

SF 424A*, (See Unit III.10.--Allowable Cost).

*Blank forms may be located at <http://www.epa.gov/region03/grants/appforms.htm> or by contacting Fatima El Abdaoui at telephone number (215) 814-2129.

3. Detailed itemization of the amounts budgeted by individual Object Class Categories (See Unit III.10.--Allowable Cost).

4. Statement regarding whether this proposal is a continuation of a previously funded project. If so, please provide the assistance number and status of the current grant/cooperative agreement.

5. *Executive Summary.* The Executive Summary shall be a stand alone document, not to exceed one page, containing the specifics of what is proposed and what you expect to accomplish regarding measuring or movement toward achieving project goals. This summary should identify the measurable environmental results you expect including potential human health and ecological benefits.

6. *Table of contents.* A one page table listing the different parts of your proposal and the page number on which each part begins.

7. *Proposal narrative.* Includes Parts I–VI (Parts I through VI listed below are not to exceed 10 pages).

- *Part I--Project title.* Self explanatory.

- *Part II--Objectives.* A numbered list (1, 2, etc.) of concisely written project objectives, in most cases, each objective can be stated in a single sentence.

- *Part III--Justification.* For each objective listed in Part II, discuss the potential outcome in terms of environmental, human health, pesticide risk and/or use reduction or pollution prevention. If appropriate, the target pest(s) and use area(s) should be explicitly stated. This section should be numbered with a justification corresponding to each objective.

- *Part IV--Literature review.* Briefly, describe relevant information currently available. This should also include information on projects currently in progress that are relevant to or provide the basis for either the experimental design or the validation of a new approach to pest management.

- *Part V--Approach and methods.* Describe in detail how the program will be carried out. Describe how the system or approach will support the program goals.

- *Part VI--Impact assessment.* Please state how you will evaluate the success of the program in terms of measurable environmental results. How and with what measures will humans or

ecosystems be better protected as a result of the program.

8. *Proposal appendices.* These appendices must be included in the grant proposal. Additional appendices are not permitted.

- *Literature cited.* List cited key literature references alphabetically by author.

- *Timetable.* A timetable that includes what will be accomplished under each of the objectives during the project and when completion of each objective is anticipated.

- *Major participants.* This appendix should list all farmers, farm organizations, researchers, educators, and conservationists and others having a major role in the proposal. Provide name, organizational affiliation or occupation (such as farmer) and a description of the role each will play in the project. A brief resume (not to exceed two pages) should be submitted for each major researcher or other educator.

9. *Electronic copy.* The electronic copy should be e-mailed to El-Abdaoui.Fatima@epa.gov or submitted on a 3.5 disk, IBM compatible, readable in Word Perfect WP6/7/8 for Windows. The electronic copy should be consolidated into a single file. Original copy and disk should be sent to: Fatima El Abdaoui, Environmental Protection Agency, Region III, Waste & Chemicals Management Division, 1650 Arch Street, Mail Code (3WC32), Philadelphia, PA 19103-2029. Disks will be checked for computer viruses. Proposals that are submitted with viruses will be disqualified. To be considered, both the paper and electronic copy must be received by the due date.

V. Preliminary Eligibility Screening Requirements

To be eligible for consideration, applicants must meet all of the following criteria. Failure to meet the following criteria will result in the automatic disqualification of the proposal for funding consideration:

1. Be a applicant who is eligible to receive funding under this announcement.

2. The proposal must meet all format and content requirements contained in this notice.

3. The proposal must comply with the directions for submittal contained in this notice.

VI. Proposed Evaluation Criteria

All proposals will be evaluated based on the following criteria and weights (Total: 100 points) :

1. Qualification and experience of the applicant relative to the proposed project activity. (Weighting: 30 points)

2. Project proposal is consistent with the goals of the Urban Initiative Grants. (Weighting: 30 points)

3. Provisions for a quantitative or qualitative evaluation of the project success at achieving stated goals. (Weighting: 20 points)

4. Likelihood that the project can be replicated in other areas by other organizations to their benefit. (Weighting: 20 points)

VII. Processes

A. Evaluation Process

Applicants will be screened to ensure that they meet all eligibility criteria and will be disqualified if they do not meet the criteria. All proposals will be reviewed, evaluated, and ranked by a selected panel of EPA reviewers based on the evaluation criteria listed in Unit VI.

B. Selection Process

The funding decision will be made from the group of top rated proposals based on the following additional factors:

- Region III's environmental priorities which include preventing pollution from one media to another and to strive towards the reduction or elimination of environmental contamination.

- The extent of anticipated environmental impact of the project in Region III.

1. *Selection official.* The final selection of initial proposals will be made by the Region III, Director, Waste & Chemicals Management Division.

2. *Notification.* The Region III EPA Office will mail acknowledgments to applicants upon receipt of the proposal. Once proposals have been reviewed, evaluated, and ranked, applicants will be notified regarding the outcome of the competition. A listing of the successful proposals will be posted on the Region III website address (<http://epa.gov/region03>) at the conclusion of the competition. This website may also contain additional information about this announcement including information concerning deadline extensions or other modifications.

C. Dispute Resolution Process

The procedures for dispute resolution at 40 CFR 30.63 and 40 CFR 31.70 apply.

VIII. Confidential Business Information

Applicants should clearly mark information contained in their proposal which they consider confidential