

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: "TECHNOLOGY TO REDUCE REFRIGERANT AND FUEL COMBUSTION GREENHOUSE GAS EMISSIONS FROM VEHICLE AIR CONDITIONING"

ACTION: Request for Initial Proposals (RFIP) - Initial Announcement

RFIP NO: OAR-CPPD-04-10

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO: 66.034

DATES: The closing date and time for receipt of initial proposals is October 15, 2004, 4:00 p.m. EDT. Applications submitted via U.S. mail must be received in the Program Office by the closing date and time.

Final applications will be accepted, only, from those eligible entities whose Initial proposals have been successfully evaluated and selected for award. EPA will notify selected applicants not later than November 15, 2004.

The closing date and time for receipt of Final proposals is December 15, 2004, 4:00 p.m. EDT.

SUMMARY: This notice announces the availability of funds and solicits applications to undertake efforts to develop and implement new technology to reduce greenhouse gas emissions from the use of motor vehicle air conditioning. Greenhouse gas emissions from vehicle air conditioning include the direct refrigerant emissions and the indirect exhaust emissions from the additional power required to operate air conditioning compressors, fans and controls and also to transport the additional weight of the air conditioning system. Previous research and industry leadership projects have confirmed that existing systems using HFC-134a refrigerant can be significantly improved and that it is technically feasible to implement new systems using alternative refrigerants carbon dioxide and HFC-152a. Proposals should identify technical and regulatory barriers to improved vehicle AC systems and describe how the proposed work will overcome these barriers. Barriers to be addressed include, but are not limited to: measurement of baseline refrigerant and tailpipe emissions; validation of the environmental, cooling performance, and cost-effectiveness of newly-developed technical options; parts, training and service infrastructure, and vehicle owner acceptance.

FUNDING/AWARDS: The total estimated funding for this competitive opportunity is \$1.5 million. In FY 2005, total funding shall not exceed \$500,000. EPA anticipates award of up to 5 grants ranging in annual value from \$25,000 to \$100,000 and/or a maximum of 3 cooperative agreements ranging in annual value from \$100,000 to \$250,000 resulting from this competitive opportunity; subject to availability of funds, and the quality of proposals submitted.

Grants/Cooperative agreements resulting from this announcement, which exceed the small grants threshold of \$70,000, will be funded incrementally. Additional funds may be added in each subsequent year of the agreement.

Eligible entities are encouraged to submit multi-year applications. All projects must be completed within the negotiated project performance period one to three years.

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I. Funding Opportunity Description

A. Background.

The Climate Protection Partnerships Division (CPPD) is committed to reducing greenhouse gases through energy-efficiency and cost-effective partnerships with industries in all sectors of the global economy where emissions reductions can be achieved. The Mobile Air Conditioning Climate Protection Partnership, one of CPPD's dynamic government/industry partnerships, has a goal of immediately reducing greenhouse gases from existing vehicle AC systems and to promote improvements or replacement of the existing technology with environmental superior technology that saves vehicle owners money while protecting the environment for future generations.

In 1992, the U.S. Environmental Protection Agency (EPA) introduced ENERGY STAR as a voluntary labeling program designed to identify and promote energy-efficient products to reduce greenhouse gas emissions.

The Climate Protection Partnerships Division would like to further enhance delivery of energy efficient products, services, and best practices to the automotive marketplace by funding proposals that advance improvement in vehicle air conditioning.

B. Scope of Work.

The Climate Protection Partnerships Division seeks to fund proposals that advance the voluntary transition to improved vehicle air conditioning systems and maintenance while satisfying the emerging state and regional regulatory requirements for higher energy efficiency and lower chemical emissions. Proposals should identify unique constituencies and approaches/channels for working with stakeholders, demonstrate an understanding of the technology(ies) and the market structure for transforming vehicle air conditioning or best practice(s) to end users and maintenance organizations, and should identify the market barriers that will be removed by the effort of the grant.

Proposals may address one or more of the following areas:

1. Establishing the baseline of typical refrigerant emissions and analytical methods for

validating reductions in those emissions from improved components, assembly best practices, and maintenance procedures;

2. Improving energy performance in new motor vehicles;
3. Increasing market demand for improved fuel efficiency and reliability;
4. Delivering improved energy performance and system reliability through technology or practice;
5. Promoting improved energy performance through government procurement policies.

Eligible entities are encouraged to submit multi-year applications. All projects must be completed within the negotiated project performance period one to three years.

C. Supplementary Information.

The statutory authority for this action is Clean Air Act, Section 103(b)(3) which authorizes the award of grants for research, investigations, experiments, demonstrations, surveys, and studies related to the causes, effect, extent, prevention and control of air pollution.

II. Award Information

A. What is the amount of funding available?

The total estimated funding for this competitive opportunity is \$1.5 million. In FY 2005, total funding shall not exceed \$500,000. Grants/Cooperative agreements resulting from this announcement, which exceed the small grants threshold of \$70,000, will be funded incrementally. Additional funds may be added in each subsequent year of the agreement.

B. How many agreements will EPA award in this competition?

EPA anticipates award of up to 5 grants ranging in annual value from \$25,000 to \$100,000 and/or a maximum of 3 cooperative agreements ranging in annual value from \$100,000 to \$250,000 resulting from this competitive opportunity; subject to availability of funds, and the quality of proposals submitted.

Cooperative agreements permit substantial involvement between the EPA Project Officer and the selected applicants in the performance of the work supported. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial Federal involvement for this project will be:

1. close monitoring of the successful applicant's performance;
2. collaboration during the performance of the scope of work;
3. approving substantive terms of proposed contracts;

4. approving qualifications of key personnel (EPA will not select employees or contractors employed by the recipient);
5. review and comment on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient);
6. approving quality assurance plans for collecting and assessing data, if warranted.

C. What is the project period for awards resulting from this solicitation?

The estimated project period for awards resulting from this solicitation is January, 2005 through January, 2008. Eligible entities are encouraged to submit multi-year applications. All projects must be completed within the negotiated project performance period one to three years.

D. Can funding be used to acquire services or fund partnerships?

Funding may be used to acquire services or fund partnerships, provided the recipient follows procurement and subaward or subgrant procedures contained in 40 [CFR](#) Parts 30 or 31, as applicable. Successful applicants must compete contracts for services and products and conduct cost and price analyses to the extent required by these regulations. The regulations also contain limitations on consultant compensation. 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 EPA approves does not relieve it of its obligations to comply with competitive procurement requirements.

Subgrants or subawards may be used to fund partnerships with non profit organizations and governmental entities. 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 to carry out its cooperative agreement. The nature of the transaction between the recipient and the 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.

III. Eligibility Information

A. Eligible Entities.

Proposals will be accepted from state, local, multi-state, and tribal governmental agencies, universities, and non-profit organizations, as defined by [OMB Circular A-122](#).

Non-profit organization, as defined by OMB Circular A-122, means any corporation, trust, association, cooperative, or other organization which: (1) is operated primarily for scientific, educational, service, charitable, or similar purposes in the public interest; (2) is not organized primarily for profit; and (3) uses its net proceeds to maintain, improve, and/or expand its operations. For this purpose, the term "non-profit organization" excludes (I) colleges and universities; (ii) hospitals; (iii) state, local, and federally-recognized Indian tribal governments;

and (iv) those non-profit organizations which are excluded from coverage of this Circular in accordance with paragraph 5 of the Circular.

B. Cost-Sharing or Matching.

Cost sharing or Matching is not required as a condition of eligibility, or otherwise, for proposals selected for award.

IV. Application and Submission Information

A. How to Obtain Application Package.

Applicants may download individual grant application forms, or electronically request a paper application package and an accompanying computer CD of information related to applicants/grant recipients roles and responsibilities from EPA's Grants and Debarment website by visiting: http://www.epa.gov/ogd/grants/how_to_apply.htm.

B. Content and form of Application Submission.

1. **Initial Proposals.** Applicants must submit one original signature Initial Proposal and two complete copies. Initial Proposals may not exceed 17 pages in length and must conform to the following outline:
 - a. Overview of the organization, its mission, and related experience (1-2 pages);
 - b. Description of key project activities and approaches (3-7 pages);
 - c. Brief biographical sketches of key technical experts who will be involved in the project (3 pages maximum);
 - d. Detailed budget narrative (3 pages maximum);
 - e. SF 424a (2 pages).

Applicants are strongly advised to avoid submission of extemporaneous materials. Proposals that exceed the maximum page limitation will not be considered. The maximum page length shall include any pieces that may be submitted by a third party (e.g., references or letters confirming commitments). Pages exceeding the maximum length will not be considered. All application materials must be completed in English. The minimum acceptable font size for application materials, excluding the SF 424a, shall be 10 point.

2. **Final Applications.** *(FINAL APPLICATIONS WILL BE ACCEPTED, ONLY, FROM THOSE ELIGIBLE ENTITIES WHOSE INITIAL PROPOSALS HAVE BEEN SUCCESSFULLY EVALUATED AND SELECTED FOR AWARD. **DO NOT INCLUDE THESE DOCUMENTS WITH THE INITIAL PROPOSAL.**)*

Applicants whose Initial Proposals have been evaluated and selected for award must submit one original signature document and two copies of the completed federal grant application package and narrative workplan. All application materials must be completed in English.

a. A complete **FINAL APPLICATION** must contain the following, in the sequential order shown:

1. SF-424 Application for Federal Assistance, with original signature.
2. Narrative Statement, in the format detailed below.
3. Other supporting documentation.
4. SF-424 A, Budget by categories and indirect cost rate.
5. SF-424 B, Assurances for non-construction programs.
6. Debarment and Suspension Certification.
7. Certification Regarding Lobbying and SF LLL, if applicable.
8. EPA Form 4700-4 Preaward Compliance review report.
9. Quality Assurance Narrative Statement, if applicable.
10. Copy of Negotiated Indirect Cost Rate Agreement, if applicable.
11. Biographical Sketch.
12. E-mail address or self-addressed envelope (to receive notification of receipt of application).

b. The narrative statement should conform to the following outline:

1. Project Title.
2. Applicant Information. Include applicant (organization) name, address, contact person, phone number, fax and e-mail address.
3. Funding Requested. Specify the amount you are requesting from EPA.
4. Project period. Provide beginning and ending dates (for planning purposes, applicants should assume funds will be available in January, 2005).
5. Narrative Workplan. Summarize the project and specifically explain how the project meets the evaluation criteria detailed in *Section V(A)* of this solicitation.
6. Qualifications. Summarize your technical experience and knowledge. Demonstrate how your qualifications meet the evaluation criteria detailed in *Section V(A)* of this solicitation.
7. Total Project Cost. Specify total cost of the project. Identify funding from other sources including any in-kind resources.
8. Detailed Itemized Budget. Clearly explain how EPA funds will be used. Provide a budget for the following categories:
 - Personnel
 - Fringe Benefits
 - Contractual Costs
 - Travel
 - Equipment
 - Supplies
 - Other
 - Total Direct Costs
 - Total Indirect Costs (must include documentation of accepted indirect rate)
 - Total Cost

9. Reporting Requirements. Discuss quarterly progress (schedule to be established by EPA). Quarterly progress reports should include: a summary of performance progress-to-date, problems encountered, successes achieved, and lessons learned.

C. Submission Date and Times.

1. The closing date and time for submission of completed Initial Proposal packages is October 15, 2004, 2:00 p.m. EDT. All proposal packages must be received in the program office listed below by the closing date and time. Proposals received after the closing date and time will not be considered for funding. Electronic or facsimile transmission of Initial Proposals/Final Applications will not be accepted.
2. The closing date and time for submission of completed Final Application packages is December 15, 2004, 2:00 p.m. EDT. *(Final applications will be accepted, only, from those eligible entities whose Initial Proposals have been successfully evaluated and selected for award.)*
3. Because of the unique situation involving U.S. mail screening in Washington, DC, EPA highly recommends that applicants use express mail to submit their proposals. Initial Proposals and Final Applications should be addressed to:

Express Delivery Address (FedEx, UPS, DHL, etc)

U.S. EPA

Attn: Kristen Taddonio

OAR/OAP/Climate Protection Partnerships Division

1310 L Street, NW, 9th Floor

Washington, DC 20005

(202) 343-9234

Regular Mail Delivery Address (U.S. Postal Service)

U.S. EPA

Attn: Kristen Taddonio (Mail Code 6202J)

OAR/OAP/PPD

1200 Pennsylvania Avenue, NW

Washington, DC 20460

V. Application Review Information

A. Evaluation Criteria.

Each eligible application will be evaluated according to the criteria set forth below. Initial proposals that are best able to directly and explicitly address these criteria will have a greater likelihood of being selected for award. Each proposal will be rated under a point system, with a total of 100 points possible.

Criterion	Maximum Points per Criterion
<p>Benefit to the public: Describe the importance of the project and its potential to reduce direct and/or indirect greenhouse gas emissions that lead to the public good of reducing air pollution. The Initial proposal shall describe: (1) the size and importance of the market that will be affected; (2) the estimated impact of the initiative(s) on reducing energy consumption/carbon emissions and/or enhancing the design, manufacture, operation, and maintenance of vehicle AC systems, and (3) anticipated outcomes of the project. (4) Briefly describe the project(s) contributions to market transformation. CPPD will review proposals for their potential to create lasting change in the market for energy efficient products, services, and best practices.</p>	35
<p>Past experience: For Initial proposals, briefly describe organizational experience promoting products and processes that reduce greenhouse gas emissions from motor vehicle air conditioning.</p>	25
<p>Experience of key personnel: For Initial proposals, briefly describe the experience of key personnel identified, and designate a primary contact, who will be responsible for the implementation of the grant and will serve as a liaison with CPPD staff. CPPD will review biographical sketches to determine if staff experience is commensurate with activities proposed.</p>	20
<p>Cost effectiveness: Applicants shall describe their ability to leverage grant funds. CPPD will review budget narratives and form SF 424a to determine if costs are reasonable and commensurate with activities proposed</p>	20

B. Other Factors.

EPA reserves the right to make decisions on applications based on factors that help ensure geographic equity and the demonstration of a variety of different technical approaches.

C. Review and Selection Process.

Each Initial proposal will be evaluated by a team chosen to address the range of activities associated with reducing greenhouse gases through energy efficiency and cost effective partnerships with private industry to achieve emissions reduction. The Evaluation Team will base its evaluation solely on the selection criteria disclosed in this notice (*see Section V(A), Evaluation Criteria*).

Completed evaluations will be referred to a Selection Committee that is responsible for further consideration and final selection. The highest numerically-ranked proposal(s) (subject to the quality of proposals, availability of funds, and consideration of *Section V(B), Other Factors*) will be selected for award and required to submit Final Applications.

VI. Award Administration Information

A. Award Notices.

Following evaluation of Initial Proposals, all applicants will be notified regarding their application's status.

1. Initial Proposal Notifications.

- a. EPA anticipates notification to *successful* applicant(s) will be made, via telephone, electronic or postal mail by November 15, 2004. The notification will advise the applicant that its Initial Proposal has been successfully evaluated and selected. The notice shall require submission of a Final Application. (*Refer to Section IV(B), Content and form of Application Submission.*)
- b. EPA anticipates notification to *unsuccessful* applicant(s) will be made via electronic or postal mail by November 15, 2004. In either event, the notification will be sent to the original signer of the application.

2. Final Proposal Notifications.

- a. The closing date and time for submission of completed Final Application packages is December 15, 2004, 2:00 p.m. EDT.
- b. EPA anticipates notification to *successful* applicant(s) regarding the status of Final Applications will be made, via telephone, electronic or postal mail by December 31, 2004. This notification, which advises that the applicant's proposal has been selected and is being recommended for award, is not an authorization to begin performance. The award notice signed by the EPA grants officer is the authorizing document and will be provided through postal mail. At a minimum, this process can take up to 90 days from the date of selection.

B. Administrative and National Policy Requirements.

1. A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at:
http://www.epa.gov/ogd/AppKit/applicable_epa_regulations_and_description.htm.
2. Executive Order 12372, Intergovernmental Review of Federal Programs may be applicable to awards, resulting from this announcement. Applicants *selected* for funding may be required to provide a copy of their proposal to their [State Point of Contact](#) (SPOC) for review, pursuant to Executive Order 12372, Intergovernmental Review of Federal Programs. This review is not required with the Initial Proposal and not all states require such a review.

3. All applicants are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for a Federal grant or cooperative agreement. Applicants can receive a DUNS number, at no cost, by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711, or visiting the D&B website at: <http://www.dnb.com>.

C. Reporting Requirement.

Quarterly progress reports will be required. The quarterly progress report should include: a summary of performance progress-to-date, detailed expenditures-to-date, problems encountered, successes achieved, and lessons learned. The schedule for submission of quarterly progress reports will be established, by EPA, after award.

VII. Agency Contact

All questions while this funding opportunity is open should be e-mailed to: cppd.grant-funding-inquiries@epa.gov. Responses will be posted, bi-weekly, until the closing date for this announcement at the OAR Grants/Funding website http://www.epa.gov/air/grants_funding.html

FOR FURTHER INFORMATION CONTACT: Stephen O. Andersen, US EPA, Office of Atmospheric Programs, 1200 Pennsylvania Avenue, NW (MC 6202J), Washington, DC 20460, Phone (202) 343-9069, Fax (202) 343-2379; e-mail andersen.stephen@epa.gov

VIII. Other Information

Applicants should clearly mark information in their proposal which they consider confidential. EPA will make final confidentiality decisions in accordance with Agency regulations at 40 CFR, Part 2, Subpart B.

EPA reserves the right to reject all proposals or applications and make no award as a result of this announcement. The EPA Grant Award Officer is the only official that can bind the Agency to the expenditure of funds for selected projects resulting from this announcement.

Formal disputes challenging the Agency award decision, will be resolved using the Dispute Procedures at 40 [CFR](#) 30.63 and 40 CFR 31.70.