

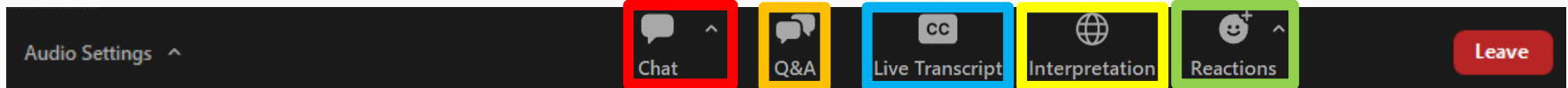
EPA Grant Competition Overview



*The basics on applying for the
EPA Clean School Bus Grant Program*

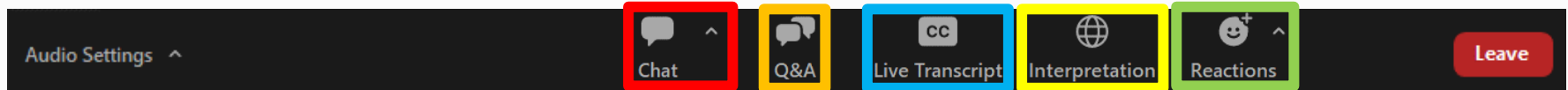
June 1, 2023

Zoom Webinar Logistics



- **This presentation is being recorded.** The slides and recording will be posted to epa.gov/cleanschoolbus as soon as they are processed for posting.
- **All attendees are in listen-only mode.** Audio is available through your computer speakers or by phone. The presenter will ask you to come off mute if applicable.
- **Live transcription:** Live captioning is available by clicking the “Live Transcript” icon.
- **Live interpretation:** Live Spanish interpretation is available by clicking the “Interpretation” icon and selecting Spanish. Click “Mute Original Audio” to mute English audio when listening in Spanish.
- **Questions:** Use the Q&A feature to ask questions during the presentation. We will address as many as possible after the presentation. If we are unable to answer your question at this time, we will list all questions and answers in the Q&A document available on our website. You can also submit written questions to the EPA Clean School Bus Program helpline at cleanschoolbus@epa.gov.
- **Chat:** Chat is disabled, but the presenters might share links through the chat feature.
- **Reactions:** Reactions are enabled for you to interact with the presenter.

Logística de seminarios web en Zoom



- **Esta presentación es grabada.** Las diapositivas y la grabación se publicarán en epa.gov/cleanschoolbus tan pronto sean procesadas para su publicación.
- **Todos los asistentes se encuentran solo en modo escucha.** Hay audio disponible a través de los altoparlantes de su computadora o por teléfono. El presentador le pedirá que quite el silencio si corresponde.
- **Transcripción en vivo:** Hay subtítulos disponibles haciendo clic en el icono “Live Transcript” [Transcripción en vivo].
- **Interpretación en vivo:** Hay interpretación en español disponible haciendo clic en el icono “Interpreting” [Interpretación] y seleccionando el español. Haga clic en “Mute Original Audio” [Silenciar audio original] para silenciar el audio en inglés al escuchar en español.
- **Preguntas:** Use la función Q&A [preguntas y respuestas] para hacer preguntas durante la presentación. Abordaremos todas las que sea posible después de la presentación. Si no podemos contestar su pregunta en este momento, anotaremos todas las preguntas y respuestas en el documento Q&A correspondiente disponible en nuestro sitio web. Puede también enviar preguntas por escrito a la línea directa de ayuda del Programa de Autobuses Escolares Limpios de la EPA en cleanschoolbus@epa.gov.
- **Chat:** Se encuentra inhabilitado el chat, pero los presentadores podrían compartir enlaces a través de la función de chat.
- **Reacciones:** Las reacciones están habilitadas para que usted interactúe con el presentador.

**Live Transcription /
Transcripción simultánea**

**Live Spanish Interpretation
/ Interpretación simultánea**



Live transcript is available

CC

Live Transcript

✓ Off

English

Spanish

Mute Original Audio



Interpretation

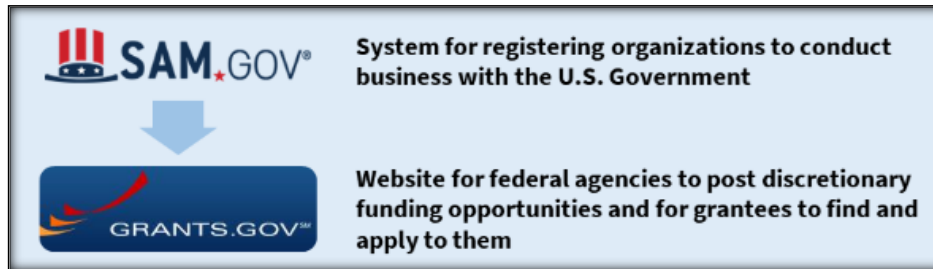
Agenda

- I. SAM.gov Registration
- II. Applying on Grants.gov
- III. Overview of 2023 CSB NOFO
- IV. EPA Communication with Applicants
- V. Grant Review and Selection Process
- VI. Applicant Resources

Required Accounts Overview

All EPA grant applications are submitted online. Applicants must be registered in two government systems to apply for EPA grants:

- The System for Award Management ([SAM.gov](https://sam.gov)) registers organizations to conduct business with the U.S. Government, which includes federal grants.
- [Grants.gov](https://grants.gov) is the official system for managing all federal grant applications.



These two systems share information. Together, they provide access to everything needed to identify federal grant opportunities and to complete the online application process.

Note: **Both systems are accessed through a single user account set up in [Login.gov](https://login.gov).** Creating a Login.gov account is easy. If you do not have a Login.gov account, you will be prompted to create one when you register with SAM.gov or Grants.gov.



Start Early: Completing the registration process usually takes a minimum of 10 business days. It can take much longer, especially if there are errors or inconsistencies in the information submitted.

SAM.gov Registration



SAM.gov Registration

- To apply for any EPA Competitive Opportunity, you need an active [SAM.gov](#) registration.
 - As part of registration, SAM.gov will assign you a Unique Entity ID (UEI).
- Download the SAM.gov [Entity Registration Checklist \(PDF\)](#) for comprehensive instructions and a checklist for entity registration
- A key part of the SAM.gov registration is identifying an [EBiz point of contact](#) (name and email address).
 - This individual will be the primary contact in Grants.gov and your application.

Already SAM.gov Registered?

If you have done business with the Federal Government previously, you can [check your entity status](#) using your government issued Unique Entity ID (UEI) to determine if your SAM.gov registration is still active.

**SAM.gov requires you to renew your registration every 365 days to keep it active.*

We strongly recommend you initiate the registration renewal process well in advance of the expiration date since the process can take several weeks or more.

Already Registered?

You must renew your registration every 365 days to keep it active. You can make updates to your registration anytime or during renewal. If you're already registered, you already have a Unique Entity ID.

- ➔ **Go to your Entity Management Workspace to update or renew your registration**
- ➔ **Check the status of your registration.**
- ❓ **How do you know if you are already registered? [↗](#)**

Need Assistance with SAM.gov?

- For help with your SAM.gov account, to resolve technical issues or chat with a Federal Service help desk agent, submit a [web form](#) or call: (866) 606-8220.
 - The Federal Service desk hours of operation are Monday – Friday, 8am – 8pm ET

Customer Service

Registration Status

Registration can take up to 10 business days to become active.

[→ Check your registration statuses](#)

Federal Service Desk

For technical issues, you can search for your question or submit a web form anytime at the [Federal Service Desk](#).

Hours of Live Help Operation: Monday-Friday 8 a.m. to 8 p.m. ET

Available Services:

- Live Chat
- Call

Procurement Technical Assistance Centers (PTACS)

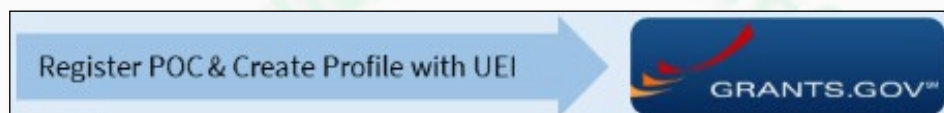
PTACs are an official government contracting assistance resource for small business. [Find your local PTAC](#) to get free help completing registration in SAM.gov.

Applying on Grants.gov



Applying on Grants.gov

- You completed SAM.gov registration and identified an [EBiz point of contact](#). Now what?
 - Now, you'll need to register an account with [Grants.gov](#).



- **To register:**

1. Create a user account using the same email address used by the EBiz POC in SAM.gov
2. Create an applicant profile using your SAM.gov UEI
 - Please note: the DUNS number is no longer the official identifier for doing business with the U.S. Government. Information about this transition can be found at The U.S. General Services Administration (GSA)'s [website](#). See EPA's [RAIN-2021-Go1](#).
 - Ensure when you apply for an opportunity that the UEI listed on the application is assigned to your organization; **if it isn't you may be deemed ineligible.**
3. Create Individual Grants.gov Accounts for Organization Members
4. Learn how to use Workspace in Grants.gov

Finding EPA Competitive Opportunities on Grants.gov

- Find current competitive opportunities
 - Synopses includes important info: funding amounts, eligible entities, submission deadline, and more
- Searchable by Assistance Listing number (CFDA number), keyword, agency, type of entity, etc.
 - [Clean School Bus Program competition](#) will be listed under 66.045 and linked from www.epa.gov/grants/2023-clean-school-bus-csb-grant-program
 - Sign up for automatic notifications of opportunities

Search for Open Grant Competitions

SEARCH: Grant Opportunities ▾ Enter Keyword... **GO**

- HOME
- LEARN GRANTS ▾
- SEARCH GRANTS**
- APPLICANTS ▾
- GRANTORS ▾
- SYSTEM-TO-SYSTEM ▾
- FORMS ▾
- CONNECT ▾
- SUPPORT ▾

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.

Convenience Comes to Federal Grants

Download the Grants.gov Mobile App to search and submit on the go.



SEARCH GRANTS

BASIC SEARCH CRITERIA:

Keyword(s):

SORT BY: Open Date (Descending)

DATE RANGE: All Available

Funding Opp #:

CFDA Number:

OPPORTUNITY STATUS:

Open (2065) Closed (1396) Archived (19938)

FUNDING INSTRUMENT TYPE:

All Funding Instruments
 Cooperative Agreement (568)
 Grant (1630)
 Other (43)
 Procurement Contract (42)

ELIGIBILITY:

All Eligibilities
 City or township governments (1008)
 County governments (1018)
 For profit organizations other than small businesses (952)

CATEGORY:

All Categories
 Agriculture (31)
 Arts (see 'Cultural Affairs' in CFDA) (6)
 Business and Commerce (15)
 Community Development (29)

AGENCY:

All Agencies
 All Agency for International Development (63)
 All Corporation for National and Community Service (2)

1 - 25 OF 2065 MATCHING RESULTS:

« Previous 1 2 3 4 5 6 ... 83 Next »

Funding Opportunity #	Opportunity Title	Agency	Open Date ↓	Close Date
AMS-NOP-13-0061	Agricultural Management Assistance Organic Certification Cost-Share Program FY 2013	Agricultural Marketing Service	08/01/2013	08/30/2013
SA-SYLEP-800-13-GR-51	Saudi Young Leaders Exchange Program	U.S. Mission to Saudi Arabia	08/01/2013	08/30/2013
G13AS00105	Cooperative Ecosystem Studies Unit, Gulf Coast CESU	Geological Survey	08/01/2013	08/12/2013
G13AS00109	Cooperative Ecosystem Studies Unit, Great Basin CESU	Geological Survey	08/01/2013	08/12/2013
G13AS00110	Cooperative Ecosystem Studies Unit, Great Lakes Northern Forest CESU	Geological Survey	08/01/2013	08/12/2013
NPS-13-NEO-0107	Assessment of natural resource conditions at Hopewell Furnace NHS, Gettysburg NMP, and Eisenhower NHS	National Park Service	08/01/2013	08/06/2013
PAR-13-300	NLM Express Research Grants in Biomedical Informatics (R01)	National Institutes of Health	08/01/2013	09/07/2016
PAR-13-301	The Role of the Cytoskeleton in Cellular Aging (R21/R33)	National Institutes of Health	08/01/2013	09/07/2016
G13AS00106	Cooperative Ecosystem Studies Unit, Gulf Coast CESU	Geological Survey	08/01/2013	08/12/2013
PAR-13-295	Biomarkers: Bridging Pediatric and Adult Therapeutics (R21)	National Institutes of Health	08/01/2013	09/07/2016
PAR-13-296	Biomarkers: Bridging Pediatric and Adult Therapeutics (R01)	National Institutes of Health	08/01/2013	09/07/2016
PAR-13-299	Biomarkers: Bridging Pediatric and Adult Therapeutics (R03)	National Institutes of Health	08/01/2013	09/07/2016
L13AS00170	BLM AK CESU - Scenario Planning for Energy and Resources Development	Bureau of Land Management	08/01/2013	08/23/2013
NOAA-NMFS-PRPO-2014-2003832	FY 2014 Species Recovery Grants to Tribes	Department of Commerce	08/01/2013	10/29/2013
NOAA-NMFS-PRPO-2014-2003811	Species Recovery Grants to States (Section 6 Program)	Department of Commerce	08/01/2013	10/29/2013
NNH13ZDA001N-PMDAP	ROSES 2013: Planetary Mission Data Analysis Program	NASA Headquarters	08/01/2013	10/11/2013
PA-FPH-14-022	FY14 Region 9 Nevada (not including Clark, Douglas or Washoe counties) Announcement of Anticipated Availability of Funds for Family Planning Services Grants	Office of the Assistant Secretary for Health	08/01/2013	04/01/2014
PA-FPH-14-020	FY14 Region 9 Republic of the Marshall Islands Announcement of Anticipated Availability of Funds for Family Planning Services Grants	Office of the Assistant Secretary	08/01/2013	04/01/2014

Applying on Grants.gov Workspace

Workspace is the only method of submitting an application

- Reuse forms & auto-populate data
- Collaborative
- Detect errors earlier
- Best submission process for users with connectivity issues

GRANTS.GOV [HELP](#) [REGISTER](#) [LOGIN](#)

SEARCH: Grant Opportunities ▾ Enter Keyword... [GO](#)

HOME LEARN GRANTS SEARCH GRANTS APPLICANTS GRANTORS SYSTEM-TO-SYSTEM FORMS CONNECT SUPPORT

GRANTS.GOV > Applicants > Workspace Overview

WORKSPACE OVERVIEW

GRANT APPLICATIONS

- » How to Apply for Grants
- » Track My Application

APPLICANT RESOURCES

- » **Workspace Overview**
 - » Workspace Basic
 - » Workspace Intermediate
 - » Workspace Advanced
 - » Workspace Process
 - » Workspace Roles
 - » Custom Roles
- » Applicant Eligibility
- » Applicant Registration
- » Applicant Training
- » Applicant FAQs
- » Adobe Software Compatibility
- » Submitting UTF-8 Special Characters
- » Encountering Error Messages

Get Started on Your Workspace Application

Workspace is the standard way for organizations or individuals to apply for federal grants in Grants.gov. Workspace allows a grant team to simultaneously access and edit different forms within an application. Plus, the forms can be filled out online or offline — your choice.

Grants.gov Workspace also allows applicants and organizations to tailor their application workflow. Here are three approaches that applicants can take when completing a Workspace application:

Basic	Intermediate	Advanced
<ul style="list-style-type: none">+ Best for organizations with 1-2 registered Grants.gov users+ Application forms are downloaded and emailed to collaborators before being uploaded back to the workspace <p>LEARN MORE ></p>	<ul style="list-style-type: none">+ Best for organizations with 3-5 registered Grants.gov users+ Applicant teams are typically comprised of an AOR who submits, as well as a Workspace Owner who oversees form completion <p>LEARN MORE ></p>	<ul style="list-style-type: none">+ Best for organizations with external Grants.gov users, such as consultants+ Workspace Owner manages form access+ Workspace Owner adds subforms <p>LEARN MORE ></p>

Learn more about [Workspace](#)

View [recorded webinar trainings](#) about Workspace (see Step 4)



2023 Clean School Bus
(CSB) Grant Program
Notice of Funding Opportunity
(NOFO)

Preparing your CSB Grant Application

- Each funding opportunity announcement has unique instructions and requirements
- Read the announcement for:
 - Eligibility information, deadlines, application content, review criteria, and more
- EPA's Competition Policy
 - Familiarize yourself with EPA's policy on competition

2023 Clean School Bus NOFO

- Notice of Funding Opportunity (NOFO)
 - Funding opportunity number: EPA-OAR-OTAQ-23-06
 - Submission includes all forms and certifications necessary for award
 - For a list of forms, see [Clean School Bus Grant Application Documents](#) (also found in Appendix B of the NOFO)

Application Narrative

- Application Narrative Attachment Form is not to exceed 15 pages and must include:
 - Cover Page
 - Workplan

Application Workplan

- **Section 1: Project Summary and Approach**
 - Detailed description of project and activities to be undertaken.
- **Section 2: Environmental Results – Outputs, Outcomes, and Performance Measures**
 - List expected project outputs and outcomes, performance measures and expected timeline of key milestones.
- **Section 3: Environmental Justice and Disadvantaged Communities**
 - List prioritization for disadvantaged communities (if applicable) and planned community engagement.

Application Workplan

- **Section 4: Project Location**
 - List whether projects are located in an Ozone or PM_{2.5} nonattainment or maintenance area.
- **Section 5: Programmatic Capability and Past Performance**
 - Submit a list of up to five federally-funded assistance agreements performed within the last three years, including the history of meeting the reporting requirements and staff experience to successfully achieve the proposed project's goals.

Application Workplan

- **Section 6: Project Sustainability**
 - Evaluation based on the extent to which the project results and benefits are sustainable and ability of the applicant and project partners to promote and continue efforts to reduce emissions from school buses after EPA funding for this project has ended.
- **Section 7: Workforce Development**
 - Evaluation based on the extent to which the application has demonstrated a plan to prepare the workforce for the project, as well as clarifying protections to ensure existing workers are not replaced or displaced because of new technologies.

Application Workplan

- **Section 8: Project Resilience to Climate Impacts**
 - Detail the quality and extent to which the project assesses and implements climate change adaptation considerations to help ensure that the project achieves its expected outcomes even as the climate changes.
- **Section 9: Leveraging of Additional External Funds**
 - List and describe any additional external funds leveraged or planned to leverage in order to support the proposed project activities.

Application Workplan

- **Section 10: Budget**
 - A detailed description of the budget found in the SF-424A, including a discussion of the applicant's approach to ensuring proper management of grant/cooperative agreement funds, a detailed budget narrative, as well as the itemized budget table.
- **Section 11: Attachments**
 - Listed in Section IV.A of the NOFO, this section does not count towards the project narrative's 15-page limit.
 - Some attachments are mandatory, others are optional.

Communication with Applicants



Communication with Applicants

- See Section 11 of the [Competition Policy](#)
- Limitations on what can be discussed and when
- CSB Program Assistance during application window:
 - Applicants can send questions to cleanschoolbus@epa.gov
 - Q&As will be posted on [CSB Grants webpage](#)
 - EPA currently plans to host additional CSB Grants webinars where applicants can ask questions ([see Clean School Bus Webinars webpage](#))

Communications with Applicants

- EPA **can**:

- Answer applicant eligibility questions - if uncertain if you are eligible or your project is eligible ask before proposal submission
- Clarify info on administrative aspects of proposal submission
- Respond to requests for clarification of the announcement

NOTE: Clarifications that result in changes to the announcement must be communicated (via modification to the announcement) to all potential applicants.

Communications with Applicants

- EPA **cannot**:
 - ❌ Offer to write applications for applicants
 - ❌ Review or comment on draft applications
 - ❌ Provide information on the Agency's approach to evaluating applications beyond what is described in Section V of the announcement
 - ❌ Provide a competitive advantage to any applicant

A large, faint watermark of the Environmental Protection Agency (EPA) logo is centered in the background. The logo consists of a circular border containing the text "UNITED STATES" at the top and "ENVIRONMENTAL PROTECTION AGENCY" at the bottom. In the center of the circle is a stylized flower with three leaves and a central stem.

Grant Review and Selection Process

Competitive Process

1. EPA prepares announcement
2. EPA posts announcement on program office website and grants.gov
3. EPA receives applications from applicants via Grants.gov
 - **CSB Grant applications are due by**
11:59 PM ET on August 22, 2023
4. EPA evaluates applications and makes selections
5. Issues awards

Competitive Grants Review & Selection Process

- 1. Applications will first be evaluated against the NOFO's threshold factors (Section III.C).** Only those applications which meet all threshold factors will proceed in the review process.
- 2. Remaining applications will then be reviewed by regional review panels using the evaluation criteria (Section V.A).** Each application will be given a numerical score and will be rank ordered by the review panel.
- 3. Preliminary funding recommendations will be provided to the EPA selection official based on these reviews and rankings.**
- 4. Final funding decisions will be made by the EPA selection official based on the rankings and preliminary recommendations of the EPA evaluation team and the other factors** such as geographic diversity of funds, the number and size of awards, environmental benefits, applicability of different business models, and other Agency and programmatic priorities.

Important Dates

April 24, 2023	Notice of Funding Opportunity (NOFO) Opens
May – August, 2023	Various Webinars on CSB Grant Program <i>More information can be found on the www.epa.gov/cleanschoolbus website under the 'Webinars' section.</i>
August 9, 2023	Final Date to Submit Questions
August 22, 2023 at 11:59 p.m. (ET)	NOFO Closes – Application Deadline <i>Application packages must be submitted electronically to EPA through Grants.gov (www.grants.gov) no later than Tuesday, August 22, 2023, at 11:59 p.m. Eastern Time (ET) in order to be considered for funding</i>
November 2023 to January 2024	Anticipated Notification of Selection
February to March 2024	Anticipated Awards

*Application packages must be submitted to EPA via Grants.gov no later than 8/22/23 at 11:59 p.m. ET.
For more information, please visit www.epa.gov/cleanschoolbus.*

The background features a large, faint watermark of the United States Environmental Protection Agency (EPA) logo. The logo is circular, with the words "UNITED STATES" at the top and "ENVIRONMENTAL PROTECTION AGENCY" at the bottom. In the center is a stylized flower with three leaves and a circular center containing a smaller circle.

Resources

Modifications

- EPA occasionally modifies announcements
 - Due dates, clarification of requirements, etc.
- Automatic Notification
 - Sign up on Grants.gov for automatic notification of modifications to specific announcements
 - To sign up, click “Subscribe to opportunities” on [this page](#)
 - Modifications posted on Grants.gov
 - EPA’s Office of Air and Radiation will also post any changes to www.epa.gov/grants/air-grants-and-funding

EPA Grants Update Listserv

Sign up to receive timely notifications about:

- new guidance and information posted on this website
- new trainings and webinars available to potential applicants and recipients
- changes in grants management requirements
- other pertinent general grants information

Sign up here: [EPA Grants Info Listserv](#)

Additional Training: Grants Management Training

Module 1: Introduction

Module 2: Demonstrating Financial Management System and Internal Controls Capability

Module 3: Applying for a Grant

Module 4: Accepting a Grant Award

Module 5: Managing a Grant

Module 6: Closing Out a grant

Check it out: www.epa.gov/grants/epa-grants-management-training-applicants-and-recipients

Additional Training: How to Develop a Budget Training

Module 1: General Principles and Considerations

Module 2: Direct Costs

Module 3: Other Direct Cost

Module 4: Indirect Costs

Check it out: www.epa.gov/grants/how-develop-budget

Other Grants Resources

- EPA Grants Resources
 - [Competition Resources](#)
- Grants.gov Resources
 - [Applicant Resources](#)
 - [Organization Registration](#)
 - [Grants.gov User Guide](#)
 - [Workspace Information](#)

CSB Program Resources

Upcoming CSB Webinars:

- [CSB Program Webinar Recordings](#)
- [CSB Technical Assistance](#)
- [Electric Sector Pledge](#)
- [Workforce Development and Training Resources](#)
- [CSB Program Reports to Congress](#)

June 8, 2023 1:00-2:00 PM ET	Technical Assistance Overview & Utility Planning with the Joint Office of Energy and Transportation
June 21, 2023 3:00-4:00 PM ET	Panel Discussion with 2022 Rebate Selectees
July 11, 2023 1:00-2:00 PM ET	Fleet Planning & Route Analysis with the Joint Office of Energy and Transportation
July 26, 2023 3:00-4:00 PM ET	Training & Maintenance Considerations with the Joint Office of Energy and Transportation
August 9, 2023 1:00-2:00 PM ET	OIG Fraud Prevention & Best Practices
August 30, 2023 1:00-2:00 PM ET	2023 Grants: Feedback & Next Steps

Question & Answer Session



Upvote and comment on questions similar to your own.
Type your full thought so we can follow-up with an answer.
Speak slowly and clearly for the captioner/interpreter.

Summary

- Application packages must be submitted to EPA via Grants.gov no later than **8/22/23 at 11:59 p.m. ET.**
- Dates and topics for future webinars are on our website under the 'Webinars' section.

- EPA encourages school districts to consider which competition structure (grants or rebates) best suits their needs.
- EPA anticipates opening a rebate program in fall 2023.

- [EPA's CSB Program website](#)
- The Joint Office of Energy and Transportation (cleanschoolbusTA@nr.el.gov)
- The CSB helpline (cleanschoolbus@epa.gov)

Stay in Touch

- View the full 2023 CSB Grant NOFO at epa.gov/cleanschoolbus/clean-school-bus-program-grants
- Submit questions to cleanschoolbus@epa.gov
- Don't miss any updates! To sign up for the listserv, please visit epa.gov/cleanschoolbus.



EPA CLEAN SCHOOL BUS

**cleanschoolbus@epa.gov
epa.gov/cleanschoolbus**