



SOUTHEAST SUSTAINABILITY  
DIRECTORS NETWORK



**EPA Community Grants  
Training Session 2**

July 10, 2024



# Training Objectives

- Share resources to apply for and manage Community Grants
- Create a supportive peer-to-peer network
- Increase local grant writing and management capacity

## Disclaimer!

The training provides guidance, but not authoritative interpretations of federal laws, rules or regulations.

# Curriculum

1. Possibilities, Limitations & Requirements: June 26

**2. Project Scope; Waiver Eligibility: July 10**

3. Entity Registration; Listening Session: July 24

4. NEPA & Cross-Cutting Regulations: August 7

5. Budgeting & Procurement: August 21

6. Application Submittal: September 4

*Bonus: Other Water TA Providers: September 18 - to be confirmed*

7. Grant Management & Reporting: October 2

8. Troubleshooting & Closing: October 16

# Session 2 Agenda

1. Session 1 recap
2. Eligible project elements
3. Project Workplan
4. Cost share waiver
5. Q&A and peer connections

# 1. Session 1 Recap

# Session 1 Topics

- Case study  
Catherine Clark, Grant Writer, Holly Springs, NC
- Community Grants basics
- Overview of the grant application process  
Brendan Held, EPA Region 4

## 2. Eligible Project Elements

# Eligible Project Elements

- *Community Grants projects are designated for the **planning, design, and construction** of drinking water, wastewater, and stormwater infrastructure and for water quality protection.*
  - Community Grants Program, Final Implementation Guidance
- Not for most O&M activities



# 3. Project Workplan

# Workplan Contents

1. Project Objective(s) and Need
  - a. Explain problem to be solved
2. Project Description
  - a. Narrative and attachments
  - b. Scope of work: All activities funded
  - c. Project management framework
  - d. Budget narrative
3. Milestone Schedule
  - a. Narrative or table
  - b. Deliverables
4. Environmental Results/Benefits
  - a. EPA Strategic Plan goals
  - b. Outputs and outcomes
5. Method to select:
  - a. Contractors
    - i. 2 CFR 200.317 - .327
  - b. Subrecipients
    - i. EPA's Subaward Policy

# Workplan Tips

- Keep the scope tied to the funded elements
- Provide a bit of context: Why is there a need?
  - Ex.: Annual average population growth of 6% from 2010 to 2020
  - Ex.: Main water transmission line installed in 1945 leaks 0.2MGD
  - Refer to existing planning documents
- Don't provide unnecessary details
- Confirm compliance with all standards

## 4. Cost Share Waiver

# Cost Share Requirement

- Non-federal funds: min 20% of grant project cost
  - Ex. \$2M grant (80%) = \$400K match (20%); total project: \$2.4M
- *Any voluntary cost share funding will be subject to the grant terms and conditions as well as applicable requirements and must be used on eligible activities.*
  - [EPA Community Program Q&A](#)
- Federally recognized tribes are exempt
- Disadvantaged communities may be exempt - must request

# Cost Share Requirement

- Sources of match:
  - Public:
    - State (incl. State Revolving Fund)
    - Local
    - CDBG, Dept of Ag Rural Development funds, Appalachian Regional Commission funds
  - Private:
    - Business, nonprofit
  - In-kind:
    - Admin expenses

# Cost Share Waiver Criteria

Same for all FY of funding:

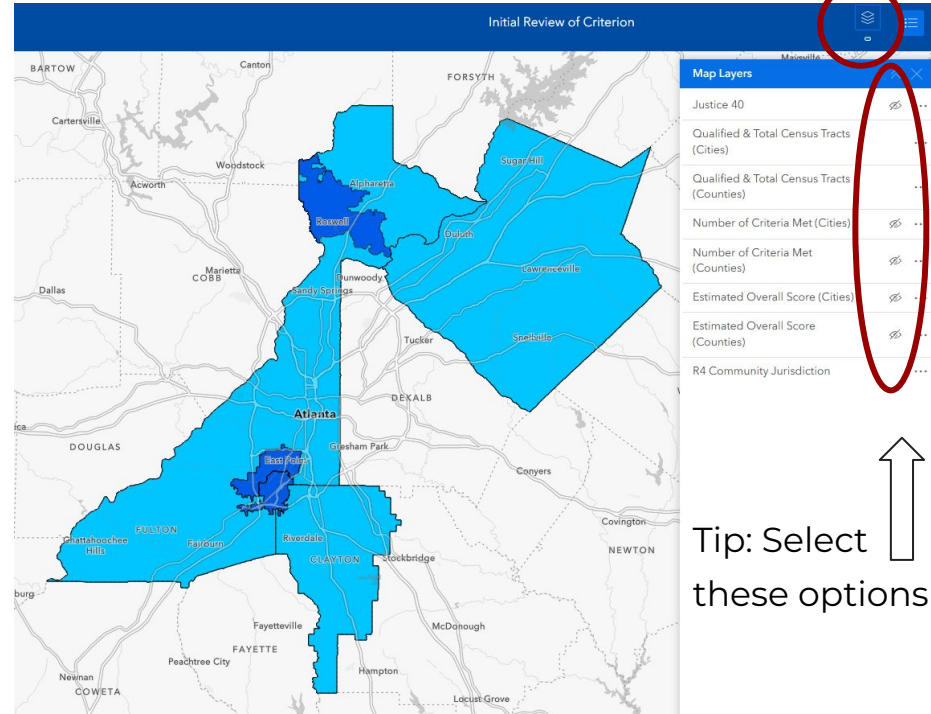
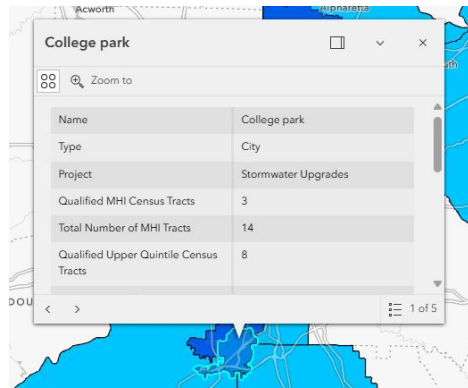
1. Median household income  $< 80\%$  of state MHI
2. Upper limit of Lowest Quintile Income  $\leq$  national
3. Poverty level  $\geq 30.9\%$  of pop under 200% poverty level
4. Poverty level  $\geq 20\%$
5. Food stamps/SNAP benefits  $\geq 11.7\%$  of population

**Cost Share Waiver Implementation Guidance, March 1, 2024**

<https://www.epa.gov/system/files/documents/2024-02/community-grants-cost-share-waiver-guidance.pdf>

# Cost Share Waiver Map

- Preliminary assessment
- *Qualified and Total Census Tracts:*  
At city/county level
- Click on city/county for details:



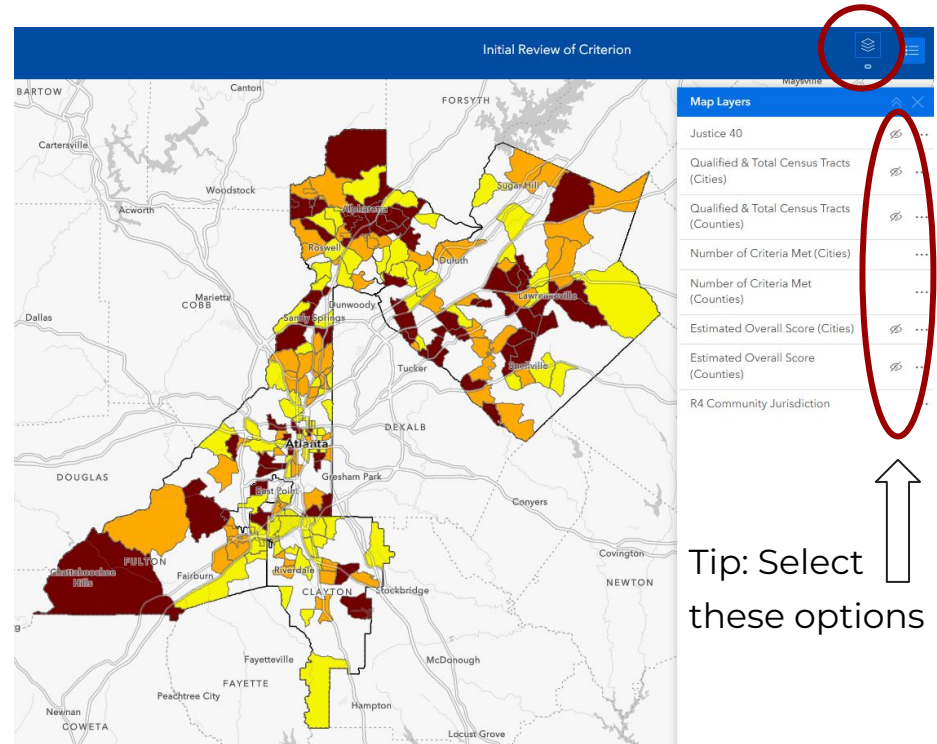
## SSDN Match Waiver Eligibility Map

<https://experience.arcgis.com/experience/4b1ca95da70949d6b314b6c6e3c6283b/>



# Cost Share Waiver Map

- Preliminary assessment
- *Number of Criteria Met:*  
At Census tract level
- Darker color = more criteria met

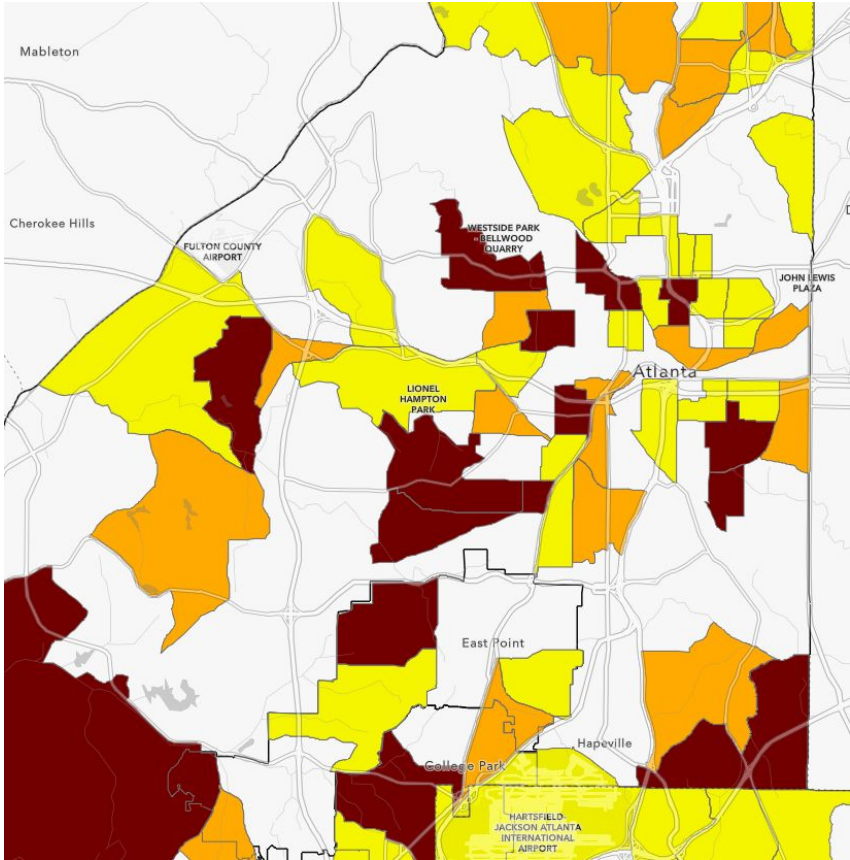


## SSDN Match Waiver Eligibility Map

<https://experience.arcgis.com/experience/4b1ca95da70949d6b314b6c6e3c6283b/>

# Example: Atlanta

Who will benefit from the project?



# 5. Peer Exchange, Q&A

# Contact Information

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# Next Session

3. Entity Registration; Listening Session: July 24