

# Environmental Justice Small Grants Program



Grants Tutorial

Courtesy of EPA's Office of Environmental Justice

## Overview

- How EPA Defines Environmental Justice
- Purpose & Eligibility
- Types of Projects
- Outcomes, Outputs, & Grant Scoring Process
- Helpful Tips to apply for EJ grants
- EJ Small Grant Evaluation Criteria



**LEGEND:**



= *IMPORTANT ACTION*

## How EPA Defines Environmental Justice:



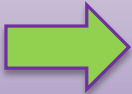
**Environmental Justice (def):**  
*The fair treatment & meaningful involvement of people of all races and incomes with respect to the development of, implementation, and enforcement of environmental laws, regulations and policies.*

1.0



Fair treatment implies that no group of people should shoulder a disproportionate share of negative environmental impacts resulting from the execution of environmental programs.

1.1



# PURPOSE of the EJ Small Grants Program:

*To provide financial assistance that will support and empower community-based organizations that are working on local solutions to local environmental and/or public health problems.*

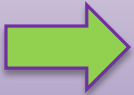
2.0



The applicant must demonstrate the ability to:

- plan and/or perform activities designed to identify, educate, and address environmental and public health issues at the local level
- form partnerships with other local community stakeholders to better address local issue(s)

2.1





## Eligibility

(part of Threshold Criteria)

3.0



Must be one of the following entities:

- incorporated nonprofit organization
- federally-recognized tribal government, or
- tribal organization

3.1



- Must be focused on addressing the environmental and/or public health problems of the affected community

3.3



- Must be located in the same area as the environmental and/or public health problem;
- Must demonstrate that they have worked directly with the affected community;

3.2



## Eligible Projects for EJ Small Grants

4.0



Eligible workplans contain the following:

- Activities designed to educate, empower, and enable communities to understand local environmental and public health issues

4.1



- Activities that identify ways of addressing issues at the local level, while building consensus and setting community priorities.

- Activities that support collaborative partnerships that address local environmental issues



4.2



## Sample Activities

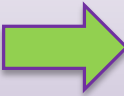
*Sample activities include conducting and promoting coordination of:*

5.0



- Research
- Investigations
- Experiments
- Training & demonstrations
- Surveys & Studies relating to the causes, extent, and prevention of an environmental hazard.

5.1



# Statutes for Projects

(Award of up to \$30,000)

*Projects must address local environmental & public health issues under one of the environmental statutes listed below:*

- 1) Clean Water Act, Section 104(b) (3)
- 2) Safe Drinking Water Act, Section 1442(c)(3)
- 3) Solid Waste Disposal Act, Section 8001(a)
- 4) Clean Air Act, Section 103(b) (3)
- 5) Toxic Substances Control Act, Section 10(a)
- 6) Fed. Insecticide, Fungicide, & Rodenticide Act, Sect. 20(a)
- 7) Marine Protection, Research, & Sanctuaries Act, Sect. 203







## Environmental Results

7.0

An Outcome is a result, effect, or consequence that occurs from doing the environmental activity (e.g., decrease in % of children suffering from asthma as a result of cleaner air)

7.3



*All applicants must link projects to Environmental Results, which means having output & outcome measures.*

7.1



An Output is an activity, effort, or product related to an environmental /public health goal (e.g., creation of a community-wide asthma coalition)

7.2



## EJ Small Grant Scoring Criteria

*Proposals will be ranked based on:*

8.0



1. Complete work plan narrative
2. Organizational Capacity and Programmatic Capability
3. Written narrative of key personnel & qualifications

8.1



Projects must link to EPA's **Strategic Goals** and also Further Goal 3 of EPA's Strategic Plan:

Cleaning Up Communities and Advancing Sustainable Development.

*For more info on EPA's Strategic Plan go to:*

<https://www.epa.gov/planandbudget/strategicplan>

8.3



4. Detailed budget
5. History of managing federal funds



8.2



## Tips on Preparing an Application

9.0



- Target your issue & work to the community.

Identify & research specific issues in the community (Census data, health statistics, socioeconomic characteristics).

9.1



- Develop a project evaluation technique w/ specific outputs & outcomes.

*What will be different once the project is done?*

9.3



- Read the grant guidance carefully. Make sure you follow directions & refer to the Checklist.

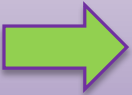
- Form partnerships (if applicable). Involve organizations with similar or related goals, and get their commitment of services.

9.2



# Ranking Criteria Environmental/Public Health Information

1. The local environmental/public health issue that the project seeks to address.
2. The local environmental/public health results the project seeks to achieve.
3. The affected community that you (the applicant) are directly working with to address the issues.
4. How the affected community is disproportionately impacted by environmental harms and risks.
5. How the affected community will benefit from the project's intended local results.



## Ranking Criteria Organization's Historical Connection to Affected Community

1. History of your involvement with the affected community, including duration of involvement & circumstances that led to your involvement.
2. How you have worked with the affected community's residents and/or organizations to address local environmental & public health issues.
3. How the affected community's residents and/or organizations are part of the decision-making process.
4. How your efforts have led to increased capacity on the part of local community-based organizations to address local environmental & public health issues.
5. How you will maintain & sustain an ongoing relationship with the affected community's residents and/or organizations.



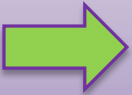
# Ranking Criteria Project Description

1. The local environmental & public health results the project seeks to achieve.
2. How the project will achieve these results.
3. The role of your partner(s) (if applicable) in addressing the local issue(s) & how you plan to maintain & sustain the partnerships.
  - a. The nature of the organization, what resources it brings to the partnership, how it has a vested interest in working with this partnership, commitments made, & specific activities it will be responsible for.
4. How the project is related to the environmental statutes.



## Ranking Criteria Organizational Capacity & Programmatic Capability

1. Over the last five years, your past performance in managing and completing assistance agreements similar in size, scope, and relevance to the proposed project. Also, your history of meeting reporting requirements under these agreements, and how you plan to effectively manage & complete the proposed project.
2. Organizational experience & plan for timely & successfully achieving the objectives of the proposed project, & staff expertise/qualifications, staff knowledge, & resources or the ability to obtain them, to successfully achieve the goals of the proposed project.





## Ranking Criteria Qualifications of Project Manager (PM)

14.0



1. Why the PM is qualified to undertake the project.
2. How the PM has ties to the community and/or organization.
3. Past activities the PM has worked on with the community.

14.1



Determined by:

- A description of how progress was documented towards achieving the expected outputs & outcomes under prior or current assistance agreements.
- If progress was not made, a satisfactory and detailed explanation is also provided by the applicant.

15.1



## Ranking Criteria Past Performance in Reporting on Outputs and Outcomes

*Applicants will be evaluated on their demonstration of prior experience in reporting outputs & outcomes.*

15.0







## Ranking Criteria Detailed Budget

16.0

## Ranking Criteria Project Performance Measures/Milestones

17.0



- You will be evaluated on the reasonableness of the costs, and how the budget relates to the activities under the project.

16.1



- The applicant will receive a score of “ZERO” for this criterion if costs restricted under Section IV.B “Workplan (Detailed Budget)” are included.

16.2



1. Identification of performance measures that determine whether or not the project meets the target(s) and are successful.

17.1



2. Measures that relate directly to the local environmental and public health.
3. Approach used for determining how progress is made in achieving the expected project outcomes/outputs.

17.2



## Additional Information



For more info on EJ Small Grants:

<https://www.epa.gov/environmentaljustice/environmental-justice-small-grants-program>

18.0