

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: “PLAN, DEVELOP, AND DELIVER HANDS-ON INDOOR AIR QUALITY TRAINING TO TRIBAL AIR PROFESSIONALS”

ACTION: Request for Applications (RFA) - Questions and Answers

RFIP NO: LV-OAR-CIE-04-06

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO: 66.034

SUMMARY: The following are formal Agency responses to questions/comments regarding the subject solicitation.

- 1. The RFA states that there is no matching requirement of the applicant. In the criteria section, the ability of the applicant to provide a match is listed as being scored. Please clarify.**

Although cost-sharing or matching is not required, as a condition of eligibility, or otherwise, for proposals selected for award, some applicants may elect to cost-share. In those cases, cost-sharing or matching will be given favorable consideration as a part of the proposals overall cost effectiveness review.

- 2. Does the EPA expect the grantee to be responsible for recruitment and outreach to involve the Indian tribal professionals in the program? Knowing this helps us plan the project and budget.**

Yes.

- 3. Does the EPA have specific expectations about how many Indian reservations nationwide and in each region will be reached by and participate in the program and the minimum number of training participants? Is the expectation that all or most tribes in the country will be reached? Or is this left to the applicant to propose based on what they think is reasonable within the budget?**

No expectations have been set regarding the number of tribes that are to be reached. This should be proposed by the applicant. The minimum amount of participants will be determined by the grantee (i.e. course agenda/structure/material, instrumentation, etc.)

- 4. The RFP calls for training tribal professionals in three groups – building trades, public health, and environmental professionals. Based on our experience, it seems that these groups may or may not be represented among tribal professionals and that in some cases tribes will rely on partners or outside contractors in one or more of these professional areas. Is it appropriate to include in the training the professionals that would be partners or contractors to the tribes in carrying out IAQ assessment and remediation?**

No, this training is designed to target the tribal air professionals that are direct employees of the tribe.

- 5. Please clarify your expectations about carrying out assessment on Indian lands. Is the expectation that project staff would implement an assessment in every tribal location in which professionals receive training under the project, (which could be quite costly under the budget)? Or could assessments be done at a sample of the sites? Alternatively, could the assessments be carried out by local professionals and facilitated by project staff? Could the assessments in this case be partly paid for by non-grant funds? We are concerned about how far the budget will go in terms of planning, developing, delivering, and assessing the results.**

EPA does not have specific expectations of how training assessments will occur. The plans will come primarily from the applicant's proposal. An understanding of tribal structure must be known in order to come to a realistic proposal. Assessments will be conducted on a sample of tribal reservations. In order to determine the effectiveness of the training, it's necessary to select Reservations whose tribal professional(s) have attended the IAQ courses.

- 6. We would like input on how best to talk about partners in the proposal that would receive money under a subcontract given the requirement for a competitive bidding process? Is it acceptable for us to identify partners/subcontractors in the proposal that we think have strong qualifications to fill the required roles, such as experience tribal instructors? Or is it preferable to state the qualifications of the individuals and organizations that we will involve and say that we will have a competitive process to identify a contractor for these roles upon receiving funding?**

EPA does not offer recommendations/suggestions on how best to talk about partners in your proposal. Applicants are not required to identify contractors or consultants in their proposal. Moreover, the fact that a successful applicant has named a specific contractor or consultant in the proposal does not relieve it of its obligations to comply with competitive procurement requirements.

- 7. Does the EPA have a specific expectation in terms of the how the training course presentations will be structured? For example, we had thought about offering the courses in each region at a central location vs. at a national location. Is this something that the applicant should decide or something that the EPA will specify?**

Yes, EPA does have specific expectations concerning how the training courses are to be structured. Specifically, all training must be conducted on tribal lands.

- 8. When you say the applicant is responsible for recruitment/outreach to tribal environmental professionals, do you mean to this group and not to public health and building trades professionals? Please clarify.**

The training shall be developed for tribes and their direct employees whose roles/job description evolve around indoor air quality, irrespective of the department that employs them.

- 9. What role do you see ITEP and TAMS taking in outreach/recruitment in contrast to the role that the grantee will take in outreach/recruitment? Are you saying that ITEP and TAMS will promote the training courses and encourage tribes to participate and that the grantee will be responsible for coordinating schedules and communicating schedules, locations, and course specifics to interested tribal participants, or, does the grantee do some of both?**

The grant recipient will be responsible for promoting the training courses, encouraging tribes to participate, coordinating schedules and communicating schedules, locations, and course specifics to interested tribal participants.

- 10. The RFA asks for a three-page budget narrative but does not specify if a one, two, three, or four year budget and narrative is needed for the initial proposal. Please clarify.**

Applicants should submit a budget and narrative for the life of the grant (4 years).

- 11. The RFA did not specify in what format the budget should be presented. Should we follow the format that is provided for the final proposal and fuse that for the initial proposal as well?**

Refer to Section IV(B)(2) Content and Form of Proposal Submission.

- 12. What percentage is allowable for overhead costs in relation to the total budget request?**

The indirect cost rate is negotiated with the cognizant federal agency. If you have not negotiated an indirect cost rate with a cognizant federal agency, you may submit a written request, along with your application, for consideration of a *provisional* indirect cost rate. If selected, as a grant recipient, you will be required to file supporting documentation for final Agency approval of the provisional rate within 30 days from the date of award.

- 13. The RFA states that approximately \$50,000 to \$100,000k will be awarded during the first fiscal year of the project. Is the expectation that all three courses will be fairly well developed during this first year?**

Yes.

- 14. What is the priority for the three courses in terms of development and delivery?**

This should be proposed by the applicant and will be evaluated accordingly.

- 15. I am not sure what congressional district(s) will be impacted by the project (as required on line 14 of SF-424). Can you provide this information for me?**

For the purposes of the application you may list “Nationwide,” or the congressional district in which the applicant is located.

