

Yellow highlight indicates a note, direction, or information to be filled in.

Blue highlight indicates sample text.

PROPOSAL – (insert name of organization applying)

Environmental Justice Collaborative Problem-Solving (EJCPS)

Cooperative Agreement Program (NOTE - keep font style, size, and page payout, delete all yellow highlights/NOTES once you incorporate them, use blue highlights as a model. CANNOT EXCEED 18 PAGES)

1.0 PROGRAM OBJECTIVES (Keep to one page)

a. Project Summary

Project Title: Insert title

Project Location: Neighborhoods/cities, state and zipcode

Applicant: Name, address, email, phone

Brief Description: Current mission/activities (100 words or less) e.g. XYZ is a Louisiana-based nonprofit founded and led by low to moderate income people, that addresses the adverse conditions of poverty, discrimination and community deterioration through education, community capacity-building, and programs. Our current initiatives include: lead poison prevention, healthy homes and climate resilience. We design and implement programs to address community deterioration such as housing rehabilitation, neighborhood cleanup, affordable housing and green infrastructure.

Set Aside Track: Yes (NOTE: Only mark “yes” if grant request does not exceed \$150,000 and you have 5 or fewer full-time employees, Must include documentation verifying the number of full-time employees on staff and the associated hours per week and salary/wage details for each full-time employee)

Project Abstract: (250 words or less) [NOTE: The grant will generally be for planning, research (including data collection), or education/outreach/training, but may also involve action such as cleanup or energy efficiency. The RFP is really promoting health impact assessments. The abstract should allude to one of the 5 five broad categories allowable for this grant:

- (1) community-led air and other pollution monitoring, prevention, and remediation, and investments in low-and zero-emission and resilient technologies and related infrastructure and workforce development that help reduce greenhouse gas emissions and other air pollutants;
- (2) mitigating climate and health risks from urban heat islands, extreme heat, wood heater emissions, and wildfire events;
- (3) climate resiliency and adaptation;
- (4) reducing indoor toxics and indoor air pollution; or

- (5) facilitating engagement of disadvantaged communities in Local, State and Federal public processes, such as advisory groups, workshops, and rulemakings]

This project engages low-income and communities of color (estimated population 2 million) that, according to the EJSCREEN, are highly susceptible to and have high levels of exposure to environmental hazards. People in the region were also found to be at high or very high risk of COVID-19, and are extremely vulnerable to climate change. They bear the burden of disproportionate impacts of climate change as well as pollution from the heavy petrochemical industry in southern Louisiana. Working with a collaboration of grassroots resident groups, churches and faith-based groups, scientific/ academic experts, elected officials, state-wide coalitions, and national nonprofits, we will use training, investigations, monitoring, and public education to engage residents to improve the environment and public health conditions. The outcome will be: a percentage increase of households who have increased understanding of the interlinked risks of exposure to pollution, COVID-19, and climate change, and capacity by residents to respond to these risks; a published investigation and action plan for lead contamination (and some implementation of the plan); increased COVID-19 vaccination levels in vulnerable populations and more engaged parts of the communities.

Environmental issue: i.e., Air, Water, Waste, etc.

Project Type(s): Data analysis & mapping, public education and capacity building, technical help, stakeholder engagement (NOTE: while the latter is generally what A2 will be supporting, there may be more active projects related to implementation)

Special Consideration: (Climate Change/Disaster Resiliency, Rural Areas, Health Impact Assessment, or any Other Factor described below in Section V)

Project Partners: Include partner name and stakeholder group. For example, State University (academic); County commissioner (local government); Houses of worship (faith-based).

QAPP: Yes (NOTE: Mark “yes” if either (1) project will collect, evaluate, use, model, or report environmental data, or (2) project involves the design, construction, and operation of environmental technology. You are not required to develop a Quality Assurance Plan (QAPP) at time of application, but must have one before starting the project)

b. Environmental and Public Health information of the Underserved Community

(Who is the community comprised of (i.e. demographics), what are the **disproportionate** environmental and/or public health issues they experience, and what are the sources of these impacts? Must draw on EJ Screen tool, and use the tool to demonstrate disproportionate impacts i.e. the percentiles, include climate data. NOTE This section must address (1) Which environmental issues are being addressed by this project, and (2) What are the environmental/public health results that the project seeks to achieve and how will the community benefit. If your project relates to Health Impact Assessment, Rural Areas, Climate, or Disaster Resiliency include additional details about how the project addresses those factors in this section.)

This project will support historically underserved communities in eleven Louisiana parishes (counties), about 2 million people. Many of these communities are located on the 85 mile-long stretch of the Mississippi river lined with approximately 150 industrial facilities known as “cancer alley.”. The region is the second-biggest producer of petrochemicals in the country, after Texas.

According to the EJSCREEN tool, 46% of the population served by the project represent people of color, ranging from 69% in Orleans Parish to 31% in Calcasieu. The population’s combined Demographic Index (based on the average of percent low-income and percent minority) is equal or higher than where 63% of the US population lives.

The population faces a broad array of environmental justice hazards related to high PM2.5 levels in air, air toxics, respiratory hazards, lead paint, and proximity to treatment storage and disposal Facilities. The percentile of the population in the community impacted by these hazards compared to the nation was found to be extremely high, from 56% (Air Toxics Respiratory Hazard Index) to 67% (Lead Paint Indicator.)

COVID-19 aggravated existing health disparities. According to the COVID-19 Community Vulnerability Index (CCVI) developed by Surgo Ventures, the total cases per 100,000 population is 9811, and total deaths 214 per 100,000. 67 percent of the Black population and 57% of the Hispanic population have high or very high vulnerability.

On top of these public health issues, the communities suffer from disasters and climate hazards. Data by Climate Central Storm Surge shows that there is a 47% likelihood of a flood over six foot in height taking place by 2030, threatening people, communities, industry and hazardous waste sites.

The impacts of environmental hazards, COVID-19 and climate change are cumulative, especially in low-income and communities of color. Research, undertaken at the Harvard T.H Chan School of Public Health, for example, found an association between long term exposure to air pollution and higher COVID-19 mortality rates. Research also shows that flooding disproportionately harms Black neighborhoods and can exacerbate existing racial and social inequalities.

c. Organization’s Historical Connection to Underserved Community

Insert photo with case study text/caption (example - We met Alan K, leader of ABC, in 2017. Amy had recently been displaced from his home in Houston, Texas by Hurricane Harvey. Today, he is leading a multi-partner program to help residents determine if they wish to relocate or stay, and to develop nature-based strategies for building resilience. The work is funded by the National Fish and Wildlife Foundation and supported by: Texas State Silver Jackets, Texas A&M AgriLife Extension, Houston Advanced Research Center, Buy-In Community Planning, Climigration Network, and Lamar University.)

[Should include:

- The history of your organization's involvement with the underserved community, including the duration of involvement and circumstances that led to your organization's involvement
- How the organization has worked with the underserved community's residents and/or organizations to address local environmental and public health issues currently or in the past and what are some of the results of that work. Include information about recent efforts in the community, if any, that have sought to address the disproportionate issues you described in 1.b.
- Community Driven Participation - How the underserved community's residents and/or organizations were involved in developing the current project plan and are part of the decision-making process]

XYZ is a Louisiana-based nonprofit founded in 2009 and led by low to moderate income African Americans, Latino, single women head of households, elderly or disabled on fixed incomes and the working poor, with the mission to address the adverse conditions of poverty and discrimination. Along with its sister organization, RST, the organization has grown to a membership of over 9,000 families in three cities and many communities (with a focus on New Orleans, Baton Rouge and Lake Charles.) XYZ increases the capacity of low-income families to have a voice in infrastructure plans and policy discussions that affect public and environmental health. The issues of concern include affordable housing, food poverty, lead contamination, stormwater management, climate change and financial literacy. Working with national and regional scientific, academic, nonprofit and government partners, XYZ's work includes public education, demonstration projects, monitoring, and research.

XYZ has been instrumental in identifying solutions to the disproportionate environmental and public health harms risks in minority populations and low-income populations in the region.

Recent accomplishments undertaken in collaboration with our partners provide clear models for supporting underserved populations. We:

- Helped hundreds of lower income African American residents test their homes for lead. The work was followed by major HUD-funded home renovations.
- Conducted water testing projects throughout New Orleans in partnership with the Health Sciences Center at Louisiana State University. Residents were trained to do this testing.
- Delivered hundreds of soil samples collected by underserved residents, for a large soil contamination study conducted by Dr. Bernard, at the Department of Pharmacology, Tulane University School of Medicine. Professor Bernard is founder of Lead Lab project, a not for profit initiative dedicated to helping communities impacted by lead contamination in children's play areas.

- Secured an agreement, negotiated by underserved residents, with New Orleans Public Schools to provide water filters and testing at schools for lead contamination.

Residents of the underserved community make up almost the entire Executive Board and leadership of XYZ and are directly elected by their community members to these leadership positions. Leaders and members determine the organizational work, bringing issues to the table that impact their lives. RST emerged through this process, and the goal of bringing many partner organizations together to address environmental injustices has long been a dream of the group.

d. EJCPS Model

[NOTE: Project must have at least one of the following 7 elements:

1. Issue Identification, Visioning, and Strategic Goal-Setting;
2. Community Capacity-Building and Leadership Development;
3. Development of Multi-Stakeholder Partnerships and Leveraging of Resources;
4. Consensus Building and Dispute Resolution;
5. Constructive Engagement with Other Stakeholders;
6. Sound Management and Implementation; and
7. Evaluation

Many of our projects will have Elements 1 and 2, using the sample text below. If the group has already done something akin to Elements 1 and 2 and is now going onto another level, describe the work that was previously done.]

The project will focus on CPS Elements 1 and 2 of the EJCPS model: *Issue Identification, Community Vision, and Strategic Goal Setting*; and *Community Capacity-Building and Leadership Development*. We will do this by: identifying and supporting existing and potential leaders in the community, equipping these leaders with the technology and support needed for them contribute fully to the project; engaging stakeholders who can help us; undertaking mapping and data analysis; reviewing relevant projects and plans being undertaken by other stakeholders; educating residents about the problem; hosting two workshops to engage a residents in the area; using these workshops to identify their concerns and to shape goals, vision and plan of action for addressing them; and formulating viable strategies to address and resolve the identified concerns.

The project will also further CPS Element 3 - *Consensus Building and Dispute Resolution* (the two workshops will establish a common set of ideas and plans to address concerns identified by residents in the area), and Element 4 - *Multi-Stakeholder Partnerships and Leveraging of Resources*, and 5 - *Constructive Engagement by Relevant Stakeholders*, by identifying and inviting stakeholders to contribute their resources (institutional, technical, legal, financial) in support of the project and by developing a multi-partner organizational structure and work plan to help move forward to implementation.

e. Project Linkages

[NOTE: You must show that (1) project supports EPA Strategic Plan Goal 2 referenced here AND (2) project relates to the environmental issue(s) you identified above]

The project is aligned with EPA Strategic Plan Goal 2 (Take Decisive Action to Advance Environmental Justice and Civil Rights), Objective 2.2 (Promote Environmental Justice and Civil Rights at the Federal, Tribal, State, and Local Levels) which states that: *“Building Community Capacity and Climate Resilience and Maximizing Benefits to Overburdened and Underserved Communities: EPA will increase support for community-led action by providing unprecedented investments and benefits directly to communities with environmental justice concerns and by integrating equity throughout Agency programs.”* We will achieve this alignment, we will work closely with the EPA Environmental Justice Thriving Communities Technical Assistance Centers (EPA EJ TCTACs) when they are established, with the hope of connecting to cross-agency federal and state programs, and by tapping into information resources, technical assistance, and financial assistance made available through the Justice 40 Initiative.

The project specifically relates to the issue identified on page 1, _____, because _____. It also relates to one of EPA’s key areas—climate change and disaster resilience.

f. Partner and Collaborate

The xxx partners participating in this project bring multiple benefits (see below and letters of commitment for further details):

- o The trust of residents, a track record of serving them, and the ability to hit the ground running
- o An existing outreach mechanism for engaging residents including email/phone lists and a social media
- o Combined pro bono resource commitments of \$xxx to contribute to the project
- o Post-grant technical and communications support provided by A2 and EPN. This includes protocols (e.g. procurement policies), tools (e.g. EveryAction customer relationship management system), access to technical experts, and experience providing translation and interpretation services
- o A track record in managing, evaluating and reporting on projects
- o Peer-to-peer learning – A2 holds monthly National Leaders Forums for CBOs to share best practices and hear from expert advisors. They also host a listserve for CBOs.
- o Longevity – xxx partners in this proposal have as part of their core mission and programming, the support of historically marginalized communities as it relates to environmental and climate justice. This means that in two years’ time, the partners will still be pursuing that objective.

[Insert a table for all partners using the format below. The applicant should be the first one listed.]

Anthropocene Alliance (A2)

Mission	Educates and organizes individuals and communities harmed by environmental abuse and climate change.
Partner long-term interest in the project	The project aligns with the mission of A2
Stakeholder group	Non-profit
Issues organization addresses	Climate resilience, environmental justice, agriculture and food security, housing, energy justice, water infrastructure
Project roles	<ul style="list-style-type: none"> • Post-grant technical and communications support including protocols (e.g. procurement policies), tools (e.g. EveryAction customer relationship management system), and access to technical and legal expertise. • Help with Spanish translation and interpretation services if required • Data analysis and mapping • Peer-to-peer learning network and listserve • Connections to national stakeholders and media
\$ value of leveraged pro bono resources	\$8,000
Sustaining the relationship	Xxx has been a member of A2 since xxx. A2's support will continue after the grant period.

Environmental Protection Network

Description	Network of 550+ EPA/DOE alumni who help underserved communities navigate/understand government programs, data, and processes; gain access to partners, allies, and decisionmakers; and apply for funding.
Partner long-term interest in the project	The project aligns with the mission of A2
Stakeholder group	Non-profit

Issues organization addresses	EJ, flooding, drinking water, air and water quality, landfills, Superfund, brownfields, federal/state/local/tribal environmental agencies and regulations, government and private grant application support, and grant management.
Project role(s)	<ul style="list-style-type: none"> • Expert consultations drawing on EPN's network of 550 EPA volunteer alumni. • Post-grant technical support • Connections to national stakeholders and media
\$ value of leveraged pro bono resources	Each expert consultation is valued at \$1,600 (4 hours*400/hour).
Sustaining the relationship	Xxx has been working with EPN since xxx. EPN's support will continue after the grant period.

2.0 PROJECT ACTIVITIES / MILESTONE SCHEDULE / DETAILED BUDGET NARRATIVE

a. Project activities

The project builds off the trusted relationships established with residents in the area, our knowledge of the issues developed over the last xxx years, and the support and expertise of national organizations and the A2 peer-to-peer learning network. This means that we'll be ready to move forward quickly with this work.

Table 1. Schedule of Activities [Note--this cannot be more than 3 years. We set it for 2 because we are using a 2-year budget]

Activity	Lead Organization	Dates	Anticipated products/results
Identify existing or potential leaders among residents in the community.	Applicant	October 2023 – February 2024	Five community leaders identified who will provide support over the duration of the project.
Equip leaders with technology, information.	Applicant	November 2023 – April 2024	Five community leaders are equipped and trained to use technology – iPads, hot-spots, Zoom for virtual meetings.

Identify other stakeholders that might have an interest in this work (e.g.in government and universities)	Applicant, A2 and EPN	October 2023 – March 2024	List of stakeholders interested in contributing knowledge or expertise to the project.
Establish a project steering group to include stakeholders and community leaders. First meeting	Applicant	March 2024	Formalized project steering group.
Identify other plans or projects relevant to the work.	Applicant, A2 and EPN	October 2023 – May 2024	List of relevant plans, and summary of the significance of the plans to the project.
Undertake data gathering, mapping and analysis.	A2, Applicant	October 2023 – August 2024	Map, summary analysis
Create educational brochures	Applicant	May 2024	Brochures summarizing the issues as relevant to residents.
Conduct door knocking/leafleting to engage residents.	Applicant	June 2024	List of residents interested in engaging in the project
Host workshop one, focused on working with residents to determine the challenges and needs.	Applicant	July 2024	Summary report of residents' challenges/needs.
Prepare report summary report	Applicant, A2	July 2024-August 2024	
Conduct door knocking to engage residents.	Applicant	March 2025	

Host workshop two for residents to shape the goals, vision and plan of action.	Applicant	March 2025	
Prepare a final action plan and summary brochures based on the findings.	Applicant	May 2025 – to August 2025	Final report/action plan and brochures based on the findings.
Disseminate materials (door-to-door mailings and in-person and virtual presentations.)	Applicant	August 2025 – September 2025	Presentations at conferences and webinars

b. Milestone schedule

Table 2. Milestone Schedule

Milestone	Month	Description
Kick-off meeting	1	Partner-only kick-off meeting (virtual)
Quarterly meeting 1	3	Partial steering group meeting (in person)
Quarterly meeting 2	6	Full steering group meeting (in person)
Brochures prepared	8	Layout done by communications consultant
Door-to-door leafleting	9	
Quarterly meeting 3	9	Full steering group meeting (in person/virtual)
Workshop 1	10	In person event

First installment of stipends paid	11	First payments of \$750 made to each of the five community leaders
Quarterly meeting 4	12	Full steering group meeting (in person)
Quarterly meeting 5	15	Full steering group meeting (in person)
Workshop 2	18	In person event
Quarterly meeting 6	18	Full steering group meeting (in person/virtual)
Second installment of stipends paid	21	Second payments of \$750 made to each of the five community leaders
Quarterly meeting 7	21	Full steering group meeting (in person)
Action plan and brochures finalized	23	Layout done by communications consultant
Quarterly meeting 8	24	Full steering group meeting (in person/virtual)

c. Itemized Budget Sheet/Budget Narrative (see attached)

3.0 ENVIRONMENTAL RESULTS – OUTPUTS, OUTCOMES, AND PERFORMANCE MEASURES (LOGIC MODEL)

a. Environmental Results – Outputs/Outcomes (see attached)

b. Performance Measurement Plan

The performance measurements for the project derive from the Logic Model, and include the following activity measures and outcomes:

- # community leaders equipped, trained and ready to support implementation (target = 5)
- # residents reached thru door-to-door outreach (target = 100)
- # residents provide support and input through the workshops (target = 50)

national CBOs learning from the project (target = 40).

of stakeholders participating in efforts to address community issues (target = 2 govt. partners, 2 local nonprofits and 1 university).

of national stakeholders learning about project (target = 20)

Tracking will be undertaken using Excel, showing baseline data, the project targets and progress towards these tracks. A dedicated technical consultant has been included in the budget to lead this work. Quantitative data will be supplemented with qualitative data and information arising from the quarterly meetings of the steering group.

c. Sustainability Plan and Community Vision

A key aspect of this work involves reviewing existing plans and projects that are relevant to the project, and inviting the participation of government and other stakeholders. We plan to be action-oriented in our approach, tapping into opportunities identified through the Justice40 Initiative, and made available by the EPA EJ TCTACs. In addition, the project offers:

National visibility: As part of a national cohort led by and serving historically marginalized communities who are members of Anthropocene Alliance (A2), a network of climate and environmental justice community-based organizations. Participation in A2 involves peer-to-peer learning groups designed to help community leaders from across the country share best practices, establish novel strategies, and get connected to scientists and other experts via A2's learning network. This learning network provides the mechanism to ensure that the project, its data and plan will be shared with other communities of similar size, demographics, and geographies.

Catalytic investment and benefits: By tapping into information resources, technical assistance, and financial assistance made available through the Justice 40 Initiative. We will work closely with the EPA Environmental Justice Thriving Communities Technical Assistance Centers once they are established, with the goal of connecting to cross-agency federal and state programs to develop an implementable and fundable plan that brings multiple benefits.

Transferability and scale: The project involves two national nonprofits (Anthropocene Alliance and the Environmental Protection Network), and xxxx. This range of collaborative expertise fosters innovation and provides the framework for transferring and scaling best practices. A2 members' work on environmental and climate resilience has been referenced in *The New York Times*, *The Washington Post*, *ABC News*, the *Guardian*, and *The Hill*. As part of this network, we will share photos, videos, blog-posts, and social media posts, participate in expert panels and provide media coverage locally and nationally. Recent examples of such presentations given by A2 leaders include the White House Council for Environmental Quality, American Public Health Association; and the American Association for the Advancement of Science.

4.0 PROGRAMMATIC CAPABILITY

a. Organizational experience

Insert photo with case study text/caption

The project partners have XX years of collective experience providing xxx support to underserved communities. The knowledge that we draw on is broad – include air quality, climate change, energy, broadband, cybersecurity, healthy eating, food security, education, transportation, water contamination, conservation, flooding, wildfires, heat, drought, public health, and waste (add/delete as required) as well as the history of underserved communities.

Table 3. Examples of projects led in the last five years on a broad range of issues along with partners and relationship to the project special considerations. All projects listed below served disadvantaged communities.

City/ neighborhood served	Issues addressed	Activities/outcomes	Partners	Cli mat e cha nge	Ru ral ar ea s	He alt h
	Eg Energy, flooding, climate resilience			X	X	
Add more examples...						

b. Staff Experience/Qualifications of Project Manager

xxx has a staff of xx employees and xxx volunteers. Community leaders serve on our board and staff.

Table 4. Summary

Name	Title	Organization	Role	Relevant qualifications	Relationship to the community
Example text: Harriet Festing	Executive Director	Anthropocene Alliance	Project Manager	30 years' experience as senior executive running multi-partner programs that channel investment, including federal grant programs, to	

				disadvantaged communities.	

c. Expenditure of Award Grant Funds

[NOTE: I advise all members to have procurement policies. A2 can help them with this. If they don't have it yet, they can say they are in the process of developing procurement policies.]

xxx has the necessary administrative resources to successfully fulfill the responsibilities associated with managing a grant award, including ensuring that our approaches, procedures, and controls for awarding grant funding are done in a timely and efficient manner while ensuring costs are eligible and allowable. In addition to our current staff, we have budgeted for a dedicated bookkeeper and the appropriate software (QuickBooks), an accountant to support auditing, and a technical consultant to oversee report writing, performance measurements, tracking and programmatic reporting. We also have:

- Written accounting policies and procedures
- An accounting system that allows organizational expenses to be tracked to a specific project, specific tasks, and specific cost-type categories
- Employment agreements between the organization and our staff
- Directors' insurance and workers liability insurance (we don't own or rent property)
- A written policy on conflict of interest
- Experience with federal and private foundation grant requirements and reporting

5.0. PAST PERFORMANCE

Funded assistance agreements that organization has performed within the last three years (note – don't list more than five)

CBO location	Project Description	Funder	Amount	Outcome(s)	Clima te cha nge	Ru ral ar ea s	He alt h

Example text... The xxx neighborhood s of Cleveland, OH	Our goal was to help train, fund, and build the capacity of community leaders	Pisces Foundation	\$290,000 2020-2022	Resulted in more than \$3 million in cash and services to eight CBOs and 28 new partnerships. Our work in 2020 resulted increased Pisces Foundation funding in 2021.	X	X	
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All projects were completed successfully and on time. All reporting requirements were met adequately and in a timely manner.

6.0 QUALITY ASSURANCE PROJECT PLAN (QAPP) INFORMATION

(If applicable) The project will use existing computer databases containing analytical data and make recommendations on environmental decisions. It will, therefore, require a QAPP.

[NOTE: Attachments required with submission:

--budget

--logic model

--at least 3 signed non-generic letters of commitment from partners

--resumes of key personnel

--proof of non-profit status, either 501c3 or “non-profit organization recognized by the state, territory, commonwealth or tribe in which it is located”]