

A. What Specific Requirements Exist for the Environmental Justice Community/University Partnership Grants Program?

Projects under the Environmental Justice Community/University Partnership Grants Program shall include, but not be limited to:

1. Design and demonstration of field methods, practices, and techniques, including assessment and analysis of environmental justice conditions and problems which may have a wide applicability and/or addresses a high priority environmental justice issue (e.g., socio-economic impact studies);
2. Research projects to understand, assess or address, regional and local trends in environmental justice issues or problems (e.g., monitoring of socio-economic change in a community as a result of an environmental abuse);
3. Demonstration or dissemination of environmental justice information, including development of educational tools and materials (e.g., establish an environmental justice clearinghouse of successful environmental justice projects and activities or teach about risk reduction, pollution prevention, or ecosystem protection as potential strategies for addressing environmental justice problems or issues);
4. Determine the necessary improvements in communication and coordination among local, state and tribal environmental programs and facilitate communication, information exchange, and community partnerships among all stakeholders to enhance critical thinking, problem solving, and decision making;
5. Provide technical expert consultation and training for accessing, analyzing, and interpreting public environmental data, and utilization of electronic communications technology (e.g., TRI, GIS, Internet and E-mail); and
6. Provide for a minimal "hard science" analysis capability (e.g., analyze water and soil samples to test for basic pollutants, provide radon testing kits, etc.).

Projects should involve new and innovative approaches and/or significant new combinations of resources, both of which should be identified in the partnership agreements;

An applicant is required to include in the application a signed agreement which describes the role of the prospective partner(s) in the project and its implementation, and which includes a commitment or intent to commit resources from the prospective partner(s) contingent only upon receipt of the grant award. The college/university must identify the community

residents or tribal government representatives who will serve on the "partnership team." Where appropriate, the community or tribal representatives on the team may be compensated for their work; and

Applications should include partnerships between colleges and universities which are providers of training and programs for these communities. One of the goals of the partnerships should be to develop a plan to shift the focus of these organizations from maintenance to that of self-sufficiency.

B. What does Environmental Justice Involve Under the Environmental Justice Community/University Partnership Grant?

Environmental justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. Fair treatment means that no groups of people, including racial, ethnic, or socioeconomic groups, should bear a disproportionate share of the negative environmental consequences resulting from industrial, municipal, and commercial operations or the execution of federal, state, local, and tribal programs and policies.

C. May an Individual Apply?

No. Only institutions of higher education may apply. The professional qualifications or community-based experience of those individuals participating in the proposed project will be an important factor in the selection process.

Funding Priorities

D. What Types of Proposed Environmental Justice Community/University Partnerships Will Have the Best Chance of Being Funded?

The Environmental Justice Community/University Partnerships must meet the objectives and criteria as described in Section A and B. The evaluations will be conducted, and items weighed, as indicated in Section G.

E. Are Matching Funds Required?

Yes. Federal funds for the Environmental Justice Community/University Partnerships shall not exceed 95% of the total cost of the project. EPA encourages non-Federal matching shares of greater than 5%. The non-Federal share of costs may be provided in cash or by in-kind contributions of services or property. In-kind contributions often

include salaries or other verifiable costs. In the case of salaries, applicants may use either minimum wage or fair market value of similar work in the same labor market. The proposed match, including the value of in-kind contributions, is subject to negotiation with EPA. All grants are subject to audit, so the value of in-kind contributions *must be carefully documented*. The matching (non-Federal) share is a percentage of the entire cost of the project. For example, if the total project cost is approximately \$260,000 then the Federal portion can be no more than \$247,000, which is 95% of the total project cost. For this example, the grant recipient would be required to provide \$13,000 for the project. The amount of non-Federal funds, including in-kind contributions, must be briefly itemized in Block 15 of the application form (SF 424). Among other things, *EPA funds cannot be used for matching funds for other Federal grants, construction, buying furniture, lobbying, intervention in federal rule-making, adjudicatory proceedings, litigation, or personal gifts*. Refer to 40 CFR 30.410 entitled, "How does EPA determine allowable costs?"

Application Procedure

An "Application for Federal Assistance" form (Standard Form 424 or SF 424), a "Budget Information: Non-Construction Programs" form (SF 424A), a Work Plan (described below), and a Memorandum of Agreement must be submitted. These documents contain all the information EPA needs to evaluate the merits of your proposed grant proposal.

Each instrument approved under the environmental justice delegation must be consistent with the Federal Grant and Cooperative Agreements Act of 1977, Public Law 95-224, as amended, 31 U.S.C. Section 6301; Title 40 of the Code of Federal Regulations, Parts 30 and 33, and existing media-specific regulations pertinent to the statement of work.

F. How Must the Application be Submitted and Specifically what Must it Include?

The applicants must submit one original, signed by a person authorized to receive funds for the applicant, and two copies of the application (double-sided copies encouraged). Applications must be reproducible (for example; stapled once in the upper left hand corner, on white paper, and with page numbers).

For the purposes of this grants program, an application must contain an SF 424, SF 424A, a work plan, a Memorandum of Agreement (MOA), and