

Federal Agency Name: U.S. Environmental Protection Agency, Office of Water, Office of Wetlands, Oceans, and Watersheds

Funding Opportunity Title: FY 2010 Training Workshop Support Activities for the Section 303(d) and Water Quality Monitoring Programs

Announcement Type: Request for Proposals (RFP)

Funding Opportunity Number: EPA-OW-OWOW-10-01

Catalog of Federal Domestic Assistance (CFDA) Number: 66.436

Dates: Hard copy proposals must be received by EPA (See Sections IV and VII of this RFP) by **4:00 P.M. Eastern Standard Time (EST), December 7, 2009**. Proposals submitted electronically via e-mail must be received by **4:00 P.M. EST, December 7, 2009**. Late proposals will not be considered for funding. Questions must be submitted in writing via e-mail and must be received by the Agency Contact identified in Section VII before **December 2, 2009**. Written responses will be posted on EPA's web site at:

<http://www.epa.gov/owow/funding/rfp.html>

Following EPA's evaluation of proposals, all applicants will be notified regarding their status. Final applications will be requested from those eligible entities whose proposal have been successfully evaluated and preliminarily recommended for award. Those entities will be provided with instructions and a due date for submittal of the final application package.

Note to Applicants: If you name subawardees/subgrantees and/or contractor(s) in your proposal to assist you with the proposed project, pay careful attention to the information in Section II.C CONTRACTS AND SUBAWARDS.

SUMMARY: The U.S. Environmental Protection Agency (EPA) is accepting proposals from eligible applicants to conduct the following two training workshop support activities: (I) plan, prepare, and provide technical support for five annual Clean Water Act (CWA) Section 303(d) National Listing and Total Maximum Daily Loads (TMDL) Training Workshops; and (II) plan, prepare, and provide technical support for six to nine State and Tribal Aquatic Resource Monitoring Technical Training Workshops on aquatic resource specific (i.e., rivers/streams, lakes, coastal waters, and wetlands) issues, and two national State and Tribal Aquatic Resource Monitoring Technical Training Workshops covering all aquatic resource types on a biennial basis (i.e., one workshop in FY 2010 and one workshop in FY 2012). Funds awarded under this announcement for either of the two training workshop support activities may be used to promote participation and to support travel expenses of non-federal personnel to attend workshops.

Activity I, CWA Section 303(d) National Listing and TMDL Training Workshops, supports the following goal of the EPA Strategic Plan: Goal 2: Clean and Safe Water, Objective 2.2: Protect Water Quality, Sub-Objective 2.2.1: Improve Water Quality on a Watershed Basis and Subobjective 2.2.2: Improve Coastal and Ocean Waters. Activity II, State and Tribal Aquatic Resource Monitoring and Technical Training Workshops, supports the following two goals of

the EPA Strategic Plan: Goal 2: Clean and Safe Water, Objective 2.2: Protect Water Quality, Sub-Objective 2.2.1: Improve Water Quality on a Watershed Basis and Subobjective 2.2.2: Improve Coastal and Ocean Waters; and Goal 4: Healthy Communities and Ecosystems, Objective 4.3: Restore and Protect Critical Ecosystems. Information on the EPA Strategic Plan is available at <http://www.epa.gov/ocfo/plan/plan.htm>.

States, local governments, federally recognized Indian Tribes, intertribal consortia, territories, possessions of the U.S. (including the District of Columbia), public and private universities and colleges, hospitals, laboratories, and public or private non-profit institutions are eligible to apply. Individuals and for-profit organizations are not eligible to apply. Non-profit 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. Funding for assistance agreements awarded under this RFP is provided under the authority of Section 104(b)(3) of the CWA.

The total amount of expected federal funding available under this announcement is approximately \$1,775,000, depending on Agency funding levels and other applicable considerations. It is anticipated that two separate awards will be made under this announcement (to be funded incrementally in one year budgets); one for the CWA Section 303(d) National Listing and TMDL Training Workshops (Activity I), and one for the State and Tribal Aquatic Resource Monitoring Technical Training Workshops (Activity II). It is anticipated that the award for the CWA Section 303(d) National Listing and TMDL Training Workshops will be approximately \$800,000 and will have a five-year project period. It is anticipated that the award for the State and Tribal Aquatic Resource Monitoring Technical Training Workshops will be approximately \$975,000 and will have a three-year project period.

I. FUNDING OPPORTUNITY DESCRIPTION

A. BACKGROUND

EPA is soliciting proposals from eligible applicants to plan, prepare, and provide technical support for delivery of national training workshops to build the capacity of state and tribal officials to support the CWA Section 303(d) program and the Water Quality Monitoring program. Assistance will be provided to address two training workshop support activities: (I) CWA Section 303(d) National Listing and TMDL Training Workshops; and (II) State and Tribal Aquatic Resource Monitoring Technical Training Workshops.

Under Activity I, CWA Section 303(d) National Listing and TMDL Training Workshops, the goal is to conduct training workshops to enhance the capabilities of state and tribes to support the achievement of Section 303(d) and TMDL programmatic requirements. Under Section 303(d) of the CWA, states, territories, and authorized tribes, collectively referred to in the act as "states," are required to develop lists of impaired waters. These are waters for which technology-based regulations and other required controls are not stringent enough to meet the water quality standards set by the states. The law requires that states establish priority rankings for waters on the lists and develop TMDLs for these waters.

Under Activity II, State and Tribal Aquatic Resource Monitoring Technical Training Workshops, the goal is to build the capacity of states and tribes to more effectively assess water quality at the national, regional, and state-scale focusing on technical training on National Aquatic Resource Survey-related topics. Information about the National Aquatic Resource Surveys (NARS) can be found at <http://www.epa.gov/owow/monitoring/nationalsurveys.html>.

The statutory authority for the assistance agreements to be funded under this announcement is Section 104(b)(3) of the CWA. CWA Section 104(b)(3) restricts the use of these assistance agreements to the following: conducting or promoting the coordination and acceleration of research, investigations, experiments, training, demonstrations, surveys, and studies relating to the causes, effects (including health and welfare effects), extent, prevention, reduction, and elimination of water pollution. Implementation projects are not eligible for funding under this announcement.

B. TRAINING WORKSHOP SUPPORT ACTIVITIES

EPA is soliciting proposals from eligible applicants for projects to plan, prepare, and provide technical support for the delivery of national training workshops to build the capacity of state and tribal personnel to support achievement of listing and TMDL program strategic objectives, and aquatic resource monitoring objectives. It is anticipated that two separate awards will fund the following two training workshop support activities: (I) plan, prepare, and provide technical support for five annual CWA Section 303(d) National Listing and TMDL Training Workshops; and (II) plan, prepare, and provide technical support for six to nine aquatic resource specific (i.e., rivers/streams, lakes, coastal waters, and wetlands) State and Tribal Aquatic Resource Monitoring Technical Training Workshops, and two national State and Tribal Aquatic Resource Monitoring Technical Training Workshops covering all aquatic resource types. It is anticipated that the national State and Tribal Aquatic Resource Monitoring Technical Training Workshops will be held on a biennial basis (i.e., FY 2010 and FY 2012). Funds awarded under this announcement for either of the two training workshop support activities may be used to promote participation and to support travel expenses of non-federal personnel to attend the training workshops.

Applicants may submit more than one complete project proposal package (including SF 424, SF 424A, and Proposal Narrative) under this announcement. However, each proposal package must address only one training workshop support activity (i.e., CWA Section 303(d) National Listing and TMDL Training Workshops **or** State and Tribal Aquatic Resource Monitoring Technical Training Workshops) as described below. The cover page of each proposal package must clearly indicate the training workshop support activity addressed. Proposals that address more than one training workshop support activity will be deemed ineligible and will not be reviewed.

Activity I: CWA Section 303(d) National Listing and TMDL Training Workshops

EPA is soliciting proposals from eligible applicants to plan, prepare, and provide technical support for five annual CWA Section 303(d) National Listing and TMDL Training Workshops (i.e., one workshop per year for five years with each workshop up to three days in length). The project components described below provide some detail on roles and responsibilities the successful applicant may be expected to assume in order to establish and manage the CWA Section 303(d) National Listing and TMDL Training Workshops. The description below does

not attempt to be comprehensive. Applicants are encouraged to identify additional workshop training topic areas and/or project components that may not be included in this announcement, but that may contribute to overall project success in their proposals.

The target audience for the CWA Section 303(d) National Listing and TMDL Training Workshops is expected to include primarily state and tribal TMDL program personnel and may also include local and regional officials, stakeholders, and national experts. An estimated 80-100 participants are expected to attend each training workshop; approximately 50% state (representatives of up to 50 states), 5% tribal, 20% non-state/non-federal, and 25% federal (mostly EPA). Applicants may propose to use a portion of the assistance funds to defray transportation and subsistence expenses for non-federal attendees to attend the training workshops. The applicant is solely responsible for determining a methodology for selecting and funding reimbursement requests and providing a report on how participating non-federal attendees benefited from the training workshops. EPA will not participate in the selection or approval of individuals who receive travel assistance.

The overall goals of the CWA Section 303(d) National Listing and TMDL Training Workshops are: (1) to build on lessons learned and advance the Section 303(d) program and development of TMDLs nationally; and (2) to foster close coordination among TMDL program practitioners by bringing together state, tribal, federal, and other interested stakeholders involved with program activities under Section 303(d) of the CWA.

The training workshops should focus on new developments in state/tribal TMDL programs, best management practices (including strategic management), innovative approaches for the TMDL program, and/or improvements in state and federal coordination in implementing the CWA Section 303(d) program. The training workshops should also address technical and programmatic issues impacting TMDL development such as water quality assessments, Section 303(d) listing approaches, water quality modeling, best management practices, nonpoint source loadings, approaches for dealing with agriculture-related impairments, stormwater and other wet weather sources, and/or other pollutant-specific TMDL developmental and implementation issues.

In their proposals, applicants should outline the steps they will take to plan, prepare, and provide technical support for the training workshops and describe the roles and responsibilities of the applicant in carrying out the training workshops. The proposal should describe the approach for consulting with states, tribes, and other interested stakeholders to determine the training priorities and/or agendas for the training workshops. The proposal should also include a description of how the applicant will transfer the results of the training workshops to state, tribal, and local governmental agencies and other interested stakeholders. In their proposals, applicants should demonstrate their experience working with and convening state, tribal, and federal agencies responsible for implementing the CWA Section 303(d) program.

The training workshops should be located in or near major U.S. cities accessible to transportation to most effectively accommodate travel needs of participants. The successful applicant will provide the overall leadership for the training workshops, select workshop locations, secure workshop facilities (meeting rooms, accommodations, audio-visual equipment, etc.), develop

workshop agendas and materials, and select the speakers. EPA will support the workshops by providing technical and programmatic assistance, workshop promotion, and review of workshop agendas and materials. The successful applicant will use its logos on any materials it provides; EPA will use its logos on any materials it provides.

Proposals will be evaluated based on the criteria in Section V including how well and thoroughly the training workshop support activity is addressed. EPA anticipates funding one cooperative agreement under this training workshop support activity for a total available funding of approximately \$800,000, to be funded incrementally (in one year budgets) with annual funding of up to \$160,000, depending on the amount requested and the overall size and scope of the project. EPA anticipates incrementally funding the assistance agreement for up to a five-year project period.

Activity II: State and Tribal Aquatic Resource Monitoring Technical Training Workshops

EPA is soliciting proposals from eligible applicants to plan, prepare, and provide technical support for State and Tribal Aquatic Resource Monitoring Technical Training Workshops to build the capacity of states and tribes to more effectively assess water quality. These technical training workshops will include:

- (a) Six to nine training workshops (i.e., two to three workshops per year for three years with each workshop one to three days in length) focused on aquatic resource specific (i.e., rivers/streams, lakes, coastal waters, or wetlands) issues. During any given year, the aquatic resource specific training workshops do not have to focus on the same aquatic resource type and may cover different topics.
- (b) Two national training workshops (i.e., one workshop in FY 2010 and one workshop in FY 2012 with each workshop three to four days in length) covering all aquatic resource types.

The project components described below provide some detail on roles and responsibilities the successful applicant may be expected to assume in order to establish and manage the State and Tribal Aquatic Resource Monitoring Technical Training Workshops. The description below does not attempt to be comprehensive. Applicants are encouraged to identify additional workshop training topic areas and /or project components that may not be included in the announcement, but that may contribute to overall project success in their proposals.

The target audience for the State and Tribal Aquatic Resource Monitoring Technical Training Workshops is expected to include state and tribal monitoring, assessment, and wetland program personnel and other national experts engaged in developing and implementing the NARS. The target audience is also expected to include individuals from the university, research, and non-profit community and EPA staff from Headquarters and the Regional Offices with expertise in the specific training topic identified.

Approximately 25-75 people are expected to attend each of the aquatic resource specific technical training workshops depending on the specific topic(s) covered; approximately 60% state, 5% tribal, 10% other non-federal (e.g., university, non-profit, etc.), and 25% federal. Up to 300 attendees are expected to attend each of the two national technical training workshops

covering all aquatic resource types; approximately 55% state, 5% tribal, 10% other non-federal (e.g., university, non-profit, etc.), and 30% federal. Applicants may propose to use a portion of the assistance funds to defray transportation and subsistence expenses for non-federal attendees to attend the training workshops. The applicant is solely responsible for determining a methodology for selecting and funding reimbursement requests and providing a report on how participating non-federal attendees benefited from the training workshops. EPA will not participate in the selection or approval of individuals who receive travel assistance.

The overall goals of these technical training workshops are to:

- Enhance communication, coordination, and technology transfer among states, tribes, and federal agencies to ensure state and tribal interests are effectively represented in the continued development and implementation of the NARS.
- Facilitate increased understanding and technology transfer of probability-based sampling, methods comparability, and other issues of interest to states and tribes.
- Increase inter-jurisdictional collaboration among states and tribes and to build or expand state and tribal aquatic resource monitoring capacity.

The aquatic resource specific technical training workshops should focus on technical and programmatic issues including refining ecological indicators, developing data analysis procedures, establishing reference condition, integrating multiple field methods, and improving state and tribal use of monitoring data to inform decision-making. A portion of these workshops could also be dedicated to technical training on developing a probability-based survey design, data analysis techniques, or field-based monitoring demonstrations. Face-to-face meetings are preferred for the aquatic resource specific technical training workshops, but depending on the specific training topics to be covered, applicants instead may propose to use webinars or other remote training tools to facilitate training as appropriate.

The national technical training workshops covering all aquatic resource types should focus on training participants on successful approaches for enhancing state, tribal, and national assessments of condition of the nation's waters consistent with CWA Section 305(b). Issues that applicants might consider in designing the national technical training workshops covering all aquatic resource types include successful approaches for implementing probability surveys and using probability data, conducting methods comparability studies, and applying the biological condition gradient to assessments at multiple scales. It is anticipated that the national technical training workshops will be held on a biennial basis (i.e., one workshop in FY 2010 and one workshop in FY 2012).

In their proposals, applicants should outline the steps they will take to plan, prepare, and provide technical support for the technical training workshops and describe the roles and responsibilities of the applicant in carrying out the training workshops. The proposal should also describe the approach for consulting with states, tribes, and other interested stakeholders to determine the training priorities and/or agendas for the training workshops. The proposal should include a description of how the applicant will transfer the results of the training workshops to state, tribal, and local governmental agencies and other interested stakeholders. In their proposals, applicants should demonstrate experience working with and convening state, tribal, and federal agencies to effectively respond to the range of aquatic resource monitoring needs nationally.

The technical training workshops should be located in or near major U.S. cities accessible to transportation to most effectively accommodate travel needs of participants. Applicants should demonstrate their intent to coordinate, where possible, the technical training workshops with existing meetings to increase interaction among state, tribal, and other monitoring experts and organizations and to reduce the travel burden on non-federal attendees. For example, the applicant is encouraged to combine the technical training workshops with other meetings, provided that the applicant can demonstrate that the appropriate audiences will still be served by doing so.

The successful applicant will provide the overall leadership for the technical training workshops, identify appropriate timeframes for each technical training workshop, select workshop locations, secure workshop facilities (meeting rooms, accommodations, audio-visual equipment, etc.), develop workshop agendas and materials, and select speakers. Applicants should consider the NARS schedule (available on the EPA's website at <http://www.epa.gov/OWOW/monitoring/nationalsurveys.html>), including the timeframe for survey implementation and data analyses/national report development. EPA will support the workshops by providing programmatic assistance, workshop promotion, and review of workshop agendas and materials. The successful applicant will use its logos on any workshop materials it provides; EPA will use its logos on any workshop materials it provides.

Proposals will be evaluated based on the criteria in Section V including how well and thoroughly the training workshop support activity is addressed. EPA anticipates funding one cooperative agreement under this training workshop support activity for a total available funding of approximately \$975,000, to be funded incrementally with funding of up to \$400,000 in FY 2010 and FY 2012 and up to \$175,000 in FY 2011, depending on the amount requested and the overall size and scope of the project. EPA anticipates incrementally funding the assistance agreement for up to a three-year project period.

C. ENVIRONMENTAL RESULTS AND LINKAGE TO STRATEGIC PLAN

Activity I, CWA Section 303(d) National Listing and TMDL Training Workshops, supports the following goal of the EPA Strategic Plan: Goal 2: Clean and Safe Water, Objective 2.2: Protect Water Quality, Sub-Objective 2.2.1: Improve Water Quality on a Watershed Basis and Subobjective 2.2.2: Improve Coastal and Ocean Waters. Activity II, State and Tribal Aquatic Resource Monitoring and Technical Training Workshops, supports the following two goals of the EPA Strategic Plan: Goal 2: Clean and Safe Water, Objective 2.2: Protect Water Quality, Sub-Objective 2.2.1: Improve Water Quality on a Watershed Basis and Subobjective 2.2.2: Improve Coastal and Ocean Waters; and Goal 4: Healthy Communities and Ecosystems, Objective 4.3: Restore and Protect Critical Ecosystems, which includes restoring and maintaining watersheds and their aquatic ecosystems and oceans in order to protect human health, support economic and recreational activities, and provide healthy habitat for fish, plants, and wildlife. Information on the EPA Strategic Plan is available at <http://www.epa.gov/ocfo/plan/plan.htm>.

All proposed projects must demonstrate the linkage to the EPA Strategic Plan and include specific statements describing 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 overall goals of the EPA Strategic Plan. Activity I projects should demonstrate the linkage to the overall goal of clean and safe water. Activity II projects should demonstrate the linkage to the overall goals of clean and safe water and healthy communities and ecosystems.

Environmental results are a way to gauge a project's performance and are described in terms of outputs and outcomes. Environmental outputs (or deliverables) refer to an environmental activity, effort, and/or associated work product related to an environmental goal or objective, that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative, but must be measurable during an assistance agreement funding period.

Examples of anticipated environmental outputs from the assistance agreements to be awarded under this announcement include, but are not limited to:

For Activity I: CWA Section 303(d) National Listing and TMDL Training Workshops

- Training workshops on innovative assessment and modeling methodologies for TMDL development.
- Training workshops to promote enhanced coordination among state, tribal, and federal programs other stakeholders implementing the Section 303(d) program.

For Activity II: State and Tribal Aquatic Resource Monitoring Technical Training Workshops

- Technical training workshops on aquatic resource monitoring methods and design, including methods comparability.
- Technical training workshops on analyzing NARS data for use in national and regional reports.
- Technical training workshops on innovative techniques for using probability-derived monitoring data to address state or tribal water management program priorities.
- Technical training workshops on approaches for combining aquatic resource monitoring data collected with different field protocols or in different resource types to support alternative means of implementing the NARS.
- Technical training workshops on improving administrative, technical, and logistical aspects of monitoring program design and implementation at multiple scales.
- Cross-resource dialogue on design and implementation innovations to improve the efficiency and effectiveness of state, regional, and national monitoring and assessment of the Nation's water resources.

Environmental outcomes are the result, effect, or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective, and are used as a way to gauge a project's performance and take the form of output measures and outcome measures. Outcomes must be quantitative and may not necessarily be achieved within an assistance agreement funding period. Outcomes may be short-term (changes in learning, knowledge, attitude, skills), intermediate (changes in behavior, practice, or decisions), or long-term (changes in condition of the natural resource).

Examples of anticipated outcomes from the assistance agreements to be awarded under this announcement include, but are not limited to:

For Activity I: CWA Section 303(d) National Listing and TMDL Training Workshops

- Increased timely state submissions and federal approval of lists of impaired waterbodies under Section 303(d) of the CWA.
- Increased knowledge of how to develop TMDLs that facilitate achievement of water quality standards.
- More consistent implementation of Section 303(d) program to restore impaired waters/watersheds.
- Increased awareness among TMDL program practitioners on innovations and best practices to implement the Section 303(d) program.

For Activity II: State and Tribal Aquatic Resource Monitoring Technical Training Workshops

- Increased awareness of how to develop and use information from probability monitoring designs.
- Improved quality of NARS data and analyses.
- Increased consistency and comparability among national, state, interstate, and tribal monitoring and assessment techniques supporting a national integration of multi-scale water resource surveys.

As part of the Proposal Narrative, an applicant will be required to describe how the project results will link the outcomes to the Agency's Strategic Plan. Additional information regarding EPA's definition of environmental results in terms of outputs and outcomes can be found at: <http://www.epa.gov/ogd/grants/award/5700.7.pdf> or <http://www.epa.gov/water/waterplan/documents/FY06NPGappendix-b.pdf>.

D. STATUTORY AUTHORITY

The statutory authority for the assistance agreements to be funded under this announcement is Section 104(b)(3) of the CWA. CWA Section 104(b)(3) restricts the use of these assistance agreements to the following: conducting or promoting the coordination and acceleration of research, investigations, experiments, training, demonstrations, surveys, and studies relating to the causes, effects (including health and welfare effects), extent, prevention, reduction, and elimination of water pollution. Implementation projects are not eligible for funding under this announcement.

II. AWARD INFORMATION

A. AMOUNT OF FUNDING

The total amount of federal funding available under this announcement is approximately \$1,775,000, depending on Agency funding levels and other applicable considerations. It is anticipated that two separate awards will be made under this announcement; one award for the CWA Section 303(d) National Listing and TMDL Training Workshops (Activity I) and one award for the State and Tribal Aquatic Resource Monitoring Training Workshops (Activity II). It is anticipated that the award for the CWA Section 303(d) National Listing and TMDL Training Workshops will be approximately \$800,000, to be incrementally funded with funding of up to

\$160,000 annually, over a five- year project period. It is anticipated that the award for State and Tribal Aquatic Resource Monitoring Technical Training Workshops will be approximately \$975,000, to be funded incrementally with funding of up to \$400,000 in FY 2010 and FY 2012 and up to \$175,000 in FY 2011, over a three-year project period.

In appropriate circumstances, EPA reserves the right to partially fund a proposal by funding discrete portions or phases of a proposed project. If EPA decides to partially fund a proposal, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal or portion thereof, was evaluated and selected for award, and therefore maintains the integrity of the competition and selection process.

EPA reserves the right to make no awards under this announcement. In addition, EPA reserves the right to make additional awards under this announcement, consistent with Agency policy and guidance, if additional funding becomes available after the original selections are made. Any additional selections for awards will be made no later than six months after the original selection decisions.

B. TYPE OF FUNDING

It is anticipated that cooperative agreements will be funded under this announcement. When a cooperative agreement is awarded, EPA will have substantial involvement with the project workplans and budget. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial federal involvement for a project selected may include:

1. Close monitoring of the recipient's performance to verify the results proposed by the applicant;
2. Collaboration during the performance of the scope of work;
3. In accordance with the applicable regulations at 40 CFR Parts 30 and 31, review of proposed procurements;
4. Review of qualifications of key personnel (EPA does not have authority to select employees or contractors employed by the recipient); and
5. Review and comment on tasks/deliverables and reports prepared under the cooperative agreement(s) (the final decision on the content of these reports rests with the recipient).

C. CONTRACTS AND SUBAWARDS

1. Can funding be used for the applicant to make subawards, acquire contract services, or fund partnerships?

EPA awards funds to one eligible applicant as the recipient even if other eligible applicants are named as partners or co-applicants or members of a coalition or consortium. The recipient is accountable to EPA for the proper expenditure of funds.

Funding may be used to provide subgrants or subawards of financial assistance, which includes using subawards or subgrants to fund partnerships, provided the recipient complies with applicable requirements for subawards or subgrants including those contained in 40 CFR Parts

30 or 31, as appropriate. Applicants must compete contracts for services and products, including consultant contracts, and conduct cost and price analyses, to the extent required by the procurement provisions of the regulations at 40 CFR Parts 30 or 31, as appropriate. The regulations also contain limitations on consultant compensation. Applicants are not required to identify subawardees/subgrantees and/or contractors (including consultants) in their proposal. However, if they do, the fact that an applicant selected for award has named a specific subawardee/subgrantee, contractor, or consultant in the proposal EPA selects for funding does not relieve the applicant of its obligations to comply with subaward/subgrant and/or competitive procurement requirements as appropriate. Please note that applicants may not award sole source contracts to consulting, engineering or other firms assisting applicants with the proposal solely based on the firm's role in preparing the proposal.

Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products from for-profit organizations to carry out its assistance agreement. The nature of the transaction between the recipient and the subawardee or subgrantee must be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section .210 of OMB Circular A-133 , and the definitions of subaward at 40 CFR 30.2(ff) or subgrant at 40 CFR 31.3, as applicable. EPA will not be a party to these transactions. Applicants acquiring commercial goods or services must comply with the competitive procurement standards in 40 CFR Part 30 or 40 CFR Part 31.36 and cannot use a subaward/subgrant as the funding mechanism.

2. How will an applicant's proposed subawardees/subgrantees and contractors be considered during the evaluation process described in Section V of the announcement?

Section V of the announcement describes the evaluation criteria and evaluation process that will be used by EPA to make selections under this announcement. During this evaluation, except for those criteria that relate to the applicant's own qualifications, past performance, and reporting history, the review panel will consider, as appropriate and relevant, the qualifications, expertise, and experience of:

- (i) an applicant's named subawardees/subgrantees identified in the proposal if the applicant demonstrates in the proposal that if it receives an award that the subaward/subgrant will be properly awarded consistent with the applicable regulations in 40 CFR Parts 30 or 31. For example, applicants must not use subawards/subgrants to obtain commercial services or products from for-profit firms or individual consultants.
- (ii) an applicant's named contractor(s), including consultants, identified in the proposal if the applicant demonstrates in its proposal that the contractor(s) was selected in compliance with the competitive Procurement Standards in 40 CFR Part 30 or 40 CFR 31.36 as appropriate. For example, an applicant must demonstrate that it selected the contractor(s) competitively or that a proper non-competitive sole-source award consistent with the regulations will be made to the contractor(s), that efforts were made to provide small and disadvantaged businesses with opportunities to compete, and that some form of cost or price analysis was conducted. EPA may not

accept sole source justifications for contracts for services or products that are otherwise readily available in the commercial marketplace.

EPA will not consider the qualifications, experience, and expertise of named subawardees/subgrantees and/or named contractor(s) during the proposal evaluation process unless the applicant complies with these requirements.

III. ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

States, local governments, federally recognized Indian Tribes, intertribal consortia, territories, possessions of the U.S. (including the District of Columbia), public and private universities and colleges, hospitals, laboratories, and public or private non-profit institutions are eligible to apply. Individuals and for-profit entities are not eligible. Non-profit 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.

An intertribal consortium is a partnership between two or more tribes that is authorized by the governing bodies of those tribes to apply for and receive assistance. (See 40 CFR 35.502.) The intertribal consortium is eligible only if the consortium demonstrates that all of its members meet the eligibility requirements and authorize the consortium to apply for and receive assistance in accordance with 40 CFR 35.504 at the time of proposal submission. An intertribal consortium must submit with its proposal to EPA adequate documentation of the existence of the partnership and the authorization of the consortium by its members to apply for and receive the grant. (See 40 CFR 35.504.) Non-profit applicants may be asked to provide documentation that they meet the definition of a non-profit organization in OMB Circular A-122.

B. COST SHARING/MATCH REQUIREMENTS

No cost-share/match is required under this announcement.

C. THRESHOLD ELIGIBILITY CRITERIA

These are requirements that if not met by the time of proposal submission will result in elimination of the proposal from consideration for funding. Only proposals that meet all of these criteria will be evaluated against the ranking factors in Section V of the announcement. Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

1. An applicant must meet the eligibility requirements in Section III.A of this announcement.
2. Except as stated below, proposals must **substantially comply** with the proposal submission instructions and requirements set forth in Section IV of this announcement or else they will be rejected. However, where a page limit is expressed in Section IV with respect to the Proposal Narrative, pages in excess of the page limitation will not be reviewed. If a single spaced Proposal Narrative is submitted, it will only be reviewed up to the equivalent of the 12 page double spaced page limit for the Proposal Narrative specified in Section IV.C.2; excess pages will not be reviewed (Section IV.C.2)

establishes a 12 page double spaced Proposal Narrative page limit which would be the equivalent of 6 single spaced pages; any single spaced pages in excess of 6 will not be reviewed).

3. Proposals must be for projects that improve water quality by conducting or promoting the coordination and acceleration of research, investigations, experiments, training, demonstrations, surveys, and studies relating to the causes, effects, extent, prevention, reduction, and elimination of water pollution. Implementation projects are not eligible for funding under this announcement.
4. Applicants may submit more than one complete proposal package (including Proposal Narrative, SF 424 and SF 424A, supporting materials, etc.) under this announcement. **However, each complete proposal package must address only one specific training workshop support activity as described in Section I.B** (i.e., CWA Section 303(d) National Listing and TMDL Training Workshops or State and Tribal Aquatic Resource Monitoring Technical Training Workshops). The cover page of each proposal package must clearly indicate the training workshop support activity addressed. Proposals that do not address one of the training workshop support activities will not be reviewed. Proposals that address more than one training workshop support activity will not be reviewed.
5. Proposals must be received by the EPA, as specified in Section IV of this announcement, on or before the proposal submission deadline published in Section IV of this announcement. Applicants are responsible for ensuring that their hard copy or e-mail proposal reaches the designated person/office specified in Section IV of the announcement by the submission deadline.
6. Hard copy proposals must be submitted by hand delivery, express delivery service, or courier service. **Hard copy proposals submitted by any type of regular U.S. Postal Service mail will not be considered.** Electronic submission must be sent via e-mail to TrainingRFP-OWOW@epa.gov . **EPA will not accept faxed submissions.**
7. Proposals received after the submission deadline will be considered late and returned to the sender without further consideration unless the applicant can clearly demonstrate that it was late due to EPA mishandling. For hard copy submissions, where Section IV requires proposal receipt by a specific person/office by the submission deadline, receipt by an agency mailroom is not sufficient. Applicants should confirm receipt of their proposal with Tim Icke as soon as possible after the submission deadline; failure to do so may result in your proposal not being reviewed.

D. FUNDING RESTRICTIONS

All costs incurred under this program must be allowable under the applicable Office of Management and Budget (OMB) Cost Circulars: A-87 (States and local governments), A-122 (nonprofit organizations), or A-21 (universities). Copies of these circulars can be found at <http://www.whitehouse.gov/omb/circulars/>. In accordance with EPA policy and the OMB circulars, as appropriate, any recipient of funding must agree not to use assistance funds for lobbying, fund-raising, or political activities (i.e., lobbying members of Congress or lobbying for other federal grants, assistance agreements, or contracts). Funds cannot be used to pay for travel by federal agency staff. Proposed project activities must also comply with all state and federal regulations applicable to the project area. It is the responsibility of the applicant to ensure compliance.

IV. APPLICATION AND SUBMISSION INFORMATION

A. ADDRESS TO REQUEST APPLICATION PACKAGES

Grant application forms, including Standard Forms (SF) 424 and SF 424A, are available at http://www.epa.gov/ogd/grants/how_to_apply.htm and by mail upon request by calling the Grants and Interagency Agreements Management Division at (202) 564-5320.

B. FORM OF APPLICATION SUBMISSION

Applicants have the option to submit their proposals in *one* of two ways: 1) electronically via e-mail **or** 2) hard copy and compact disc (CD) by express delivery service, hand delivery, or courier service to the EPA contact identified in Section IV.B.2. **Proposals submitted by regular U.S. Postal Mail will not be considered.** EPA will not accept faxed submissions. All proposals must be prepared, and include the information, as described in Section IV.C CONTENT OF APPLICATION SUBMISSION below, regardless of mode of submission.

1. E-mail Submission

E-mail submissions must be submitted to TrainingRFP-OWOW@epa.gov and be received by the submission deadline stated in Section IV.D of this announcement. E-mail submissions should include “**FY10 TRAINING WORKSHOP SUPPORT RFP**” and the submitting **applicant’s name** in the subject of the e-mail. All required documents listed in Section IV.C CONTENT OF APPLICATION SUBMISSION of this announcement must be attached to the e-mail as separate Adobe Portable Document Format (.pdf) files. Please note that if you choose to submit your proposal materials via e-mail, you are accepting all risks attendant to e-mail submission including server delays and transmission difficulties. E-mail submissions exceeding 15MB will experience transmission delays which will affect when they are received by the Agency. For these size submissions, applicants should submit their proposal materials via hard copy or else they may be received late and not considered for funding. Applicants submitting their proposal materials through e-mail should confirm receipt of their materials with Tim Icke as soon as possible after submission. Annotated resumes (no more than two pages each) may need to be scanned so that they can be attached and submitted electronically.

The address for e-mail submission is: TrainingRFP-OWOW@epa.gov

2. Hard Copy and Compact Disc (CD) Submission

Two hard copies of all required documents listed in Section IV.C CONTENT OF APPLICATION SUBMISSION, and an electronic version on a CD, are required to be sent by express delivery service, courier service, or hand delivered. Please mark all submissions: **ATTN: FY10 TRAINING WORKSHOP SUPPORT RFP.** The CD may be in Adobe Portable Document Format (.pdf) or Microsoft Word (.doc). Annotated resumes (no more than two pages each) may need to be scanned so that they can be submitted electronically as part of the CD.

The address for hard copy submission is:

U.S. Environmental Protection Agency, Office of Wetlands, Oceans and Watersheds

EPA West Building, Room 7313E
1301 Constitution Avenue, NW
Washington, DC 20004
Attn: Tim Icke

C. CONTENT OF APPLICATION SUBMISSION

Applicants should read the following section very closely and address all requirements thoroughly. All proposal packages must include the following three documents described below:

1. Signed Standard Form (SF) 424, Application for Federal Assistance.

Complete the form. There are no attachments. Please be sure to include organization fax number and e-mail address in Block 5 of the SF 424.

2. SF 424A, Budget Information for Non-Construction Programs.

Complete the form. There are no attachments. The total amount of federal funding requested for the project should be shown on line 5(e) and on line 6(k) of the SF-424A. If indirect costs are included, the amount of indirect costs should be entered on line 6(j). The indirect cost rate (a percentage), the base (e.g., personnel costs and fringe benefits), and the amount should also be indicated on line 22. If indirect costs are requested, a copy of the Negotiated Indirect Cost Rate Agreement must be submitted as part of the application package. In Section B, Budget Categories column (1) should be filled out for federal funds, column (2) should be filled out for non-federal cost-share/match, if applicable.

3. A Proposal Narrative that must be typewritten and must include the information as described below. If a particular item is not applicable, clearly state this.

NOTE: The Proposal Narrative (not including cover page) must be limited to no more than twelve (12) double-sided typewritten 8.5x11-inch pages (a page is one side of paper). Pages should be consecutively numbered for ease of reading. It is recommended that applicants use a standard 12-point type with 1-inch margins. While these guidelines establish the minimum type size recommended, applicants are advised that readability is of paramount importance and should take precedence in selection of an appropriate font for use in the proposal. Additional pages beyond the 12-page limit will not be considered. Hard copy submissions may be submitted double-sided. If a single-spaced Proposal Narrative is submitted, it will only be reviewed up to the equivalent of the 12-page double-spaced page limit; excess pages will not be reviewed (the 12 page double-spaced Proposal Narrative page limit would be the equivalent of 6 single-spaced pages; any single-spaced pages in excess of 6 will not be reviewed). Supporting materials (such as annotated resumes) will not be considered within the page limit.

Proposal Narrative

1. **Cover Page** (Not included in the page limit) including:
 - a. Name of Applicant;
 - b. Project Title (the project title should reflect the main project outcome/objective and should be 15 words or less);

- c. Training workshop support activity from Section I.B addressed in proposal (i.e., CWA 303(d) National Listing and TMDL Training Workshops or State and Tribal Aquatic Resource Monitoring Technical Training Workshops) addressed in the proposal (**a proposal must address only one training workshop support activity**);
- d. Key personnel and contact information (i.e., e-mail address and phone number);
- e. Total project cost (specify the amount of federal funds requested and the total project cost); and
- f. Abstract (the abstract should begin with one or two sentences describing the main objective of the proposal. It should also include a listing of the main tasks to be accomplished, and a description of the final product(s). The entire abstract should be 250 words or less).

2. **Project description** containing:

- a. Technical Approach – Describe how the proposal addresses one of the specific training workshop support activities (Activity I or Activity II) described in Section I.B of this announcement. Applicants must address only one training workshop support activity per complete proposal package. Outline the steps you will take to plan, prepare, and provide technical support for the training workshops and describe the roles and responsibilities of the applicant in carrying out the training workshops. Include a description of the approach for consulting with states, tribes, and other interested stakeholders to determine the training priorities and/or agendas for the training workshops. If travel assistance is to be provided for non-federal attendees, describe the process for selecting non-federal attendees who may receive travel assistance.
- b. Environmental Results and Measuring Progress -
 - i. Stated Objective/Link to EPA Strategic Plan - List the objective of the project and describe the linkage to the EPA Strategic Plan (see Section I.C of this announcement). Activity I supports Goal 2: Clean and Safe Water, Objective 2.2: Protect Water Quality, Sub-objective 2.2.1: Improve Water Quality on a Watershed Basis, Subobjective 2.2.2: Improve Coastal and Ocean Waters. Activity II supports Goal 2: Clean and Safe Water, Objective 2.2: Protect Water Quality, Sub-objective 2.2.1: Improve Water Quality on a Watershed Basis, Subobjective 2.2.2: Improve Coastal and Ocean Waters; and Goal 4: Healthy Communities and Ecosystems, Objective 4.3: Restore and Protect Critical Ecosystems;
 - ii. Results of Activities (Outputs) - List the products/results which are expected to be achieved from accomplishment of the project activities and an approach for tracking your progress toward achieving the expected project output(s)

(examples of outputs can be found in Section I.C of this announcement);

- iii. Anticipated Environmental Improvement (Outcomes) - List the anticipated environmental improvements to be accomplished as a result of the project activities. These improvements are changes or benefits to the environment which are a result from the accomplishment of project outputs. Describe an approach for tracking your progress toward achieving the expected project outcome(s) (examples of outcomes can be found in Section I.C of this announcement);
 - c. **Milestone Schedule** – Provide a projected milestone schedule that covers each year of the total grant period request and provides a breakout of the project activities into phases with associated tasks and a timeframe for completion of tasks. The project start date will follow award acceptance by the successful applicants.
 - d. **Transfer of Results** – Provide a brief description of how the applicant will transfer the results of the training workshops to state, tribal, and local governmental agencies and other interested stakeholders.
3. **Detailed Budget Narrative** – Provide a detailed budget and estimated funding amounts for each project component/task. This section provides an opportunity for narrative description of the budget or aspects of the budget found in the SF 424A such as “other” and “contractual”. All subgrant funding should be located under the “other” category.
- a. Total costs must include separate breakdowns for federal costs. Include any travel for applicant staff to attend any necessary meetings throughout the proposed project period. Describe itemized costs in sufficient detail for EPA to determine the reasonableness and allowability of costs for each project component/task. If applicable, the budget narrative for the travel cost category must include travel reimbursement to pay for travel costs of non-federal attendees.
 - b. When formulating budgets for proposals, the applicant must not include management fees or similar charges in excess of the direct costs and indirect costs at the rate approved by the applicant’s cognizant audit agency, or at the rate provided for by the terms of the agreement negotiated with EPA. The term "management fees or similar charges" refers to expenses added to the direct costs in order to accumulate and reserve funds for ongoing business expenses, unforeseen liabilities, or for other similar costs that are not allowable under EPA assistance agreements. Management fees or similar charges may not be used to improve or expand the project funded under this agreement, except to the extent authorized as a direct cost of carrying out the scope of work.

4. Programmatic Capability/Specialized Experience

- a. Organizational Experience - Provide a brief description of the applicant's organizational experience related to the proposed project, and the organization's infrastructure as it relates to its ability to successfully implement the proposed project.
 - b. Staff Expertise/Qualifications – Provide a list of key staff and briefly describe their expertise/qualifications and knowledge, and resources or the ability to obtain them to successfully achieve the goals of the project. Include an estimate of the number of full-time equivalent (FTE) workers (based on 2080 hours per year/FTE). List proposed partner entities, and describe their roles, and whether they will participate as subgrantees. Annotated resumes of applicant's key staff (no more than two pages each) are also encouraged and are not included in the page limit.
 - c. Specialized Experience – For Activity I proposals, include a description of your experience in working with and convening state, tribal, and federal agencies responsible for implementing the CWA Section 303(d) program. For Activity II proposals, include a description of your experience in working with and convening state, tribal, and federal agencies to effectively respond to the range of aquatic resource monitoring needs nationally.
5. **Past Performance** - Briefly describe federally and/or non-federally funded assistance agreements (an assistance agreement is a grant or cooperative agreement and not a contract) similar in size, scope, and relevance to the proposed project that your organization performed within the last five years (no more than three such agreements and preferably EPA agreements) and:
- a. Describe whether, and how, you were able to successfully complete and manage those agreements.
 - b. Describe your history of meeting the reporting requirements under those agreements including submitting acceptable final technical reports.
 - c. Describe how you documented and/or reported on whether you were making progress towards achieving the expected results (i.e., outputs and outcomes) under those agreements. If you were not making progress, please indicate whether, and how, you documented why not.

Note: In evaluating the applicant's past performance, the Agency will consider the information supplied by the applicant in its proposal, and may also consider relevant information from other sources including Agency files (e.g., Grantee Compliance Database) and prior/current grantors (e.g., to verify and/or supplement the information provided the by applicant). If you do not have any relevant or available past performance information, please indicate this in the proposal 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 in the proposal 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).

NOTE: The applicant should also provide in its Proposal Narrative any additional information, to the extent not already identified above, that addresses the selection criteria found in Section V.

D. SUBMISSION DATES AND TIMES

Proposal submissions sent by hard copy with CD must be **received** by the Agency Contact identified in Section VII by **4:00 P.M. EST, December 7, 2009**. Proposals submitted electronically via e-mail must be **received** by **4:00 P.M. EST, December 7, 2009**. Late proposals will not be considered for funding.

E. CONFIDENTIAL BUSINESS INFORMATION

In accordance with 40 CFR 2.203, applicants may claim all or a portion of their proposal as confidential business information. EPA will evaluate confidentiality claims in accordance with 40 CFR Part 2. Applicants must clearly mark proposals or portions of proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(c)(2) prior to disclosure. However, competitive proposals are considered confidential and protected from disclosure prior to the completion of the competitive selection process.

V. APPLICATION REVIEW INFORMATION

A. SELECTION CRITERIA

All eligible proposals, based on the Section III threshold eligibility review, will be evaluated based on the evaluation criteria and weights below (100 point scale). Points will be awarded based on how well and thoroughly each criterion and/or sub-criterion is addressed in the proposal package.

<p>1) Technical Approach (30 points)</p>	<p>Under this criterion, applicants will be evaluated based on the extent and quality to which the proposal addresses one of the training workshop support activities (Activity I or Activity II) identified in Section I.B of the announcement.</p> <p>Points will be awarded based on how well and thoroughly the proposal demonstrates a sound approach to addressing one of the training workshop support activities described in Section 1.B. (i.e., the CWA Section 303(d) National Listing and TMDL Training Workshops or the State and Tribal Aquatic Resource Monitoring Technical Training Workshops). (30 points)</p>
<p>2) Milestone Schedule/ Detailed Budget/Transfer of Results (15</p>	<p>Proposals will be evaluated based on the extent and quality to which the proposal demonstrates the following:</p> <p>a) Clearly articulated milestone schedule for project tasks. (5 points)</p>

<p>points)</p>	<p>b) Reasonableness of the budget and estimated funding amounts for each project component/task. Applicants will be evaluated based on the adequacy of the information provided in the detailed budget and whether the proposed costs are reasonable and allowable. (5 points)</p> <p>c) A description of how the applicant will transfer the results of the training workshops to state, tribal, and local governmental agencies and other interested stakeholders. (5 points)</p>
<p>3) Environmental Results (20 points)</p>	<p>Proposals will be evaluated based on the following sub-criterion:</p> <p>a) Environmental Results: The extent and quality to which the proposal demonstrates potential environmental results, anticipated outputs and outcomes, and how the outcomes are linked to EPA’s Strategic Plan. (10 points)</p> <p>b) Measuring Progress: The extent and quality to which the proposal demonstrates a sound plan for tracking progress toward achieving the expected outputs and outcomes (examples of outputs and outcomes are provided in Section I.C of the announcement). (10 points)</p>
<p>4) Programmatic Capability/ Specialized Experience (15 points)</p>	<p>Under this criterion, proposals will be evaluated based on the applicant’s ability to successfully complete and manage the proposed project taking into account the following sub-criterion:</p> <p>a) Organizational experience related to the proposed project and infrastructure as it relates to its ability to successfully implement the proposed project. (5 points)</p> <p>b) Staff experience/qualifications, staff knowledge, and resources, or the ability to obtain them, to successfully achieve the goals of the project. (5 points)</p> <p>c) Specialized experience in working with and convening state, tribal, and federal agencies responsible for implementing the CWA Section 303(d) program (Activity I proposals) or working with and convening state, tribal, and federal agencies to effectively respond to the range of aquatic resource monitoring needs nationally (Activity II proposals). (5 points)</p>
<p>5) Past Performance (20 points)</p>	<p>Under this criterion, applicants will be evaluated based on their ability to successfully complete and manage the proposed project taking into account the following factors:</p> <p>a) Past performance in successfully completing and managing federally and/or non-federally funded assistance agreements (an</p>

	<p>assistance agreement is a grant or cooperative agreement and not a contract) similar in size, scope, and relevance to the proposed project performed within the last five years (no more than three, and preferably EPA agreements). (10 points)</p> <p>b) History of meeting reporting requirements under federally and/or non-federally funded assistance agreements (an assistance agreement is a grant or cooperative agreement and not a contract) similar in size, scope, and relevance to the proposed project performed within the last five years (no more than three, and preferably EPA agreements) and submitting acceptable final technical reports under these agreements. (5 points)</p> <p>c) Extent and quality to which the applicant documented and/or reported on their progress towards achieving the expected results (e.g., outcomes and outputs) under federally and/or non-federally funded assistance agreements (an assistance agreement is a grant or cooperative agreement and not a contract) performed within the last five years (no more than three, and preferably EPA agreements), and if such progress was not being made, whether the applicant adequately documented and/or reported why not. (5 points)</p> <p>Note: In evaluating applicants under items a), b), and c) above, the Agency will consider the information supplied by the applicant in its proposal, and may also consider relevant information from other sources including Agency files (e.g., Grantee Compliance Database) and prior/current grantors (e.g., to verify and/or supplement the information provided the by applicant). Applicants who have no relevant or available past performance information will receive a neutral score for these factors (i.e., 5 points for subcriterion a), 2.5 points for subcriterion b), and 2.5 points for subcriterion c)). Failure to provide any past performance information, or to include a statement in your proposal that you do not have any relevant or available past performance information, may result in a zero score for the factors (i.e., zero points for subcriterion a), zero points for subcriterion b), and zero points for subcriterion c).</p>
--	--

B. REVIEW AND SELECTION PROCESS

All proposals received by EPA in hard copy or received by EPA via e-mail by the submission deadline will first be screened by EPA staff against the threshold criteria in Section III of the announcement. Proposals that do not pass the threshold review will not be evaluated further or considered for funding.

A panel of EPA staff will be set up for each training workshop support activity to review eligible proposals based on the evaluation criteria listed in Section V.A. The two review panels will develop a separate ranked list of the proposals for each training workshop support activity (i.e., CWA Section 303(d) National Listing and TMDL Training Workshops and State and Tribal Aquatic Resource Monitoring Technical Training Workshops) based on the scores received. The ranking list for each training workshop support activity will be provided to the Selection Official who makes final funding decisions. In making the final funding decisions for each training workshop support activity, the Selection Official will consider the proposal score and may also take into account program priorities.

VI. AWARD ADMINISTRATION INFORMATION

A. AWARD NOTICES

Following EPA's evaluation of proposals, all applicants will be notified regarding their status. Final applications will be requested from those eligible entities whose proposal has been successfully evaluated and preliminary recommended for award. Those entities will be provided with instructions and a due date for submittal of the final application package.

EPA reserves the right to negotiate and/or adjust the final grant amount and workplan prior to award, as appropriate and consistent with Agency policy including the Assistance Agreement Competition Policy, EPA Order 5700.5A1. An approvable final workplan narrative is required to include:

1. Workplan components to be funded under the assistance agreement;
2. Estimated work years and the estimated funding amounts for each workplan component;
3. Workplan commitments for each workplan component and a timeframe for their accomplishment;
4. Performance evaluation process and reporting schedule in accordance with §35.115 of 40 CFR; and
5. Roles and responsibilities of the recipient and EPA (for cooperative agreements only) in carrying out the workplan commitments.

In addition, successful applicants will be required to certify that they have not been Debarred or Suspended from participation in federal assistance awards in accordance with 40 CFR Part 32.

Any additional information about this RFP will be posted on EPA's Office of Wetlands, Oceans, and Watershed's website at <http://www.epa.gov/owow/funding/rfp.html>. Deadline extensions or other modifications will be posted on this website and www.grants.gov.

B. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

The general award and administration process for this RFP is governed by regulations at 40 CFR Part 30 (Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations), 40 CFR Part 31 (States, Tribes, interstate agencies, intertribal consortia and local governments), and 40 CFR Part 35, Subpart A ("Environmental Program Grants for State, Interstate, and Local Government Agencies") and Subpart B ("Environmental Program Grants for Tribes"). These regulations can

be found at <http://www.epa.gov/lawsregs/search/40cfr.html>. A description of the Agency's substantial involvement in the cooperative agreements will be included in the final assistance agreement.

C. NON-PROFIT ADMINISTRATIVE CAPABILITY CLAUSE

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 - Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards (http://www.epa.gov/ogd/grants/award/5700_8.pdf). In addition, non-profit applicants that qualify for funding may, depending on the size of the award, be required to fill out and submit to the Grants Management Office the Administrative Capabilities Form with supporting documents contained in Appendix A of EPA Order 5700.8.

D. DUNS NUMBER

Applicants are required to provide a Dun and Bradstreet Data Universal Numbering System (DUNS) number with the full application for Federal grants or cooperative agreements. Organizations can receive a DUNS number in one day, at no cost, by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711 or by visiting the web site at www.dnb.com.

E. INTERGOVERNMENTAL REVIEW

This program may be eligible for coverage under E.O. 12372, "Intergovernmental Review of Federal Programs." An applicant should consult the office or official designated as the single point of contact in his or her State for more information on the process the State requires to be followed in applying for assistance, if the State has selected the program for review. Further information regarding this can be found at <http://www.whitehouse.gov/omb/grants/spoc.html>.

F. DISPUTE PROCEDURES

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: http://frwebgate.access.gpo.gov/cgi-bin/getpage.cgi?position=all&page=3629&dbname=2005_register
Copies may also be requested by contacting the Agency contact in Section VII.

G. COPYRIGHTS

In accordance with 40 CFR 30.36 for institutions of higher education, hospitals, and other non-profit organizations, or 40 CFR 31.34 for other recipients, EPA reserves a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use, for Federal Government purposes copyrighted works developed under a grant, subgrant or contract under a grant or subgrant. Examples of Federal purpose include but are not limited to: (1) Use by EPA and other Federal employees for official Government purposes; (2) Use by Federal contractors performing specific tasks for the Government; (3) Publication in EPA documents provided the document does not disclose trade secrets (e.g. software codes) and the work is properly attributed to the recipient through citation or otherwise; (4) Reproduction of documents for inclusion in Federal depositories; (5) Use by State, tribal and local governments that carry out delegated Federal environmental programs as "co-regulators" or act as official partners with EPA to carry out a national environmental program within their jurisdiction; (6)

Limited use by other grantees to carry out Federal grants provided the use is consistent with the terms of EPA's authorization to the grantee to use the copyrighted material.

H. REPORTING

In general, recipients are responsible for managing the day-to-day operations and activities supported by the assistance funding, to assure compliance with applicable federal requirements, and for ensuring that established milestones and performance goals are being achieved. Performance reports and financial reports must be submitted quarterly and are due 30 days after the reporting period. The final report is due 90 days after the assistance agreement has expired. Recipients will be required to report direct and indirect environmental results from the work accomplished through the award. In negotiating assistance agreements, EPA will work closely with the recipient to incorporate appropriate performance measures and reporting requirements in the workplan consistent with 40 CFR 30.51, 31.40, and 40 CFR Part 45.

VII. AGENCY CONTACTS

Note to Applicants: In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their proposals. However, consistent with the provisions in the announcement, EPA will respond to questions from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement. Questions must be submitted in writing via e-mail and must be received by the Agency Contact identified below by **December 2, 2009**, and written responses will be posted on EPA's website at <http://www.epa.gov/owow/funding/rfp.html>.

Agency Contact

Tim Icke

Phone Number: (202) 566-1211

E-mail: TrainingRFP-OWOW@epa.gov

VIII. OTHER INFORMATION

A. QUALITY ASSURANCE/QUALITY CONTROL (QA/QC)

Quality Assurance/Quality Control requirements may be applicable to these grants (see 40 CFR 30.54 and 40 CFR 31.45). QA/QC 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. Applicants should allow sufficient time and resources for this process. EPA can assist applicants in determining whether QA/QC is required for the proposed project. If QA/QC is required for the project, the applicant is encouraged to work with the EPA QA/QC staff to determine the appropriate QA/QC practices for the project. Contact the Grant Coordinator (See Section VII for Agency Contact information) for referral to an EPA QA/QC staff person.

B. DATA SHARING

All recipients of these assistance agreements may be required to share any data generated through this funding agreement as a defined deliverable in the final workplan.

C. DATA ACCESS AND INFORMATION RELEASE

The Office of Management and Budget (OMB) Circular A-110 has been revised to provide public access to research data through the Freedom of Information Act (FOIA) under some circumstances. Data that are (1) first produced in a project that is supported in whole or in part with Federal funds and (2) cited publicly and officially by a Federal agency in support of an action that has the force and effect of law (i.e., a regulation) may be accessed through FOIA. If such data are requested by the public, the EPA must ask for it, and the grantee must submit it, in accordance with A-110 and EPA regulations at 40 C.F.R. 30.36.

D. EXCHANGE NETWORK

EPA, states, territories, and tribes are working together to develop the National Environmental Information Exchange Network, a secure, Internet- and standards-based way to support electronic data reporting, sharing, and integration of both regulatory and non-regulatory environmental data. States, tribes and territories exchanging data with each other or with EPA, should make the Exchange Network and the Agency's connection to it, the Central Data Exchange (CDX), the standard way they exchange data and should phase out any legacy methods they have been using. More information on the Exchange Network is available at www.exchangenetwork.net.