

Tribal Conference on Environmental Management through a cooperative agreement with EPA, generally with a project period of 2 years. The applicable Catalog of Federal Domestic Assistance number is 66.604. To be eligible to receive a cooperative agreement under the authorities listed in today's Notice, an intertribal consortium must meet the definition of eligibility in the Environmental Program Grants for Tribes Final Rule, at 40 CFR 35.504 (66 FR 3782, January 16, 2001) (FRL-6929-5), and is a non-profit organization within the meaning of OMB Circular A-122. The funding amount for the cooperative agreement is subject to the availability of funds in EPA. Prior cooperative agreement awards for co-hosting the Tribal Conference have been in the amount of about \$300,000. EPA will negotiate the final amount of the award with the selected tribal host.

Tribes or intertribal consortia that wish to submit proposals must first meet the four threshold factors described below under Unit V.B. Proposals that do not meet the threshold factors will not be considered further by EPA. If your tribe or intertribal consortium meets these threshold factors, EPA will score your proposal based on how well you meet the evaluation criteria. Please make sure you address the threshold factors first and then provide detailed information on all the listed criteria in your proposal. Clearly mark any information you consider confidential. EPA will make confidentiality decisions in accordance with Agency regulations at 40 CFR part 2, subpart B. Submissions which do not address a particular criterion will receive a zero score for that criterion. EPA strongly encourages direct involvement by staff from your environmental program/department, facility managers, and members of the local business community/chamber of commerce.

An EPA panel consisting of representatives from across the Agency will evaluate all qualifying submissions according to the listed criteria, and rank them according to final score. EPA will award a grant to the selected tribal host with the highest scoring proposal to cover personnel, planning, and management expenses. EPA reserves the right to reject all proposals and make alternative arrangements for the conference. EPA will follow the dispute resolution process in accordance with 40 CFR part 31, subpart F for disagreements.

Please submit a description of your facilities and a summary of your capabilities (with limited examples, if

appropriate) for all of the criteria listed below.

A. Threshold Factors

1. Proposal must be submitted by an eligible federally recognized Indian tribe or intertribal consortium.
2. Have a conference center or other suitable meeting facilities capable of holding at least 4 concurrent sessions and a plenary session that will accommodate 700 people.
3. Have the capability to lodge 700 people.
4. Demonstrate the ability to effectively manage EPA financial assistance (i.e., an adequate financial management system with effective accounting procedures that maintain fiscal control).

B. Evaluation Criteria

1. *Conference management.* The proposal should clearly demonstrate the capability to manage all aspects of a major conference with detailed information and examples. The proposal should provide a preliminary conference plan of the host tribe's proposed approach. Conference management includes outreach, preparation, implementation, and wrap-up of the conference. Outreach should address issues such as effective involvement of tribes, communications plan, and internet capability. Preparation and implementation should address such issues as staffing; design and development of agenda; travel and facility logistics; registration; tribal travel scholarships; events; and contractual support. Wrap-up should address issues such as conference proceedings and evaluation by participants. Inclusion of (limited) documentation that specifically illustrates tribal conference management capability is strongly encouraged. (Maximum of 20 points)

2. *Tribal environmental capabilities.* Tribe or intertribal consortium demonstrates they have developed substantive environmental capabilities through, for example, establishing and implementing tribal environmental programs or coordinating/leading tribal environmental projects. Tribe or intertribal consortium demonstrates how such experience will be integrated into the conference, to include tribal environmental management and program perspectives, approaches and cultural aspects, such that the conference is distinguished from other environmental conferences. Proposal demonstrates how the tribe or intertribal consortium will closely tie the event to Indian country or tribal homelands. Proposal highlights how the host tribe

will reflect tribal environmental issues in the conference theme and agenda. Proposal highlights local events, activities and/or projects that reflect tribal perspective. Examples from previous conferences include host tribe environmental program presentations and tours, technical and ceremonial demonstrations, tours of communities, and field trips to environmental sites. (Maximum of 20 points)

3. *Conference facilities.* Consideration will be given for conference facilities/amenities that are tribally owned or located on tribal land. Tribes that do not have facilities located on their lands can outline a plan to utilize nearby facilities that meet the logistical needs described in the criteria. (Maximum of 12 points).

4. *Conference transportation.* Demonstrate that: (i) Airline transportation is economically feasible for most conference participants; (ii) the conference facilities are located within 90 minutes of a major airport; and (iii) ground transportation can be provided for attendees to and from the airport and around the meeting sites (e.g., between meeting facility and offsite locations such as hotels and special event locations). Lodging should be available within a reasonable travel time, preferably within 15 minutes of conference facilities. (Maximum of 12 points)

5. *Conference materials.* Capability to produce and distribute conference materials, such as a conference logo, registration materials, signs/banners, an agenda booklet, and handouts. (Maximum of 12 points)

6. *Vendor area.* Use of an area in close proximity to the meeting area(s) capable of accommodating 25 or more vendors, providing exhibit booth space of 8' x 8' or 10' x 10' per vendor and access to electrical and telephone service. (Maximum of 12 points)

7. *Resource conservation.* Commitment to find flexible, yet more protective ways to conserve natural resources in the conduct of the conference. Proposal describes how the host tribe will communicate the environmentally friendly practices used at the conference to conference participants. Examples of resource conservation include: Using products with recycled content or other environmentally friendly materials, collecting recyclables, energy or water-use efficiency activities, providing opportunities for reuse, and providing sources of education. (Maximum of 12 points)

Total: 100 points.
In addition to soliciting proposals for the 2005 conference, EPA encourages you to submit suggestions or ideas for