



GRANTS AND GRANT WRITING FOR NEVADA WATER AND WASTEWATER UTILITIES

Environmental Finance Center at California State University,
Sacramento, housed in the Office of Water Programs

TODAY'S AGENDA

1. Introduction
2. Basics of the grant lifecycle
3. Writing tips
4. Introduction to Grants.gov
5. —10 min. break—



6. Applying via Grants.gov
7. Walkthrough of a few award-winning proposals
8. Our approach to diving into an example NOFO
9. Q&A

WHO WE ARE

- Erica Pohler-Chapman
Environmental Economic Analyst
- Carol Kontonickas, PE
Project Engineer



OUR ORGANIZATION

The Environmental Finance Center (EFC) at Sacramento State



Stormwater Asset Management Forum

Friday, June 14, 2019 | 8:30am to 4:00pm

Join us for a free workshop that introduces how asset management can provide stormwater program managers with the resources they need to implement sustainable stormwater management. This workshop will teach strategies to replace deteriorating drainage systems as well as employ green infrastructure to address water quality issues in the stormwater sector.



Register on Eventbrite

Cal EPA Building
Coastal Hearing Room
1001 I Street

WHAT WE DO

- Water, wastewater, and stormwater technical assistance
- Getting connected:
 - Contact us by [email](#)
 - Use the [EPA TA water technical assistance request form](#)
 - Use the [EFCN technical assistance request form](#)



Asset Management



Stormwater Funding and Financing



Direct Technical Assistance



Grant Application Assistance



GIS Analysis



Tool and Resource Development



Training

WEBINAR GOALS



Cover the basics of the grant writing and application process



Teach you how to find opportunities and apply via Grants.gov



Walk through winning grant proposal examples and an (active!) funding opportunity



Offer time for Q&A



BASICS OF THE GRANT LIFECYCLE



Decide on a project



Find funding



Develop your proposal



Submit your proposal



Manage your grant



**THE
GRANT
WRITING
JOURNEY**

DECIDING ON A PROJECT

- Look to your capital improvement plan (CIP) and your asset management plan (AMP) for ideas
- Work with your budget specialists
- Start estimating project needs, timeline, and cost



NARROWING IT DOWN

- Determine which projects need funding outside your current revenue stream to succeed
- Select up to 3 projects to pursue for grant funding at a time
- Summarize keywords related to your planned projects to make finding grants easier



FINDING A FUNDING SOURCE

- Nevada Governor's Office of Federal Assistance
 - Funding Airtable
 - Grant Discovery Tool
- Nevada Department of Environmental Protection
 - State Grants Program
 - State Revolving Fund
- Grants.gov
- The EFCN's Funding Tables
- EPA's Water Finance Clearinghouse
- Funding agency listservs: EPA, USBR, BLM, etc.



GOVERNOR'S OFFICE OF
FEDERAL ASSISTANCE

NEVADA'S FEDERAL GRANT RESOURCE



NEVADA DIVISION OF

**ENVIRONMENTAL
PROTECTION**



GRANTS.GOVSM

FIND. APPLY. SUCCEED.®



EFCN

environmental finance center network

Water Finance Clearinghouse

WRITING THE PROPOSAL



- Focus on your “needs” statement
- Build toward your eventual solution, culminating in outcomes
- Finish with a compelling conclusion

CONVINCE THE FUNDER YOUR PROJECT HAS IMPACT

- Frame your proposal as a call to action
- Support your project argument with figures, tables, and calculations
- Aim to comprehensively explain the:
 - Who (you)
 - What (your project)
 - Why (your project is important), and
 - How (you'll make that impact, that change, that solution, through this project)



MAKE THE STATUS QUO UNAPPEALING



- Identify exactly what the problem is
- Explain exactly how your planned project will solve the problem
- Present your project as a transformative solution



BEST PRACTICES

- Gather info
- Create an outline
- Be concise
- Do not use jargon
- Edit and revise



KEYS TO SUCCESS



- Look at how applications will be ranked or rated
- Write to the grant requirements
- Make use of the ability to talk to grant program representatives
- Check for NOFO version updates before you submit

EXECUTIVE SUMMARY TIPS

- A single-page overview of the proposal that encapsulates the what, how, and why of your project
- For consistency, pull language directly from the main proposal
- Write last



WRITING TIPS: WHERE TO START?

S O A P S Tone

Ask yourself:

Who is the Speaker?

Examples: your organization; your project team; tell the funder who is requesting the funds

What is the Occasion?

Examples: the challenges your community is facing; the state of your infrastructure; the fiscal year you need funding

Who is the Audience?

Examples: the funding organization; the panel reading and evaluating your proposal

What is the Purpose?

Examples: brainstorm what you want to accomplish; what result do you want from this proposal

What is the Subject?

Examples: your project; the reason why you are requesting funds; how you plan to use the grant

What is the Tone?

Examples: knowledgeable, trustworthy, factual

Adapted from: SOAPSTone: A Strategy for Reading and Writing. © 2017 collegeboard.com, Inc.

ACCEPTING YOUR NOTICE OF GRANT AWARD (NOGA)

- Carefully review all requirements
- Accepting the NOGA means agreeing to all stipulations and requirements of the funding source, including:
 - Grant provisions
 - All applicable federal statutes
 - Regulations and guidelines
 - Amendments to the notice of funding opportunity (NOFO)



POST-AWARD GRANT MANAGEMENT



- Meet with your project team
- Confirm the schedule, and get key dates and milestones on the calendar
- Set recurring meetings (e.g., monthly) to keep on track (and have time to reassess and change direction if needed)

KEEP YOUR REQUIREMENTS IN MIND

- Outcomes/deliverables
- Specific milestones
- Caps on funding
- Level of detail required for budgets and invoices
- Use templates provided by the funder, if available



KNOW YOUR FUNDER

AT THE FEDERAL LEVEL

- Results-Oriented Accountability for Grants Cross-Agency Priority Goal (Grants CAP Goal)

AT THE STATE LEVEL

- Most Nevada grant programs use federal funds; therefore, most state funding opportunities must meet federal grant requirements:
https://ofa.nv.gov/uploadedFiles/grantnv.gov/Content/About/Nevada_Grant_Manual_Final_v2.pdf

KNOW THE STANDARDS YOU NEED TO MEET

- Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) located in [Title 2 of the Code of Federal Regulations \(2 CFR part 200\) \(79 FR 78589; December 26, 2013\)](#)
- Federal Acquisition Regulation clause 52.204-10 (“Reporting Executive Compensation and First-Tier Subcontract Awards”)
- Track progress by following industry standards such as generally accepted accounting principles (GAAP)



KNOW HOW YOU'LL REPORT

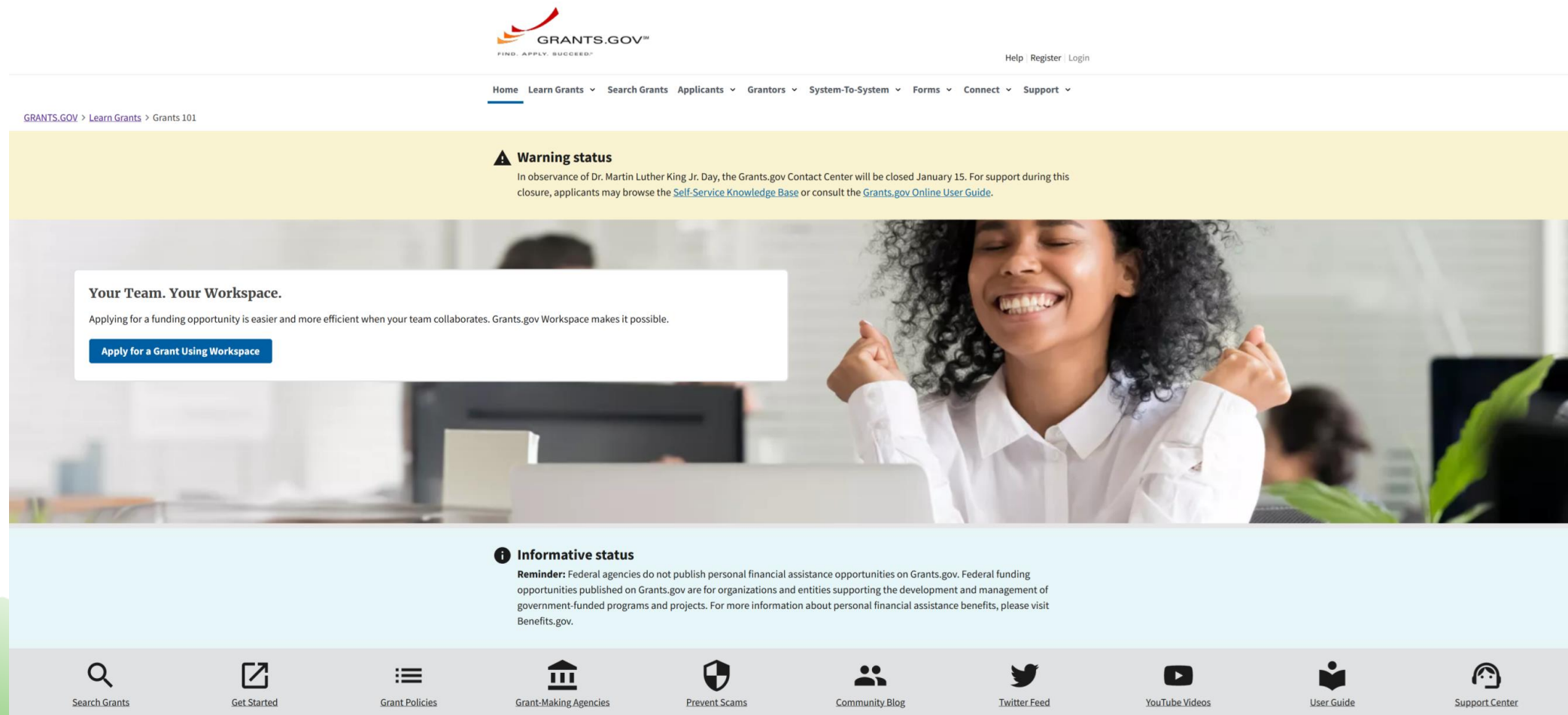
- Federal Funding Accountability and Transparency Act (FFATA) Reporting for federal prime awardees (including prime contractors and prime grant recipients)
- If you have subawardees, you'll need to file a FFATA subaward report by the end of the month following the month a prime awards any subaward equal to or greater than \$25,000; see “Reporting Subaward and Executive Compensation Information” (2 C.F.R. 1.170)



**REPORTING
PROGRESS**

INTRODUCTION TO GRANTS.GOV

INTRODUCTION TO GRANTS.GOV



The screenshot shows the Grants.gov homepage. At the top is the Grants.gov logo with the tagline "FIND. APPLY. SUCCEED." and links for Help, Register, and Login. Below the logo is a navigation bar with links: Home, Learn Grants, Search Grants, Applicants, Grantors, System-To-System, Forms, Connect, and Support. A breadcrumb trail reads "GRANTS.GOV > Learn Grants > Grants 101". A yellow warning banner states: "Warning status: In observance of Dr. Martin Luther King Jr. Day, the Grants.gov Contact Center will be closed January 15. For support during this closure, applicants may browse the Self-Service Knowledge Base or consult the Grants.gov Online User Guide." Below this is a large image of a smiling woman with curly hair. Overlaid on the left of this image is a white box with the text "Your Team. Your Workspace." and a subtext "Applying for a funding opportunity is easier and more efficient when your team collaborates. Grants.gov Workspace makes it possible." with a blue button "Apply for a Grant Using Workspace". Below the image is a light blue informative status banner that reads: "Informative status: Reminder: Federal agencies do not publish personal financial assistance opportunities on Grants.gov. Federal funding opportunities published on Grants.gov are for organizations and entities supporting the development and management of government-funded programs and projects. For more information about personal financial assistance benefits, please visit Benefits.gov." At the bottom is a grey navigation bar with icons and labels for: Search Grants, Get Started, Grant Policies, Grant-Making Agencies, Prevent Scams, Community Blog, Twitter Feed, YouTube Videos, User Guide, and Support Center.

GRANTS.GOV™
FIND. APPLY. SUCCEED.™

Help Register Login

Home Learn Grants Search Grants Applicants Grantors System-To-System Forms Connect Support

GRANTS.GOV > Learn Grants > Grants 101

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Search Grants Get Started Grant Policies Grant-Making Agencies Prevent Scams Community Blog Twitter Feed YouTube Videos User Guide Support Center

GETTING STARTED ON GRANTS.GOV



Learn

Go to the Grants Learning Center for an overview of grants.



Check

Make sure you are eligible before applying.



Search

Find federal grants that align with your work.



Register

Sign up with Grants.gov to apply using Workspace.



Apply

Complete and submit your application using Workspace.



Track

Enter your Grants.gov tracking number(s) for submission status.

LEARN ABOUT GRANTS.GOV



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Learn

WHAT IS GRANTS.GOV?



- Centralized location for federal funding opportunities
- Established in 2002
- Managed by the Department of Health and Human Services
- Governed by the Office of Management and Budget
- Houses over 1,000 grant programs across federal agencies
- Federal grant-making agencies award more than \$500 Billion annually
- Vets grant applications for federal grant-making agencies
- [About Grants.gov](https://www.grants.gov)



Learn

BENEFITS



- Helps the grant community learn more about available opportunities
- Facilitates interaction with the federal government
- Simplifies the federal grant application process
- Simplifies finding grant opportunities
- Makes electronic grant application processing easier
- Provides a secure and reliable source to apply for federal grants
- [Benefits](#)



Learn

CHALLENGES



- Can be overwhelming at first because of information overload
- Registering as an applicant can take several weeks to months
- Regularly scheduled system maintenance
 - System shutdowns—3 days
 - Software updates
 - User interface and template form changes
- Help videos may be outdated
- Workspace may be new to some users and requires designated roles

Video 1: Homepage Navigation, link: <https://vimeo.com/923793157?share=copy>



[Help](#) | [Register](#) | [Login](#)

[Home](#) | [Learn Grants](#) | [Search Grants](#) | [Applicants](#) | [Grantors](#) | [System-To-System](#) | [Forms](#) | [Connect](#) | [Support](#)

[GRANTS.GOV](#) > [Learn Grants](#) > Grants 101

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[Search Grants](#)



[Get Started](#)



[Grant Policies](#)



[Grant-Making Agencies](#)



[Prevent Scams](#)



[Community Blog](#)



[Twitter Feed](#)



[YouTube Videos](#)



[User Guide](#)



[Support Center](#)



Learn

WHERE TO FIND HELP



- Homepage - Quicklinks
- [Grants Learning Center](#)
- [User Guide](#)
- [Support Center](#)
- [YouTube Video Series](#)—Online tutorials
- Grants.gov Community Blog—[“How To” Blogs](#)
- [Scheduled Maintenance Calendar](#)
- [Frequently Asked Questions](#)

CHECK ELIGIBILITY



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Check

CHECK ELIGIBILITY

- Check eligibility **before** starting your application
- Ensure your organization is a good match
 - Know your [entity type](#)
 - Unrestricted or other
- Each funding opportunity has [unique eligibility requirements](#)
 - Check your eligibility using the criteria in the funding opportunity announcement (FOA)
 - Check FOA-related documents
 - Contact the Agency Point of Contact





Check

CHECK ELIGIBILITY (CONTINUED)

- Confirming eligibility and a good match for your project **before** applying will save wasted time and significant work
- Not eligible?
 - Don't waste time applying
 - Partner with an eligible organization



Video 2: Checking Grant Eligibility, link: <https://vimeo.com/923794047?share=copy>



[Help](#) | [Register](#) | [Login](#)

[Home](#) [Learn Grants](#) [Search Grants](#) [Applicants](#) [Grantors](#) [System-To-System](#) [Forms](#) [Connect](#) [Support](#)

[GRANTS.GOV](#) > [Learn Grants](#) > Grants 101

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SEARCH FOR GRANT OPPORTUNITIES



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Video 3: “Intro to Grants.gov - How to Search for a Federal Grant” by Grants Gov
from https://youtu.be/h3YI7Z8f_yc – Watch from 0:04 to 1:55.

HOW TO SEARCH *for a* GRANT





Search

NARROW YOUR SEARCH



Use Basic Search Criteria

- Key words
- Funding opportunity announcement number
- CFDA number—Catalog of federal domestic assistance number
- Project title

Categories (e.g., environment, health, natural resources)

- Start with “All Categories” so that you do not miss something
- Narrow down later

Opportunity status

- Forecasted, posted, closed, archived



Search

NARROW YOUR SEARCH (*CONTINUED*)

Funding Instrument Type

- Cooperative agreement
- Grant—This is the one you usually want
- Other
- Procurement contract

Eligibility—Organization type

- More detailed information is provided in the FOA

Agency—Agencies that are providing the grant

- Bureau of Reclamation or Fish and Wildlife Service
- EPA

Date Range



Video 4: “Intro to Grants.gov - What's in a Grant Opportunity?” by Grants Gov
<https://youtu.be/Q3gcmJKR92E> – Watch from 0:05 to 2:25.

WHAT'S *in a* GRANT OPPORTUNITY?





[Search](#)

REVIEWING GRANT OPPORTUNITIES

View Grant Opportunity Page

- Synopsis—General information, eligibility, additional info
 - Funding Opportunity Title is the grant program name
 - Posted Date
 - Close Date—Not always the submittal deadline
 - Ceiling Award and Ceiling Floor
- Version History—Updates
- Related Documents—Full FOA
- Package—Standard forms, application forms



REGISTER ON GRANTS.GOV



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Video 5: “Intro to Grants.gov - How to Register with Grants.gov (Updated)” by Grants Gov
<https://www.youtube.com/watch?v=sj3X2XPAQ5g> – Watch from 0:08 to 1:33.

HOW TO REGISTER *with* GRANTS.GOV





BASIC AND GRANTOR REGISTRATION

Register

Basic Registration—Simple and quick

- Just to search for grants and subscribe to funding opportunities and newsletter
- Email, address, and phone number
- Confirm email using a temporary code
- Create username and password
- Creating and linking a profile is optional



Grantor Registration

- Requires agency representative to affiliate the registration applicant with the agency



Register

APPLICANT REGISTRATION

Organization Applicant Registration

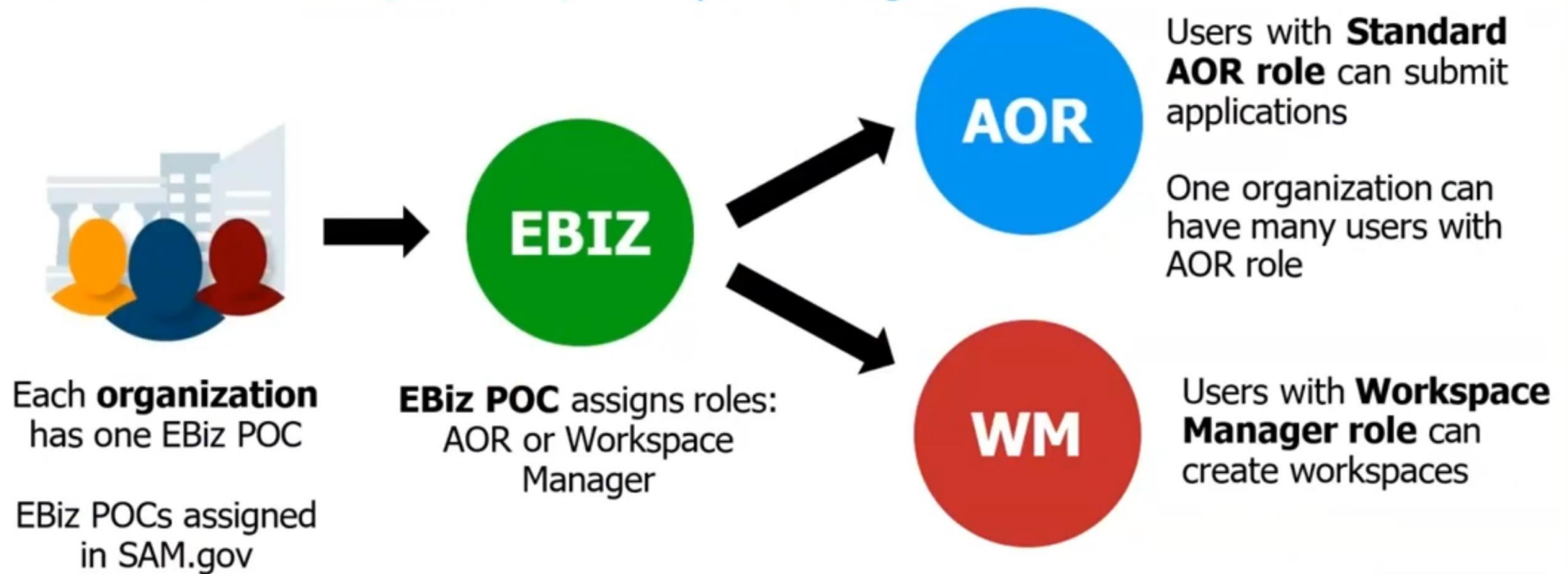
- Additional effort required
- Can take several weeks to months to complete
- Create profile for organization
- Determine organization role
- Required account on SAM.gov
 - Unique entity identifier (UEI)
 - Submit company's financial information
 - Include notarized proof of identity
- Login.gov required



ORGANIZATIONAL ROLES IN GRANTS.GOV

Registration: Grants.gov Roles

EBiz Point of Contact, AOR role, Workspace Manager role





Register

ORGANIZATIONAL ROLES

- E-Business Point of Contact (EBizPOC)—Each organization has a point of contact, and this individual is assigned in SAM.gov
- Authorized Organization Representative (AOR)—Individual(s) designated by EBizPOC to work on and submit applications
- Workspace Manager (WM)—Individual designated by EBizPOC to create workspaces
- Participant—Not a formal role, but can work on forms
- Custom—One person may have multiple roles



REGISTERING ON SAM.GOV

[Home](#) [Search](#) [Data Bank](#) [Data Services](#) [Help](#)



 **Official U.S. Government Website**
100% Free

The Official U.S. Government System for:

Contract Opportunities

Contract Data

(Reports ONLY from fpds.gov)

Wage Determinations

Federal Hierarchy

Departments and Subtiers

Assistance Listings

Entity Information

Entities, Disaster Response Registry,
Exclusions, and Responsibility/
Qualification (was fapiis.gov)

Entity Reporting

SCR and Bio-Preferred Reporting

Are you searching for Federal Acquisition Supply
Chain Security Act (FASCSA) orders?

[View FASCSA Orders](#)

Register Your Entity or Get a Unique Entity ID

Register your entity or get a Unique Entity ID to get started doing business with the federal government.

[Get Started](#)

[Renew Entity](#)

 [Check Entity Status](#)

Already know what you want to find?

Select Domain...

e.g. 1606N020Q02



Video 6: “Get a Unique Entity ID in SAM.gov” by GSA (General Services Administration)
<https://youtu.be/4RSHjczdxq8> – Watch from 0:00 to 6:05.



GSA



Register

SAM.GOV INFORMATION

System for Award Management (SAM) at www.SAM.gov

- Unique entity identifier (UEI)—Required for business with the federal government
- Requires Assertions, Representations, and Certifications
- Requires financial information
- Registering can take **several weeks to months** to accomplish





Register

SAM.GOV INFORMATION (CONTINUED)

- Electronic information transfer from SAM.gov to Grants.gov occurs every 24 hours
- EBizPOC must renew their registration annually to remain active
- Online help topics, videos, and service desk
 - [Get a Unique Entity ID](#)
 - [Entity Registration—Core Data](#)



1 Use SAM.gov self help options

Search

Search help articles to find answers to your questions.

Explore

Explore a menu of our most popular help topics.

2 Ask the federal service desk

Go to FSD

Go to FSD to

- Get help with your account
- Resolve technical issues
- Create and manage help desk tickets
- Chat with a help desk agent

Please do not contact FSD.gov about specific contracts, opportunities, or agency processes.



10 MINUTE BREAK

APPLYING TO GRANTS.GOV

APPLY FOR THE GRANT



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Apply

APPLY USING WORKSPACE

What is Workspace?

- Shared online environment where team members are able to simultaneously access and work on an application
- Standard way for organizations and individuals to apply for grants
- [Learning Workspace](#) video series
- Only those with the standard AOR role or a Custom role with Submit privileges can submit an application





Apply

WORKSPACE BENEFITS

- Workspace Manager grants access to team members who can work on the application simultaneously
- Forms can be filled out online (webforms) or offline (downloaded pdfs)
- Reusing forms from other workspaces saves time
- System checks forms for errors or incomplete information and does not allow application submission until all errors have been corrected



Video 7: “Learning Workspace - Completing Forms in a Grants.gov Workspace” by Grants Gov
<https://youtu.be/dtU0b9863ag> – Watch from 0:04 to 3:07.

COMPLETING FORMS IN A WORKSPACE

LEARNING WORKSPACE VIDEO SERIES





Apply

STANDARD APPLICATION FORMS

- Standard Form 424—Application for federal assistance
- Disclosure of Lobbying Activities SF-LLL
- Nonprofit Status—IRS Form 501c(3) letter of determination
- Federal Financial Report (SF-425)
- Be sure to get the most recent version as these forms are updated periodically





Apply

APPLICANT TIPS

- Register and submit early
- Thoroughly read and follow all instructions in the FOA
- Fill out Standard Form 424 first
- Include sufficient program and budget details
- Consider completing the optional forms in the application
- Limit application filename characters (50 characters or less)
- Do not use UTF-8 special characters in filenames
- Use correct UEI when creating a workspace
- Ensure you have Grants.gov-compatible PDF software (latest version of Adobe Reader)

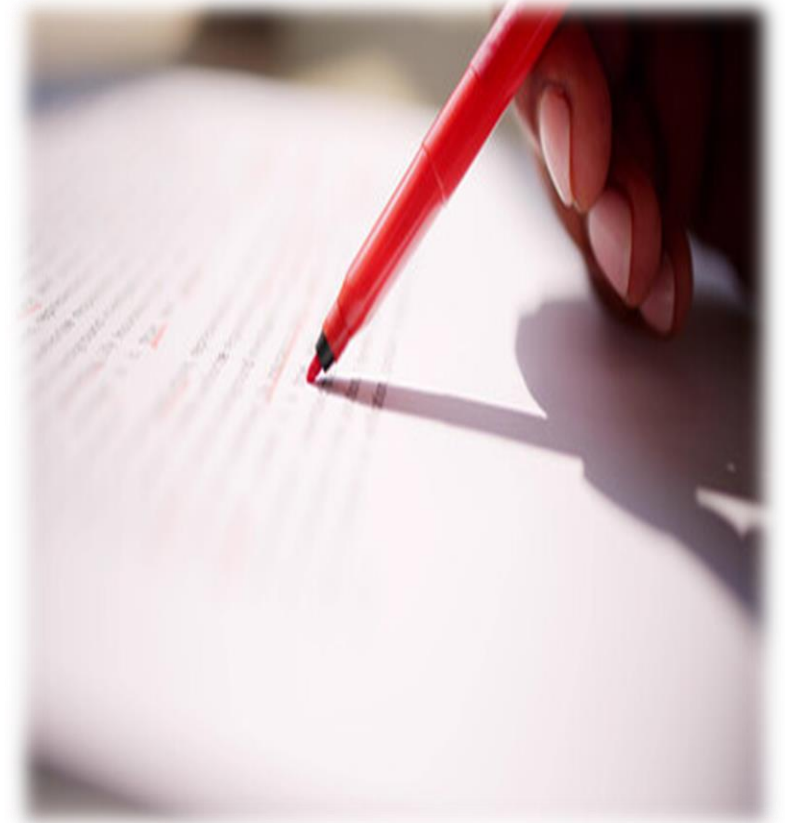




CHECKING FOR ERRORS, SIGNING, AND SUBMITTING

Apply

- Check for errors—Applications cannot be submitted without passing the system error check
 - Checks form fields for completeness
 - Checks that attachments have been uploaded
 - Provides a list and location of errors that need to be fixed
- Sign and submit the Workspace application—Must be signed and submitted by the AOR or Custom role with submit privileges





Apply

AFTER SUBMITTING YOUR APPLICATION

Receipt Confirmations and Tracking Numbers

- Onscreen confirmation receipt
- Grants.gov tracking number (GRANTXXXXXXXX)
- Date/time stamp
- AOR confirmation emails





AFTER SUBMITTING YOUR APPLICATION (*CONTINUED*)

Apply

- Confirmation emails to the AOR
 - Grants.gov submission receipt email
 - Grants.gov submission validation or rejection email
 - Transmission to agency
 - Agency emails—Verifying receipt, agency tracking number, other communication

<input type="checkbox"/> ☆ do_not_reply	GRANT14087034 Grants.gov Agency Tracking Number Assignment for Application - Grantor agency has assigned the following Agency Tracking Number to your application: 1...	Mar 1
<input type="checkbox"/> ☆ do_not_reply	GRANT14087034 Grants.gov Agency Notes Assigned for Application - Your application has been retrieved by the Grantor agency and Agency Notes have been added. N...	Mar 1
<input checked="" type="checkbox"/> ☆ do_not_reply	GRANT14087034 Grants.gov Grantor Agency Retrieval Receipt for Application - Your application has been retrieved by the Grantor agency. Type: GRANT Gra...	
<input type="checkbox"/> ☆ do_not_reply	GRANT14087034 Grants.gov Submission Validation Receipt for Application - Your application has been received and validated by Grants.gov and is being prepared for ...	Mar 1
<input type="checkbox"/> ☆ do_not_reply	GRANT14087034 Grants.gov Submission Receipt - Your application has been received by Grants.gov, and is currently being validated. Your submission was received at Ma...	Mar 1



AFTER SUBMITTING YOUR APPLICATION (*CONTINUED*)

Apply

Keep a copy of your submission

- Download a zip file of the submission
- Download a full PDF version
- Print hard copies as needed



TRACK YOUR SUBMISSION STATUS



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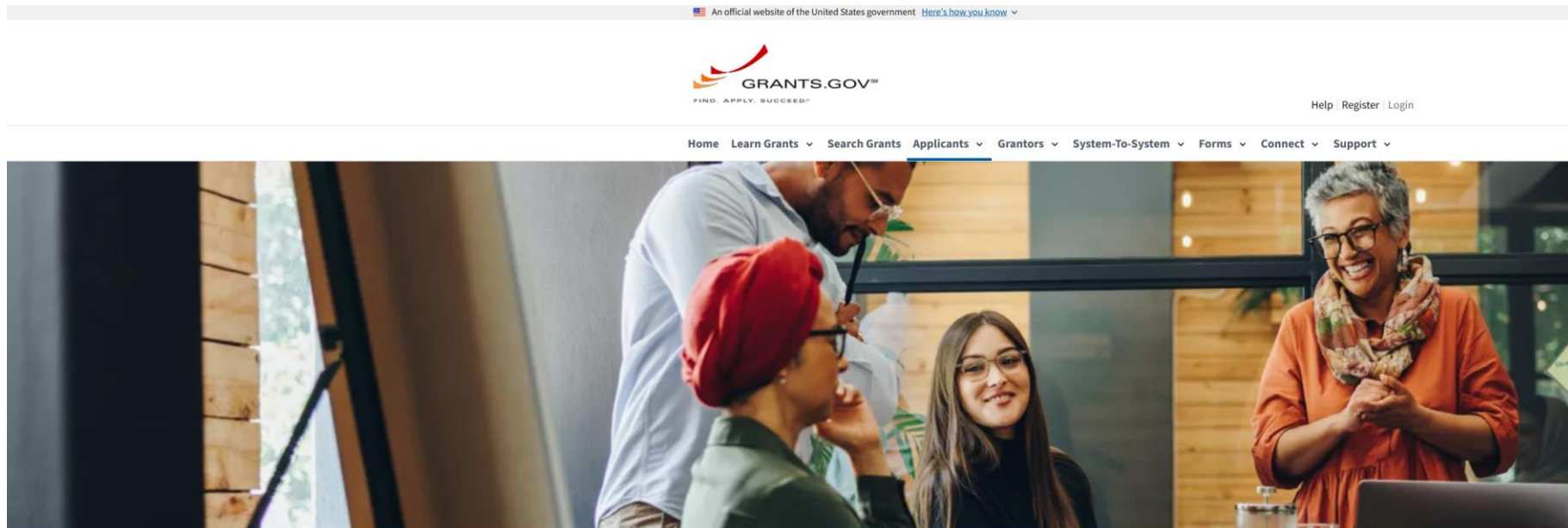
Complete and submit your application using Workspace.



Track

Enter your Grants.gov tracking number(s) for submission status.

TRACK YOUR GRANT SUBMISSIONS



• GRANT APPLICATIONS

- [How to Apply for Grants](#)
- [Track My Application](#)

• APPLICANT RESOURCES

- [Workspace Overview](#)
- [Applicant Eligibility](#)
- [Applicant Registration](#)
- [Applicant Training](#)
- [Applicant FAQs](#)
- [Adobe Software Compatibility](#)
- [Submitting UTF-8 Special Characters](#)
- [Encountering Error Messages](#)

TRACK MY APPLICATION

Track and check the status of your submitted applications

To track Grants.gov submissions, enter up to five Grants.gov tracking numbers, one per line and click the "Track" button. *(Example format: GRANT99999999)*

Track

Please note, this only confirms that an application was successfully retrieved by the awarding agency. Thereafter in the process, the awarding agency reviews and processes the applications independent of Grants.gov, and they do not report the status to Grants.gov.



TRACK YOUR GRANT SUBMISSIONS

Track

1. Applicants tab > Track My Application
 2. Enter up to 5 Grants.gov tracking numbers (GRANT99999999) and click Track.
 3. Status information:
 - Received
 - Validated
 - Rejected with errors
 - Retrieved by agency
 - Agency tracking number assigned
- You can also use the Grants.gov mobile app



SUCCESSFUL GRANT APPLICATIONS

THE PROJECT SUMMARY

Example 1: SNWA's Water Smart Landscapes Topper Grant Application

1 PROJECT DESCRIPTION

- Highlights the role of the applicant organization
- Describes how the program operates now & how these funds will improve the program
- Highlights project impact

2 NEED FOR THE PROJECT

- Uses data to support the need
- Does not shy away from challenges faced in program rollout, but shows how program managers are trying to address the issue
- States how additional funding will solve issues related to program enrollment

3 FUNDER PRIORITIES

- SNWA included a section to address the main priority of the funder: conservation
- Percentages and gross volume are used to justify how the program will conserve water in the region
- Section ends strong with an impact statement

THE PROJECT DESCRIPTION

1. Highlights the role of the applicant organization

The Southern Nevada Water Authority implemented the Water Smart Landscapes Program in 1999 to serve as the preeminent water conservation measure in Southern Nevada. Since inception, the WSL Program has incentivized the removal of almost 214 million square feet of grass, resulting in a cumulative water savings of nearly 175 billion gallons. The impressive scope of the WSL Program places it at the forefront of water conservation programs throughout the United States. Through the program, residential, HOA, and commercial customers receive a rebate for replacing their water-thirsty turf with drought tolerant landscaping. The program has several requirements to ensure the converted landscape is environmentally appropriate and doesn't contribute to heat island effects: Converted areas must have at least 50% living plant cover at maturity (based upon the SNWA's approved plant list); Watering systems, if used, must be drip irrigation systems with a filter, pressure regulator, and emitters rated at 20 gallons per hour or less. These watering systems must be free of malfunctions and leaks; Surface treatments, including weed barriers, must be uniformly permeable to air and water and covered by a layer of mulch, such as rock, bark, ungrouted stepping stones, permeable artificial turf, and/or living groundcovers. Concrete or other impermeable treatments and surfaces do not qualify. A newly approved provision adds an extra incentive of \$100 per approved tree added to the landscape above and beyond the minimum 50% coverage requirement to grow our region's canopy and bolster air quality. NWCII funding is requested to increase participation in the WSL program in order to achieve more water savings sooner as well as remove existing cost barriers that are preventing program participation. NWCII funds will be used to add an additional \$2 incentive to the existing \$3 base rebate, for a total limited time rebate of \$5. This funding will support 12,000,000 square feet in turf conversion, which translates into 446 million gallons of water savings annually in perpetuity.

2. Describes how the program operates now & how these funds will improve the program

3. Highlights project impact

THE NEED FOR THE PROJECT

1. Uses data to support the need

2. Does not shy away from challenges faced in program rollout

As of 2019, approximately 5,000 acres (about 217 million square feet) of non-functional turf remain in the SNWA member agency service area. This turf is predominantly located in streetscapes, common areas and commercial frontage. The SNWA estimates reducing the non-functional turf acreage by 150 acres (or 6.5 million square feet) annually could halve the remaining non-functional turf by 2035, saving more than six billion gallons of water annually. Program enrollment peaked in 2004 and again 2008, with more than 60 million square feet of turf replaced in those two years combined. Despite changes to incentive amounts and program rules in 2015 and 2019, current enrollment remains relatively low. Since 2012, conversions are replacing approximately 4.4 million square feet of turf annually—less than two percent of the community's remaining non-functional turf acreage per year. Despite rule changes limiting new grass in the region, non-functional turf was still being installed in some new development as recent as 2021 because of approvals granted prior to rule and code changes. The continued installation of non-functional turf in new development - even as allowed under older developer agreements - erodes the community's conservation progress and challenges public perceptions about the limited nature of our local water supply. Providing a time-limited rebate increase will help secure conversions for those customers for whom cost is still a barrier while accelerating conservation efforts.

3. Shows how program managers are trying to address the issue

4. States how additional funding will solve issues related to program enrollment

FUNDER FOCUS

I. SNWA included a section to address the main priority of the funder: conservation

As severe and sustained drought conditions in the Colorado River Basin continue to threaten water supplies and delivery systems, water conservation is a critical tool used to ensure a safe and reliable drinking water supply for Southern Nevada. Nearly all water used indoors in the SNWA member agency service area is recovered, treated, and returned to the Colorado River system for return-flow credits. This process extends Nevada's Colorado River water supply by nearly 70%. As a result, SNWA's conservation efforts emphasize reducing outdoor water use (consumptive use), which cannot be recovered through return-flow credits. According to a joint study conducted by Reclamation and SNWA, irrigating grass and lawns consumes 73 gallons of water per square foot annually, the entirety of which is consumptive use. The same study found that landscape conversions meeting the program requirements consume only 17.2 gallons per square foot per year. The WSL program reduces consumptive landscape use by approximately 76% while sustaining or improving the aesthetic and environmental benefits of urban landscape. Curbing consumptive use is the region's best opportunity to increase Colorado River conservation and protect our diminishing water supply. The WSL program is a key tool in addressing consumptive use and results in substantial and perpetual water savings.

2. Percentages and gross volume are used to justify how the program will conserve water in the region

3. Section ends strong with an impact statement

TABLE OF CONTENTS

Example 2: SNWA's Water Smart Landscapes Rebate Program Grant Application

- Matches the evaluation criteria
- Project budget section uses terminology and structure from the FOA/NOFO
- Additional information matches the requests of the funder
- Supporting documents highlight the impact and need for the project

SF-424 Application Cover Page	SUBMITTED VIA GRANTS.GOV	i
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Appendix B SNWA Case Study		
Appendix C Water Resource Plan and Joint Conservation Plan		

OUR APPROACH

KEEP YOUR PROPOSAL IN LINE WITH THE NOTICE OF FUNDING OPPORTUNITY (NOFO) REQUIREMENTS

- Before you start, review the NOFO and determine the grading criteria
- Keep a record of the key terms and definitions used throughout the NOFO, and use the same terminology in your proposal
- Keep the NOFO handy throughout the proposal writing process, and ask a coworker to use the NOFO to evaluate your proposal



SEARCH GRANTS



[Search Tips](#)

BASIC SEARCH CRITERIA:

Keyword(s):

community change

Opportunity Number:

CFDA:

Search

OPPORTUNITY STATUS:

- ☒ Forecasted (299)
- ☒ Posted (1,245)
- ☐ Closed (5,078)

SORT BY:

Relevance (Descending)

Update Sort

DATE RANGE:

All Available

Update Date Range

1234...52Next

Opportunity Number	Opportunity Title	Agency	Opportunity Status	Posted Date	Close Date
EPA-R-OEJECR-OCS-23-04	Environmental and Climate Justice Community Change Grants Program	EPA	Posted	11/21/2023	11/21/2024
22-607	Building Synthetic Microbial Communities for Biology, Mitigating Climate Change, Sustainability and Biotechnology	NSF	Posted	06/24/2022	08/01/2024

General Information

Document Type:	Grants Notice	Version:	Synopsis 1
Funding Opportunity Number:	EPA-R-OEJECR-OCS-23-04	Posted Date:	Nov 21, 2023
Funding Opportunity Title:	Environmental and Climate Justice Community Change Grants Program	Last Updated Date:	Nov 21, 2023
Opportunity Category:	Discretionary	Original Closing Date for Applications:	Nov 21, 2024
Opportunity Category Explanation:		Current Closing Date for Applications:	Nov 21, 2024
Funding Instrument Type:	Cooperative Agreement	Archive Date:	Dec 21, 2024
Category of Funding Activity:	Environment	Estimated Total Program Funding:	\$ 2,000,000,000
Category Explanation:		Award Ceiling:	\$20,000,000
Expected Number of Awards:	170	Award Floor:	\$
CFDA Number(s):	66.616 -- Environmental and Climate Justice Block Grant Program		
Cost Sharing or Matching Requirement:	No		

LOOK BEFORE YOU PROCEED

- Verify your eligibility first
- Sometimes you may:
 - 1) be eligible in multiple ways
 - 2) need to partner with another organization to qualify
 - 3) not be an eligible applicant at all

A. Eligible Applicants

Consistent with CAA §138(b)(3) and Assistance Listing 66.616, applicants eligible to apply and receive grants under this NOFO are

- (1) a partnership between two community-based nonprofit organizations (CBOs) as defined below, or
- (2) a partnership between a CBO and one of the following: a federally recognized Tribe, a local government, or an institution of higher education. These types of partnerships for eligibility purposes are known as Statutory Partnerships.

Further eligibility requirements are described below.

Notification History:

Type	Date	Modification Description
Related Documents	Feb 12, 2024	This modification revises and clarifies the NOFO issued on November 21, 2023, and modified on December 21, 2023, in certain areas including the ones listed below. This version of the NOFO supersedes previous versions of the NOFO. If there are any questions, please email CCGP@epa.gov. 1. The Important Dates section on the first page of the NOFO was revised to indicate that anticipated initial selections are expected in April 2024 and the anticipated start of the period of performance for initial selections is June 2024. 2. Section I.E of the NOFO was modified to provide additional information on technical assistance including a link to information about technical assistance from EPA's contractor. 3. Climate Action Strategy 6, Brownfields Redevelopment, in Section I.G of the NOFO was clarified to indicate that applications must demonstrate that cleanup is complete or not necessary at the time an application is submitted. Similar language was also clarified in Section III.D.8 of the NOFO and in Appendix C for Climate Action Strategy 6. 4. In Section II.B of the NOFO, language was clarified about Target Investment Areas A and B. 5. Clarified in Section IV.A.4 of the NOFO that Attachment C of the application package for Track I and II applications is just for submission of an Indirect Cost Agreement, if applicable. 6. In Section IV.C of the NOFO, language was revised related to webinars about the NOFO including webinars that EPA's technical assistance contractor may do. 7. Section V.E of the NOFO was revised to add Section V.E.9 to highlight the importance of awards under Target Investment Area A including projects to assess and/or clean up lands conveyed under the Alaska Native Claims Settlement Act that were contaminated at the time of their conveyance from the federal government to an Alaska Native Corporation. Similar language was included in Appendix H. 8. Appendix G was revised to add information on construction costs.
Related Documents	Dec 21, 2023	This modification revises and clarifies the Notice of Funding Opportunity (NOFO) originally issued on November 21, 2023. This version of the NOFO supersedes the version issued on November 21, 2023. Please see the modification cover sheet attached to the beginning of the revised NOFO for additional details. If there are any questions, please email CCGP@epa.gov.
Related Documents	Nov 29, 2023	The Notice of Funding Opportunity has been updated to be fully 508 compliant.

Click on the following file link(s) to download the related document(s):

File Description	File Name	Last Updated Date/Time	File Size
▼ Folder: Full Announcement - Full Announcement	EPA-R-OEJECR-OCS-23-04-Full Announcement - Full Announcement.zip	Feb 12, 2024 08:16:16 AM EST	1.6 MB

COMMUNITY CHANGE GRANTS NOFO

- Track 1 – this is the primary emphasis for CCG. Funding will go to projects with the following objectives: increasing community resilience through climate action activities, reducing local pollution to improve public health, centering meaningful community engagement, building community strength, reaching priority populations, and maximizing integration across projects. \$1.96 billion for approximately 150 Track 1 awards
- Track 2 – will facilitate the engagement of disadvantaged communities in governmental processes to advance environmental/climate justice. Awards will be \$1-3 million. Approximately \$40 million available; 20 anticipated grant awards for track 2 projects.

FOLLOW THE GRADING CRITERIA

- Focus your efforts on areas that the funder has identified as important
- Use the grading criteria as an outline

Track I Written Section Criteria	Possible Points
Part 1. Community Driven Investments for Change	80 total
1.1. Community Overview [AKA Community Vision Description]	10 total
1.1.1. Community Description - Applicants will be evaluated based on their description of the community to benefit from the projects in the application, consistent with the Project Area map submitted, and the quality and extent to which they describe the community's resources, assets, and local characteristics, and the type of benefits the grants will provide to the community.	3
1.1.2. Community Challenges - Applications will be evaluated based on how well they describe the challenges and needs the community are facing, including climate impacts, climate change risks / exposures, and / or localized pollution, and the impact these challenges have on priority populations within the Project Area who are acutely exposed to and impacted by climate, pollution, and weather-related threats, and / or who exhibit acute vulnerabilities or susceptibilities to the impacts of environmental pollution. See footnote 3 [of NOFO] for more information on priority populations.	4

- Track I Oral Criteria – Use as initial format for oral presentation

Track I Oral Presentation Criteria	Possible Points
Oral Presentation	45 total
1.1. Community Overview	9 total
1.1.1. How was the Project Area, as defined in Appendix A, chosen to be the beneficiary of the projects in the application? What are the greatest needs for the communities within the Project Area, and, if your application is not selected for funding what would be the adverse consequence to those communities?	9
1.2 Strategy Rationale	9 total
1.2.1. Why did you select the strategies and projects within the application, and how will they (collectively and individually) transform the Project Area to address environmental and climate justice challenges now and in the future (beyond the three-year grant term)? Also, when the three-year grant term is complete, how will you assess whether the grant was successful in achieving its objectives to benefit the Project Area and what will success look like?	9

1.3 Community Engagement and Collaborative Governance	9 total
1.3.1. Describe your commitment, as well of that of the Collaborating Entities as described in Section III.A of the NOFO, to efficiently and effectively perform the projects in the application within three years and describe how all entities will work together to achieve the project objectives within the three-year grant performance period.	9
1.4 Management Capacity	9 total
1.4.1. Describe your commitment, as well of that of the Collaborating Entities as described in Section III.A of the NOFO, to efficiently and effectively perform the projects in the application within three years and describe how all entities will work together to achieve the project objectives within the three-year grant performance period.	9
1.5. Management Capacity	9 total
1.5.1. Explain how you have the programmatic, technical, administrative, and managerial capability, experience, and resources to properly manage the grant consistent with grant regulations and requirements including those in 2 CFR §200.	9

CLOSING THOUGHTS

KEY CONSIDERATIONS BEFORE YOU START APPLYING



- Funding is highly competitive
- Be prepared to adapt your approach to each project proposal based on funding availability and requirements
- Include specific and quantifiable data to justify impact



MoSCoW | Prioritization



WHAT HAPPEN IF YOU DO NOT GET THE GRANT?

- Request a debrief or scoring summary from the grant manager
- Evaluate your pain points and create a strategy that addresses them for future applications
- Look closely at your funding requirements and your project
 - Your project IS fundable; it might just need a different funding source





“IF YOU COMMUNICATE AN IDEA IN A WAY
THAT RESONATES, CHANGE WILL HAPPEN
AND YOU CAN CHANGE THE WORLD.”

— Nancy Duarte, "The Secret Structure of Great Talks"

Q&A

CONTACT US

- Email us at efc@csus.edu
- You can also request our help using either the [EFCN Request Form](#) or the [EPA's Water TA Request Form](#)
- Check out our [website](#)



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