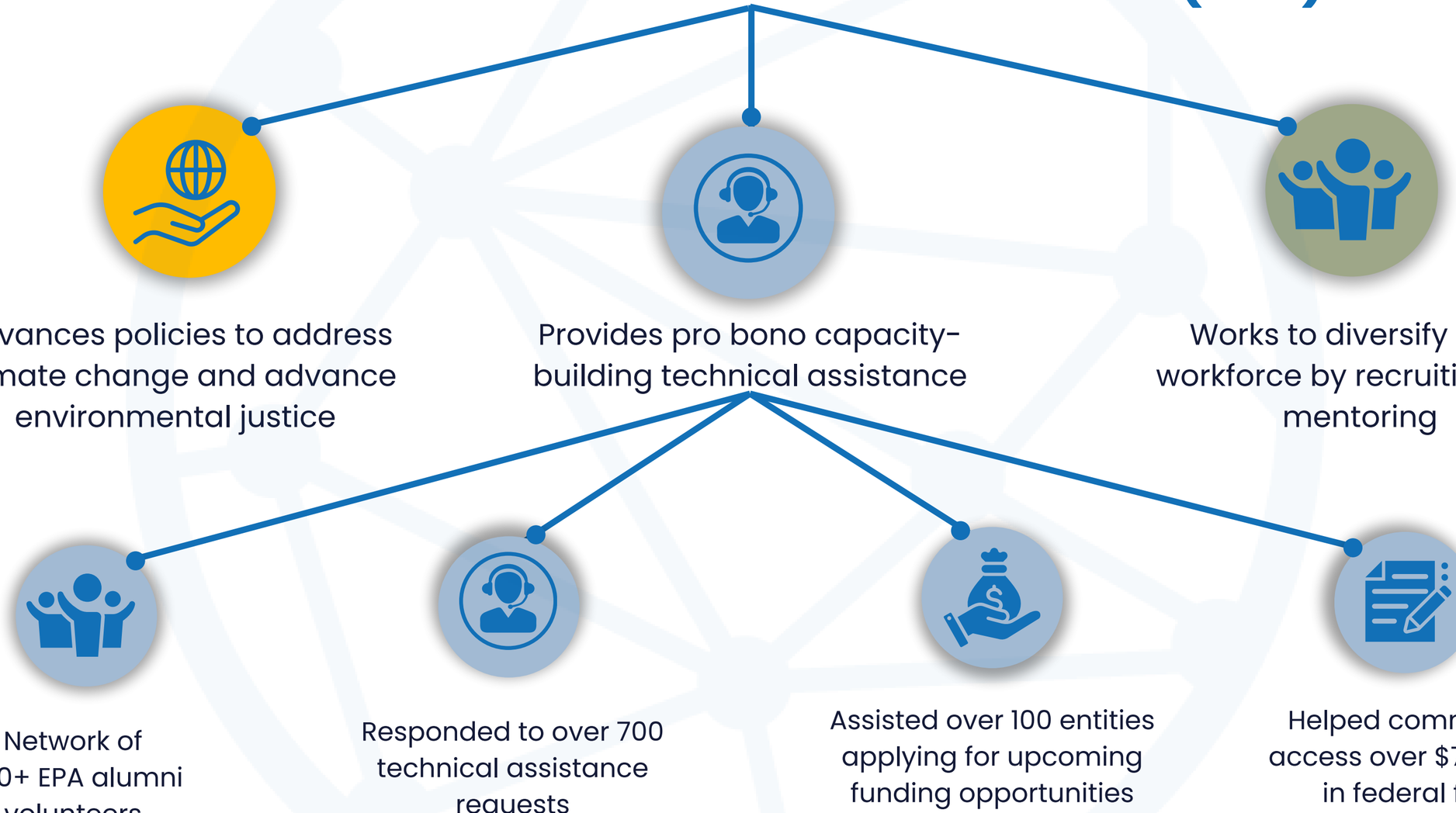
Environmental Protection Network

COMMUNITY CHANGE GRANTS PROGRAM

APPLICATION GUIDELINES

Visit Our Website
environmentalprotectionnetwork.org

Environmental Protection Network (EPN)



Advances policies to address climate change and advance environmental justice

Provides pro bono capacity-building technical assistance

Works to diversify EPA's workforce by recruiting and mentoring

Network of 650+ EPA alumni volunteers

Responded to over 700 technical assistance requests

Assisted over 100 entities applying for upcoming funding opportunities

Helped communities access over $7.5 million in federal funds

EPN's Pro Bono Capacity-Building Technical Assistance Team

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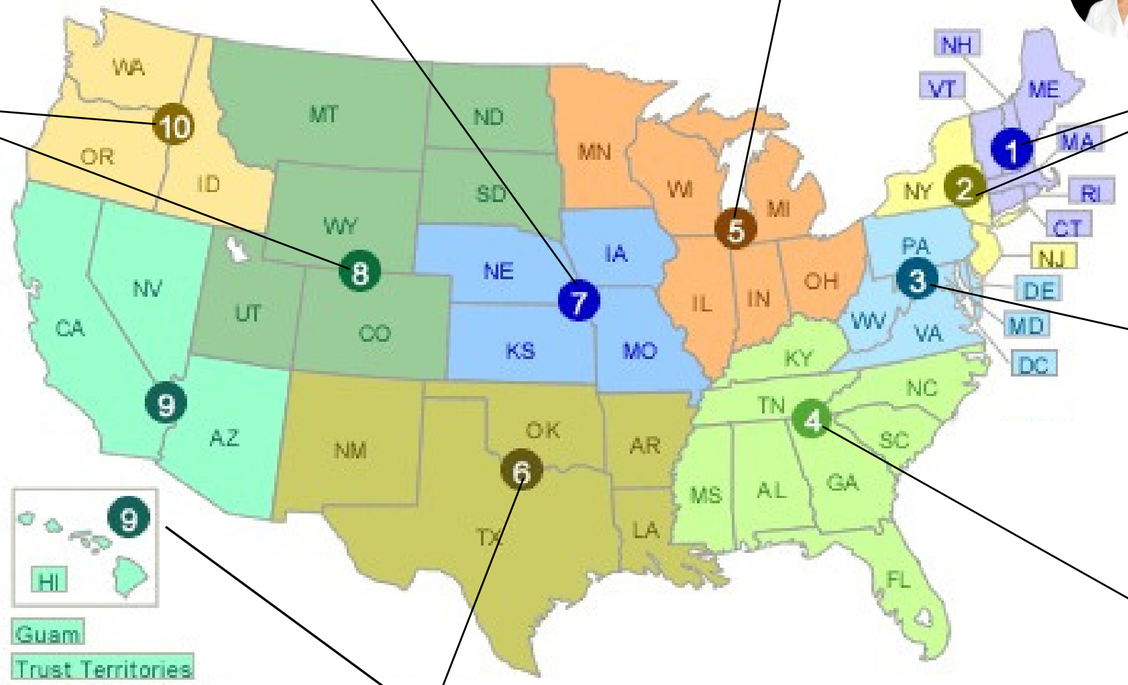
Region 7
Shonali Palacios

Region 5
Olivia Smith

Regions 1, & 2
Tribal Liaison
Davina Resto

Regions 8 & 10
Rudy



Region 3
Nora Ripley-Grant

Guam
Trust Territories
American Samoa
Northern Mariana Islands

Region 4
Sierra Taliaferro

Region 6 & 9
Mitchelle Mukeli

PR and US VI
Lizbeth García Conde

Community Outreach Manager
Kya Williams

Senior Grants Specialist
Génesis Sánchez

WHAT IS THE COMMUNITY CHANGE GRANTS PROGRAM?

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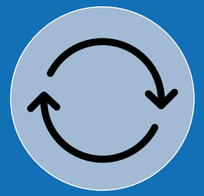
COMMUNITY CHANGE GRANTS

- Provides resources for community-driven projects
- Empowers communities and strengthens their capacity to drive positive change
- Invests in cross sectoral collaborations led by partners with deep expertise working with and serving disadvantaged communities
- Unlocks access to additional and more significant resources to advance environmental justice and climate justice
- Strengthens community participation in government decision-making

$2 billion to be awarded

Application deadline November 21, 2024 (if funding remains)



Rolling basis application

Project duration 3 years

Implementation grants

FUNDING AVAILABLE

TRACK I

$1.96 Billion
~150 applications

TRACK II

$40 Million
~20 applications

NOFO allows for a maximum of two applications by the Lead Applicant

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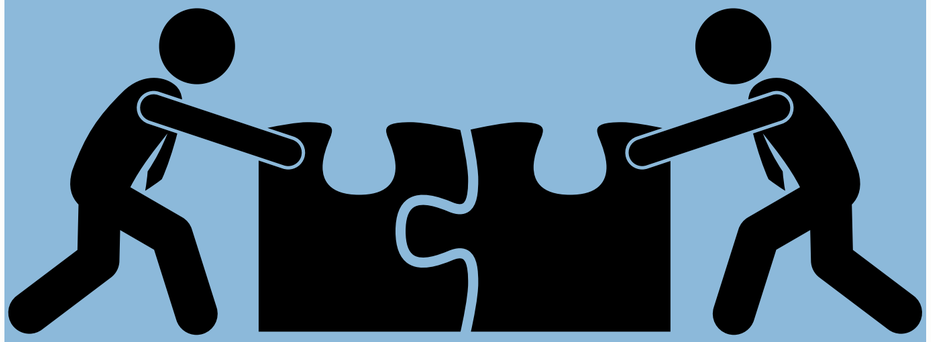
WHO CAN APPLY?

A partnership between two community-based organizations (CBOs)



A partnership between a CBO and one of the following:

- A federally-recognized Tribe
- A local government (counties, boroughs, parishes, municipalities, cities, towns, etc)
- An institution of higher education

Minority Serving Institutions are encouraged to participate:
Historically Black Colleges
Tribal Colleges and Universities
Other institutions

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WHAT IS A CBO?

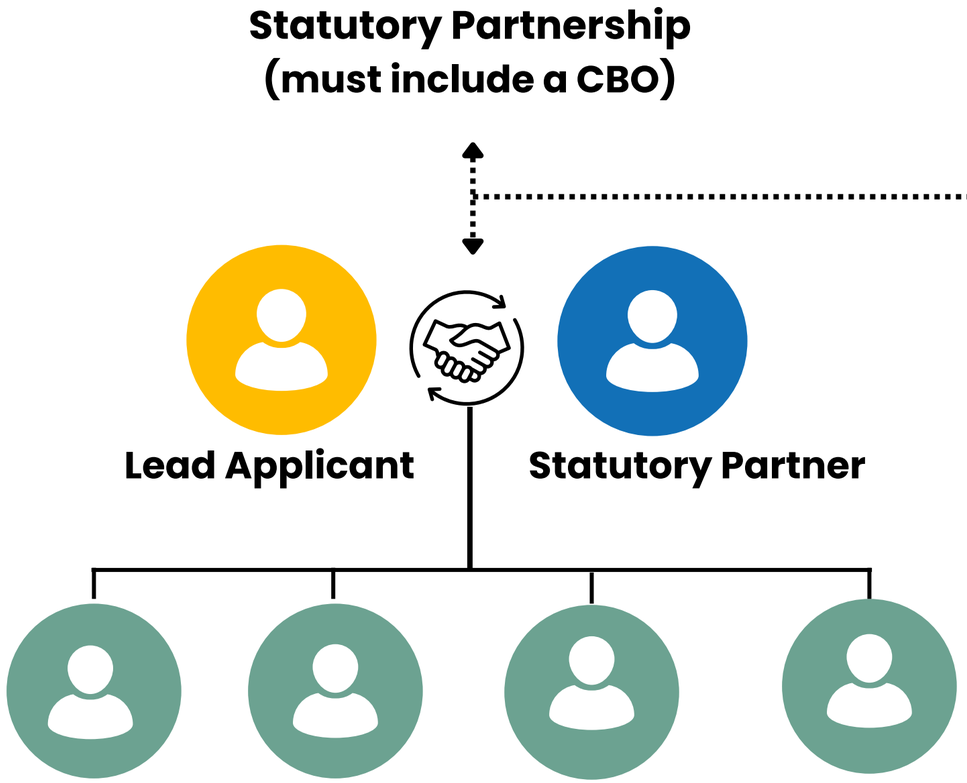
For eligibility purposes, a CBO must demonstrate that:

- It is a non-profit organization (charitable/public interest).
  - Tax-exempt 501 (c)(3) status
  - Incorporated as a nonprofit under state law
- Supports and / or represents a community and/or certain populations.
- Has a geographic presence or relationship with the community served.

IMPORTANT:

- **National or statewide non-profits may be elegible as a CBO.**
- **Alaska Native Nonprofits or Associations are considered CBOs.**
- **Intertribal Consortia may be able to qualify as CBOs.**

STATUTORY PARTNERSHIP



A **partnership agreement** must be signed between the Lead applicant and the Statutory Partner.

For-profit organizations or individual consultants cannot be a collaborating entity

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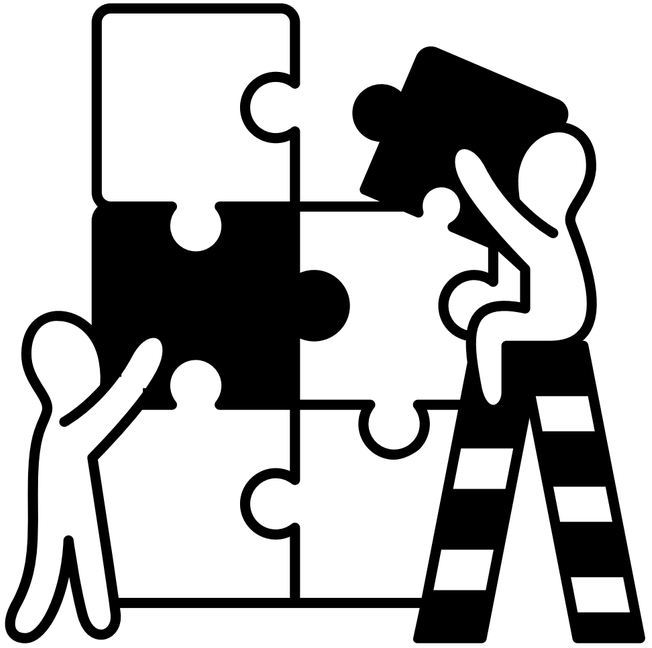
ROLES AND RESPONSIBILITIES

- **Lead Applicant:**
  - Responsible for the overall management, performance, oversight and reporting under the grant.
  - Takes financial responsibility for the award.
  - Responsible for compliance and legal issues.
- **Statutory Partner and Collaborating Entities:**
  - Become sub-awardees if the lead applicant is selected for a grant.
  - Carry out activities specified in the grant.
- **Collaborating Entities:**
  - May include state government, territorial governments, international organizations.



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TRACK I: COMMUNITY-DRIVEN INVESTMENTS FOR CHANGE

- Applications should:
  - Increase community resilience (must include at least one Climate Action Strategy).
  - Reduce pollution (must include at least one Pollution Reduction Strategy).
  - Create meaningful community engagement (from design to implementation).
  - Benefit residents of disadvantaged communities during and beyond the grant period.
  - Ensure project activities complement each other (maximize benefits).
- $10-20 million limit per award
- EPA expects to make ~150 Track I awards, including those under the Target Investment Areas.
- Strong applications will be invited to do an oral presentation.

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DISADVANTAGED COMMUNITIES

Any census block group that is at or above the 90th percentile when compared to the nation or state.

A farmworker community comprised of individuals with no fixed work address.

Any geographic area within Tribal Lands

A Disadvantaged Unincorporated Community (DUC)

Geographically Defined

Use the EPA IRA Disadvantaged Communities Map to identify your project area **These are concentrated investments!**

Project Area Map

Present in one contiguous and compact Project Area Map where each project will take place (multiple census blocks are allowed)

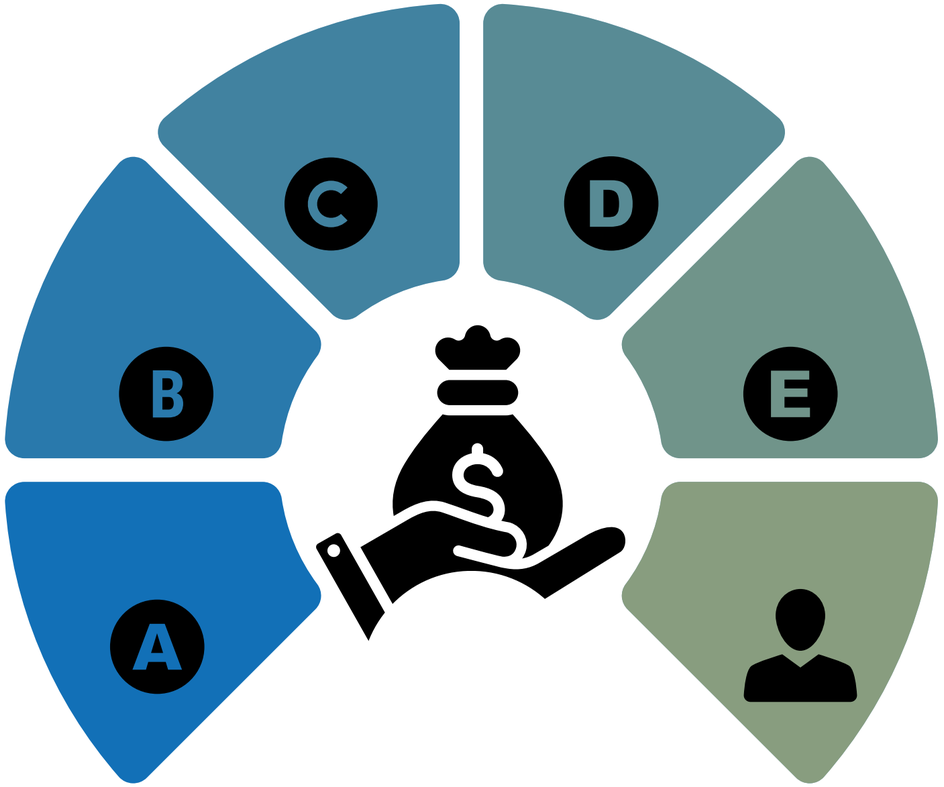
Project Area Map Requirements

Review Project Map Requirements on the Notice of Funding Opportunity Appendix A

Exception

Track II applications are not required to submit a Project Area Map

TRACK I TARGET INVESTMENT AREAS (TIAs)



Applications for these areas will be evaluated against each other!
An applicant does not need to identify as a Target Investment Area to be eligible.

- **TIA A**

  150 million: projects benefiting **Indian Tribes in Alaska**.

- **TIA B**

  300 million: projects benefiting **Tribal communities** in the other states.

- **TIA C**

  $50 million: projects benefiting disadvantaged communities in **US territories** of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Northern Mariana Islands.

- **TIA D**

  $50 million: projects benefiting **Disadvantaged Unincorporated Communities**, small and rural areas that lack fixed, legally determined geographic boundaries, such as Colonias.

- **TIA E**

  $100 million: non-Tribal disadvantaged communities 100 km north of **U.S.-Mexico border.**

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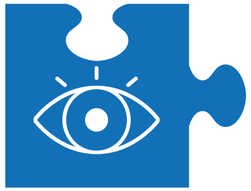
COMMUNITY CHANGE GRANTS
PROJECT WORKPLAN
TRACK I



Community Vision Description

Provide an overview of the community:

- Project area map
- Challenges faced
- Vision for short- and long-term impacts.

Selected Strategies

Identify and provide an overview of at least one **Climate Action Strategy** and one **Pollution Reduction Strategy.**

Explain:

- How will they be implemented?
- How are they responsive to the community challenges?

Community Engagement & Collaborative Governance Plan

Demonstrate how the project will be driven and implemented by communities.

Include a **Collaborative Governance Structure** with the roles and responsibilities of all parties.

Community Strength Plan

Explain how your project will enhance the **economic prosperity** of the communities served. You should anticipate and **address unintended displacement** consequences.

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COMMUNITY CHANGE GRANTS

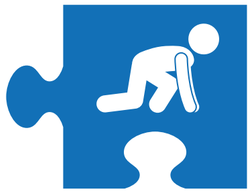
PROJECT WORKPLAN

TRACK I

(CONTINUATION)

Project Management, Capability and Capacity

Describe expected **outcomes** of the project. Explain how you will **track and measure success.** Highlight your experience, capabilities and resources to manage the award effectively.



Readiness Approach

Demonstrate that you will be ready to **start your project within 120 days** of the award. Demonstrate that your project is **feasible** and the impacts are **sustainable** beyond the grant period.

Compliance Plan

Describe how the grant will comply with **financial management,** internal controls, and other requirements, as well as **manage legal and compliance risks.**

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Climate Action Strategies

Your project must include at least one of these strategies.

01 Green Infrastructure and Nature-Based Solutions

Shade tree planting, stormwater projects, public parks and open spaces.

02 Mobility and Transportation

Installing bike lanes, walking paths, supplying low- or zero-emission transportation solutions.

03 Energy-Efficient, Healthy, and Resilient Housing and Building

Implementing energy efficiency measures such as insulation, “cool roofs,” retrofitting, and higher-efficiency upgrades.

04 Microgrid Installations

Construct microgrid infrastructure powered by low- and zero-emission renewable energy.

05 Community Resilience Hubs

Public-serving spaces that provide shelter and essential services during and emergency or disaster.

06 Brownfield Redevelopment

Revitalize brownfield sites that have already been cleaned up.

07 Waste Reduction and Management

Supporting circular economy activities such as efforts ro reduce food waste or to promote the reduction, reuse and recycling of materials.

08 Workforce Development Programs

Developing career pathways in fields related to the reduction of GHG emissions and other air pollutants.

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Pollution Reduction Strategies

Your project must include at least one of these strategies

01

Indoor Air Quality

Education on air toxins / toxics, monitoring, outreach, and public education. Remediation or mitigation of harmful substances in buildings, replacement of wood heaters, creation of decontamination stations.

02

Outdoor Air Quality

Purchase, upgrade, and / or maintenance of equipment that limits outdoor air pollutants. Developing vegetative barriers, implementing sustainable construction practices, creating clean air zones.

04

Clean Water Infrastructure

Infrastructure projects, such as lead pipe replacements, renewable energy, efficiency upgrades, septic to sewer conversions. Planning or assessments that could lead to other sources of federal funding.

03

Safe Management and Disposal of Solid and Hazardous Waste

Pollution prevention, recycling, disposal or management of solid and hazardous waste, such as discarded electronics, tires, single-use plastics, etc.

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TRACK II: MEANINGFUL ENGAGEMENT FOR EQUITABLE GOVERNANCE

- Projects should facilitate the engagement of disadvantaged communities in governmental processes to advance environmental and climate justice.
  - In State and Federal Advisory Groups
  - Workshops
  - Rulemakings
  - Capacity building and help close equity gaps.
- $1-3 million limit per award
- EPA expects to make ~20 Track II awards.
- No oral presentation component

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TRACK II: MEANINGFUL ENGAGEMENT FOR EQUITABLE GOVERNANCE

TRACK II PROJECT EXAMPLES

EDUCATIONAL AND TRAINING PROGRAMS

- Leadership development programs
- Develop or implement Equity Action Plans with a government.

ENVIRONMENTAL ADVISORY BOARDS

- Permitting decisions for factories
- Infrastructure upgrades to address pollution
- Zoning
- Actions around workforce development, water shutoffs, water affordability

COLLABORATIVE GOVERNANCE ACTIVITIES

- Develop community benefit agreements.
- Creating a governance body for a brownfield post-cleanup redevelopment project
- Creating a source water protection plan

PARTICIPATORY BUDGET

- Design programs, evaluate proposals, and recommend decision for funding through participatory budget.

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TRACK II APPLICATIONS

OUTREACH

Identify the methods, tools and trainings the applicant will use to facilitate the engagement

STRENGTHEN

Application should improve the lack of access to, or weak relationships between communities and governmental entities and changes those

COMMUNITY INPUT

Demonstrate that meaningful input and feedback was considered from the community and other stakeholders

ACCOUNTABILITY

Include accountability measures to establish and maintain trust between the disadvantaged community and government officials

COLLABORATION

Elaborate on the Collaborating Entities' relationships and history of collaborations with disadvantaged communities, governmental bodies, etc

LEARNING

Demonstrate that governmental entities will be better equipped to understand the root causes of environmental and climate justice issues

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GRANT APPLICATION REQUIREMENTS

MANDATORY REQUIREMENTS

- 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

EXECUTIVE SUMMARY

Should not exceed three pages

PROJECT WORKPLAN

PROJECT NARRATIVE

Together these should not exceed:

- **Track I:** 20 pages (single-spaced)
- **Track II:** 15 pages (single-spaced)

ATTACHMENTS

- Don't count as part of the project narrative
- Different for Track I and Track II applications

Excess pages will not be reviewed

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TRACK I VS TRACK II REQUIREMENTS

TRACK I	TRACK II	Requirements
		Project Narrative Attachment Form
		Attachment A: Program Budget Template
		Attachment B: Partnership Agrrement
		Attachment C: Indirect Cost Rate Agreement, if applicable
		Attachment D: Project Area Map
		Attachment E: Community Engagement and Collaborative Governance
		Attachment F: Community Strength Plan
		Attachment G: Readiness Approach
		Attachment H: Compliance Plan

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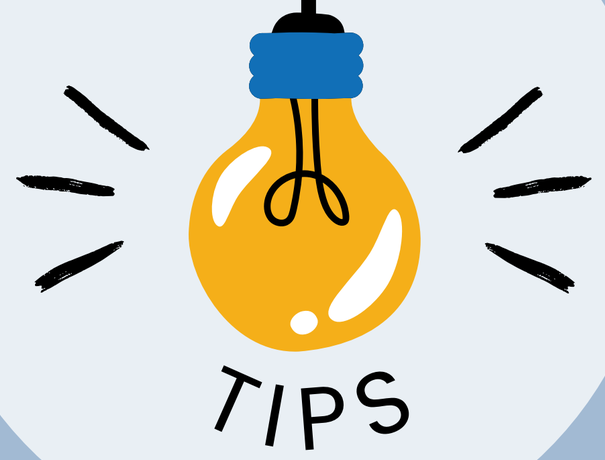

1. ELIGIBILITY

Make sure your organization and project meet the eligibility criteria.

2. SAM.GOV REGISTRATION

DON'T WAIT! register in SAM.GOV and GRANTS.GOV as soon as possible!

3. BENEFIT A DISADVANTAGED COMMUNITY

EPA IRA Disadvantaged Communities

CEJST

EJScreen

6. WATCH ENDYNA'S WEBINARS

Learn more about budget preparation, grant compliance, community engagement tools on CCTA Website (Resources are available in English & Spanish)

5. APPLY EARLY

If you apply early, you may:

- Be eligible for early review and award.
- Get the chance to re-submit after debriefing with EPA.

4. IDENTIFY PARTNERS

Strong partnerships between the Lead Applicant and the collaborating entities may result in a higher score.

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How can EPN be a resource to you and your community?

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ENVIRONMENTAL PROTECTION NETWORK

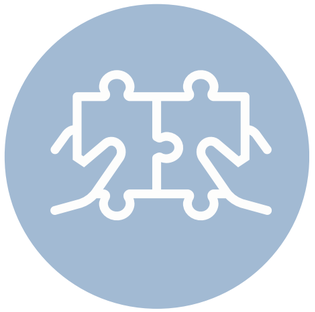
PRO BONO TECHNICAL ASSISTANCE

1:1 SUPPORT

- Brainstorming
- Project scoping
- Draft review
- TA by former EPA staff

Please fill out this survey to request assistance

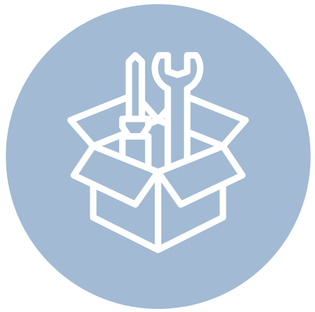
PARTNER MATCHING



Search for potential partners by completing this survey.

The survey results are PUBLIC!

APPLICATION RESOURCES



- 6-step application process for Track I
- 6-step application process for Track II
- Checklist for Track I
- Track I Sample Narrative
- Track II Sample Narrative

SAM.GOV REGISTRATION

SAM.gov registration office hours every two weeks on Wednesday from 2-3 PM ET.

FEDERAL FUNDING UPDATES

Sign up to receive EPN's federal funding updates via email every 2-4 weeks.

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Contact us at:
info@environmentalprotectionnetwork.org

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Thank you for your attention!

Visit Our Website
environmentalprotectionnetwork.org