Section IV, which include both the requirement to contact Grants.gov and email a full application to EPA prior to the deadline.
 - Applications submitted outside of Grants.gov will be deemed ineligible without further consideration unless the applicant can clearly demonstrate that it was due to EPA mishandling or technical problems associated with Grants.gov or SAM.gov. An applicant's failure to timely submit their application through Grants.gov because they did not timely or properly register in SAM.gov or Grants.gov will not be considered an acceptable reason to consider a submission outside of Grants.gov.

DO NOT WAIT! Register in SAM.gov or Grants.gov as soon as possible. Finalizing these registrations could take a month or more. You do not want a late registration to prevent you from being able to properly submit your application through Grants.gov.

2. All applicants must meet the eligibility and statutory partnership requirements in III.A and include a Partnership Agreement (See Appendix B) with the application.

3. All applications must demonstrate, as required by CAA § 138(b)(1), that the projects will benefit disadvantaged communities as defined in Appendix A. While projects may have an incidental benefit to census block groups or other areas that are not considered disadvantaged communities as defined in Appendix A, the applicant must demonstrate how all the projects in the application will primarily benefit disadvantaged communities as defined in Appendix A.
4. Track I applications proposing to serve a geographically defined community identified as disadvantaged in Appendix A must submit a Project Area Map that defines which specific census block groups are designated as disadvantaged within the Project Area. Track I applications proposing to serve a farmworker community or DUC as defined in Appendix A must submit a Project Area Map showing where the communities that will benefit from the project are located.
5. Given the requirement under CAA § 138(b)(1) that all grants must be completed within three years, all applications must describe how the projects in the application, including any construction projects, can be completed within three years of award.
6. All Track I applications must include projects under at least one Climate Action Strategy and at least one Pollution Reduction Strategy as described in Section I.G. Track I applications also must include a Community Engagement and Collaborative Governance Plan, Community Strength Plan, Readiness Approach, and Compliance Plan as described in Section I.G.
7. All Track I applications including a workforce development project under the Climate Action Strategy must demonstrate how it will help reduce air pollutants and GHG emissions.
8. Track I applications that include projects under Climate Action Strategy 6, Brownfields Redevelopment, must demonstrate that the project will be performed on sites where, at the time of application submission, cleanup is complete or where the site does not require any cleanup activities for the intended use or reuse of the site. Please refer to the Climate Action Strategy 6 section in Appendix C for how to show that cleanup is complete or is not necessary.
9. All Track I applications for Pollution Reduction activities to increase monitoring capabilities or raise community awareness of pollution must also include an associated remediation, implementation, or infrastructure pollution reduction project that addresses the identified pollution issue.
10. Track I applications cannot request more than \$20 million in EPA funding and Track II applications cannot request more than \$3 million in EPA funding. Applications requesting more than these amounts will be rejected. If necessary, EPA will clarify any questions about the funding amounts requested prior to application review.
11. A Track I application for a TIA defined in Section II.B can only address one TIA. An application cannot address more than one TIA.
12. Track I applications submitted for TIA A benefitting Alaskan Tribal lands that include a project(s) for the assessment and cleanup of sites covered by the Contaminated ANCSA Lands Assistance Program must meet the relevant requirements specified in Appendix H.

13. Applications submitted for TIA E for U.S.-Southern Border Communities projects, as well as any including projects that may include project activities within 100 km of a U.S. border as discussed in Section II.B, must meet the special requirements identified in Section II.B.
14. Written applications must be submitted in English only. Applications written in languages other than English will not be reviewed or considered for award. If you need assistance to submit the written application in English, technical assistance may be available. Please refer to Section I.E.
15. Multiple Applications. Lead Applicants may submit no more than two eligible applications under this NOFO, and receive no more than two awards, as explained in Section II. Excess applications will not be reviewed. If a Lead Applicant submits more than two eligible applications, they will be contacted by EPA to determine which one(s) to withdraw. Notwithstanding this limitation, a Lead Applicant may be a Statutory Partner or Collaborating Entity on other applications.
16. Resubmissions. As stated in Section II.C, a resubmitted application must be clearly identified as a resubmission of a previously submitted eligible application through such means as providing the date of the original submission and / or date of the EPA debriefing. It cannot be a completely different application from the one originally submitted. If EPA determines, in its sole discretion, that it is a completely different application bearing little resemblance to the original application, it may be rejected and not reviewed.
17. EPA will not consider any application that includes projects that are exclusively designed to conduct scientific research. However, applications may include research components such as building blocks for outreach, training, and program implementation 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.
18. EPA will not consider any application requesting funding for assessment, removal, or remediation of Superfund sites.

Note: If an application is submitted that includes any ineligible projects, tasks, or activities, including but not limited to ones that EPA determines cannot be funded under the statutory / regulatory authorities for the grant, that portion of the application will be ineligible for funding and may, depending on the extent to which it affects the application, render the entire application ineligible for funding. This includes but is not limited to projects requesting funding for relocation activities as described in Section I.F.

Applicants who have any questions about whether their project can be funded under the statutory / regulatory authorities for the grants and this NOFO, or whether certain costs related to the project are allowable costs, should clarify the issue with EPA prior to submitting their application. Failure to do so may result in the projects and / or costs being ineligible for funding and may impact the eligibility of the entire application.

Section IV. Application and Submission Information

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Note: Additional provisions that apply to this section of the NOFO, including those related to Intergovernmental Review, can be found in the [EPA Solicitation Clauses](#).

A. Requirement to Submit through Grants.gov and Limited Exception Procedures

Applicants must apply electronically through [Grants.gov](#) under this NOFO based on the grants.gov instructions below. If your organization has no access to the internet or access is very limited, you may request an exception from applying through Grants.gov for the remainder of this calendar year by following the procedures outlined [here](#).

Issues with submissions with respect to this NOFO only are addressed in section 3: *Technical Issues with Submission* below.

1. SAM.gov (System for Award Management) Registration Instructions

Organizations applying to this funding opportunity must have an active SAM.gov registration. If you have never done business with the Federal Government, you will need to register your organization in SAM.gov. If you do not have a SAM.gov account, then you will need to create an account using [login.gov](#) to complete your SAM.gov registration.

SAM.gov registration is FREE. The process for entity registration includes obtaining a Unique Entity ID (UEI), a 12-character alphanumeric ID assigned an entity by SAM.gov, and requires assertions, representations and certifications, and other information about your organization. Please review the [Entity Registration Checklist](#) for details on this process.

If you have done business with the Federal Government previously, you can check your entity status using your government issued UEI to determine if your registration is active. SAM.gov requires you renew your registration every 365 days to keep it active.

Please note that SAM.gov registration is different than obtaining a UEI only. Obtaining an UEI only validates your organization's legal business name and address. Please review the [Frequently Asked Question](#) on the difference for additional details.

Organizations should ensure that their SAM.gov registration includes a current e-Business (EBiz) point of contact name and email address. The EBiz point of contact is critical for Grants.gov Registration and system functionality.

Contact the [Federal Service Desk](#) for help with your SAM.gov account, to resolve technical issues or chat with a help desk agent: (866) 606-8220. The Federal Service desk hours of operation are Monday – Friday 8am – 8pm ET.

2. Grants.Gov Registration Instructions

Once your SAM.gov account is active, you must register in Grants.gov. Grants.gov will electronically receive your organization information, such as e-Business (EBiz) point of contact email address and UEI. Organizations applying to this funding opportunity must have an active Grants.gov registration. Grants.gov registration is FREE. If you have never applied for a federal grant before, please review the [Grants.gov](#)

Applicant Registration instructions. As part of the Grants.gov registration process, the EBiz point of contact is the only person that can affiliate and assign applicant roles to members of an organization. In addition, at least one person must be assigned as an Authorized Organization Representative (AOR).

Only person(s) with the AOR role can submit applications in Grants.gov. Please review the Intro to Grants.gov-Understanding User Roles and Learning Workspace – User Roles and Workspace Actions for details on this important process.

Please note that **registering in grants.gov for the first time can take a month or more** for new registrants. Applicants must ensure that all registration requirements are met to apply for this opportunity through Grants.gov and should ensure that all such requirements have been met well in advance of the application submission deadline.

Contact Grants.gov for assistance at 1-800-518-4726 or support@grants.gov to resolve technical issues with Grants.gov. Applicants who are outside the U.S. at the time of submittal and are not able to access the toll-free number may reach a Grants.gov representative by calling 606-545-5035. The Grants.gov Support Center is available 24 hours a day 7 days a week, excluding federal holidays.

Application Submission Process

To begin the application process under this NOFO, go to Grants.gov and click the red “Apply” button at the top of the view grant opportunity page associated with this opportunity.

The electronic submission of your application to this NOFO must be made by an official representative of your organization who is registered with Grants.gov and is authorized to sign applications for Federal financial assistance. If the submit button is grayed out, it may be because you do not have the appropriate role to submit in your organization. Contact your organization’s EBiz point of contact or contact Grants.gov for assistance at 1-800-518- 4726 or support@grants.gov.

Applicants need to ensure that the Authorized Organization Representative (AOR) who submits the application through Grants.gov and whose UEI is listed on the application is an AOR for the applicant listed on the application. Additionally, the UEI listed on the application must be registered to the applicant organization's SAM.gov account. If not, the application may be deemed ineligible.

Application Submission Deadline

Your organization's AOR must submit your complete application package (including any resubmission as explained in Section II.C) electronically to EPA through Grants.gov no later than November 21, 2024, at 11:59 PM ET. Please allow for enough time to successfully submit your application and allow for unexpected errors that may require you to resubmit. Please see Section II and Section V describing the rolling application submittal and review process for this NOFO.

Applications submitted through Grants.gov will be time and date stamped electronically. Please note that successful submission of your application through Grants.gov does not necessarily mean your application is eligible for award. Any application submitted after the application deadline time and date deadline will be deemed ineligible and not considered.

3. Technical Issues with Submission

If applicants experience technical issues during the submission of an application that they are unable to

resolve, follow these procedures **before** the application deadline date:

- a. Contact the Grants.gov Support Center **before** the application deadline date.
- b. Document the Grants.gov ticket / case number.
- c. Send an email with EPA-R-OEJECR-OCS-23-04 in the subject line to CCGP@epa.gov before the application deadline time and include the following information:
 - i. Grants.gov ticket / case number(s)
 - ii. Description of the issue
 - iii. The entire application package in PDF format

Without this information, EPA may not be able to consider applications submitted outside of Grants.gov. Any application submitted after the application deadline will be deemed ineligible and **not** be considered.

Please note that successful submission through Grants.gov or email does not necessarily mean your application is eligible for award.

EPA will make decisions concerning acceptance of each application submitted outside of Grants.gov on a case-by-case basis. EPA will only consider accepting applications that were unable to submit through Grants.gov due to [Grants.gov](https://www.grants.gov) or relevant [SAM.gov](https://www.sam.gov) system issues or for unforeseen exigent circumstances, such as extreme weather interfering with internet access. Failure of an applicant to submit the application prior to the application submission deadline time and date because they did not properly or timely register in SAM.gov or Grants.gov is **not** an acceptable reason to justify acceptance of an application outside of Grants.gov.

4. Required Forms and Documents

The following forms and documents are required under this NOFO:

Mandatory Documents for Track I and Track II Applications

1. **Application for Federal Assistance (SF-424)**
2. **Budget Information for Non-Construction Programs (SF-424A)**
3. **EPA Key Contacts Form 5700-54**
4. **EPA Preaward Compliance Review Report Form 4700-4** (Please see these [Useful Tips](#) for completing this form)
5. **Project Narrative Attachment Form:** Use this to prepare your Project Narrative as described in [Section IV.B](#) below.
6. **Attachments:** Use the “Other Attachments Form” in Grants.gov for the following additional documents. These attachments are not subject to the page limitation that applies to the Project Narrative identified below and some have their own page limitation as identified below:
 - **Attachments for Track I and Track II Applications:**
 - **Attachment A:** Program Budget Template (See below in [Section IV.B](#) and also optional template in Appendix G)
 - **Attachment B:** Partnership Agreement (See [Section III.A](#) and Appendix B)
 - **Attachment C:** Indirect Cost Rate Agreement, if applicable.
 - **Attachments for Track I Applications Only:**
 - **Attachment D:** Project Area Map as described in Appendix A.
 - **Attachment E:** Community Engagement and Collaborative Governance Plan as described in [Section I.G](#) that does not exceed 10 single spaced pages-excess pages will not be reviewed.

- **Attachment F:** Community Strength Plan as described in Section I.G that does not exceed 5 single spaced pages--excess pages will not be reviewed.
- **Attachment G:** Readiness Approach Information as described in Section I.G.
- **Attachment H:** Compliance Plan as described in Section I.G that does not exceed 5 single-spaced pages--excess pages will not be reviewed.

B. Content of Application Submission

Applicants should read the following sections very carefully. A complete application package includes the forms, documents, and attachments listed above in Section IV.A.4: Required Forms and Documents, which includes the materials further described below.

Applicants should ensure that their application materials, including attachments, address all the applicable evaluation criteria in Section V, and applicable threshold eligibility criteria in Section III.D, for Track I and II applications. The evaluation criteria in Section V place increased emphasis on certain evaluation criteria that are integral to ensuring that the application will advance environmental and climate justice, meet CCG objectives, and maximize benefits to disadvantaged communities.

Note: Please see Section V for information on the Track I oral presentation process referenced in Section I.D.

Project Narrative for Track I and II Applications

Below are the instructions for both Track I and Track II applications. There are different instructions for each track, so applicants should carefully read the instructions and contact EPA at CCGP@epa.gov with any questions. There are also certain attachments for Track I and II applications that must be submitted as identified in Section IV.A.4 above.

The Project Narrative for both application tracks are comprised of Sections A and B as described below for each track and should include the information and content below. Applicants should ensure they include information addressing the relevant evaluation criteria in Section V for Track I or II applications and any applicable threshold eligibility criteria in Section III.D. Please make sure the required attachments identified in Section IV.A.4 for Track I and II applications also include the applicable information.

- The Project Narrative for Track I applications must not exceed twenty (20) single-spaced pages and be on letter size pages (8 ½ X 11 inches). Excess pages will not be reviewed. The attachments for Track I described in Section IV.A.4 are not part of the Project Narrative.
- The Project Narrative for Track II applications must not exceed fifteen (15) single spaced pages and be on letter size pages (8 ½ X 11 inches). Excess pages will not be reviewed. The attachments for Track II described in Section IV.A.4 are not part of the Project Narrative.

Applicants are encouraged to be concise and do not need to use all the pages within the page limit. Links to external websites or content will not be reviewed or considered. Any pages beyond the page limitations will not be reviewed by the Review Panel. It is recommended that applicants use a standard font (e.g., Times New Roman, Calibri, and Arial) and a 12-point font size with 1- inch margins. While these guidelines establish the acceptable type size requirements, applicants are advised that readability is of paramount importance and should take precedence in selection of an appropriate font for use in the application. **The grant application forms and other attachments identified in Section IV.A.4: Required Forms and Documents above are not included in the Project Narrative page limits for Track I and II applications.**

To assist EPA reviewers, applicants should reference the numbers and titles of the evaluation criteria

identified in Section V.C in their Project Narratives (and attachments) to help identify where the criteria are being addressed as applicable. Applicants should contact EPA with any questions about the application content requirements.

Track I Project Narrative

Track I applications include a Project Narrative with two sections as identified below: (A) Executive Summary and (B) Project Workplan. Together these cannot exceed 20 pages as described above.

Section A. Executive Summary

The Executive Summary should contain the elements below and should not exceed three pages.

- **Application Title:** Provide a name for the application.
- **Lead Applicant:** Name of the Lead Applicant.
- **Statutory Partner to the Lead Applicant:** Name of the Statutory Partner.
- **Contact Information:** Include a name, title, email address, and phone number for key personnel for the Lead Applicant and, Statutory Partner.
- **Eligibility:** Describe how the Lead Applicant and Statutory Partner meet the eligibility requirements in Section III.A of the NOFO.
- **Climate Action Strategy:** Specify which Climate Action Strategy(ies) is addressed in the application.
- **Pollution Reduction Strategy:** Specify which Pollution Reduction Strategy(ies) is addressed in the application.
- **Grant Award Period and Completion:** Provide estimated beginning and ending dates for the period of performance for your proposed grant. Given the requirement under CAA § 138(b)(1) that all grants must be completed within three years, all applications must state how the projects in the application, including any construction projects, can be completed within three years of award.
- **Amount of EPA Funding Requested:** See award sizes specified in Section II.A.
- **Target Investment Area:** If the application is for a Target Investment Area as defined in Section II.A, please identify which one. If the application is not for a Target Investment Area, put N/A.
- **Disadvantaged Community to benefit from the projects:** Identify and describe the disadvantaged community, as defined in Appendix A, intended to benefit from the projects in the application.
- **Other Sources of Funding:** Briefly explain, to the extent you can, whether funding for the projects in your application is available under the Infrastructure Investments and Jobs Act (IIJA), other IRA programs, or other funding streams and if so your reasons for seeking funding for these projects under this NOFO. Please also note the Duplicate Funding clause included in Section IV of the EPA Solicitation Clauses incorporated by reference in this NOFO and referenced in Section V.E.
- **Resubmission Status:** Specify if the application is for a resubmission of a previously submitted and reviewed application. If so, please identify the date of the original submission and the date of EPA debriefing of the previously submitted application (See Section II.C for further information on the resubmission process).

Section B. Project Workplan

The Project Workplan should contain the elements below.

Part 1. Community-Driven Investments for Change

1.1 Community Vision Description.

- **Community Description:** Provide an overview of the Project Area described in Appendix A, including its resources, assets, and characteristics. Describe how the boundary of the Project Area was determined and demonstrate how the project activities in the Project Area are designed and focused to provide impactful benefits to the residents of disadvantaged communities in the Project Area as defined in Appendix A.¹⁵

Applicants should note that while they can determine the Project Area for their projects consistent with the instructions in Appendix A, concentrated and compact Project Areas may maximize benefits to the residents of the disadvantaged communities in the Project Area. Activities spread across a large Project Area may be more dispersed and less impactful. As described in Section V.C, EPA will evaluate applications based in part on the extent and quality to which project benefits will accrue to the residents of disadvantaged communities in the Project Area as defined in Appendix A in an impactful manner.

- **Community Challenges:** Describe the needs and challenges the Project Area is facing, including climate impacts, climate change risks / exposures, and / or localized pollution. Describe the impact of these challenges on the residents of the disadvantaged communities in the Project Area as defined in Appendix A and particularly on priority populations within the Project Area who are acutely exposed to and impacted by climate, pollution, and weather-related threats, and / or who exhibit acute vulnerabilities or susceptibilities to the impacts of environmental pollution. See footnote 3 for more information on priority populations.
- **Community Vision:** Articulate an overall vision for the impact and benefits the grant would have on the Project Area in the near and long term, including the effect it will have on reducing and preventing pollution; building resilience to climate change and mitigating current and future climate risks; creating high-quality jobs and expanding economic opportunity through workforce development; and bolstering Project Area strength by ensuring that residents of the disadvantaged communities in the Project Area receive the benefits of investments and have the opportunity to build on them for current and future generations.

1.2 Selected Strategies: As described in Section I.G, applications must address at least one Climate Action Strategy and at least one Pollution Reduction Strategy. Accordingly, applications should address the following requirements:

- **Strategy Overview** – for each selected Climate Action and Pollution Reduction Strategy:
 - Provide an overview of the strategy and associated projects and describe how they will be implemented during the grant term.
 - Describe how the strategies and associated projects in the application are integrated and / or designed to complement each other to provide impactful benefits to the residents of disadvantaged communities within the Project Area as defined in Appendix A and describe how the scale and scope of the Project Area was designed to accomplish this.

¹⁵ Disadvantaged communities as defined in Appendix A include census block groups designated as geographically defined disadvantaged communities, as well as farmworker communities and DUCs.

- Explain how the amount / proportion of the requested funding was determined for each strategy and associated project in the application.
- **Climate Action Strategies**
 - Describe how the project(s) associated with the Climate Action Strategy(ies) will address the climate impacts, risks, and / or challenges facing the Project Area and especially the residents of disadvantaged communities within the Project Area as defined in Appendix A; will decrease GHG emissions within the Project Area and increase the overall resilience of the Project Area to current and anticipated climate impacts; and are responsive to the Project Area needs and challenges identified in the Community Vision Description.
- **Pollution Reduction Strategies**
 - Describe how the project(s) associated with the Pollution Reduction Strategy(ies) will address the localized pollution challenges facing the Project Area and especially the residents of disadvantaged communities within the Project Area as defined in Appendix A; will make substantial and measurable (i.e., quantifiable) progress towards preventing, reducing, and / or mitigating existing and future sources of pollution to benefit the Project Area; and are responsive to the Project Area needs and challenges identified in the Community Vision Description.

Part 2. Program Management, Capability and Capacity

- 2.1 **Performance Management Plan, Outputs / Outcomes:** Applicants should describe the environmental results of the proposed project in terms of well-defined outputs and, to the maximum extent practicable, well-defined outcomes that will demonstrate how the project will contribute to the Community Change Grants goals and objectives. (See Section I.I and Appendix F for more detail on expected outputs and outcomes). In addition to identifying expected project outputs and outcomes, applicants should describe how they plan to track and measure their project performance, including through indicator tracking, to monitor progress towards achieving the expected outputs and outcomes throughout the performance period.

Applicants should also:

- Describe how they selected the expected outputs and outcomes and how they will lead to improvements to the environmental conditions and public health of the community members of the Project Area in the short and long term.
- Describe how the expected project outputs and outcomes are specific and include achievable and reasonable target measures within the project period.
- Describe how the recipient will use program evaluation activities (e.g., utilizing proper evaluation tools and personnel / organizations with experience in evaluating program and project progress / success) from project initiation through project completion to meaningfully document and measure their progress towards achieving project goals.

- 2.2 **Project Linkages to the EPA Strategic Plan:** Applications should describe how the proposed project activities support and advance EPA Strategic Plan Goal 2 (Take Decisive Action to Advance Environmental Justice and Civil Rights), Objective 2.1, (Promote Environmental Justice and Civil Rights at the Federal, Tribal, State, and Local Levels). See Section I.I. In addition,

applications, depending on the projects included in them, should also address how they support and advance the following EPA Strategic Plan Goals as applicable:

- Goal 1 - Tackle the Climate Crisis
- Goal 4 - Ensure Clean and Healthy Air for All Communities
- Goal 5 - Ensure Clean and Safe Water for All Communities
- Goal 6 - Safeguard and Revitalize Communities; and
- Goal 7 - Ensure Safety of Chemicals for People and the Environment

Refer to the [EPA Strategic Plan](#).

2.3 **CBO Experience and Commitment:** Applications should describe the following for the Lead Applicant and / or Statutory Partner for the proposed grant:

- Their history and experience as a CBO.
- The depth of their commitment, connections, and relationships with the disadvantaged communities the application is intended to benefit.

2.4 **Programmatic and Managerial Capability and Resources:** Applications should provide information demonstrating the Lead Applicant's and Statutory Partner's ability to successfully complete, oversee, and manage the award including:

- Their organizational experience and capacity related to performing the proposed projects or similar activities (e.g., experience in managing projects and activities like those in the application).
- Their resources, capacity, capabilities, staff (e.g., project manager and other key personnel), expertise, and skills to perform and manage the award activities effectively during the three-year award period. For Lead Applicants submitting two applications under this NOFO, this includes how they demonstrate they have the above attributes to perform, manage, and oversee two awards effectively within the three-year award period.
- Their financial stability, controls in place, and capacity to manage taxpayer dollars ethically and efficiently as well as the policies and controls to be in place for project oversight and to manage program risk. This includes controls to identify waste, fraud, and abuse, and reduce the potential for waste, fraud, and abuse, by including plans and policies for program oversight, including confidential reporting (e.g., whistleblower protections), and risk management.
- A projected milestone schedule for the proposed projects (up to three years) with a breakout of the project activities into phases with associated tasks and timeframes for completion of tasks, including the approach, procedures, and controls for ensuring that the award funds will be expended in a timely and efficient manner while ensuring that costs are eligible, reasonable, and allowable.

2.5 **Past Performance:** Describe federally funded and / or non-federally funded assistance agreements (assistance agreements include grants and cooperative agreements but not contracts) that the Lead Applicant performed within the last three years (no more than three agreements in total) and provide the information below for them. EPA agreements are preferred to be included.

- Describe whether, and how, the Lead Applicant was able to successfully complete and manage the agreements.
- Describe the history of the Lead Applicant in meeting the reporting requirements under the agreements including submitting acceptable final technical reports.
- Describe how the Lead Applicant documented and / or reported on whether progress towards achieving the expected results (i.e., outputs and outcomes) under those agreements was being made. If progress was not made, please indicate whether, and how, that was documented.

Note: In evaluating the Lead Applicant's past performance, the Agency will consider the information provided in the application and may also consider relevant information from other sources, including information from EPA files and / or from current and prior federal agency grantors (e.g., to verify and / or supplement the information provided by the applicant). If there is no relevant or available past performance information, please indicate this in the application, and you will receive a neutral score for these factors under Section V. Failure to provide any past performance information, or to include a statement that you do not have any relevant or available past performance or reporting information, may result in a zero score for these factors (see also Section V).

Part 3. Feasibility, Sustainability, and Budget: Provide the following information:

- 3.1 **Feasibility:** Demonstrate that all the projects in the application can be successfully and effectively performed within the three-year grant period of performance, and the degree of risk that they cannot be. This includes describing how the strategies and associated projects can individually and collectively be completed within three years.
- 3.2 **Sustainability:** Demonstrate the extent to which the benefits and outcomes from the projects can be sustained after the three-year grant period of performance based on factors including but not limited to whether (i) the applicant will leverage funding and / or resources from other sources to ensure the sustainability of the projects beyond the three-year grant term and (ii) the description of an operations and maintenance approach including plans and commitments to ensure there is continued funding available for operation and maintenance activities of infrastructure activities for the projects after the grant term is over (e.g., are there demonstrated commitments for continuing operation and maintenance funding / resources from the appropriate parties after the three year grant term is over) including coordination with appropriate responsible parties.
- 3.3 **Program Budget Description:** Provide a detailed budget description and estimated funding amounts for each project component / task similar to that on the budget found in SF-424A, which includes the EPA funding requested to be expended over the three-year period of performance. This section provides an opportunity for a narrative description of the budget or aspects of the budget found in the SF-424A. In the description, explain how the budget is reasonable to accomplish the projects, and the cost-effectiveness of the budget in terms of maximizing the share of funds used for the delivery of benefits to disadvantaged communities (both the direct costs of funds passed through for financial assistance as well as associated indirect costs).

Note: A template to depict the program budget description is included as Appendix G and may be used to supplement the budget description in the Project Narrative. Applicants that do not use the template will not be penalized and applicants can convey the information in other forms. While the program budget description is part of the Project Narrative page limit, the template is not part of

the page limit for the Project Narrative and will not count against the 20-page Project Narrative page limit for Track I applications.

C. Track I Application Attachments. These attachments must be submitted with the application as stated in Section IV.A.4 above and are not part of the Project Narrative described above. Please note any page limits that apply to these attachments.

- Project Area Map (Attachment D). Submit a Project Area Map as described in Appendix A.
- Community Engagement and Collaborative Governance Plan (Attachment E). Applications must include a Community Engagement and Collaborative Governance Plan that should address the elements of the plan as described in Section I.G. This plan cannot exceed 10 pages (excess pages will not be reviewed).
- Community Strength Plan (Attachment F). Applications must include a Community Strength Plan that should address the elements of the plan as described in Section I.G. This plan cannot exceed 5 pages (excess pages will not be reviewed).
- Readiness Approach (Attachment G). Applicants must demonstrate, based on the Readiness Approach Requirements described in Section I.G., their ability and readiness to proceed with grant performance for the projects in the application upon receiving an award, and generally no later than 120 days after award, in order to ensure that the projects can be completed within the statutory three-year grant period. As appropriate, this may include a description of the completed project planning and design phases related to the project(s) as well as demonstrating that the applicant has obtained and / or complied with the necessary approvals, permits, permissions, and any other applicable requirements, to commence project performance upon award, and if not their plan for doing so within 120 days of award. There is no page limit for this information, but applicants should be as concise as possible.
- Compliance Plan (Attachment H). Applications must include a Compliance Plan as described in Section I.G that does not exceed 5 pages (excess pages will not be reviewed).

Track II Application Requirements

Track II applications include a Project Narrative with two sections as identified below: (A) Executive Summary and (B) Project Workplan. Together these cannot exceed 15 pages as described above.

Section A. Executive Summary

The Executive Summary should contain the elements below and should not exceed two pages.

- **Application Title:** Provide a name for the application.
- **Lead Applicant:** Name of the organization applying.
- **Statutory Partner to the Lead Applicant:** Name of the Statutory Partner.
- **Contact information:** Include a name, title, email address, and phone number for key personnel for Lead Applicant, Statutory Partner.
- **Eligibility:** Describe how the Lead Applicant and Statutory Partner meet the eligibility requirements in Section III.A of the NOFO.
- **Disadvantaged Community to benefit from the projects:** Identify and describe the disadvantaged communities, as defined in Appendix A, intended to benefit from the projects in the

application.

- **Grant Award Period and Completion:** Provide estimated beginning and ending dates for the period of performance for your proposed grant. Given the requirement under CAA § 138(b)(1) that all grants must be completed within three years, all applications must state how the projects in the application can be completed within three years of award.
- **EPA Funding Requested:** See award sizes specified in Section II.A.
- **Other Sources of Funding** Briefly explain, to the extent you can, whether funding for the projects in your application is available under the Infrastructure Investments and Jobs Act (IIJA), other IRA programs, or other funding streams and, if so, your reasons for seeking funding for these projects under this NOFO. Please also note the Duplicate Funding clause included in Section IV of the EPA Solicitation Clauses incorporated by reference in this NOFO and referenced in Section V.E.
- **Resubmission Status:** Specify if the application is for a resubmission of a previously submitted and reviewed application. If so, please identify the date of the original submission and date of EPA debriefing of the previously submitted application (See Section II.C for further information on the resubmission process).

Section B. Project Workplan

1. **Track II Program Objectives:** Applications should describe the following:

- How the application addresses the Track II objectives identified in Section I.H.
- What methods, tools, and trainings the applicant will use to facilitate the engagement of disadvantaged communities in state and Federal advisory groups, workshops, rulemakings, and / or other public processes, including local, Tribal, and other governmental processes, related to environmental and climate justice.
- How the application addresses the disadvantaged community's lack of access to, or weak relationships with, governmental entities, including how the application improves those relationships, increases points of access for disadvantaged communities with government entities, and creates channels to work cooperatively to promote environmental and climate justice
- How the application will result in governmental entities better understanding the root causes of environmental and climate justice issues that impact disadvantaged communities, so government leaders and decision-makers are better prepared to proactively address concerns before issues materialize.

2. **Project Collaboration and Participation:** Applications should describe the following:

- How meaningful input and feedback was considered from the disadvantaged community and other stakeholders in designing and developing the project and how input will continue to be obtained and considered during grant performance.
- The facilitation and accountability measures to establish and maintain trust between the disadvantaged community and government officials to ensure the community can collaborate in an authentic and meaningful way, rather than an insincere manner, on environmental and climate justice issues with governmental bodies.
- The applicant's and any Collaborating Entities' history of relationships and collaborations with disadvantaged communities, governmental bodies, and other stakeholders to address environmental and environmental / climate justice issues.

3. **Project linkages:** Applicants should describe how their application supports and advances EPA Strategic Plan Goal 2 (Take Decisive Action to Advance Environmental Justice and Civil Rights),

Objective 2.1, (Promote Environmental Justice and Civil Rights at the Federal, Tribal, State, and Local Levels).

4. **Program Budget Description:** Provide a detailed budget description and estimated funding amounts for each project component / task similar to that on the budget found in SF-424A, which includes the EPA funding requested to be expended over the three-year period of performance. This section provides an opportunity for a narrative description of the budget or aspects of the budget found in the SF-424A. In the description, explain how the budget is reasonable to accomplish the projects, and the cost-effectiveness of the budget in terms of maximizing the share of funds used for the delivery of benefits to disadvantaged communities (both the direct costs of funds passed through for financial assistance as well as associated indirect costs).

Note: A template to depict the program budget description is included as Appendix G and may be used to supplement the budget description in the Project Narrative. Applicants that do not use the template will not be penalized and applicants can convey the information in other forms. While the program budget description is part of the Project Narrative page limit, the template is not part of the page limit for the Project Narrative and will not count against the 15-page Project Narrative page limit for Track II applications.

5. **Environmental Results:** Applicants should describe the following:
- Their plan, with associated timeframes, for tracking and measuring their progress in achieving the expected project outcomes and outputs for Track II applications. See [Section I.I](#) and [Appendix F](#) for more detail on expected outputs and outcomes.
 - Whether and how the projects and their outcomes are sustainable beyond the three-year grant period, and how they will leverage resources, community support, etc. to facilitate this. The quality and specificity of the proposed outputs and outcomes, and how they will lead to the success of the grants, should also be addressed.
6. **CBO Experience and Commitment:** Applicants should describe the following for the Lead Applicant and / or Statutory Partner for the proposed grant:
- Their history and experience as a CBO.
 - The depth of their commitment, historical connections, and relationships with the disadvantaged community the application is intended to benefit.
7. **Programmatic and Managerial Capability and Resources:** Provide information demonstrating the Lead Applicant's and Statutory Partner's ability to successfully complete, oversee, and manage the award including:
- Their organizational experience and capacity related to performing the proposed projects or similar activities (e.g., experience in managing projects and activities like those in the application).
 - Their resources, capacity, capabilities, staff (e.g., project manager and other key personnel), expertise, and skills to perform and manage the award activities effectively during the three-year award period. For Lead Applicants submitting two applications under this NOFO, this includes how they demonstrate they have the above attributes to perform, manage, and oversee two awards effectively within the three-year award period.
 - Their milestone schedule for the proposed projects (up to three years) including the breakout of the project activities into phases and timeframes for completion of tasks, and the approach, procedures, and controls for ensuring that the award funds will be expended in a timely and efficient manner while ensuring that costs are eligible, reasonable, and allowable.

- Their legal and financial controls in place, and capacity to manage taxpayer dollars ethically and efficiently as well as the policies and controls for project oversight and program risk. This includes the extent and quality to which the application includes controls to identify waste, fraud, and abuse, and reduce the potential for waste, fraud, and abuse by including plans and policies for program oversight, including confidential reporting (e.g., whistleblower protections).

8. **Past Performance:** Describe federally funded and / or non-federally funded assistance agreements (assistance agreements include grants and cooperative agreements but not contracts) that the Lead Applicant performed within the last three years (no more than three agreements in total) and provide the information below for them. EPA agreements are preferred to be included.

- Describe whether, and how, the Lead Applicant was able to successfully complete and manage the agreements.
- Describe the Lead Applicant's history of meeting the reporting requirements under the agreements including submitting acceptable final technical reports.
- Describe how the Lead Applicant documented and / or reported on whether progress towards achieving the expected results (i.e., outputs and outcomes) under those agreements was being made. If progress was not being made, please indicate whether, and how, this was documented.

Note: In evaluating the Lead Applicant's past performance, the Agency will consider the information provided in the application and may also consider relevant information from other sources, including information from EPA files and / or from current and prior federal agency grantors (e.g., to verify and / or supplement the information provided by the applicant). If there is no relevant or available past performance information, please indicate this in the application, and you will receive a neutral score for these factors under Section V. Failure to provide any past performance information, or to include a statement that you do not have any relevant or available past performance or reporting information, may result in a zero score for these factors (see also Section V).

C. Informational Webinars and Application Assistance

EPA will host and/or participate in a series of webinars about this NOFO while it remains open for application submission. EPA will post information about the webinars, schedule for webinars, as well as additional information about this NOFO (e.g., frequently asked questions, technical assistance) on the [Inflation Reduction Act Community Change Grants Program](#) page. A recording of each webinar will be posted at the link above along with presented materials. EPA had an informational webinar on December 7, 2023—please check the website listed above for further information and for a recording of the webinar.

In addition, EPA's technical assistance contractor may host webinars related to the NOFO and information on that will be posted on their [website](#).

Please note that in accordance with [EPA's Policy for Competition of Assistance Agreements](#), EPA Order 5700.5A1, EPA staff will not meet with individual applicants to discuss draft applications, provide informal comments on draft applications, or provide advice to applicants on how to respond to evaluation criteria. Please note, however, that as stated in Section I, technical assistance will be available to eligible applicants for help with this NOFO.

Applicants are responsible for the contents of their applications. However, consistent with the provisions in the NOFO, EPA will respond to questions from individual applicants regarding threshold eligibility criteria,

administrative issues related to the submission of the application, and requests for clarification about this NOFO.

Section V. Application Review Information

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Note: Additional provisions that apply to this section can be found at EPA Solicitation Clauses.

A. Threshold Eligibility Review Process

All applications will be evaluated for threshold eligibility purposes based on the threshold eligibility criteria described in Section III.D.

B. Review Panel and Evaluation Process

All applications that pass the threshold eligibility review process will be evaluated and scored by review panels using the track-specific evaluation criteria and processes described below. Review panels will be comprised of EPA staff and / or external reviewers. Track I applications will be reviewed by separate review panels for the written application and oral presentation. Track II applications will undergo only a written application review. See below for additional detail about the evaluation criteria and processes for each track.

C. Track I Application Review Process, Evaluation Criteria, and Oral Presentations

All eligible Track I applications (including those for the TIAs described in Section II.B) will be evaluated on a 200-point scale as follows—155 points for the written application review and 45 points for the oral presentation review:

- The maximum points available for an application are 200 points—155 points for the written application based on the criteria specified below for Track I written applications, and 45 points for the oral presentation based on the criteria below.
- Applicants whose written application scores at least 110 points will then proceed to an oral presentation. Oral presentations will be conducted consistent with the procedures described below. Applicants who proceed to an oral presentation will be provided further information about the process following the evaluation of the written application.
- Applicants who do not proceed to an oral presentation will receive notification of non-selection from EPA and may request a debriefing as explained in the Section VI Debriefings and Disputes clauses included in the EPA Solicitation Clauses incorporated by reference in the NOFO. Applicants may resubmit an application in certain circumstances as noted in Section II.C.
- The oral presentation will be worth 45 points and be evaluated based on the oral presentation criteria below.
- Applications that receive a total score of 170 or more (based on the written application and oral presentation) will be referred to the Selection Official for final selection consideration as described in Section V.E below.
- Applications that receive a total score between 110-169 (based on the written application and oral presentation) will be ranked and referred to the Selection Official, on an approximately monthly basis, for final selection consideration as described in Section V.E below.
- Applications not selected for award based on the monthly review will receive notification from EPA and may request a debriefing as explained in the Section VI Debriefings and Disputes clauses

included in the EPA Solicitation Clauses incorporated by reference in the NOFO. Applicants may resubmit an application in certain circumstances as noted in Section II.C.

Track I Written Application Criterion

| Section | Possible Points |
|--|-----------------|
| Part 1. Community Driven Investments for Change | 80 total |
| 1.1 Community Overview | 10 |
| 1.2 Selected Strategies | 45 |
| 1.3 Community Engagement and Collaborative Governance Plan | 15 |
| 1.4 Community Strength Plan | 10 |
| Part 2. Program Management, Capability, and Capacity | 35 total |
| 2.1 Performance Management Plan, Outputs / Outcomes | 6 |
| 2.2 Project Linkages to the EPA Strategic Plan | 4 |
| 2.3 CBO Experience and Commitment | 5 |
| 2.4 Programmatic and Managerial Capability and Resources | 15 |
| 2.5 Past Performance | 5 |
| Part 3. Readiness to Perform, Feasibility, and Sustainability | 40 total |
| 3.1 Readiness Approach | 8 |
| 3.2 Feasibility | 9 |
| 3.3 Sustainability | 5 |
| 3.4 Program Budget Description | 8 |
| 3.5 Compliance Plan | 10 |
| TOTAL | 155 |

Evaluation Criteria for Track I Written Applications (155 points total)

Part 1. Community Driven Investments for Change (80 points total)

1.1 Community Vision Description (10 points)

- **Community Description:** Applications will be evaluated based on their description of the Project Area including its resources, assets, and local characteristics, as well as how the project activities in the Project Area are designed and focused to maximize benefits for the residents of disadvantaged communities in the Project Area. Please note that in evaluating applications under this criterion, EPA will evaluate the extent and quality to which project benefits will accrue to the residents of the disadvantaged communities in the Project Area, as defined in Appendix A, in an impactful manner. (4 points)
- **Community Challenges:** Applications will be evaluated based on how well they describe the challenges and needs the residents of the disadvantaged communities in the Project Area, as defined in Appendix A, are facing, including climate impacts, climate change risks / exposures, and / or localized pollution, and the impact these challenges have on priority populations within the Project Area who are acutely exposed to and impacted by climate, pollution, and weather-related threats, and / or who exhibit acute vulnerabilities or susceptibilities to the impacts of environmental pollution. See footnote 3 for more information on priority populations. (3 points)
- **Community Vision:** Applications will be evaluated based on the quality and extent to which they articulate an overall and clear vision for the impacts and benefits the grant

would have on the residents of the disadvantaged communities in the Project Area as defined in Appendix A in the near and long term. (3 points).

1.2 Selected Strategies (45 points)

- **Strategy Overview (15 points).** Applications will be evaluated based on the quality and extent to which they:
 - Provide an overview of the strategies and associated projects and describe how they will be implemented during the grant term. (5 points)
 - Describe how the strategies and associated projects in the application are integrated and / or designed to complement each other to benefit the residents of the disadvantaged communities in the Project Area, and how the scale and scope of the Project Area was developed to accomplish this. (7 points)
 - Explain how the amount / proportion of the requested funding was determined for each strategy and aligned project in the application. (3 points)
- **Climate Action Strategies (15 points).** Applications will be evaluated based on the quality and extent to which they:
 - Describe how the associated projects will address the identified climate impacts and / or climate change risk(s) / exposure(s) within the Project Area, and especially those facing residents of disadvantaged communities in the Project Area as defined in Appendix A and explain how the project(s) will decrease GHG emissions within the Project Area and / or increase overall Project Area resilience to current and anticipated climate impacts. (8 points)
 - Describe how the selected Climate Action Strategies and associated projects help meet the needs and challenges of the Project Area as articulated in the Community Vision Description. (7 points)
- **Pollution Reduction Strategies (15 points).** Applications will be evaluated based on the quality and extent to which they:
 - Describe how the associated project(s) will address the identified localized pollution challenges facing the Project Area, and especially the residents of disadvantaged communities within the Project Area as defined in Appendix A, and will make substantial and measurable (i.e., quantifiable) progress towards preventing, reducing, and / or mitigating existing and future sources of pollution to benefit the Project Area. (8 points)
 - Describe how the selected Pollution Reduction Strategies help meet the needs and challenges of the Project Area as articulated in the Community Vision Description. (7 points)

1.3 **Community Engagement and Collaborative Governance Plan (15 points):** The Community Engagement and Collaborative Governance Plan described in Section I.G will be evaluated based on the quality and extent to which it demonstrates:

- **Past Community Outreach and Engagement Conducted:** How the applicant's past engagement with the Project Area community impacted the Strategy and associated project selection and implementation approach included in the application, including the outreach

and engagement methods used for the Project Area and specific neighborhoods or groups within the Project Area. (4 points)

- **Community Engagement Plan Implementation:** The specific community engagement methods used by the applicant, as well as how they will mitigate barriers and involve relevant governmental stakeholders necessary to support overall project implementation. (6 points)
- **Collaborative Governance Structure:** The details regarding the roles and responsibilities of the Lead Applicant, Collaborating Entities, and community residents and / or community-selected representatives for implementing, managing, and overseeing the application's project activities, including how regularly they will meet to discuss project implementation. (5 points)

1.4 **Community Strength Plan (10 points):** The Community Strength Plan as described in Section LG will be evaluated based on the quality and extent to which it demonstrates:

- **Maximizing Economic Benefits of Projects:** How the projects included in the application are intended to provide economic benefits for individuals in the Project Area, including priority populations as defined in footnote 3. (5 points)
- **Displacement Avoidance:** The measures for mitigating potential near-term and long-term risks associated with the proposed projects to residents, small businesses, nonprofits, and other community members, the vulnerability the community faces to rising costs attributable to their proposed project, and the potential project impacts to households, small businesses, and other existing groups. (5 points)

Part 2. Program Management, Capability, and Capacity (35 points total)

2.1 **Performance Management Plan and Outputs / Outcomes (6 points):** Applications will be evaluated based on:

- Whether the application describes an effective plan, with associated timeframes, for tracking and measuring progress in achieving the expected project outcomes and outputs including those identified in Appendix F, as appropriate, and any additional ones identified in the application. (2 points)
- The quality and specificity of the proposed outputs and outcomes and how they will lead to improvements to the environmental conditions and public health of the disadvantaged communities in the short and long term. (2 points)
- Whether, and how, the applicant has incorporated program evaluation activities (e.g., utilizing proper evaluation tools and personnel / organizations with experience in evaluating program and project progress / success) from project initiation through project completion to meaningfully document and measure their progress towards achieving project goals and how they will use the results of the evaluations to meet the project goals within the required timeframes. (2 points)

2.2 **Project Linkages to the EPA Strategic Plan (4 points):** Applications will be evaluated based on the extent and quality to which the proposed project activities support and advance EPA Strategic Plan Goal 2 (Take Decisive Action to Advance Environmental Justice and Civil Rights), Objective

2.1, (Promote Environmental Justice and Civil Rights at the Federal, Tribal, State, and Local Levels).

In addition, applications, depending on the projects included in them, will also be evaluated based on the quality and extent to which they also support and advance the following EPA Strategic Plan Goals as applicable:

- Goal 1 - Tackle the Climate Crisis
- Goal 4 - Ensure Clean and Healthy Air for All Communities
- Goal 5 - Ensure Clean and Safe Water for All Communities
- Goal 6 - Safeguard and Revitalize Communities; and
- Goal 7 - Ensure Safety of Chemicals for People and the Environment

2.3 **CBO Experience and Commitment (5 points):** The CBO(s) that are either the Lead Applicant and / or Statutory Partner for the proposed grant will be evaluated based on their history and experience as a CBO and the depth of their commitment, connections, and relationships with the disadvantaged communities the application is intended to benefit.

2.4 **Programmatic and Managerial Capability and Resources (15 points):** The Lead Applicant and Statutory Partner will be evaluated based on their ability to successfully complete, oversee, and manage the award considering:

- Their organizational experience and capacity related to performing the proposed project(s) or similar activities (e.g., experience in managing projects and activities like those in the application). (4 points)
- Their resources, capacity, capabilities, staff (e.g., project manager and other key personnel), expertise, and skills to perform and manage the award activities effectively during the three-year award period. For Lead Applicants submitting two applications under this NOFO, this includes how they demonstrate they have the above attributes to perform, manage, and oversee two awards effectively within the three-year award period (4 points)
- The milestone schedule for the proposed projects (up to three years) including the breakout of the project activities into phases and timeframes for completion of tasks, and the approach, procedures, and controls for ensuring that the award funds will be expended in a timely and efficient manner while ensuring that costs are eligible, reasonable, and allowable. (3 points)
- Their financial stability, controls in place, and capacity to manage taxpayer dollars ethically and efficiently as well as the policies and controls for project oversight and program risk. This includes the extent and quality to which the application includes controls to identify waste, fraud, and abuse, and reduce the potential for waste, fraud, and abuse by including plans and policies for program oversight, including confidential reporting (e.g., whistleblower protections). (4 points)

2.5 **Past Performance (5 points):** The Lead Applicant will be evaluated based on their ability to successfully complete and manage the proposed projects considering their:

- Past performance in successfully completing and managing the assistance agreements identified in response to Section IV.B. (3 points)
- History of meeting the reporting requirements under the assistance agreements identified in response to Section IV.B including whether the applicant submitted acceptable final technical reports under those agreements and the extent to which the applicant adequately

and timely 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. (2 points)

Note: The focus of this criterion is on the Lead Applicant's past performance and not that of any other Collaborating Entities or contractors / consultants who may be assisting the applicant with performance of the award. In evaluating the Lead Applicant under these factors, EPA will consider the information provided in the application and may also consider relevant information from other sources, including information from EPA files and from current / prior grantors. If the Lead Applicant does not have any relevant or available past performance related to federal or non-federal grants, this should be stated explicitly in the application (e.g., our organizations have no relevant past grants experience). Including this statement will ensure you receive a neutral score for these factors (a neutral score is half of the total points available in a subset of possible points). Failure to include this statement may result in your receiving a score of 0 for these factors.

Part 3. Readiness to Perform, Feasibility, and Sustainability (40 points total):

- 3.1 Readiness Approach (8 points):** Applications will be evaluated based on the applicant's ability and readiness to proceed with grant performance for the projects in the application, based on the Readiness Approach Requirements described in Section I.G, upon receiving an award, or generally no later than 120 days after award, to ensure that the projects can be completed within the statutory three-year grant period. As appropriate, this may include evaluating the description of the completed project planning and design phases related to the project(s) as well as demonstrating that the applicant has obtained and / or complied with the necessary approvals, permits, permissions, and any other applicable requirements, to commence project performance upon award, and if not generally within 120 days of award.
- 3.2 Feasibility (9 points):** Applications will be evaluated based on whether it is demonstrated that all the projects in the application can be successfully and effectively performed within the three-year grant period of performance, and the degree of risk that they cannot be. This includes also evaluating how the strategies and associated projects can individually and collectively be completed within three years.
- 3.3 Sustainability (5 points):** Applications will be evaluated based on whether it is demonstrated that the benefits and outcomes from the projects in the application can be sustained after the three-year grant period of performance based on factors including but not limited to whether (i) the Applicant will leverage funding and / or resources from other sources to ensure the sustainability of the projects beyond the three-year grant term and (ii) the description of an operations and maintenance approach including the plans and commitments to ensure there is continued funding available for operation and maintenance activities of infrastructure activities for the projects after the grant term is over (e.g., are there demonstrated commitments for continuing operation and maintenance funding / resources from the appropriate parties after the three year grant term is over) including coordination with appropriate responsible parties.
- 3.4 Program Budget Description (8 points):** The program budget will be evaluated based on:
- The reasonableness of the budget and allowability of the costs for each component / activity of the projects in the application. This includes evaluating whether funding is well balanced and equitably distributed to project partners, including sub-awardees, commensurate with their role in the project, and whether funding is categorized into the proper budget

categories providing clarity, accuracy, and granularity on the applicant's planned use of the grant funds during the project period. (4 points)

- The cost effectiveness of the budget / project in terms of maximizing the share of funds used for the delivery of benefits to disadvantaged communities (both the direct costs of funds passed through for financial assistance as well as associated indirect costs to the greatest extent practicable). (4 points)

3.5 Compliance Plan (10 points): Applications will be evaluated based on the quality and extent to which the Compliance Plan addresses the elements for the Compliance Plan described in Section I.G.

Track I Oral Presentation (45 points total)

The oral presentation is intended to supplement the written application, and provide an opportunity for applicants to further explain their projects. The oral presentations will be conducted through video teleconferencing; however, requests for a telephone-only conference will be considered, provided the applicant describes why video teleconferencing is a barrier that cannot be overcome with technical assistance provided through EPA as noted in Section I.E. Pre-recorded presentations that lack real-time interaction will not be allowed. EPA will also provide interpretive services for the oral presentation upon request.

Further instructions and details about the oral presentation (e.g., date, time, requirements, limitations and / or prohibitions on the use of written material or other media to supplement the oral presentations, the time permitted for each oral presentation) will be provided to those applicants selected to participate in an oral presentation. EPA will maintain a record of the oral presentation (e.g., transcription) and relevant information from the oral presentation may be incorporated into the grant award terms and conditions as appropriate.

Applicants are responsible for determining who will represent them at the oral presentation, but it must include a representative(s) of the Lead Applicant and should include Collaborating Entity and community representatives as necessary. Contractors, including consultants, cannot attend the oral presentation for the applicant.

The oral presentation will be approximately 45 minutes including an introduction and closing. It is expected it will be conducted by two EPA and / or external reviewers who will evaluate the oral presentation based on the criteria below. The reviewers may ask clarifying questions during the presentation to enhance their understanding of the application, but they will be limited to clarifying issues related only to the areas listed below. The oral presentation cannot be used to change the scope of the applicant's written application, make any substantive changes to it, cure material omissions in the written applications, and / or otherwise revise the written application. The oral presentation will be evaluated on the below criteria.

Oral Presentation Criteria (45 points total)

- **Community Overview:** Can you further elaborate on how you developed the scope and scale of the Project Area as described in Appendix A to help ensure that the project benefits will accrue to residents of disadvantaged communities in the Project Area in an impactful manner and will not be dispersed and minimized throughout the Project Area? What are the greatest needs for these residents within the Project Area, and, if your application is not selected for funding what would be the adverse consequence to them? (9 points)

- **Strategy Rationale:** Why did you select the strategies and projects within the application, and how will they (collectively and individually) transform the Project Area to address environmental and climate justice challenges now and in the future (beyond the three-year grant term)? Also, when the three-year grant term is complete, how will you assess whether the grant was successful in achieving its objectives to benefit the Project Area and what will success look like? (9 points)
- **Community Engagement and Collaborative Governance:** Describe your commitment, as well as that of the Collaborating Entities as described in Section III.A of the NOFO, to efficiently and effectively perform the projects in the application within three years and describe how all entities will work together to achieve the project objectives within the three-year grant performance period. (9 points)
- **Management Capacity:** Explain how you have the programmatic, technical, administrative, and managerial capability, experience, and resources to properly manage the grant consistent with grant regulations and requirements including those in 2 CFR §200 (9 points)
- **Performance Challenges:** What do you anticipate are the greatest challenges to completing the projects in the application within the three-year time frame, and what are your plans for overcoming them? (9 points)

D. Track II Application Review Process and Evaluation Criteria

All eligible Track II application will be evaluated on a 100-point scale using the criteria specified below. **There will be no oral presentation component for the Track II applications.**

Track II applications that score at least 85 points will be referred to the Selection Official for final selection consideration as described in Section V.E below. Those Track II applications whose total score is below 85 will be ranked by EPA staff and reviewed on an approximately monthly basis by the Selection Official. Those not selected for award during the monthly review will receive notification from EPA and may request a debriefing as explained in the Section VI: Debriefings and Disputes clauses are included in the EPA Solicitation Clauses incorporated by reference in the NOFO. Applicants may resubmit an application in certain circumstances as noted in Section II.C.

Evaluation Criteria for Track II Applications

Track II applications will be evaluated using the criteria below on a 100-point scale.

Track II Evaluation Criteria

| Section | Possible Points |
|---|-----------------|
| 1. Program Objectives | 35 |
| 2. Project Collaboration and Participation | 20 |
| 3. Project Linkages | 4 |
| 4. Budget | 8 |
| 5. Environmental Results | 6 |
| 6. CBO Experience & Commitment | 5 |
| 7. Programmatic and Managerial Capability and Resources | 16 |
| 8. Past Performance | 6 |
| TOTAL | 100 |

1. **Track II Program Objectives (35 points):** Applications will be evaluated based on the quality and extent to which they demonstrate:
 - How the project(s) in the application address the Track II objectives identified in Section I.H. (10 points)
 - The methods, tools, and trainings, the applicant will use to facilitate the engagement of disadvantaged communities in state and Federal advisory groups, workshops, rulemakings, and / or other public processes, including local, Tribal, and other governmental processes, related to environmental and climate justice. (10 points)
 - How the project(s) in the application address and improve the disadvantaged community's lack of access to, or weak relationships with, governmental entities and changes those relationships to increase points of access for disadvantaged communities with government to work cooperatively to promote environmental and climate justice. (8 points)
 - Will result in governmental entities better understanding the root causes of environmental and climate justice issues that impact disadvantaged communities, so the communities are better prepared to proactively address them before the issues materialize. (7 points)

2. **Project Collaboration and Participation (20 points):** Under this criterion, applications will be evaluated based on the quality and extent to which they:
 - Demonstrate that meaningful input and feedback was considered from the disadvantaged community and other stakeholders in designing and developing the applications and how feedback / input will continue to be obtained and considered during grant performance. (10 points)
 - Describe the facilitation and accountability measures to establish and maintain trust between the disadvantaged community and government officials to ensure the community can collaborate in a meaningful manner on environmental and climate justice issues with governmental bodies. (5 points)
 - Demonstrate the applicant's and Collaborating Entities relationships and history of collaborations with disadvantaged communities, governmental bodies, and other stakeholders to address environmental and environmental / climate justice issues. (5 points)

3. **Project linkages (4 points):** Applications will be evaluated based on the extent and quality to which the proposed project activities support and advance EPA Strategic Plan Goal 2 (Take Decisive Action to Advance Environmental Justice and Civil Rights), Objective 2.1, (Promote Environmental Justice and Civil Rights at the Federal, Tribal, State, and Local Levels).

4. **Budget (8 points):** Under this criterion, applicants will be evaluated based on:
 - The reasonableness of the budget and allowability of the costs for each component / activity of the project and their approach, procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner to comply with the statutory 3-year project period limitation. (4 points)

- The cost effectiveness of the budget / project in terms of maximizing the share of funds used for the delivery of benefits to disadvantaged communities (both the direct costs of funds passed through for financial assistance as well as associated indirect costs to the greatest extent practicable). (4 points)
5. **Environmental Results (6 points):** Applications will be evaluated based on the quality and extent to which:
- They describe an effective plan, with associated timeframes, for tracking and measuring their progress in achieving the expected project outcomes and outputs for Track II applications including those identified in Appendix F. (2 points)
 - They demonstrate that the project can ensure sustainability of outcomes beyond the three-year grant period, and how they will leverage resources, community support, etc. to facilitate this. (2 points)
 - The quality and specificity of the proposed outputs and outcomes, and how they will lead to the success of the grants, are described. (2 points)
6. **CBO Experience and Commitment (5 points):** The CBO(s) that are either the Lead Applicant and / or Statutory Partner for the grant will be evaluated based on their history and experience as a CBO and the depth of their commitment, connections, and relationships with the disadvantaged communities the application is intended to benefit.
7. **Programmatic and Managerial Capability and Resources (16 points):** The Lead Applicant and Statutory Partner will be evaluated based on their ability to successfully complete, oversee, and manage the award considering:
- Their organizational experience and capacity related to performing the proposed projects or similar activities (e.g., experience in managing projects and activities like those in the application). (4 points)
 - Their resources, capacity, capabilities, staff (e.g., project manager and other key personnel), expertise, and skills to perform and manage the award activities effectively during the three-year award period. For Lead Applicants submitting two applications under this NOFO, this includes how they demonstrate they have the above attributes to perform, manage, and oversee two awards effectively within the three-year award period. (4 points)
 - The milestone schedule for the proposed projects (up to three years) including the breakout of the project activities into phases and timeframes for completion of tasks, and the approach, procedures, and controls for ensuring that the award funds will be expended in a timely and efficient manner while ensuring that costs are eligible, reasonable, and allowable. (3 points)
 - Their legal and financial controls in place, and capacity to manage taxpayer dollars ethically and efficiently as well as the policies and controls for project oversight and program risk. This includes the extent and quality to which the application includes controls to identify waste, fraud, and abuse, and reduce the potential for waste, fraud, and abuse by including plans and policies for program oversight, including confidential reporting (e.g., whistleblower protections). (5 points)

8. **Past Performance (6 points total):** The Lead Applicant will be evaluated based on their ability to successfully complete and manage the proposed projects considering their:

- Past performance in successfully completing and managing the assistance agreements identified in response to Section IV. (3 points)
- History of meeting the reporting requirements under the assistance agreements identified in response to Section IV including whether the applicant submitted acceptable final technical reports under those agreements and the extent to which the applicant adequately and timely 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. (3 points)

The focus of this criterion is on the Lead Applicant's past performance and not that of any other Collaborating Entities or contractors / consultants who may be assisting the applicant with performance of the project. In evaluating the Lead Applicant under these factors, EPA will consider the information provided in the application and may also consider relevant information from other sources, including information from EPA files and from current / prior grantors. If you do not have any relevant or available past performance related to federal or non-federal grants, you should state this explicitly in your application (e.g., our organization has no relevant past grants experience). Including this statement will ensure you receive a neutral score for these factors (a neutral score is half of the total points available in a subset of possible points). Failure to include this statement may result in your receiving a score of 0 for these factors.

E. Final Selection Process and Other Factors

The Selection Official will make the final selection recommendations for Track I and II applications based on the evaluation criteria and process described above. In addition, in making the final selection recommendations for award, the Selection Official may also consider any of the "other" factors below.

Further, as noted in Sections I.G and II.A, EPA anticipates making a minimum of fifteen awards for high-ranking applications that include a workforce training project(s) as described in Section I.G. In addition, as noted in Sections II.B and Appendix H, EPA anticipates making a minimum of five awards for high-ranking applications under the Target Investment Area A-Tribes in Alaska (projects benefitting Alaska Tribal lands) that include projects to assess and/or clean up lands conveyed under the Alaska Native Claims Settlement Act that were contaminated at the time of their conveyance from the federal government to an Alaska Native Corporation.

In making the final selection recommendations for award, the Selection Official may consider any of the following "other factors":

1. Geographic diversity to promote a mix of high-scoring applications benefitting disadvantaged communities located in urban, rural, or remote areas, different regions of the country, territories, as well as the geographical nature or impact of the project(s).
2. Program priorities- how the application supports and advances EPA and OEJECR's goals and priorities, including those in EPA's Strategic Plan that focus on environmental climate and justice issues. This may also include considering how the application promotes Community Change Grant program objectives, the depth and extent of community involvement in project development and implementation, the extent and quality to which the project activities will provide impactful benefits

to the residents of disadvantaged communities in the Project Area as defined in Appendix A rather than attenuated benefits spread out throughout a large Project Area, and the priority that the grants must be able to be successfully completed within three years to meet CAA § 138 statutory requirements.

3. Organizational diversity in terms of applicant type and size to ensure a broad representation of applicants receiving awards to improve program effectiveness and equity.
4. Whether the applicant is participating in a federal capacity building program as part of the Thriving Communities Network (please see complete list at Federal Interagency Thriving Communities Network or the Rural Partners Network).
5. Whether the projects support, advance, or complement funding related to Community Disaster Resilience Zones (CDRZs) as designated by FEMA.
6. The capacity and capabilities of Lead Applicants, who are selected for two awards under this NOFO, to successfully perform, manage, and oversee both grants within the three-year grant term and the risks posed by multiple awards to successful grant performance.
7. The extent to which the EPA funding may complement or be coordinated with other EPA funding or other Federal and / or non-Federal sources of funds / resources to leverage additional resources to contribute to the performance and success of the grant. This includes but is not limited to funds and other resources leveraged from businesses, labor organizations, non-profit organizations, education and training providers, and / or Federal, state, Tribal, and local governments, as appropriate.
8. Duplicate funding considerations as stated in Section IV of the EPA Solicitation Clauses incorporated by reference in this NOFO. This includes considering whether funding for the projects in the application is available under the Infrastructure Investments and Jobs Act (IIJA), other IRA programs, or other funding streams and if so the applicant's reasons for seeking funding for these projects under this NOFO.
9. Consistent with the language in Section II.B and Appendix H for Target Investment Area A-Tribes in Alaska (projects benefitting Alaska Tribal lands), whether an application includes projects to assess and/or clean up lands conveyed under the Alaska Native Claims Settlement Act that were contaminated at the time of their conveyance from the federal government to an Alaska Native Corporation.
10. Availability of funds.

In addition, because the objectives of this NOFO are part of a government-wide effort to address environmental and climate justice concerns and challenges, information pertaining to proposed selection recommendations may be shared by EPA with other Federal, state, local, territorial, or Tribal governmental departments or agencies before final selections are made in order to determine whether potential selections under this NOFO: (1) are expected to be funded by another department or agency to minimize the possibility of duplicate funding, (2) could be affected by permitting, regulatory or other issues involving another department or agency, and / or (3) will complement or can be used to leverage funding and capacity-building by another department or agency to maximize value. Note that this process is separate from the Intergovernmental Review requirements in 40 CFR Part 29.

F. Anticipated Announcement and Federal Award Date

As stated in Section II.C, applications will be reviewed and selected on a rolling basis and may be submitted through November 21, 2024. EPA anticipates it will announce initial selection decisions for awards under this NOFO by March 2024 with the initial awards being made in May / June 2024.

Section VI. Award Administration Information

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Note: Additional provisions that apply to this section of the NOFO, including those related to responsibilities under civil rights laws, can be found in the EPA Solicitation Clauses.

A. Award Notification and Disputes

EPA anticipates that the first notification of selected applicants will be made via electronic mail in March 2024 and will continue to be done on a rolling basis. The notification will be sent to the original signer of the application, or the contact listed in the application. This notification, which informs the applicant that its application has been selected, is not an authorization to begin work. The official notification of an award will be made by the EPA Award Official. Applicants are cautioned that only a grants officer is authorized to bind the Government to the expenditure of funds; selection does not guarantee an award will be made. For example, statutory authorization, funding, readiness to perform projects, or other issues discovered during the award process may affect the ability of EPA to make an award to an applicant. The award notice, signed by a grants officer, is the authorizing document and will be provided through electronic mail. The successful applicant may be requested to prepare and submit additional documents and forms that must be approved by EPA before the grant can officially be awarded. The time between notification of selection and finalization of the award agreement can take up to 90 days or longer.

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 Grant Competition Dispute Resolution Procedures. Copies of these procedures may also be requested by contacting the person listed in Section VII of the announcement. Note, the FR notice references regulations at 40 CFR Parts 30 and 31 that have been superseded by regulations in 2 CFR Parts 200 and 1500. Notwithstanding the regulatory changes, the procedures for competition-related disputes remain unchanged from the procedures described at 70 FR 3629, 3630, as indicated in 2 CFR Part 1500, Subpart E.

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: EPA's Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards. In addition, non-profit applicants selected for awards over \$200,000 may be required to fill out and submit to the grants management office EPA Form 6600.09, United States Environmental Protection Agency Administrative Capability Questionnaire with supporting documents as required in EPA Order 5700.8.

Depending on the projects in the grant award, EPA will impose programmatic terms and conditions to ensure successful and timely grant performance. In addition, if applicants have any questions about whether a proposed project cost is eligible or allowable, they should contact EPA for clarification prior to application submittal.

B. Administrative and National Policy Requirements

Grantees will be subject to administrative and national policy requirements. Note that EPA plans to establish programmatic requirements in the terms and conditions of each grant agreement to implement these administrative and national policy, and other relevant, requirements, which will include but not be limited to: this award is subject to the requirements of the Uniform Administrative Requirements, Cost

Principles and Audit Requirements for Federal Awards; Title 2 CFR, Parts 200 and 1500. EPA also has programmatic regulations located in 40 CFR Chapter 1 Subchapter B.

A listing and description of general EPA regulations applicable to the award of assistance agreements is available on the [EPA Policies and Guidance for Grants](#) page.

Readiness to Perform Requirements: Following selection and before award, EPA may work with selected applicants to ensure that all approvals, requirements, permits, and permissions that are needed to begin performance will, if not already obtained or complied with, be resolved by the time of award, and if not generally within 120 days of award (unless extended by EPA). A term and condition may also state that EPA may terminate the award for the recipients' failure to meet these requirements.

State / Territories Operation and Maintenance: Because of their unique roles, State and territorial governments may receive subawards to help implement specific project activities such as an infrastructure project in which they own the land or where they have governmental technical expertise and staffing necessary to effectively implement activities of an infrastructure or other type of project. The terms of the EPA award will also require, if applicable, that state and territorial subrecipients commit to operation and maintenance funding for any infrastructure constructed or improved on land they own with funding available under the NOFO.

Build America, Buy America Act (BABA): Certain projects under this NOFO may be subject to the Buy America domestic content sourcing requirements under the Build America, Buy America (BABA) provisions of the Infrastructure Investment and Jobs Act (IIJA) (P.L. 117-58, §§ 70911-70917). These provisions apply when using Federal funds for the purchase of goods, products, and materials on any form of construction, alteration, maintenance, or repair of infrastructure in the United States. BABA requires that all iron, steel, manufactured products, and construction materials consumed in, incorporated into, or affixed to federally funded infrastructure projects must be produced in the United States. Please consider this information when preparing budget information and your application. The award recipient must implement these requirements in its procurements, and these requirements must flow down to all subawards and contracts at any tier. For more information, consult EPA's Build America, Buy America [website](#). When supported by rationale provided in the Infrastructure Investments and Jobs Act (IIJA) §70914, the recipient may submit a BABA waiver request to EPA. The recipient should request guidance on the submission instructions of an EPA waiver request from their EPA Project Officer. A list of approved EPA waivers is available on the BABA website. In addition to BABA requirements, all procurements under grants may be subject to the domestic preference provisions of 2 CFR §200.322.

Davis-Bacon and Related Acts (DBRA): The Davis-Bacon and Related Acts (42 U.S.C. §§ 3141-3144) set labor standards, including prevailing wages and fringe benefits, and apply to most federally funded contracts for construction of public works. The DBRA labor standards and reporting requirements apply to construction projects assisted with grants authorized by the CAA, including this program, as provided in CAA § 314 (42 U.S.C. § 7614).¹⁶ A term and condition specifying DBRA compliance requirements will be included in the grant agreement.

Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA): The URA applies to acquisitions of property and displacements of individuals and businesses that result from federally

¹⁶ EPA will use the definition of *Construction* in 40 CFR 33.103 to determine whether funding will be for a construction project. That definition defines *Construction* as “. . . erection, alteration, or repair (including dredging, excavating, and painting) of buildings, structures, or other improvements to real property, and activities in response to a release or a threat of a release of a hazardous substance into the environment, or activities to prevent the introduction of a hazardous substance into a water supply.”

assisted programs. The URA and Federal Highway Administration's implementing regulations at 49 CFR Part 24 require grantees to follow certain procedures for acquiring property for grant purposes, such as notice, negotiation, and appraisal requirements. The statute and regulations also contain requirements for carrying out relocations of displaced persons and businesses, such as reimbursement requirements for moving expenses and standards for replacement housing. A term and condition specifying URA compliance requirements will be included in the grant agreement.

National Historic Preservation Act (NHPA): Section 106 of the NHPA requires all federal agencies to consider the effects of their undertakings, including the act of awarding a grant agreement, on historic properties. If NHPA compliance is required, necessary Section 106 consultation activities, such as historic or architectural surveys, structural engineering analysis of buildings, public meetings, and archival photographs, can be considered allowable and allocable grant costs. A term and condition specifying NHPA compliance requirements will be included in the grant agreement.

Note that Section 7(c) of the Energy Supply and Environmental Coordination Act of 1974 (15 U.S.C. § 793(c)(1)) exempts all actions under the CAA from the requirements of NEPA (National Environmental Policy Act). This Section states: "No action taken under the Clean Air Act shall be deemed a major Federal action significantly affecting the quality of the human environment within the meaning of the National Environmental Policy Act of 1969." Therefore, as a grant program authorized under the CAA, NEPA will not apply to projects funded under the Community Change Grants.

Justice40 Reporting: The activities to be performed under the awards are expected to contribute to the President's goal that 40% of overall benefits of certain federal investments flow to disadvantaged communities (the Justice40 Initiative. See Section I.A). Recipients, therefore, will be expected to report on certain metrics to demonstrate to what extent the activities contribute to the 40% goal. A term and condition specifying reporting of metrics demonstrating the extent to which the grant's activities advance this 40% goal will be included in each grant agreement.

Signage: The activities to be performed under the awards are expected to publicize that they were funded by the U.S. Environmental Protection Agency and the Inflation Reduction Act (e.g., via signs at the place(s) of performance. The award will include appropriate terms and conditions about signage requirements.

Environmental Justice Grant Applicant Database: The Community Change Grants program strives to support as many CBOs that apply regardless of their ultimate success in receiving a grant, by, as appropriate 1) familiarizing applicants with federal grant application requirements, 2) sharing expectations and responsibilities of managing federal grants, 3) providing constructive feedback and recommendations on ways to strengthen unselected applications, 4) helping organizations build sustainability into projects so they continue to grow and develop after the project period is over, and 5) facilitating connections with other potential resources that can help organizations address community needs. To facilitate the achievement of these, all applicants who apply under this NOFO will be added to our Environmental Justice Grant Applicant Database.

Reporting Requirements: Grantees will be subject to both program performance as well as financial and administrative reporting requirements, as described below. Note that EPA will only collect reporting information from the Lead Applicant (rather than from any subrecipients), but each Lead Applicant may need to collect reporting information from subrecipients (e.g., Collaborating Entities, Statutory Partners) to meet these reporting requirements.

Program Performance Reporting: In accordance with 2 CFR § 200.329, each grantee will be subject to program performance reporting requirements. Reporting requirements effective during the period of

performance will be established in the grant agreement's terms and conditions, and reporting requirements effective after the period of performance will be established in a closeout agreement.

During the period of performance, EPA will require each grantee to submit quarterly performance reports within 30 days after the end of each reporting period (and with additional requirements every fourth quarterly report i.e., annually) as well as a final performance report within 90 days after the end of the period of performance. EPA will require that each grantees chief executive officer or equivalent review and submit each of these reports. EPA will use information from these reports as part of program-wide public reporting, except to the extent such information includes confidential business information (CBI) or personally identifiable information (PII) pursuant to 2 CFR § 200.338.¹⁷ Included below is information that EPA may require in these reports.

Financial and Administrative Reporting Requirements: Each grantee will be subject to financial and administrative reporting requirements, which will be included in the grant agreement's terms and conditions (EPA's General Terms and Conditions). These requirements will include, but not be limited to:

- **Federal Financial Report:** In accordance with 2 CFR § 200.328 and 2 CFR § 200.344, each grantee must submit the Federal Financial Report (SF-425) at least annually and no more frequently than quarterly. The frequency of reporting and report submission instructions will be specified in the terms and conditions.
- **Financial Records Retention:** In accordance with 2 CFR § 200.334, each grantee will be required to retain financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to the grant award for a period of three years from the date of submission of the final expenditure report. Additional record retention requirements on program income used after the end of the period of performance will be specified in close-out agreements.
- **MBE / WBE Utilization:** When required, each grantee must complete and submit a "MBE/WBE Utilization Under Federal Grants and Cooperative Agreements" report (EPA Form 5700-52A) on an annual basis.
- **Real Property Status Report:** In accordance with 2 CFR § 200.329, each grantee must submit a "Real Property Status Report" (SF-429) to report real property status or request agency instructions on real property that was / will be provided as Government Furnished Property (GFP) or acquired (i.e., purchased or constructed) in whole or in part under a federal financial assistance award.

C. Audit Requirements

In accordance with 2 CFR § 200.501(a), each grantee will be required to obtain a single audit from an independent auditor, if the grantee expends \$750,000 or more in total federal funds in the grantee's fiscal year. Audits will be made public in accordance with the process described in 2 CFR § 200.512. The grantee must submit the form SF-SAC and a Single Audit Report Package within 9 months of the end of the grantee's fiscal year or 30 days after receiving the report from an independent auditor. The SF-SAC and a Single Audit Report Package MUST be submitted using the Federal Audit Clearinghouse's Internet Data Entry System. In addition, each grantee may be subject to additional audit requirements, including but not limited to compliance requirements as part of any compliance supplement to the single audit.

D. Remedies for Non-Compliance

¹⁷ Information claimed as CBI in accordance with this Notice will be disclosed only to the extent, and by means of the procedures, set forth in 40 CFR Part 2, Subpart B.

In accordance with 2 CFR § 200.208, 2 CFR § 200.339, and 2 CFR § 200.340, EPA is provided authority for multiple potential responses if a grantee violates the terms of the grant agreement.

E. Program Administration Activities

Under 2 CFR § 200.403 and other applicable provisions of 2 CFR Part 200, Subpart E, costs are allowable under federal awards so long as they are necessary and reasonable for the performance of the grant award. Under this NOFO, consistent with these regulations, program administration activities are allowable costs, with such activities supporting administration of the grant program. Program administration activities include (but are not limited to) conducting due diligence and underwriting financial transactions; establishing and convening advisory councils; conducting program performance and other reporting activities (e.g., expenditures for personnel and equipment to procure technology infrastructure and expertise for data analysis, performance, and evaluation); and supporting, monitoring, overseeing, and auditing subrecipients, contractors, and program beneficiaries.

F. Fraud, Waste, and Abuse Awareness

Recipients of awards under this NOFO need to be alert and sensitive to indicators of fraud, waste, and abuse regarding the use of federal funds under the award. Fraud generally is a false representation about a material fact and can be any intentional deception designed to unlawfully deprive the United States or the EPA of something of value or to secure for an individual a benefit, privilege, allowance, or consideration to which he or she is not entitled. Waste generally involves the taxpayers not receiving a reasonable value for money in connection with any government-funded activities due to an inappropriate act or omission. Most waste does not involve a violation of law; rather, waste relates primarily to mismanagement, inappropriate actions, and inadequate oversight. Abuse generally involves behavior that is deficient or improper when compared with behavior that a prudent person would consider reasonable and necessary business practice given the facts and circumstances. Abuse may also include misuse of authority or position for personal financial interests of those of an immediate or close family member or business associate. Abuse does not necessarily involve fraud or violation of laws, regulations or grant provisions. Indicators of fraud, waste, and abuse can be found on the EPA Office of Inspector General [website](#). Recipients should report any suspected fraud, waste, and / or abuse to the EPA Project Officer for the award or the EPA Office of Inspector General. Note that EPA Project Officers will refer matters to the EPA Office of Inspector General as appropriate.

G. Quality Management Plans (QMPs) & Quality Assurance Project Plans (QAPPs)

Quality assurance documentation is required for awards that involve environmental information operations. EPA Project Officers will work with all selected recipients on quality assurance (QA) requirements. Once the award is made, if a QMP and / or QAPP is required for the project, the applicant will develop the document and submit for EPA's approval. Selected applicants cannot begin environmental information operations until EPA approves the QMP and / or QAPP.

Environmental Information Operations: A collective term that encompasses the collection, production, evaluation, or use of environmental information and the design, construction, operation, or application of environmental technology. Environmental information includes data and information that describe environmental processes or conditions. Examples include but are not limited to: direct measurements of environmental parameters or processes, analytical testing results of environmental conditions (e.g., geophysical, or hydrological conditions), information on physical parameters or processes collected using environmental technologies, calculations or analyses of environmental information, information provided by models, information compiled or obtained from databases, software applications, decision support tools,

websites, existing literature, and other sources, and development of environmental software, tools, models, methods, and applications.

Quality Management Plan (QMP): The recipient may need to develop a QMP. The QMP describes an organization's Quality Program. Requirements for QMPs are found in the most recent version of EPA's Quality Management Standard. A QMP documents the technical activities to be performed and how the program will integrate QA, quality control, QAPPs, training, etc., into all its environmental information operations.

Quality Assurance Project Plans (QAPP): The recipient may need to develop a QAPP(s). A QAPP describes how environmental information operations are planned, implemented, documented, and assessed during the life cycle of a project. Requirements for QAPPs are found in the most recent version of EPA's Quality Assurance Project Plan Requirements / Standard Quality Assurance Project Plans (QAPP). Quality assurance is sometimes applicable to assistance projects (see 2 CFR 1500.12). Quality assurance requirements apply to the collection of environmental data. Environmental (data are any measurements or information that describe environmental processes, location, or conditions; ecological or health effects and consequences; or the performance of environmental technology. Environmental data include information collected directly from measurements, produced from models, and compiled from other sources, such as databases or literature. Once the award is made, if a Quality Assurance Project Plan is required for the project, the applicant will have to draft a QAPP prior to beginning work on the project. You must reserve time and financial resources in the beginning of your project to prepare your QAPP and include the cost for developing your QAPP in your Detailed Budget. Selected applicants cannot begin data collection until EPA approves the QAPP.

Section VII. Contact Information

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For information or questions about this NOFO, please email: CCGP@epa.gov

Appendix A. Definition of Disadvantaged Communities and Mapping Requirements

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Applicants must demonstrate that the projects in their application would benefit a disadvantaged community. EPA is defining disadvantaged community as one that meets at least one of the following criteria:

1. A geographically defined community designated as disadvantaged on the EPA IRA Disadvantaged Communities Map. The map combines multiple datasets (including CEJST and EJScreen) that determine whether a community is disadvantaged for the purposes of implementing programs under the IRA. All datasets are assigned values at the Census block group level.¹⁸ Instructions for how to use the map to identify disadvantaged community eligibility are below under the section titled “EPA’s IRA Disadvantaged Community Layer Availability.”
2. A community that falls into one of the following two categories¹⁹:
 - a. A farmworker community comprised of individuals with no fixed work address, who travel from their permanent residence to work in agriculture on a temporary or seasonal basis, and may relocate several times throughout the year. Applicants can demonstrate that a farmworker community is comprised of such individuals by submitting verification documentation from an authorizing governmental entity or through comparable means.
 - b. A Disadvantaged Unincorporated Community (DUC). For purposes of this NOFO, DUCs are generally defined as Census Designated Places²⁰ that lack fixed legally determined geographic boundaries and have certain common characteristics and conditions (e.g., the absence of adequate permanent water, sewer services, or acceptable housing). This includes all areas defined as Colonias by the U.S. Department of Housing and Urban Development (HUD).²¹ Colonias that are not defined by HUD but are identifiable on the “Colonias” layer in EJScreen are also considered DUCs. DUC status can also be demonstrated through submitting localized data that represent similar characteristics. Applicants who seek funding for projects in a DUC Targeted Investment Area should demonstrate eligibility using the DUC criteria listed above. Applicants should direct questions to CCGP@epa.gov regarding verification.

¹⁸ The EPA IRA Disadvantaged Community User Layer Guide includes: 1) All census tracts that are identified as disadvantaged in the Climate & Economic Justice Screening Tool (CEJST); 2) Any census block group that is at or above the 90th percentile for any of EJScreen’s Supplemental Indexes when compared to the nation or state, and / or 3) any geographic area within Tribal lands (including Alaska Native Allotments, Alaska Native Villages, American Indian Reservations, American Indian Off-reservation Trust Lands, & Oklahoma Tribal Statistical Areas), as included in EJScreen. Note: CEJST is a tool used to identify disadvantaged communities in furtherance of the Justice40 Initiative from EO 14008. EPA’s EJScreen is an environmental justice mapping and screening tool that provides demographic and environmental information at a fine geographic resolution across the United States. The data described above from these tools are used to help ensure that projects benefit disadvantaged communities.

¹⁹ Applicants are encouraged to acknowledge when communities identified in the following two categories overlap with the disadvantaged communities described above.

²⁰ Census Designated Places (CDPs) are statistical equivalents of incorporated places and represent unincorporated communities that do not have a legally defined boundary or an active, functioning governmental structure.

²¹ Colonias History – HUD Exchange.

Project Area and Project Area Map for Track I Applications

Track I Applications

For Track I applications for geographically defined communities identified as disadvantaged communities on the EPA IRA Disadvantaged Communities Map, applicants must identify the specific census block groups designated as disadvantaged communities that the projects and supporting activities will directly benefit by submitting to EPA one contiguous Project Area Map with an outlined boundary as instructed below. Applicants should note that while they can determine the Project Area for their projects consistent with the instructions in Appendix A and the NOFO, concentrated and compact Project Areas may maximize benefits to the residents of the census block groups designated as disadvantaged communities in the Project Area. Activities spread across a large Project Area may be more dispersed and less impactful to the residents of the census block groups designated as disadvantaged communities in the Project Area.

The Project Area Map should also reflect where each project submitted under the application is located within the Project Area. The Project Area may include multiple census block groups that are designated as a disadvantaged community by EPA as defined above, but the disadvantaged census block groups need not be fully contiguous with each other.

For Track I applications addressing farmworker communities or DUCs as defined above, applicants must submit a Project Area Map specifying where the communities and projects designed to benefit them are located. Applications addressing these communities are not required to submit a map showing census block groups designated as disadvantaged.

All projects and activities should be located within the Project Area, except in cases where the project must be located outside of the Project Area to address the localized pollution issue at the source, or where otherwise necessary to ensure that the disadvantaged community will benefit from the project. One such example is if the project addresses water quality issues upstream to benefit a downstream community. While projects and activities may have an incidental benefit to census block groups (or other areas) that are not considered disadvantaged communities, the applicant must demonstrate that the projects' primary benefits will flow to disadvantaged communities in the Project Area.

Applicants may submit a map generated in EPA's EJScreen tool. Applicants also have the option to submit a map in another geospatial format such as a shapefile (.shp), geodatabase (.gdb), or map service.

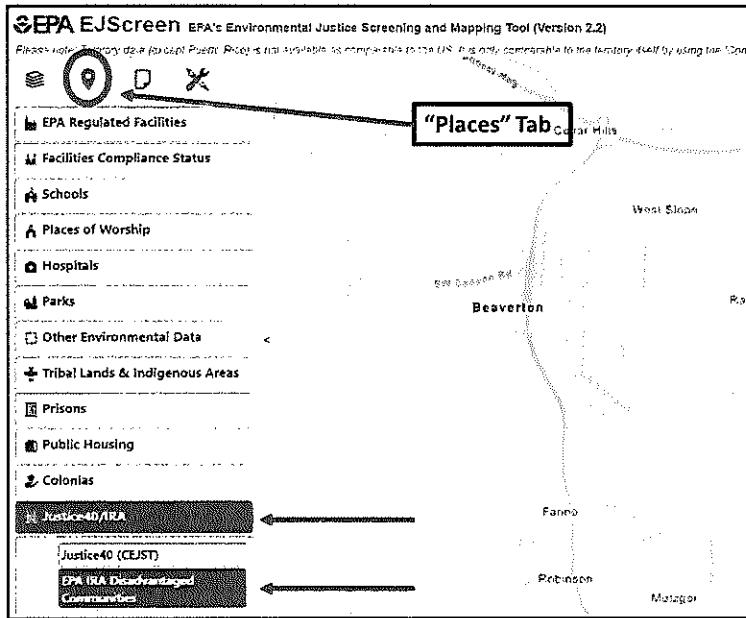
The submitted map should include the following:

- a. The Project Area with an outlined boundary.
- b. Main streets, landmarks, or both.
- c. Community assets (e.g., parks or play areas, schools, community center).
- d. Jurisdictional boundaries, including incorporated and unincorporated areas.
- e. Any other attributes that may provide important context about the Project Area.

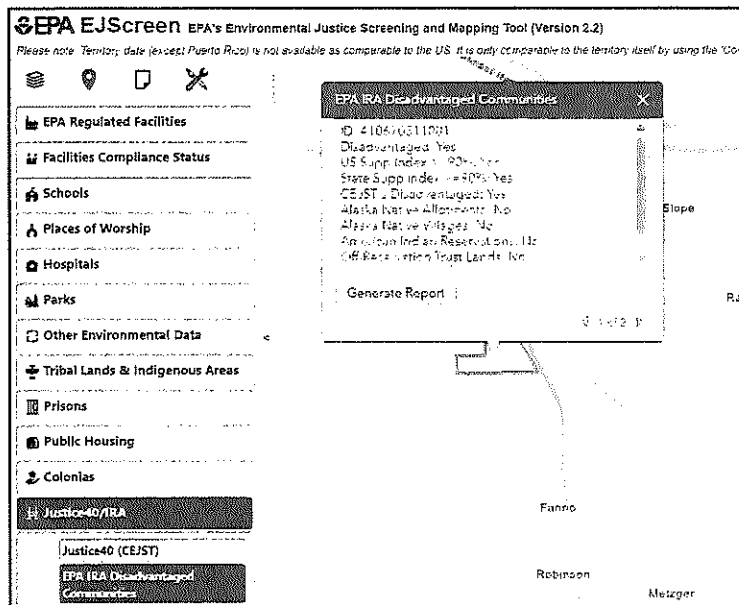
Note: While Track II applications are not required to submit a Project Area Map, as stated in Section III.D and IV.B they must describe and identify the disadvantaged communities that will benefit from the projects.

EPA's IRA Disadvantaged Community Layer Availability

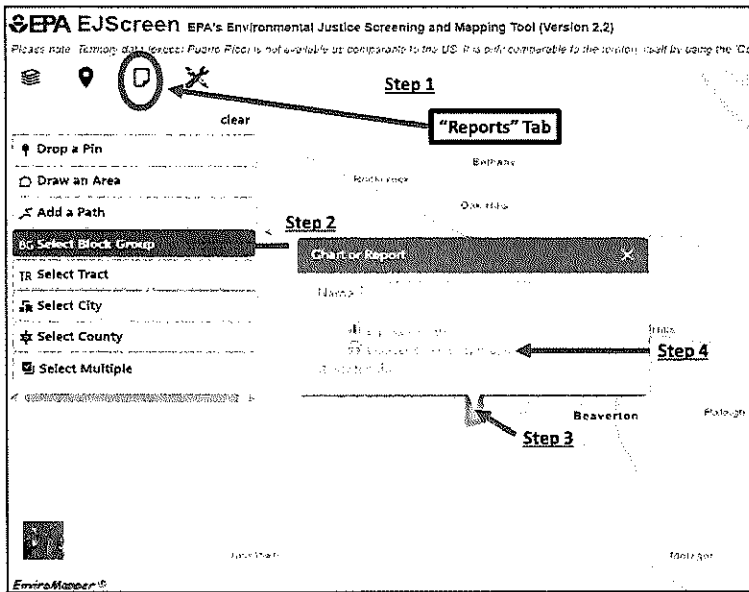
Within EJScreen, EPA's IRA Disadvantaged Community layer can be found in the "Places" tab by clicking the "Justice40 / IRA" category, and then selecting "EPA IRA Disadvantaged Communities." Census tracts designated as disadvantaged by the Climate and Economic Justice Screening Tool (CEJST) are also available in the same category. See screenshots below.



Users can click on the individual block groups to generate a pop-up indicating the criteria that led to the designation. Please see below:



To generate an EJScreen community report, click the “Reports” tab and then “Select Block Group” or “Select Multiple.” Click on the disadvantaged community, and when the pop-up appears, select “EJScreen Community Report.”



For disadvantaged communities that cannot be identified using the “EPA IRA Disadvantaged Communities” layer, applicants must describe the communities and indicate how the project will benefit them. Applicants may use other layers featured in EJScreen to help identify these communities.

If you would like the data products and technical document associated with this map layer, please visit: [Inflation Reduction Act Environmental and Climate Justice Program](#).

Appendix B. Partnership Agreement between the Lead Applicant and Statutory Partner

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To be eligible for funding, the Lead Applicant must include in the application a copy of a written and signed Partnership Agreement with the Statutory Partner that is legally binding. At a minimum, the Partnership Agreement must specify the following:

- Who will be the Lead Applicant and the Statutory Partner.
- The Lead Applicant is responsible for the overall management, performance, oversight, and reporting responsibilities under the grant, and for making subawards to Collaborating Entities.
- The Lead Applicant will be responsible for the receipt of federal funds from EPA and the proper expenditure of these funds and will bear liability for unallowable costs.
- The roles and responsibilities of the Lead and Statutory Partner for project activities and how disputes between them will be handled and resolved. Please note that EPA is not a party to the Partnership Agreement, and any disputes between the parties must be resolved under the law applicable to the Partnership Agreement.
- The Lead Applicant is responsible for compliance and legal issues, and managing risks associated with the project. It must also describe the procedures for replacing a Statutory Partner with another Statutory Partner, and for ensuring the replacement has the comparable expertise, experience, knowledge, and qualifications of the replaced Statutory Partner to ensure successful grant completion within 3 years. Replacement may be necessary for various reasons including performance issues. Note that replacement requires prior approval by an authorized EPA official pursuant to 2 CFR 200.308(c)6).
- The Lead Applicant and Statutory Partner's agreement, if the proposed application is selected for award, to enter a subaward that complies with the subaward requirements in the grant regulations at 2 CFR 200.331 and in EPA's Subaward Policy and related guidance and that contains terms and conditions including those above.

Appendix C. Climate Action Strategies and Associated Project Activities

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Eligible project activities associated with each Climate Action Strategy identified in Section I.G. of the NOFO could include but are not limited to the following examples. Applicants may propose different activities as long as they are consistent with the applicable Climate Action Strategy as described in Section I.G of the NOFO and are eligible for funding under section 138(b)(2) of the Clean Air Act.

Strategy 1: Green Infrastructure and Nature-based Solutions

Examples:

- **Building climate resilience and carbon sequestration through tree planting**
 - Mitigate urban heat islands through reflective surfaces and shade trees or other vegetation, including preparing planting sites and establishing and caring for trees and other vegetation.
 - Plant trees in public spaces.
 - Plant trees in sites that are strategically selected to shade buildings (i.e., planted within 60 feet of a building).
- **Multi-benefit stormwater projects**
 - Construct permeable surfaces, collection basins, rain gardens, bioswales and other green infrastructure.
 - Restore and / or protect wetlands.
 - Improve urban forest site(s) to create new or more functional planting locations for trees and other vegetation, such as bioswales, which contribute to:
 - Greening to protect and conserve community lands and water;
 - Watershed protection that supports sensitive wildlife habitat and enhances water access.; and / or
 - Replacement of concrete or pavement and restoring spaces to more natural conditions to restore water to the community, reduce flooding, and improve public greenspace.
- **Public parks and open spaces**
 - Create new parks or enhance / expand existing parks to provide climate resilience benefits like heat island reduction and flood mitigation or other demonstrable environmental benefits.
 - Green existing schoolyards to protect vulnerable populations by adding nature-based solutions.

Strategy 2: Mobility and Transportation Options for Preventing Air Pollution and Improving Public Health and Climate Resilience

Examples:

- Construct new, expanded, or enhanced bikeways, walkways, or non-motorized urban trails that reduce vehicle miles traveled and related air pollution by providing safe routes for zero-emission travel between residences, workplaces, commercial and community centers, and schools.
- Implement “Complete Streets” projects to improve walkability, bike-ability, and transit use, including improved access for people with disabilities. projects to improve walkability, bike-ability, and transit use, including improved access for people with disabilities that reduce vehicle miles traveled and related air pollution.

- Implement climate resilience measures on bikeways or trailways such as raising the elevation or installing permeable pavers to reduce flooding or increasing shade coverage to mitigate extreme heat.
- Conduct the measurement, analysis, design, planning and engineering work necessary to submit a competitive application for state and / or federal funding that will fund large-scale improvements (larger than this competition is able to fund) to significantly reduce a community's Greenhouse Gas (GHG) emissions and / or improve climate resilience.
- Purchase, lease, or contract for the use of zero-emission vehicles for community car sharing, vanpooling, ride-sharing, and related mobility options.
- Purchase, construct, and / or install infrastructure, equipment, or facilities to create and / or support low or zero-emission transportation options.

Guidelines:

- Transportation projects that involve public transit or improvements to public property should include a governmental agency as a Collaborating Entity that will help perform and oversee the project.

Strategy 3: Energy-Efficient, Healthy, Resilient Housing and Buildings

Examples:

- Install energy efficiency measures such as insulation, double or triple glazed windows, “cool roofs” that reflect sunlight, and energy management systems in public buildings.
- Install ventilation systems to help improve indoor air quality during pollution-related events such as wildfires.
- Install or retrofit homes or multi-family housing with higher-efficiency electric heating, cooling, and cooking systems (e.g., heat pumps, heat pump water heaters, electric and induction stoves, electric clothes dryers).
- Reduce heat island effects by installing cool roofs on homes, multi-family housing, or public buildings.
- Implement other similar projects qualified under HUD's Green and Resilient Retrofit Program (GRRP). Note that applicants who have received or will receive HUD funding under this program must have internal controls in place to ensure that the same costs are not charged to more than one Federal grant.²²

Guidelines:

- In their Project Narrative, applicants should describe how low-income residents will directly benefit from the project through lower costs and how residents will be trained on how to operate and maintain new technology and equipment, where applicable.
- For projects that will fund home or multi-family housing improvements, applicants should include details of their target tenants or homeowners, such as with those incomes at or below the greater of:
 - For Metropolitan Areas: (1) 80% Area Median Income (AMI) and (2) 200% of the Federal Poverty Level

²² Refer to 2 CFR 200.403(f).

- For Non-Metropolitan Areas: (1) 80% AMI; (2) 80% Statewide Nonmetropolitan Area AMI; and (3) 200% of the Federal Poverty Level
- Applicants may also target community housing (e.g., land bank, housing conservancy, cooperative, or other community-based nonprofit) or public housing for this strategy.
- Applicants should refer to the description of the Community Strength Plan in the NOFO, particularly the need to minimize the risks associated with displacing current residents due to EPA-funded investments for this strategy.

Strategy 4: Microgrid Installation for Community Energy Resilience

Examples:

- Construct microgrid infrastructure.
- Install microgrids with onsite renewable energy generation and storage.
- Install ancillary energy infrastructure necessary to support microgrids.
- Install other energy infrastructure for microgrid operations.

Guidelines:

- The application should include details that demonstrate the extent to which the microgrid will serve the target community, such as: that the microgrid will be used to ensure that reliable power is provided for any community-serving buildings or critical facilities during extreme weather emergencies or any weather-related outages; that the community lacks an external grid, and the microgrid will be used to meet local energy consumption needs during normal or “blue sky” conditions; or where an external grid is available, that the microgrid will be capable of interconnecting with that grid to meet peak energy consumption demands and increase grid reliability.

Strategy 5: Community Resilience Hubs

Examples:

- Assess the most acute climate risks facing a community (e.g., extreme heat, flooding, wildfire), identify where the community has gaps in its resilience strategy, then design a plan to mitigate specific risks by creating or upgrading community facilities to serve as resilience hubs that remain operable during an emergency.
- Purchase and install backup power equipment such as generators or onsite solar and storage at one or more resilience hubs.
- Implement structural and non-structural retrofits to enhance the resilience of the hub (e.g., raise the building elevation to reduce flood risk, improve cooling systems and / or insulation to reduce extreme heat risk).
- Implement wildfire mitigation measures such as retrofitting the hub to reduce flammability, creating a defensible space between the hub and its surrounding environment, and installing air filtration equipment to reduce the risks of smoke inhalation.
- Purchase and install communications devices that can operate even with loss of local power and telecommunications systems.

Guidelines:

- The resilience hubs should be operable during an emergency. Applicants are encouraged to develop plans that will help ensure the facility is operable, including an emergency communications plan,

plan for backup power during emergencies, and agreements and processes for activating the facility in the event of an emergency.

- The community resilience hub should be a community-convening space that provides climate resilience and related resources and services to community residents.
- Applicants should demonstrate how they will work with relevant emergency response organizations to maximize the efficacy and use of the resilience hub.

Strategy 6: Brownfields Redevelopment

Examples:

- Build and / or upgrade existing structures and sites to improve community use while reducing GHG emissions and / or improving climate resilience.
- Implement greening efforts (tree-planting, park construction or renovations, community garden developments, etc.) that mitigate GHG emissions and / or improve climate resilience.
- Install low or zero emission energy infrastructure such as solar and storage.
- Conduct deconstruction and green demolition activities to support adaptive reuse or new construction. Applicants can refer to EPA's Climate Smart Brownfields Manual for information about green demolition activities.
- Acquire land to enable a brownfield redevelopment that has emissions mitigation and / or climate resilience benefits.

Guidelines:

- Redevelopment sites eligible for funding must be consistent with the federal definition of a Brownfield site in 42 U.S.C. 9601(39) as follows: a brownfield is a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.
- Projects for adaptive reuse should explore and can leverage national and state historic preservation tax credits to maximize funding streams.²³
- In order for a Brownfields Redevelopment project to be eligible, the applicant must demonstrate at time of application submission that all cleanup activities have been completed at the site and / or that cleanup activities are not necessary at the site for the intended use or reuse. This can be demonstrated by, for example, one of the following:
 - A completed Phase I Environmental Site Assessment with no recognized environmental conditions (RECs) at actionable levels;
 - A completed Phase II Environmental Site Assessment with sampling result levels below actionable levels;
 - Lead or asbestos building survey or equivalent environmental or building investigation to determine no likely sources of contamination or hazardous materials will be encountered on site that pose risks to the adjacent community or occupational health and safety risks to workers; or
 - No Further Action letter from the state or Tribal Brownfields response program.

²³ See guidelines for [Tax Incentives for Preserving Historic Properties](#).

Strategy 7: Waste Reduction and Management to Support a Circular Economy²⁴

Examples:

- Implement a community-scale composting program to reduce emissions from food waste that includes an educational campaign to inform Project Area residents about climate benefits of reducing food waste.
- Implement a community-scale recycling program.
- Reduce emissions from food waste by implementing programs that distribute unused food to project area residents.

Guidelines:

- Where relevant, applicants should demonstrate that all inedible food scraps derived from projects are composted, and that other materials are diverted from landfills and support a circular economy.
- Where relevant, project activities should demonstrate how they are using EPA best practices related to the circular economy or other sources of guidance.²⁵ Resources include the [Planning for Natural Disaster Debris](#) guidance and [Sustainable and Resilient Communities Through Solid Waste Investments and Best Practices After Disasters](#).
- Applicants should consider EPA's ranking of [wasted food management pathways](#) and [EPA Waste Management hierarchy](#) for sustainable materials management.

Strategy 8: Workforce Development Programs for Occupations that Reduce GHG Emissions and Air Pollutants

This strategy allows applicants to propose workforce development programs that will help reduce GHG emissions and other air pollutants to benefit disadvantaged communities.

This strategy allows applicants to propose workforce development programs for employment in fields that will help reduce GHG emissions and other air pollutants to benefit disadvantaged communities. A wide range of occupations support the reduction of GHG emissions and air pollutants. Because EPA cannot provide an exhaustive list of such occupations, applicants should describe how their workforce development program will support the reduction of GHG emissions or other air pollutants.

Examples of career pathways that may be part of a workforce development program include but are not limited to: electricians, steamfitters, pipefitters, laborers, and other skilled trades occupations that support building electrification, renewable energy projects, and other similar activities; occupations related to the manufacturing of low- and zero-emission technologies; careers in low- and zero-emissions transportation such as vehicle mechanics supporting electric vehicle technologies; community health and outreach workers that assist households in reducing their emissions and addressing sources of pollution; and other careers related to emissions reduction, such as methane mitigation or agricultural carbon mitigation. Applicants should describe how their workforce development program will support the reduction of GHG emissions or other air pollutants.

Guidelines:

²⁴ A circular economy is generally described as a model of production and consumption, which involves sharing, leasing, reusing, repairing, refurbishing, and recycling materials and products as long as possible and based on three main principles: eliminate waste and pollution, circulate products and materials, and regenerate nature.

²⁵ Refer to EPA's guidance on the [Circular Economy](#) | US EPA

As noted in Section I.G of the NOFO, strong workforce development programs should include the following three features at a minimum:

1. Multi-sectoral partnerships that bring together workforce expertise and enable pathways into high-quality careers.

The foundation of a strong workforce development initiative is a set of partners that represent diverse expertise, community and worker voice, and employer needs. For these programs, applicants may collaborate with organizations with workforce development expertise, such as labor unions, tradeswomen organizations, local workforce development boards (locate yours using this [U.S. Department of Labor search tool](#)), career and technical schools, community colleges, workforce development nonprofits, and other similar organizations.

Examples of the types of expertise and experience that are important for a successful workforce development program include, but are not limited to:

- Technical skills and experience to lead classroom and on-the-job training, including equipping students and individuals with the skills needed to succeed and be safe on the job, including knowledge of new and emerging greenhouse gas and other air emissions-reduction technologies;
- Knowledge of the local, State, and regional labor market and relevant relationships to have a deep understanding of employer hiring, staffing, and skilling needs, emerging trends especially related to the clean energy transition, and considerations for local job quality and worker voice;
- Strong awareness of the barriers individuals in the community face to training and employment, including an understanding of unique barriers specific populations face, and clear strategies for how to address those barriers; and
- Established relationships of trust within the community, including knowledge of relevant history and community dynamics, in addition to meaningful, long-lasting relationships in the community that will support trainee recruitment and participation.

2. High-quality training models that are worker-centered, demand-driven, and lead to good jobs.

Workforce development projects should be focused on training individuals for high-quality, long-term career pathways in family-sustaining jobs, rather than short-term or temporary, low-wage jobs. Applications should demonstrate that the workforce development project fulfills an industry demand in the Project Area and surrounding region, is informed and supported by employers, and has a clear pathway to long-term employment with family-sustaining wages. This will be key to delivering programs that enable true economic mobility for individuals in disadvantaged communities and bolster the capacity of communities to respond to environmental justice concerns in a sustained fashion.

Examples of high-quality, evidence-backed training models are: Apprenticeship readiness programs (or “pre-apprenticeships”) with a connection to one or more Registered Apprenticeship Programs; Registered Apprenticeship Programs (registered via the U.S. Department of Labor (DOL) Office of Apprenticeship or State Apprenticeship Agency); Joint Labor-Management Training Programs; paid internships; partnerships with community colleges or vocational schools that award an industry-recognized credential; and similar models that combine on-the-job learning, classroom learning, and mentorship. DOL has a resource on “high-road training programs” that applicants are invited to review [here](#).

Workforce development programs can serve adult or youth populations. Applicants may consider high-quality youth-serving training models, including: pre-apprenticeship programs that prepare young people to enter Registered Apprenticeship Programs; career and technical education programs (as described by the

U.S. Department of Education); and other similar models. Please note that applicants may propose programs to be included in the American Climate Corps (ACC), which is a federal government initiative focused on training young people for high-demand skills for jobs in the clean energy economy. To qualify as an ACC program, the program must provide youth with at least 300 hours of paid skills-based training and / or service. Applicants submitting a workforce development project to be considered for the ACC should note that in their application.

3. Strategies for recruiting and retaining individuals from disadvantaged communities, especially for populations that face disproportionate barriers to employment.

It is a statutory requirement (section 138(b)(1) of the Clean Air Act) for this program to benefit disadvantaged communities. These benefits may include providing opportunities to individuals with barriers to training and / or employment, so they can find long-term employment and economic opportunity in fields associated with air pollutants and GHG reduction. Projects should be designed with comprehensive research and evidence-based strategies for addressing barriers to recruitment, training, employment, and retention. Examples include supportive services to meet the needs of the disadvantaged community, such as childcare and transportation assistance; life skills and basic skills training, such as financial literacy and job readiness, to prepare for a career related to GHG and air pollutant reduction; career services, such as developing individualized employment plans; peer-to-peer mentorship programs to connect experienced workers with new workers to help them learn the job and find a sense of belonging in the workplace; reasonable accommodations consistent with federal equal employment opportunity laws; coaching to support work-based learning; and case workers to support workers with barriers to employment.

Applicants proposing a workforce development project are encouraged to describe the following elements and any additional details identified by the applicant:

- Design of the program, including if the applicant is proposing a high-quality, evidence-backed training model as described above, and a description of the credential(s) the participants will earn.
- Duration of the program and program components, such as time spent in classroom and on-the-job training. Applicants are encouraged to also describe ongoing support participants will receive once they exit the training program and connect to full-time employment to support retention.
- How applicants will engage employers and how the program will connect to high-quality jobs. Applicants can review the federal Good Jobs Principles [here](#).
- Estimated number of participants that will be trained in the program.
- Plan for how the program will recruit participants and how the program will build visibility and trust among residents of the Project Area.
- Curriculum the program will use and how it is informed by industry standards and employer demand.
- Wages or stipends for the duration of the program. Applicants are strongly encouraged to provide reasonable compensation for time spent in training to increase participation and retention.
- Strategies the program will use to meet the needs of populations that experience barriers to training and employment.
- Applicant's approach to administering supportive services to mitigate barriers to training and employment.
- Indicators the program will use to evaluate success as well as the methodology the program will use to track the progress of participants during and after the program. Applicants may review the Six Primary Indicators of Performance used by the public workforce system, as described by the Department of Labor [here](#).

Appendix D. Pollution Reduction Strategies and Associated Project Activities

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Eligible project activities associated with each Pollution Reduction Strategy could include but are not limited to the following examples. Applicants may propose different activities as long as the activities are consistent with the applicable Pollution Reduction Strategy described in Section I.G of the NOFO and are eligible for funding under section 138(b)(2) of the Clean Air Act.

Strategy 1: Indoor Air Quality and Community Health Improvements

Examples:

- Remediate or mitigate harmful substances in buildings, including lead, mercury, pesticides, radon, mold, PCBs (caulk, flooring, etc.), lead-based paint, asbestos, and other toxic substances.²⁶
- Install, upgrade, or replace HVAC and / or filtration systems that improve indoor quality in schools, community-serving buildings, and single-and-multifamily homes. These upgrades may be done in conjunction with climate strategies that reduce building GHG emissions.
- Equip community centers and community buildings in agricultural worker communities with decontamination stations (e.g., publicly available shower and laundry stations) to eliminate take-home pesticide exposures.
- Purchase equipment that can enable “do-it-yourself” upgrades using research-based methods, to distribute within communities impacted by smoke.
- Replace wood heaters that do not meet EPA’s New Source Performance Standards with more efficient, cleaner heaters certified by EPA, and independently verified to meet (or to have emissions below) the most stringent Step 2 emission reduction standards described in Standards of Performance for New Residential Wood Heaters, New Residential Hydronic Heaters, and Forced-Air Furnaces heaters.

Strategy 2: Outdoor Air Quality and Community Health Improvements

Examples:

- Reduce exposure from mobile and stationary sources by:
 - developing or expanding vegetative barriers.
 - creating alternate truck route programs to decrease impacts to sensitive communities.
 - providing grants, rebates, or subsidies for households, small businesses, public partners, and community organizations to replace portable diesel equipment such as leaf blowers and lawn mowers with zero-emission alternatives.
 - retrofitting spray booths in local small businesses to reduce VOC contamination from auto body painters.
 - providing grants, rebates, or subsidies for backup battery systems to replace diesel backup generators in homes, public facilities, or small businesses.
- Create clean air zones or low-emission zones such as:

²⁶ The prohibition on using Community Change Grant funding to remediate Brownfields sites does not apply to this activity.

- Encouraging “last-mile” delivery through electric delivery vehicles (e.g., trucks, vans, cargo bikes).
- Electrifying local government-owned fleets providing services to communities (e.g., sanitation trucks, public buses).
- Implementing urban designs that promote air flow and reduce the concentration of pollution along street corridors (e.g., remove or reduce costly parking mandates, reduce idling of diesel vehicles).
- Implement sustainable construction practices such as minimizing dust and emissions during building projects (e.g., electrify equipment, cover construction sites, utilize water sprays, properly manage waste).
- Replace toxic play surfaces that emit harmful pollutants (e.g., tire crumb and certain turfs at schools, community playgrounds, and fields) with non-toxic, permeable options to provide safe places for children to play.
- Develop other policies that promote reductions in air pollution from transportation such as land use and zoning policies that enable households to live in affordable, dense, and vibrant communities within urban and rural areas.

Guidelines:

- Communities seeking funding for zero-emission school buses should encourage their local school district apply to EPA’s \$5 billion Clean School Bus program.

Strategy 3: Clean Water Infrastructure to Reduce Pollution Exposure and Increase Overall System Resilience

Examples:

- Perform targeted infrastructure upgrades such as:
 - Replacing private-side lead lines in a home, childcare facility, school, or other community-serving building during full lead service line replacement²⁷
 - Septic to sewer conversions that connect homes to nearby community water systems.
 - Installing working water fountains at schools and parks where there are no fountains or they are inoperable, malfunctioning, or contaminated.
 - Installing water conservation and efficiency technologies that will allow utilities to better monitor and reduce energy consumption onsite.
 - Installing water reuse technologies that allow for system decreases in both energy and water use efficiencies through water capture, loss prevention, and closed loop approaches.
- Prepare and apply for state and / or federal water infrastructure funding to address larger community needs (e.g., a leak detection and pipe replacement plan, a PFAS action plan, or upgrades to water and wastewater treatment facilities that reduce pollution) by:
 - Assessing the problem through water sampling and monitoring.
 - Developing a plan, which could include the necessary design and engineering work.
 - Preparing an application for federal funding to one of several sources such as to EPA’s State Revolving Loan funds.
- Provide emergency interventions such as:

²⁷ EPA’s Drinking Water Regulations for Lead. Lead Service Lines. Strategies to Achieve Full Lead Service Line Replacement.

- providing recurring point-of-use filters while communities await lead service line replacement.
- providing alternate water supplies for communities and buildings that have contaminated water (PFAS, lead, PCBs, arsenic, nitrates, etc.) in communities with contaminated water systems.
- adopting facility procedures or system upgrades that allow for service flexibilities, mobility, and continuity in the event of an emergency due to climate-related disaster events.

Guidelines:

- The projects should also include a public outreach / education campaign on safe drinking water and / or wastewater, working with the public water system where possible.^{28 29}
- Activities should be coordinated with the EPA funded Environmental Finance Centers to minimize duplication of effort.

Strategy 4: Safe Management and Disposal of Solid and Hazardous Waste

Examples:

- Purchase equipment for hazardous waste sampling to determine classification.
- Collect, process, recycle, or otherwise dispose of household hazardous waste and electronics programs and infrastructure.
- Conduct compliance oversight for the collection, processing, recycling, storage and disposition of household hazardous waste and electronics.
- Develop or expand hazardous waste collection, recycling, and safe recycling programs and infrastructure.
- Develop or expand safe disposal technologies for hazardous waste.
- Reduce demand for single-use plastic products (by installing public water bottle refill stations and water fountains or implementing community and city-scale water reuse and refill systems), and phasing out single-use products that may be unnecessary.

²⁸ EPA on Reducing Lead in Drinking Water, EPA Communication Plan 3Ts. Basic Information about Your Drinking Water.

²⁹ Drinking Water Analytical Methods.

Appendix E. Job Quality & Equitable Employment Opportunities

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It is a priority of the EPA that this grant program supports high-quality, family-sustaining, community-strengthening jobs with the free and fair choice to join a union, consistent with Executive Order 14082, Implementation of the Energy and Infrastructure Provisions of the Inflation Reduction Act of 2022. As such, EPA is interested in funding proposals that have a commitment to creating good jobs and utilizing a diverse, highly skilled workforce, including an emphasis on creating employment opportunities for populations living in communities that are disadvantaged.

This supports the broader goals of environmental justice by making sure federal funds are spent on Climate Action and Pollution Reduction projects that have a commitment to strong labor standards, creating stronger communities where worker, employer, and community needs are collectively met. Characteristics of a good job include strong wages and family-sustaining benefits; worker empowerment and neutrality with respect to union organizing and collective bargaining; work environments that promote worker health and safety; job security; equitable workforce development pathways and opportunities for career advancement; and supportive services, such as childcare and transportation, to support individuals that face barriers to employment; among others. When considering how to support job quality, EPA encourages applicants to review the eight Good Jobs Principles developed by the U.S. Department of Labor and Department of Commerce. The Department of Labor has produced several resources that help potential applicants understand the Good Jobs Principles and implement them through federal funding programs including: Good Jobs in Federal Investments: A Toolkit for Employers, Workers, and Government; Good Jobs Initiative Job Quality Check List; Good Jobs in Federal Investments: Data and Reporting Appendix.

Grant funding for construction projects under this program is subject to Davis Bacon and Related Acts prevailing wage laws as provided in Section 314 of the Clean Air Act. Beyond this requirement, applicants are encouraged to articulate additional strategies they will use to deliver on the goals outlined above, including ensuring high labor standards and a diverse workforce to benefit the local community where the EPA funded work is taking place. These commitments should be concrete, specific, and measurable rather than vague statements, and may be integrated into EPA's agreement with the recipient through programmatic terms and conditions.

Appendix F. Track I and II Outputs and Outcomes

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The term “output” means an environmental activity, effort, and / or associated work product related to an environmental / public health goal and objective that will be produced or provided over a period or by a specified date. Outputs may be quantitative or qualitative but must be measurable during the assistance agreement funding period.

The term “outcome” means the result, effect, or consequence that will occur from carrying out an environmental / public health program or activity that is related to an environmental / public health programmatic goal or objective. Outcomes may be environmental, behavioral, health-related, or programmatic in nature, but must be quantitative. They may not necessarily be achievable within the assistance agreement funding period.

Examples of expected outputs and outcomes for the Track I and II awards under this NOFO include but are not limited to the following as applicable depending on the strategies and projects in the application. Applicants may identify additional outputs and outcomes as relevant to their specific strategies and projects in their application.

Track I Output and Outcome Examples

| Strategy | Output Examples | Outcome Examples |
|---|--|---|
| Climate Action Strategies | | |
| Strategy 1: Green Infrastructure and Nature-based Solutions | <ul style="list-style-type: none"> ▪ Coastal green infrastructure projects, including blue-green trails (#) ▪ Green / complete streets, sidewalks, bus stops (#) ▪ Green / cool roofs (#) ▪ Area of impermeable surfaces replaced with vegetation (acres) ▪ New parks and / or public green space developed (acres) ▪ New shade tree canopy (square footage, # of shade trees planted) ▪ Area under implementation of low tillage / composting practices (acres) ▪ New community gardens and greenhouses (#) | <ul style="list-style-type: none"> ▪ Increased green space as measured by square footage of added greenspace ▪ Increased resilience to extreme weather and climate conditions as measured by reduction in flash flooding events, improved groundwater recharge, and cooler ambient temperatures during heat waves ▪ Increased community resilience as measured by reduced damage and recovery costs for infrastructure, property, and cultural resources |
| Strategy 2: Mobility and Transportation Options for Preventing Air Pollution and Improving Public Health and Climate Resilience | <ul style="list-style-type: none"> ▪ New EVs, bikes / electric bikes, and other low-and-zero emissions vehicles that are available via carsharing / bike sharing programs (#) | <ul style="list-style-type: none"> ▪ Reduced air pollution from transportation (e.g., GHG reductions, reduced number of days with unsafe air quality for vulnerable populations) ▪ Increased use of public transportation services and |

| | | |
|--|---|--|
| | <ul style="list-style-type: none"> ▪ Streets improved to encourage walkability, bike-ability, and transit use (#, miles) ▪ EVs that can be used as backup power in lieu of diesel generators (#) | <p>programs that promote electric vehicles, car sharing, and bike sharing</p> |
| Strategy 3: Energy-efficient, Healthy, Resilient Housing and Buildings | <ul style="list-style-type: none"> ▪ Home energy audits performed (#) ▪ Air sealings completed (#) ▪ Homes insulated (#) ▪ Natural gas appliances replaced with electric equivalents (#) ▪ Mobile homes retrofitted with solar panels and storage (#) ▪ Electrification, weatherization, and HVAC upgrades / replacements of low-income houses, apartments, small businesses, and other community buildings (#) ▪ Energy efficient home-heating appliances installed (#) ▪ Homes or units converted to electric heating (#) | <ul style="list-style-type: none"> ▪ Lower consumption of home heating fuels (propane, heating oil, natural gas, and wood) and reduction in associated climate pollutants (e.g., black carbon, methane, CO₂), as well as ambient and indoor emissions of Hazardous Air Pollutants and PM_{2.5}. ▪ Decreased incidence of asthma |
| Strategy 4: Microgrid Installation for Community Energy Resilience | <ul style="list-style-type: none"> ▪ Renewable energy capacity installed (MW) ▪ Battery storage installations (MWh) ▪ GHG emissions reductions (ton CO₂) | <ul style="list-style-type: none"> ▪ Enhanced resilience during extreme weather events as measured by fewer power disruptions ▪ Increased number of homes connected to a resilient power source |
| Strategy 5: Community Resilience Hubs | <ul style="list-style-type: none"> ▪ Space built or converted into a community resilient hub (square ft) ▪ Disaster preparedness trainings delivered (#) ▪ Stormwater management flood preparedness training delivered (#) | <ul style="list-style-type: none"> ▪ Enhanced physical safety during natural disasters as measured by the number of hospitalizations and lives lost among vulnerable populations ▪ Increased community awareness of emergency preparedness |
| Strategy 6: Brownfield Redevelopment | <ul style="list-style-type: none"> ▪ Impervious surface reduced (square footage) ▪ Community meetings to involve impacted residents (#) ▪ Green demolition activities to support adaptive reuse or new construction (#) ▪ Shade trees planted (#) and new vegetation (square footage) | <ul style="list-style-type: none"> ▪ Square footage of space redeveloped for resilience purposes, such as heat-reducing shade ▪ New economic opportunities created through the redevelopment of previously polluted land (e.g., number of business or low-income housing units) |

| | | |
|--|---|---|
| Strategy 7: Waste Reduction and Management to Support a Circular Economy | <ul style="list-style-type: none"> ▪ Waste diverted from landfills (pounds / tons) ▪ Waste recycled (pounds / tons) ▪ Food waste composted (pounds / tons) | <ul style="list-style-type: none"> ▪ Cleaner communities with less trash / waste on land and in waterbodies as measured by litter surveys ▪ Reduced food waste and associated emissions as measured by weight of compost diverted from landfills |
| Strategy 8: Workforce Development Programs for Occupations that Reduce Greenhouse Gas Emissions and Air Pollutants | <ul style="list-style-type: none"> ▪ Individuals in disadvantaged communities that participate in workforce training in sectors related to GHG emissions and air pollution reduction who are currently unemployed, under-employed, or face employment barriers (#) ▪ People in disadvantaged communities hired and retained into high-quality jobs to reduce air pollution and GHG emissions based on participation in a workforce training program (#) ▪ Individuals who receive wages / stipends and supportive services delivered to enable community members' participation in workforce training programs (# individuals receiving such wages / stipends) | <ul style="list-style-type: none"> ▪ Increased literacy among community members about environmental sectors and skills required to pursue these jobs ▪ Increased number of high-quality workforce training programs, such as pre-apprenticeship and Registered Apprenticeship, in disadvantaged communities ▪ Increased wages, benefits, job quality, and job security for participants in workforce training programs |
| Alaskan-specific Climate Action Strategies | <ul style="list-style-type: none"> ▪ Renewable generation capacity installed (MW) ▪ Fuel storage facilities repaired (#) ▪ Greenhouses constructed (#) ▪ Portable micro-water treatment systems installed (#) | <ul style="list-style-type: none"> ▪ Improved water and soil quality so water / land can be used for Alaskan Native traditional uses ▪ Increased access to energy sources with low air pollution and carbon emissions ▪ Protection of cultural resources including environmental habitats |
| Pollution Reduction Strategies | | |
| Strategy 1: Indoor Air Quality and Community Health Improvements | <ul style="list-style-type: none"> ▪ [Type of] trainings implemented (#) ▪ Classrooms with air cleaners (#) ▪ Houses / schools with upgraded / improved HVAC systems (#) ▪ Homes in which moisture issues have been addressed (#) ▪ Wood appliance upgraded or replaced (#) | <ul style="list-style-type: none"> ▪ Increased public and environmental health literacy ▪ Decreased incidence of asthma symptoms as measured by doctor visits or school nurse visits for asthma symptoms ▪ Reduced exposure to radon and risk of developing radon-induced lung cancer |
| Strategy 2: Outdoor Air Quality and Community Health Improvements | <ul style="list-style-type: none"> ▪ Clean air zones or low-emission zones created (#) | <ul style="list-style-type: none"> ▪ Increased public and environmental health literacy |

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|--|---|---|
| | <ul style="list-style-type: none"> ▪ Abandoned oil / gas wells plugged (#) ▪ Toxic play surfaces replaced (#) ▪ Community monitoring and alert systems installed to alert households to increasing pollution levels (#) ▪ Wildfire smoke preparedness trainings delivered (#) | <ul style="list-style-type: none"> ▪ Reduced exposure to PM, carbon dioxide, VOCs, ozone, nitrogen dioxides, and toxics. ▪ Increased skill development and improvements in community capacity to independently assess air pollution reduction options |
| Strategy 3: Clean Water Infrastructure to Reduce Pollution Exposure and Increase Overall System Resilience | <ul style="list-style-type: none"> ▪ Clean water fountains installed in schools / parks (#) ▪ Full lead service lines replaced for low-income homes (miles) ▪ Private wells tested for PFAS (#) ▪ Stormwater management / flood preparedness trainings delivered (#) ▪ Water efficiency systems installed (e.g., drought mitigation systems, rain capture installations) (#) | <ul style="list-style-type: none"> ▪ Decreased levels of water contamination and pollution as measured by boil water advisories, lead poisoning, or water quality monitoring results ▪ Increased availability of clean, safe drinking water |
| Strategy 4: Safe Management and Disposal of Solid and Hazardous Waste | <ul style="list-style-type: none"> ▪ Lead paint remediations completed (#) ▪ Tires diverted from landfills / the environment to disposal facilities (#, weight) ▪ Neighborhoods / cities / residents served through residential waste composting / chipping program (#) ▪ Waste transfer, material reuse, and / or recycling stations installed in underserved communities (#) | <ul style="list-style-type: none"> ▪ Decreased exposure to toxics and hazardous chemicals ▪ Reduced odors and pathogens ▪ Increased residential waste composting |
| Strategy 5: Eliminate Harmful Chemicals through Product Replacements | <ul style="list-style-type: none"> ▪ Conventional products replaced with Safer Choice-certified or other EPA recommended products (#, volume, customers impacted) ▪ Units of PFAS food contact materials replaced (#) | <ul style="list-style-type: none"> ▪ Reduced exposure to hazardous chemicals for those who live and work in and near places with chemical use and application |
| ANCSA-Specific Pollution Reduction Strategies | <ul style="list-style-type: none"> ▪ Homes served with micro-water treatment systems (#) ▪ Planning documents and Environmental Information Document created (#) ▪ Site assessments and initial cleanups completed (#) | <ul style="list-style-type: none"> ▪ Improved water and soil quality so water / land can be used for Alaskan Native traditional uses ▪ Protection and preservation of cultural resources including environmental habitats |

| | | |
|--|---|--|
| | <ul style="list-style-type: none"> ▪ Reduced exposure to harmful chemicals and pollutants on Alaskan Native lands through remediation of contaminated lands and buildings (acres of land, # buildings) | |
|--|---|--|

Track II Output and Outcome Examples

Outputs

- New policies developed and implemented in response to community recommendations (e.g., through a new advisory council, participatory budgeting) (#)
- Community benefits agreements or memoranda of understanding signed (#)
- Number of community residents who complete a training that builds their capacity to participate in government processes (#)
- Amount of new funding allocated to benefit disadvantaged communities (dollars)
- Number of residents who participate in a community-based participatory research initiative that informs a government process and / or priority (#)
- Research products published with data reflecting community opinions and preferences (#)
- Number of educational forums and / or meetings held between governmental officials and community members (#)

Outcomes

- Increased involvement of individuals from disadvantaged communities in local, state, federal and other governmental environmental public processes
- Expanded knowledge of local, state, federal and other governmental environmental public processes among disadvantaged communities
- Stronger relationships and trust between disadvantaged communities and government entities on matters relating to environmental protection
- More transparent processes for governmental decision-making on environmental protection policies and greater governmental focus on inclusivity
- Increased accountability and community input into governmental decision-making on environmental protection policies
- More informed decisions made, and environmental actions taken, by government bodies to benefit disadvantaged communities
- Enhanced capacity in disadvantaged communities to be involved in local, state, federal, and other governmental environmental public processes
- Increased funding to enable disadvantaged communities to address environmental and climate justice issues
- New environmental or climate policies developed to be responsive to community needs

Appendix G. Budget Template

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(This template is optional, and applicants may use a different format for the template).

| Category | Description | Total |
|---|-------------|-------|
| Personnel | | |
| Fringe Benefits | | |
| Travel | | |
| Equipment | | |
| Supplies | | |
| Contractual | | |
| Construction | | |
| Other (separate by participant support costs, subawards, and other costs) | | |
| Total Direct Costs (sum of the above categories) | | |
| Indirect Costs | | |
| Total Project Costs (sum of direct and indirect costs) | | |
| | | |

Guidance for Budget Template

The budget template is an attachment to the application and does not count toward the Project Narrative's page limit as described in Section IV of the NOFO. Applicants should include applicable rows of costs for each budget category in their budget template to accurately reflect the proposed application budget for each year of the grant. EPA provides detailed guidance on budget development in the Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance, but applicants may use other forms instead of this template as long as total costs per category (and specific descriptions of costs) are included.

Applicants must itemize costs related to personnel, fringe benefits, travel, equipment, supplies, contractual costs (including acquisitions of intangible property), construction, and other costs (including subawards and participant support costs) as direct costs. Direct costs plus the indirect costs equal the total project costs. Descriptions of these cost categories are below. Applicants should be aware that if their projects include using federal funds to purchase goods, products, and materials on any form of construction, alteration, maintenance, or repair of infrastructure in the United States, they must comply with the Build America, Buy America Term and Condition if they are selected for an award.

To facilitate consideration of an application for partial funding, EPA recommends that applicants separate costs for financial assistance in the program budget by project category, to the extent practicable.

- **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 program (paid employees of the applicant organization as reflected in payroll tax records). Personnel costs do not include: (1) costs for services of contractors (including individual consultants), which are included in the "Contractual" category; (2) costs for employees of subrecipients under subawards or non-employee program participants (e.g., interns or volunteers), which are included in the "Other" category; or (3) effort that is not directly in support of the proposed program, which may be covered by the organization's negotiated indirect cost rate. The budget table 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 may include, but are not limited to, the cost of leave, employee insurance, pensions, and unemployment benefit plans. If the applicant's fringe rate does not include the cost of leave, and the applicant intends to charge leave to the agreement, it must provide supplemental information describing its proposed method(s) for determining and equitably distributing these costs.
- **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 program (e.g., site visits); related to proposed program activities (e.g., attendance at community engagement meetings); or for a technical training or workshop that supports effective implementation of the program activities (e.g., consumer awareness activities). Only include travel costs for employees in the travel category. Travel costs do not include: (1) costs for travel of contractors (including consultants), which are included in the "Contractual" category; or (2) travel costs for employees of subrecipients under subawards and non-employee program participants (e.g., trainees), which are included in the "Other" category. Further, travel does not

include bus rentals for group trips, which would be covered under the “Contractual” category. Finally, if the applicant intends to use any funds for travel outside the United States, it must be specifically identified. All proposed foreign travel must be approved by EPA’s Office of International and Tribal Affairs prior to being taken.

- **Equipment** - Identify each item to be purchased that 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 that are not included in the purchase price for the equipment. These types of proposed costs must be included in the “Other” category. Items with a unit cost of less than \$5,000 must be categorized as supplies, pursuant to 2 CFR § 200.1. The budget table must include an itemized listing of all equipment proposed under the program. If installation costs are included in the equipment costs, labor expenses shall be itemized with the detailed number of hours charged and the hourly wage. If the applicant has written procurement procedures that define a threshold for equipment costs that is lower than \$5,000, then that threshold takes precedence.
- **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 services, photocopy services, and rental costs must be included in the “Other” category.
- **Contractual** - Identify proposed contracts, specifying the purpose and estimated cost for typical contractual services and disaggregating any costs for acquisitions of intangible property. Contractual services (including 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. The EPA Subaward Policy and supplemental frequently asked questions have detailed guidance available for differentiating between contractors and subrecipients. Leased or rented goods (equipment or supplies) must be included in the “Other” category. EPA does not require applicants to identify specific contractors, but if an applicant does so they must demonstrate that the contractor was selected in compliance with competitive procurement requirements in 2 CFR Parts 200 and 1500. Subcontracts are not subawards and belong in the “Contractual” category.

In the budget description, the applicant should list the proposed contract activities along with a brief description of the anticipated scope of work or services to be provided, proposed duration, and proposed procurement method (competitive or non-competitive), if known. Any proposed non-competed / sole-source contracts more than the applicant’s 2 CFR § 200.320(a) micro-purchase threshold (generally \$10,000) must include a justification. Note that EPA rarely accepts proposed sole source contracts for goods and services (e.g., consulting) that are widely available in the commercial market absent a copyright, patent, or equipment warranty requirement or similar restriction that establishes that only one source can provide the necessary good or service; unique qualifications or long-standing relationships with a grantee do not provide an adequate basis for a sole source contract. Applicants must provide the aggregate amount they propose to issue as acquisitions of intangible property as a separate line item in the “Contractual” category. Refer to the EPA Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements for EPA’s policies on competitive procurements and encouraging the use of small and disadvantaged business enterprises.

- **Construction.**

Include costs for activities that fall under the definition of construction in EPA's Small and Disadvantaged Business (DBE) rule at 40 CFR 33.103 which defines construction as "... erection, alteration, or repair (including dredging, excavating, and painting) of buildings, structures, or other improvements to real property, and activities in response to a release or a threat of a release of a hazardous substance into the environment, or activities to prevent the introduction of a hazardous substance into a water supply." (Emphasis added). As stated on p. 32 of the **Interim General Budget Development Guidance for Applicants and Recipients of EPA Financial Assistance mentioned above:**

Construction costs may include site preparation, demolishing and building facilities, making permanent improvements to facilities or other real property, major renovations of existing facilities, remediation of contamination and related architectural or engineering services. With very few exceptions, recipients carry out construction projects by hiring contractors which typically include a general contractor and an architectural or engineering firm for design work and in some cases purchasing equipment for installation at the site.

Construction costs are to be categorized on the SF 424A budget table as follows:

1. Anticipated costs for hiring general contractors and other contractors performing activities described in the DBE Rule's definition of Construction will be categorized as "Construction".
 2. Anticipated costs for pre-construction architectural and engineering Services as defined in the DBE rule for design and specifications documents will be categorized as "Contractual".
 3. Anticipated costs for separately purchased Equipment as defined in the DBE Rule that will be installed in a facility or used to remediate contamination will be categorized as "Equipment".
 4. Anticipated costs for land acquisition or relocation assistance paid to individuals or businesses will be categorized as "Other".
- **Other** - List each item in sufficient detail for EPA to determine the reasonableness and allowability of the cost. This category should include only those types of direct costs that do not fit in any of the other budget categories including subawards, participant support costs, and additional costs (e.g., insurance, costs for acquiring real property, rental / lease of equipment or supplies, equipment service or maintenance contracts, and printing or photocopying).
 - **Subawards** - 2 CFR § 200.1 defines a subaward as "an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a federal award received by the pass-through entity." 2 CFR § 200.1 defines a Pass-through entity as "a non-federal entity that provides a subaward to a subrecipient to carry out part of a federal program" and a Subrecipient as "an entity...that receives a subaward from a pass-through entity to carry out part of a federal award; but does not include an individual that is a beneficiary of such award." Identify each major subaward including those with the Collaborating Entities. Applicants must show the individual and aggregate amounts they propose to issue as subawards. Additional guidance is available in the EPA Subaward Policy and below.
 - **Participant Support Costs** - 2 CFR § 200.1 defines participant support costs as "direct costs for items such as stipends or subsistence allowances, travel allowances, and registration fees paid to or on behalf of participants or trainees (but not employees) in connection with conferences, or training

projects.” EPA regulations at 2 CFR § 1500.1(a)(1) expands the definition of participant support costs to include “[S]ubsidies, rebates, and other payments to program beneficiaries to encourage participation in statutorily authorized environmental stewardship programs.” Additional guidance is available in the EPA Guidance on Participant Support Costs.

Indirect Costs

If indirect costs are budgeted, indicate the approved rate and distribution 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. Indirect costs must be based on a rate approved by the applicant’s cognizant federal agency, or the 10% de-minimus rate authorized by 2 CFR § 200.414(f). Additional indirect cost guidance is available in Indirect Cost Guidance for Recipients of EPA Assistance Agreements and in Section VI.u, “IDC Competition Clause,” of the EPA Solicitation Clauses.

Notwithstanding this, indirect costs have been capped as described below based on a deviation approved per 2 CFR 200.414:

Limitation on indirect costs for grants and cooperative agreements

- a. In general: Except as otherwise provided by statute, indirect costs charged against any grant and / or cooperative agreement awarded under this NOFO shall not exceed 20 percent of the total amount of the federal award.
- b. Exception: Subsections (a) and (c) shall not apply to Indian Tribes as defined in section 302(r) of the Clean Air Act who serve in the role of direct recipient and / or subrecipient under the program or to Intertribal consortia that meet the requirements of 40 CFR 35.504(a) and (c) even if the Intertribal consortia is eligible for funding as a Community Based Nonprofit Organization.
- c. Treatment of subawards: In the case of a grant and / or cooperative agreement described in subsection (a), the limitation on indirect costs specified in such subsection shall be applied to both the initial direct assistance award amount and any subaward of the federal funds provided under the initial assistance award so that the total of all indirect costs charged to each of the federal awards (i.e., both the initial direct assistance award amount and any subawards) funded under the initial assistance award does not exceed such limitation. As provided in 2 CFR 200.332(a)(2) pass-through entities are responsible for ensuring compliance with the indirect cost limitation by their subrecipients.

Note: This limit does not extend to indirect costs on procurement contracts.

Appendix H. Alaska Tribal Lands Target Investment Area

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As noted in Section II.B, this NOFO includes a Target Investment Area for projects benefitting Alaska Tribal lands that are defined as disadvantaged communities in Appendix A. Under this Target Investment Area, EPA is accepting applications that include projects focusing on the clean-up of contaminated lands conveyed through the Alaska Native Claims Settlement Act (ANCSA).

Applications submitted by eligible applicants including Alaska Native Villages (ANVs), Alaska Native Nonprofit Organizations, and Alaska Native Nonprofit Associations for the Alaskan Target Investment Area must include, like all other Track I applications, at least one Climate Action Strategy and at least one Pollution Reduction Strategy and meet the other Track I application requirements in Section I.G of the NOFO, to be eligible for funding. Applicants are not limited to a single project activity under a strategy and may select several project activities associated with a strategy. Note that the for-profit Alaska Native Corporations are not eligible to be Lead Applicants or Statutory Partners for this NOFO. The Climate Action and Pollution Reduction Strategies addressed in applications for the Alaskan Target Investment Area can address either the Climate Action and Pollution Reduction Strategies (and project activities referenced in Appendices C and D) in Section I.G, or any specific Alaskan ones described below under paragraphs 1 and 3. EPA strongly encourages applications that include Pollution Reduction strategy projects to clean up contaminated lands conveyed through ANCSA as addressed in Section 1 below. Consistent with this priority, EPA anticipates making a minimum of 5 awards for high-ranking applications that include projects to assess and/or clean up contaminated lands conveyed under ANCSA in furtherance of the federal government's interest in addressing this historic injustice as noted in Sections II.B and V.E.

1. ANCSA-Specific Pollution Reduction Strategy and Associated Project Activities

This section describes project activities specific to the assessment and cleanup of sites covered by the Contaminated ANCSA Lands Assistance Program. The specific requirements that apply to ANCSA cleanup projects are below.

ANCSA was enacted in 1971 to settle aboriginal claims to public lands through the conveyance of 46 million acres of land to Alaska Native regional and village corporations and the transfer of one billion dollars from the state and federal governments as compensation for lands which could not be returned to Alaska Native ownership. Many of the lands promised and conveyed to corporations pursuant to the settlement in ANCSA were contaminated. The contaminants on some of these lands—which include arsenic, asbestos, lead, mercury, pesticides, polychlorinated biphenyls, and petroleum products—pose health and other concerns to Indigenous Alaskans and communities and are present in quantities above state and federal clean-up levels, negatively impacting subsistence resources and hampering cultural, social, and economic activities.

In 2023, EPA initiated a new Contaminated ANCSA Lands Assistance Program (ANCSA Program) to assist with addressing contamination on lands conveyed pursuant to ANCSA and provide funding to (1) characterize, assess, and conduct planning and community involvement activities related to these lands and (2) to carry out cleanup activities at ANCSA sites contaminated at the time of conveyance. The statutory authority for the ANCSA Program (Public Law 117-328) states that recipients of grants awarded under the ANCSA Program may use the funding to “. . . supplement other funds provided by the Environmental Protection Agency through individual media or multi-media grants or cooperative agreements.”

Eligible ANCSA project activities:

- Conducting Planning and Developing Site Plans:
 - Planning and site plan development for individual contaminated sites.
 - Where multiple sites are connected through location, infrastructure, or economic, social, and environmental conditions, planning and site plan development can take an area-wide approach for multiple sites. Applicants must demonstrate how work conducted at several sites will benefit the primary site selected for investment. Project Area requirements are outlined in I.D of the NOFO but may be waived for purposes of coordinated cleanup.

- Conducting Site Assessments and Related Activities:
 - Conducting site assessment and sampling activities
 - Developing a Health and Safety Plan, Quality Assurance Project Plan and / or Sampling Plan prior to conducting any environmental sampling and analysis (a requirement for any projects conducting sampling).
 - Submitting samples for analysis to an EPA accredited laboratory. Analytical costs from evaluating site samples.
 - Developing a report of the sample results and conclusions based on analysis (i.e., Conceptual Site Model, Assessment report, Site Inspection or Sampling Summary Report).
 - Supporting planning for future cleanup activities such as analysis of cleanup alternatives.

- Conducting Initial Cleanup Activities:
 - Developing a site cleanup approach and documenting the approach in a Site Cleanup Plan to include agreed upon cleanup endpoints, aligned with Alaska Department of Environmental Conservation (ADEC) cleanup process.
 - If necessary, procuring contract services to conduct cleanup activities such as contaminated material removal, sampling, or health and safety monitoring.
 - Conducting environmental confirmation sampling post-cleanup activities to determine if further action is required. If necessary, planning for next phase of site cleanup.
 - Developing a report documenting removal and / or cleanup activities.

- Conducting Community Engagement Activities:
 - As noted in Section I of the NOFO, all applicants are required to develop a Community Engagement Plan. Effective community engagement is vital to working effectively with Alaska Native communities. Therefore, for ANCSA-related cleanup projects, Community Engagement Plans should include community engagement activities and / or development of culturally sensitive protocols for project implementation of cleanup activities.
 - Costs of conducting community engagement activities, including training for workforce development, youth engagement, elder engagement in documentation of Traditional Knowledge, and other costs associated with meaningfully engaging the community in the project can be included in the proposal budget.

- Compiling Information to Use to Comply with NEPA
 - The projects funded under this NOFO do not require Environmental Information Documents (EID) because EPA awards under this NOFO are not subject to the National Environmental Policy Act (NEPA), under Section 7(c) of the Energy Supply and Environmental Coordination Act of 1974 (15 U.S.C. 793(c)(1)). However, applicants may seek funding to prepare EIDs as needed to comply with NEPA in connection with other federal grant-funded projects in Alaska. EPA awards under the ANCSA program, for example, are subject to NEPA, as are programs funded by other federal agencies.

Additional Eligibility Requirements for ANCSA-related projects and activities:

Applicants proposing ANCSA-related cleanup projects must provide the following documentation of eligibility in their application. Failure to do so may render the application ineligible for funding. Specifically, applicants must provide the following site-specific information for where the cleanup activities will be performed, demonstrating that the site:

- was conveyed pursuant to ANCSA;
- was contaminated by hazardous substances, pollutants, contaminants, or petroleum at the time of conveyance; and
- is listed on the interim EPA inventory of Contaminated ANCSA Lands (for more information on EPA's interim inventory and program related to cleaning up contaminated lands conveyed pursuant to ANCSA, visit EPA Region 10's [website](#)).
- If the applicant is not the owner of the contaminated site(s) to be addressed, EPA will require proof that the landowner will provide access to the site and supports taking action to address contamination.

2. General Alaskan Pollution Reduction Strategies

In addition to the ANCSA land contamination projects identified above, applicants for the Alaskan Tribal Lands Target Investment Area may include Pollution Reduction Strategies as identified in Section I.G of the NOFO.

3. Alaska-Specific Climate Action Strategies

Below are examples of additional Alaska-specific Climate Action Strategies and project activities that may be included in applications for the Alaskan Tribal Lands Target Investment Area, which are in addition to the Climate Action Strategies described in Section I.G of the NOFO.

- Community energy resilience, which may include activities such as:
 - Multi-energy systems including renewable (solar, wind, etc.) and traditional (bulk fuel) sources to increase resilience during extreme events and support a clean energy transition.
 - Power system projects, including renewable energy projects, and the construction, repair, and maintenance of fuel storage facilities in rural areas.
- Improving human health and climate resilience, which may include activities such as:
 - Construction of greenhouses that enable sustainable food growth that can promote healthy foods, food accessibility, and food availability.
 - Food storage facilities to enable sustainable access to traditional foods to support places where permafrost degradation is destroying traditional ice cellars. New food storage facilities may be constructed to support the access and availability of traditional foods. Selection of this project component must include a permafrost mitigation strategy.
 - Projects to support new and improved access points to traditional food resources, such as construction of new fishing docks or river / lake boat ramps to allow for improved fishing opportunities in places that have a high reliance on traditional foods, where climate change has degraded access and availability of food sources.
- Permafrost degradation management strategies that may include strategies such as:
 - Source water protection (impacts from landfills, thawing of permafrost, and potential impacts to traditional drinking water sources as well as established drinking water systems).

- Portable micro-water treatment systems applicable to those impacted by emergencies which impact drinking water systems, with the ability to treat water until system repairs are complete or new systems built.
- Manage and monitor contamination impacting land, food, and water backhaul / removal of waste materials not suitable for disposition in permitted landfills in Alaska.
- Climate emergency management and response strategies that may include activities such as:
 - Purchase of emergency response cargo containers with materials ready to deploy, including four-wheeler, snowmachine, communications, temporary office location, boat, oil spill response materials, smoke management equipment, etc.
 - Development of emergency alert and warning systems for wildfires, flooding and other emergencies stemming from climate change.
- Nature-based resilience strategies that may include activities such as:
 - Restoration of natural systems to help protect coastal communities from the impacts of storms, floods, and other natural hazards.
 - Storm damage prevention and reduction, coastal erosion, and ice and glacial damage stemming from climate change.