

of OMB Circular A-133. Please indicate any intent to enter into such agreements in the proposal.

Section IV. Program Emphasis

This program is designed to provide seed money to initiate new projects or advance existing projects that are new in some way (e.g. new audiences, new locations, new approaches) rather than grow ongoing projects.

Program Emphasis

- Voluntary measures.
- Particulate matter projects related to mobile sources.
- Commuter choice/best workplaces for commuters initiatives.
- Transportation choices.
- Environmental justice.
- Car care (testing, repair, maintenance).
- On Board Diagnostics (OBD).
- Alternative fuels.
- Involving youth in mobile source issues/environmental education.
- Other mobile source issues (including but not limited to: diesel, heavy duty engines; nonroad engines; air quality index).

Section V. Selection Criteria

A. Primary Project Criteria

- Clearly addresses environmental goals of improved air quality from mobile sources.
- Indicates some level of funding for replication and transfer to other communities.
- Links air quality, public health and calls to action.
- Demonstrates effectiveness of delivery mechanism to reach targeted audience.
- Exhibits clearly-stated and appropriate levels of funding.
- Highlights effectiveness of collaborative activities and partnerships with other stakeholders needed to effectively develop or implement the project.
- Demonstrates national or regional applicability/transferability.
- Indicates how success will be measured and benefits will be demonstrated.
- Reflects potential for sustainability.

B. Other Factors to be Considered

- Innovation.
- Integration with existing/ongoing programs.
- Willingness to coordinate with other OTAQ-funded outreach activities.
- Demonstrated capability of candidate organization to accomplish the goals presented.

C. Proposal Presentation Criteria

- Fully addresses each of the components outlined in section VII (A).
- Action-oriented.
- Clearly-states goals and objectives.
- Reflects reasonable time frames and budget.

Section VI. Proposal Evaluation and Selection

The Evaluation Team is chosen to represent a full range of mobile source and EPA program expertise. In addition, each EPA Regional office is given the opportunity to review those proposals generated by eligible organizations within that Region. The Evaluation Team will base its evaluation solely on the criteria referenced in this notice. Completed evaluations will be forwarded for further consideration to a Selection Committee representing OTAQ senior managers and Regional representatives who are responsible for final selection. To ensure equity and objectivity throughout the process, the OTAQ Program Contact (listed below) and staff who facilitate the process and participate in pre-application assistance, do not serve as members of either the Evaluation Team or the Selection Committee.

Section VII. Proposals

A. *What must be included in the proposal?* Proposals should be approximately 5–7 pages in length, not including the cover letter (*please do not include binders or spiral binding*) and must include the following. (It is recommended that the proposal conform to the outline below to ensure that all components are addressed.) *A copy of the cover letter should be attached to each copy to be submitted.*

(1) Project contact(s) (*must provide name, organization, phone, fax, and e-mail*) An e-mail address is essential in order to ensure OTAQ's ability to quickly reach all applicants with important and timely information.

(2) Clear and accurate statement of amount being requested. (No project will receive funding from this competition in an amount to exceed \$100,000.)

(3) Brief statement that the candidate organization is defined as an air pollution control agency under section 302(b) of the Clean Air Act.

(4) Statement that any required match will be met.

(5) Statement of project background/objectives highlighting relationship to improving air quality from mobile sources.

(6) Detailed project summary—description of specific actions to be undertaken.

(7) Projected time frame for project from initiation through completion.

(8) Associated deliverables to be developed and funded through the agreement.

(9) Explanation of project benefits.

(10) Detailed explanation of how project outcomes will be designed and funded for replication in other communities.

(11) Description of collaborative activities and partnerships with other stakeholders.

(12) Description of measures of program/project success.

(13) Detailed budget estimate. (Clearly explain how funds will be used, including estimated cost for each primary task. It is helpful if the requested amount is presented in round numbers.) Budget estimates must reflect funding for participation in the annual Communities in Motion Workshop.

B. *Will 2-year proposals be considered?* Yes. If a proposal with a 2-year project period is submitted, OTAQ requires that the budget and cost estimate be designed to indicate what will be accomplished in each of the first and second years. The total for the funding from this competition is not to exceed a total of \$100,000, even if the project will be undertaken over a 2-year period.

C. *May an eligible organization submit more than one proposal?* An organization may submit more than one proposal *only if* the proposals are for different projects.

D. *May an eligible organization resubmit a proposal which was previously submitted to the Mobile Source Outreach Assistance Competition, but was not selected?* Yes. The proposals received by OTAQ in previous competitions were generally of very high quality. Clearly, all proposals of merit could not be selected due to limited resources available.

E. *May an eligible organization submit a proposal for this fiscal year, even if it were previously awarded funding under this program?* Yes. Applicants awarded funding in previous competitions may submit new proposals to fund a different project. This program is intended to provide seed money to initiate new projects or advance existing projects that are new in some way (e.g., new audiences, new locations, new approaches).

F. *Does this funding expire?* No. State and Tribal Assistance Grants (STAG) for environmental programs remain available until expended (“no-year money”).