



An Introduction to the EPA Grants Process

Thank you for your interest in EPA's grant opportunities.

This tutorial will provide you with a general overview of how to apply for, manage and complete an EPA grant project.

Continue on to the next slide to begin Step 1...

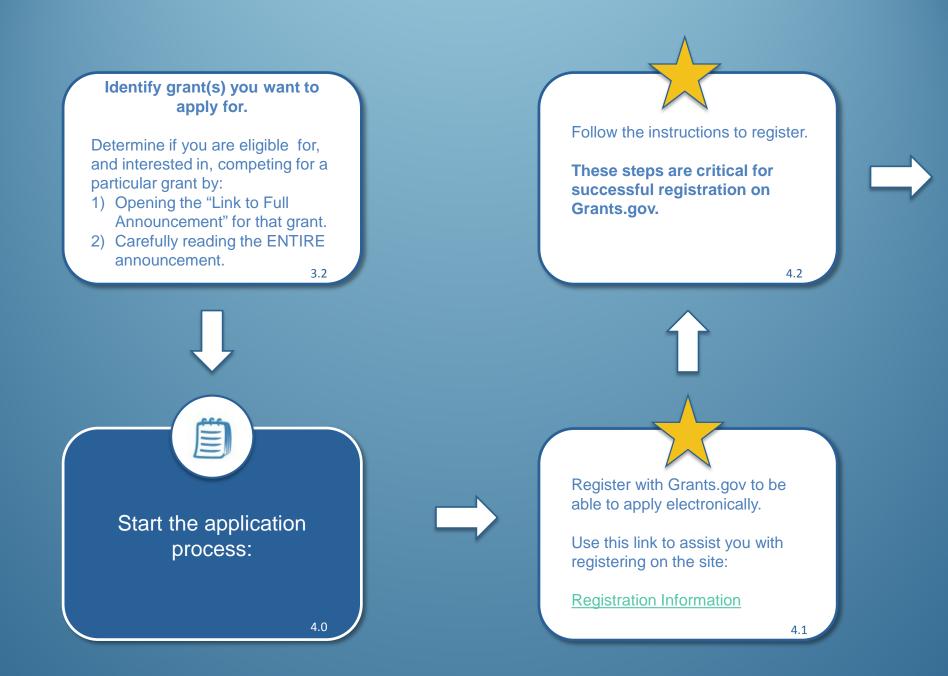


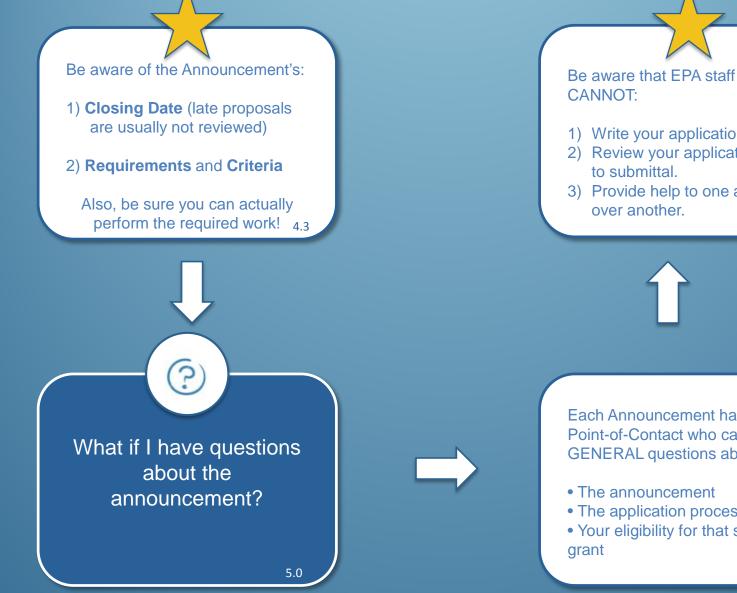
EPA GRANTS 101



Step 1 - Applying for an EPA Grant





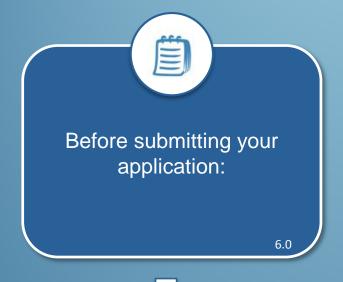


- 1) Write your application.
- 2) Review your application prior
- 3) Provide help to one applicant

5.2

Each Announcement has an EPA Point-of-Contact who can answer **GENERAL** questions about :

- The announcement
- The application process
- Your eligibility for that specific



Cost Share

Determine if your project will require cost share contributions.

Be aware that some grant programs require that an applicant pay for some project costs themselves.

6.3

Applicant's Accounting System

Ensure your accounting system(s) can provide an accurate, current, and complete picture of the grant's financial progress.

Reliability and **accuracy** are chief concerns.

Double check your application to make sure you provide ALL required information.

Also, be aware of the **requirements and responsibilities** you have as a recipient, which include but are not limited to the following: 6.1



Generally, EPA performs a review to initially determine if your application is eligible based on the announcement 's eligibility criteria.

8.1

EPA will notify you if your organization is selected to receive grant funding and may request **additional information** about the project and its associated costs.

9.1





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EPA also notifies unsuccessful applicants, who can receive a debriefing if requested.

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The debriefing may provide the following information:

- 1. An explanation of why the application was not selected.
- Constructive feedback to help applicants with future submissions.
 10.1

EPA has information on the Office of Grants and Debarment (OGD) website about competition.

Additional Information

If you have general questions about the competition process at EPA, you may contact EPA staff in the Grants Competition Advocate's Office:

Bruce Binder (Senior Associate Director) at 202-564-4935 or <u>binder.bruce@epa.gov</u>.
Val Swan-Townsend at 202-564-5373 or <u>swan-townsend@epa.gov</u>
Elizabeth January at 617-918-8655 or january.elizabeth@epa.gov

If you have questions about a specific grant announcement, please call or email the Point-of-Contact listed in the announcement.

For a list of applicant resources and online tools to help you with Grants.gov, use the following link: http://www.grants.gov/applicants/app_help_reso.jsp_

10.2