

## ENVIRONMENTAL PROTECTION AGENCY

**Agency Name:** U.S. Environmental Protection Agency, Office of Children's Health Protection and Environmental Education, Child and Aging Health Protection Division

**Funding Opportunity Title:** Building Capacity to Address Environmental Health Issues During Pregnancy

**Funding Opportunity Number:** EPA-AO-OCHP-09-01

**Announcement Type:** Initial Announcement

**Catalog of Financial Domestic Assistance Number:** 66.609 Office of Children's Health Protection and Environmental Education

### Important Dates

Questions must be in writing to [switzer.lavonne@epa.gov](mailto:switzer.lavonne@epa.gov) no later than **March 29, 2007**  
Request for Proposals Deadline: **April 26, 2007, 4:00 PM EST**

## FULL TEXT ANNOUNCEMENT

### I. Funding Opportunity Description

#### A. Project Summary

EPA is accepting proposals to build capacity to address environmental health issues during the prenatal period. The objectives for this solicitation are to (1) increase the capacity of health professionals to address environmental health hazards during pregnancy and (2) ensure that pregnant women have access to information that will help them take actions to reduce environmental exposures. EPA intends for these grants to develop effective mechanisms to educate pregnant women about environmental health risks, to demonstrate the effectiveness of information dissemination and behavioral change that results in reducing these risks, and to increase the number of health professionals who are fluent in prenatal environmental health issues. EPA expects that such demonstration projects will be adaptable to multiple audiences. EPA intends to award up to 3 grants for a total of approximately \$200,000-\$300,000.

EPA aims to bridge the gap between environmental health outreach and prevention of hazardous exposure during pregnancy; consequently improving the health and development of children during the most susceptible stages of life. There is a relationship between a mother's environment and the health of her developing fetus.<sup>9,17</sup> Various behaviors and experiences are associated with adverse health outcomes for both the mother and infant. These experiences can occur before, during and after pregnancy.<sup>30</sup>

EPA's National Agenda to Protect Children's Health from Environmental Threats directed the Agency to expand educational efforts, in partnership with health professionals, to identify,

prevent and reduce environmental health threats to children. EPA has supported many outreach efforts in the past. This request for proposals seeks to build on these efforts to increase the number of women and health care professionals who are able to identify, understand and take action to address environmental health risks to children, specifically the developing fetus. To be considered, all proposals must address both phases of this project: (1) provide outreach and education on environmental health issues to pregnant women and health care providers, and (2) evaluate the effectiveness of the outreach and education to both audiences. The ultimate outcome of these efforts will be to:

- Quantify the number of health care providers who understand as a result of this project how environment affects health of the fetus;
- Quantify the number of prenatal health care providers providing environmental health information to their clients as well as including environmental health in health assessments as a result of this project; and
- Quantify the number of pregnant women reached with at least one environmental health message and change their behavior as a result of this message.

Demonstration projects may be targeted to address the particular environmental health issues that affect specific populations of pregnant women and their health care providers. Projects may be directed at underserved populations, low income, or low literacy groups with accompanying evidence of environmental health threats for that population. Projects should be adaptable to multiple audiences with appropriate modifications.

Potential demonstration projects that may be proposed under this solicitation include, but are not limited to new, innovative or experimental tools, resources, mechanisms, or approaches to educating health care providers and pregnant women on environmental health risks. Examples could include, but are not limited to:

- 1) A self-learning training tool for prenatal health care providers which when completed triggers the receipt of educational materials to be provided to pregnant women and their partners.
- 2) A project targeted to prenatal health care providers who care for low-income pregnant women that includes a workshop for health care providers featuring materials designed specifically for the low-income population.
- 3) A project targeted to a non-English speaking population, e.g. Spanish-speaking, that develops a training module for the prenatal health care provider, written materials in Spanish, and short videos in Spanish demonstrating behaviors that reduce environmental exposures.

An emerging body of literature suggests maternal exposures to air pollutants are associated with adverse pregnancy outcomes.<sup>8</sup> It is important that women of child-bearing age, pregnant women and their health care providers are aware of the potentially hazardous effects of outdoor and indoor air pollutants. One exposure of concern includes environmental tobacco smoke (ETS).<sup>13,15</sup> Exposure to ETS is responsible for 9,700 to 18,600 cases of LBW infants annually in the United States. Secondhand smoke also assumes responsibility for 8,000 to 26,000 new cases of asthma in children and exacerbation of asthma in 400,000 to 1 million children.<sup>22</sup> Research

studies estimate that the direct additional health care costs in the United States associated only with birth complications caused by pregnant women smoking or being exposed to secondhand smoke could be as high as \$2 billion per year.<sup>1,8,12,23</sup> Infants born to women who are exposed to environmental tobacco smoke during pregnancy are at increased risk of decrement in birth weight, increased risk for intrauterine growth restriction, and increased risk of preterm birth and sudden infant death syndrome.<sup>4</sup> These infants are also at an elevated risk for impaired speech, language skills and intelligence than infants born to women who are not exposed to ETS.<sup>21</sup>

Mercury (Hg) is a naturally occurring metal that is present in various forms in the environment. Elemental mercury is emitted by various sources, such as a combustion by-product of coal. Biological processes transform the emissions into methyl-mercury (MeHg) which bioaccumulates up the food chain.<sup>9</sup> People are most often exposed to methyl-mercury via consumption of contaminated fish. The risk this exposure poses to a pregnant woman and her fetus is an issue of growing concern. MeHg is a teratogen. It crosses the placenta and blood brain barrier<sup>11</sup> and has neurotoxic effects on the highly susceptible fetal brain. Lower levels of prenatal exposure to MeHg due to maternal seafood consumption have also been associated with an increased risk for abnormal neurocognitive test results in children.<sup>14</sup>

Lead (Pb) is another naturally occurring metal and for many years was added to gasoline and paint and continues to be used in some household products. Although lead has been banned from gasoline and paint and from many consumer products, a common source of lead exposure for children today is lead-based paint hazards in older housing and the contaminated dust and soil it generates.<sup>7,9</sup> A study conducted by the U.S. Department of Housing and Urban Development (HUD) showed that lead-based paint still remained in approximately 64 million dwelling units. Lead exposure is hazardous for everyone; however young children and unborn babies are at greatest risk. Exposure to high levels of lead during pregnancy is associated with miscarriages, preterm delivery, LBW, and developmental delays in infants.<sup>9</sup> Even low levels of prenatal lead exposure may cause subtle learning and behavioral problems in children.<sup>9,18,19</sup>

The effects of prenatal exposure to environmental tobacco smoke, mercury and lead illustrated above are only a snapshot of all the potential exposures during pregnancy. Projects related to other topics of prenatal significance could also include reducing exposures to hazardous chemicals, pesticides, drinking water contaminants, and indoor and outdoor environmental hazards.

### **B. Statutory Authority**

EPA expects to award these grants under the following grant authorities: Clean Water Act, Section 104; Safe Drinking Water Act, Section 1442; Clean Air Act, Section 103; and Toxic Substances Control Act, Section 10. Applications must be consistent with EPA statutes.

### **C. Alignment with EPA's Strategic Plan**

All proposals must support Goal 4 of EPA's 2003-2008 Strategic Plan. Objective 4.2: Communities: Subobjective 4.2.1: Sustain Community Health  
([www.epa.gov/ocfo/plan/2003sp.pdf](http://www.epa.gov/ocfo/plan/2003sp.pdf))

### **D. Measuring Environmental Results: Outputs and Outcomes**

Pursuant to EPA Order 5700.7, “Environmental results under EPA assistance Agreements, “EPA requires that all grant recipients adequately address environmental outputs and outcomes.” Outputs and outcomes differ both in their nature and in how they are measured.

1) **Outputs:** the term “output” means an environmental activity, effort, and/or associated work products related to an environmental goal and objective, that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during the assistance agreement funding period.

2) **Outcomes:** the term “outcome” means the result, effect or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related or programmatic in nature, but must be quantitative. They may not necessarily be achievable within an assistance agreement funding period.

According to the definitions above, expected outputs from the projects funded under this solicitation may include but are not limited to materials developed for pregnant women and their health care providers, workshops, training sessions, distance learning sessions, webcasts, podcasts, conferences convened, and continuing education modules developed for prenatal health care providers.

According to the definitions above, expected outcomes from the projects funded under this solicitation may include, but are not limited to the number of health care providers who understand how environment affects health of the fetus; the number of prenatal health care providers providing our messages to their clients; or the number of pregnant women reached with at least one environmental health message who change their behavior.

## **II. Award Information**

### **A. Amount of Funding Available**

Funds available for these projects are expected to total approximately \$200,000-\$300,000. EPA intends to award approximately three awards. The EPA reserves the right to reject all applications and make no awards, or make fewer awards than anticipated under this RFP.

The EPA reserves the right to make additional awards under this announcement, consistent with Agency policy, if additional funding becomes available after the original selections are made. Any additional selections for awards will be made no later than six months after the original selection decisions.

### **B. Funding Type**

The funding for selected projects will be in the form of a grant.

### **C. Start Date/Project Duration**

All projects should have an anticipated start date of **September 24, 2007**. Proposed project periods may be from 12 to 24 months.

#### **D. Miscellaneous**

Funding for these projects is not guaranteed and is subject to the availability of funds and the evaluation of proposals based on the criteria in this announcement. In appropriate circumstances, EPA reserves the right to partially fund proposals by funding discrete portions or phases of proposed projects. If EPA decides to partially fund a proposal, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal, or portion thereof, was evaluated and selected for award, and therefore maintains the integrity of the competition and selection process. Award of funding through this year's competition is not a guarantee of future funding.

### **III. Eligibility Information**

#### **A. Who May Apply?**

Assistance under this funding announcement is available to States or state agencies, territories, city or township governments, county governments, the District of Columbia, American Indian Tribes (federally recognized), and possessions of the U.S. It is also available to public and private universities and colleges, hospitals, laboratories, other public or private nonprofit institutions, and 501(c)(3) organizations. Nonprofit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply. For profit organizations are generally not eligible for funding.

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Successful applicants must use a competitive process for obtaining contracts for services and products and conduct cost and price analyses to the extent required by federal, state or local procurement requirements. Applicants may only submit one application proposal.

#### **B. Funding Restrictions and Requirements**

Cost sharing or matching funds are not required for this solicitation. EPA grant funds may only be used for the purposes set forth in the assistance agreement, and must be consistent with the statutory authority for the award. Grant funds may not be used for matching funds for other

Federal grants, lobbying, or intervention in Federal regulatory or adjudicatory proceedings, and may not be used to sue the Federal government or any other government entity.

### **C. Eligibility Screening Requirements: Threshold Criteria**

To be eligible for funding consideration under this announcement, proposals must meet the following threshold criteria. Failure to meet any of the following criteria in the proposal will result in the automatic disqualification of the proposal for funding consideration. Ineligible applicants will be notified within 15 calendar days of the determination that they are ineligible based on the threshold criteria.

(1) A project must consist of activities authorized under one or more of the following EPA authorities: Clean Water Act, Section 104; Safe Drinking Water Act, Section 1442; Clean Air Act, Section 103; and Toxic Substances Control Act, Section 10. Most of the statutes authorize grants for the following activities: “research, investigations, experiments, training, demonstrations, surveys, and studies.” These activities relate generally to the gathering or transferring of knowledge. Grant proposals should emphasize a “learning” concept, as opposed to “fixing” a specific environmental threat/hazard/exposure through a well-established method. The project’s activities must advance the state of knowledge or transfer information to pregnant women and their healthcare providers. The statutory term “demonstration” can encompass the first application of an approach or an innovative application of a previously used method. The term “research” may include the application of established practices when they contribute to “learning” about an environmental concept or problem.

2) Proposals must support Goal 4 of EPA’s Strategic Plan to sustain, clean-up, and restore communities and the ecological systems that support them.

3) Proposals must not be used for the purposes of routine program implementation, implementation of routine environmental protection or restoration measures, meeting any legal mandate (such as federal, state, or local regulations or settlement agreements), land acquisition, purchase of vehicles, or completion of work which was to have been completed under a prior grant.

4) Proposals must substantially comply with the submission instructions and requirements set forth in Section IV of this announcement or else they will be rejected. In addition, where a page limit is expressed in Section IV with respect to the proposal and/or parts of the proposal, pages in excess of the page limitation will not be reviewed. Further, proposals must be received by the EPA or through Grants.gov on or before the published closing date. Projects received after this date will not be considered.

5) Multiple Proposals: Organizations may submit only one proposal for this solicitation.

## **IV. Proposal and Submission Information**

### **A. Address to Request Application Package**

Final applications will be requested from those eligible entities whose proposal has been successfully evaluated and preliminarily recommended for award. Those entities will be provided with instructions and a due date for submittal of the final application package.

## **B. Proposal Materials**

Proposals must be limited to 12 pages including the cover page (excess pages and/or attachments will not be reviewed or considered). The documents submitted via grants.gov should be readable in PDF, MS Word or Word Perfect WP 6/7/8 for Windows and consolidated into a single file. Applications must be submitted in English. Please do not zip the file, because we will not be able to open it.

The format for all submissions must address all of the elements contained in Section V and must be organized and outlined as follows:

- I. *Standard Form (SF) 424, Application for Federal Assistance*  
Complete the form. There are no attachments. Please be sure to include organization fax number and email address in Block 5 of the Standard Form SF 424.

Please note that the organizational Dun and Bradstreet (D&B) Data Universal Number System (DUNS) number must be included on the SF-424. Organizations may obtain a DUNS number at no cost by calling the toll-free FUNS number request line at 1-866-705-5711.

- II. *Budget Information for Non-Construction Programs (SF-424A)*  
Complete the form. There are no attachments. The total amount of federal funding requested for the project period should be shown on line 5(e) and on line 6(k) of SF-424A. If indirect costs are included, the amount of indirect costs should be entered on line 6(j). The indirect cost rate (i.e., a percentage), the base (e.g., personnel costs and fringe benefits), and the amount should also be indicated on line 22.

### III. *Project Description Narrative*

- (1) **Cover Page (Required) (no more than two pages)**  
The cover page should include the following information:
  - (a) Name of Project
  - (b) Point of contact/s (Individual and Organization Name, Address, Phone number, Fax number, and Email address)
  - (c) Type of applicant organization (e.g., nonprofit, government agency, etc.).
- (2) **Project Narrative: The project narrative must cover the following items that are outlined in detail in Section V proposal evaluation criteria**
  - (a) Clearly defined goals of the project
  - (b) Scope of the project; involvement by pregnant women and health care providers

- (c) Collaboration/partnerships and leveraged resources
- (d) Quantifiable outputs (include a plan to track and measure environmental results)
- (e) Experience in achieving expected results
- (f) Programmatic capability and past performance (see below).

**Environmental Results Past Performance:** Submit a list of federally funded assistance agreements that your organization performed within the last three years (no more than 5, and preferably EPA agreements), and describe how you documented and/or reported on whether you were making progress towards achieving the expected results (e.g., outputs and outcomes) under those agreements. If you were not making progress, please indicate whether, and how, you documented why not. In evaluating applicants under this factor in Section V, EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available environmental results past performance information, please indicate this in the proposal and you will receive a neutral score for this factor under Section V.

Applicants must submit a plan for tracking and measuring environmental results.

**Programmatic Capability:** Submit a list of federally funded assistance agreements similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than 5, and preferably EPA agreements) and describe (i) whether, and how, you were able to successfully complete and manage those agreements, and (ii) your history of meeting the reporting requirements under those agreements including submitting acceptable final technical reports. In evaluating applicants under these factors in Section V, EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available past performance or reporting information, please indicate this in the proposal and you will receive a neutral score for these factors under Section V.

In addition, provide information on your organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and your staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project.

## **C. Application Instructions**

You may choose to apply in one of three ways: grants.gov, fax, or hard copy. Applicants are encouraged to apply online using the Grants.gov website with an electronic signature. Please use only **one** method and follow the appropriate instructions below. **Regardless of the manner of submission, all requests for proposals must be received on or before April 26, 2007, 4:00 PM EST.**

### **1. Instructions for Submissions Using Grants.gov**

The electronic submission of your application must be made by an official representative of your institution who is registered with Grants.gov and is authorized to sign applications for Federal assistance. For more information, go to <http://www.grants.gov> and click on “Get Registered” on the left side of the page. *Note that the registration process may take a week or longer to complete.* If your organization is not currently registered with Grants.gov, please encourage your office to designate an official representative and ask that individual to begin the registration process as soon as possible.

To begin the application process under this grant announcement, go to <http://www.grants.gov> and click on the “Apply for Grants” tab on the left side of the page, then click on “Apply Step 1: Download a Grant Application Package and “Instructions” to download the PureEdge viewer and obtain the application package for the announcement. To download the PureEdge viewer click on the “PureEdge Viewer” link. Once you have downloaded the viewer, you may retrieve the application package by entering the Funding Opportunity Number, EPA-AO-OCHP-09-01, or the CFDA number that applies to the announcement (CFDA 66.609), in the appropriate field. You may also be able to access the application package by clicking on the button “How to Apply” at the top right of the synopsis page for this announcement on <http://www.grants.gov> (to find the synopsis page, go to <http://www.grants.gov> and click on the “Find Grant Opportunities” button on the left side of the page and then go to Search Opportunities and use the “Browse by Agency” feature to find EPA opportunities). Electronic proposal submissions must be completed by your organization’s official representative to EPA through Grants.gov (<http://www.grants.gov>).

Proposal materials submitted through grants.gov will be time/date stamped electronically.

Please be sure to view the additional instructions for applying electronically under this announcement through use of grants.gov that are available for download on grants.gov.

If you have any technical difficulties while applying electronically, please refer to <http://www.grants.gov/help/help.jsp>.

The electronic proposal submission must include all of the items as mentioned in Section IV B of this announcement.

## **2. Instructions for Fax Submissions**

Please fax your proposal submission to LaVonne Switzer at 202-564-2733. If a confirming phone call for fax transmissions is not received within 2 business days, a phone call should be made to LaVonne Switzer at 202-564-2711.

Fax proposal submissions must also include all of the items listed above in Section IV B of this announcement.

## **3. Instructions for Hard Copy Submissions**

Please send 1 copy of your hard copy submission, prepared in accordance with Section IV B of this announcement, by mail to:

LaVonne Switzer  
USEPA  
Office of Children's Health Protection and Environmental Education  
1200 Pennsylvania Avenue, NW  
Room 2512 Ariel Rios North, Mail Code 1107A  
Washington, DC 20460.

#### **D. Proposal Due Date**

Proposals must be received on or before **April 26, 2007, 4:00 PM EST.**

#### **E. Intergovernmental Review**

This program may be eligible for coverage under E.O. 12322, "Intergovernmental Review of Federal Programs." An applicant should consult the office or official designated as the single point of contact in his or her State for more information on the process the State requires to be followed in applying for assistance, if the State has selected the program for review:

<http://www.whitehouse.gov/omb/grants/spoc.html>.

#### **F. Confidential Business Information**

In accordance with 40 CFR 2.203, applicants may claim all or a portion of their application/proposal as confidential business information. EPA will evaluate confidentiality claims in accordance with 40 CFR Part 2. Applicants must clearly mark applications/proposals or portions of applications/proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(c)(2) prior to disclosure.

#### **G. Pre-proposal Communications and Assistance**

In accordance with EPA's Competition Policy of January 11, 2005 (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss letters of intent, draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their applications. However, EPA will respond to applicants' questions sent in writing to [switzer.lavonne@epa.gov](mailto:switzer.lavonne@epa.gov) regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement. All questions received at [switzer.lavonne@epa.gov](mailto:switzer.lavonne@epa.gov) before **March 29, 2007** will be posted with corresponding responses and posted at <http://yosemite.epa.gov/ochp/ochpweb.nsf/content/grants.htm>.

#### **V. Application Review Information/Evaluation Criteria**

Proposals will be evaluated on the criteria described below using the corresponding point values listed. Please make sure your proposal addresses each criterion. Proposals may receive a maximum of 100 points. The Administrative Review will examine the applications to ensure they meet the minimum threshold criteria as outlined in Section III C. Applications that pass the Administrative Review will be evaluated by a team of reviewers. Reviewers will score each full proposal based on the following criteria:

### **1. Experience**

The project proposal will be evaluated based on the degree to which it demonstrates the organization's experience working successfully to address environmental health risks to women and children in partnership with health care providers and/or others that work with women and families in community-based or clinical settings. **(10 points)**

### **2. Project Activities; Methods; Materials; Timeline**

The project proposal should effectively describe the activities, methods, mechanisms and timeline that will be used to achieve each goal, objective, and measurable environmental health outcome. Projects will be evaluated on the degree to which it will demonstrate, recognize and build on existing efforts rather than replicating current efforts. Projects should address at least two of the topic areas mentioned in Section IA. Projects addressing multiple environmental health issues will receive more points. **(15 points)**

**3. Target Audience:** The project proposal should define its target audience and will be evaluated on how well it demonstrates how it anticipates reaching the target audience (i.e., through demonstration projects) of prenatal healthcare providers who interact directly with pregnant women and families. The target audience should include both the prenatal health care provider and pregnant women or families who are considering having children. The project should discuss why this is an important target audience. The applicant should demonstrate its experience in reaching this particular audience. **(15 points)**

### **4. Clearly Defined/Measurable Outcomes**

The project proposal will be evaluated on the degree to which the project demonstrates behavior change using techniques such as self-reporting and other more observable techniques that are defined and demonstrated. The project should demonstrate the applicant's plan for tracking and measuring its progress toward achieving the expected outputs/outcomes identified in Section 1 of this announcement. **(10 points)**

### **5. Project Sustainability**

The project proposal will be evaluated on the degree to which the applicant will sustain successes in meeting the goals and objectives and environmental outcomes beyond the conclusion of the assistance agreement. **(10 points)**

### **6. Project Replicability**

The project proposal will be evaluated on the degree to which the proposal demonstrates that the project can be replicated or serve as a model for other communities and organizations. Projects will receive fewer points if the activities are not replicable. **(10 points)**

### **7. Monitoring and Evaluating**

The project proposal will be evaluated on the applicant's plan to specify practical approaches to identify, measure, and evaluate outputs and outcomes identified in Section I of this announcement, and identify baseline(s) to measure them. Projects must show how progress towards achieving goals, objectives and measurable environmental outputs and outcomes will be tracked and measured. **(10 points)**

### **8. Organization/Programmatic Capability**

Under this criterion, the Agency will evaluate the applicant's technical ability to successfully carry out the proposed project taking into account the following factors:

(i) past performance in successfully completing federally funded projects similar in size, scope, and relevance to the proposed project performed within the last 3 years, (ii) history of meeting reporting requirements under federally funded projects performed within the last 3 years and submitting acceptable final technical reports, (iii) past performance in documenting and/or reporting on its progress towards achieving the expected outcomes and outputs (e.g., results under federally funded assistance agreements (and if such progress was not made whether the documentation and/or reports satisfactorily explained why not), (iv) organizational experience and plan for timely and successfully achieving the objectives of the proposed project, and (v) staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project. Note: In evaluating applicants under this factor, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past performance or reporting history (items i, ii, and iii above), will receive five points. **(10 points)**

### **9. Budget/Leveraged Resources**

The proposed project budget is appropriate to accomplish the proposed goals, objectives, and measurable environmental outcomes. The budget also provides an approximation of the percentage of the budget designated for each major activity. Under this criterion, applicants will be evaluated based on the extent they demonstrate (i) how they will coordinate the use of EPA funding with other Federal and/or non-Federal sources of funds to leverage additional resources to carry out the proposed project(s) and/or (ii) that funding will compliment activities relevant to the proposed project(s) carried out by the applicant with other sources of funds or resources. **(10 points)**

Proposals that meet all of the threshold eligibility factors identified in Section III will be evaluated based on each applicant's ability to meet the stated evaluation criteria above. The review panels will rank proposals based on this review. The approving official will consider the review panels' rankings and will also take into consideration the following factors: 1) the geographical diversity of the projects; and 2) the diversity in the types of projects to be funded.

All reviewers will be required to sign a disclosure of conflict of interest form and will be removed from review of proposals where a real or potential conflict of interest exists and cannot be mitigated.

## **VI. Award Administration Information**

### **A. Award Notices**

Successful applicants will be notified on or about **June 25, 2007**. Unsuccessful applicants will be informed through a letter or fax sent to the Project Director provided by the applicant in the application proposal by **June 15, 2007**. After completing a required application kit including a detailed workplan, successful applicants can expect to receive a written award notice signed by the EPA Award Official. Successful applicants must receive this document before the award can draw funds. This document will serve as the authorizing document. The award notice will be faxed to the key contact that the applicant identified in the full proposal. Deadlines must be met and EPA must approve the application and a workplan for funding to occur.

All costs incurred under this program must be allowable under the applicable OMB Cost Circulars. Copies of circulars can be found at <http://www.whitehouse.gov/omb/circulars>. In certain circumstances costs incurred prior to the grant award **may** be eligible for reimbursement; however, this does not include any costs associated with responding to this solicitation or in finalizing the application package. If costs are incurred before the award without approval, they are incurred at the applicant's or grantee's own risk.

To the extent required by Federal, state, and local laws, successful applicants must abide by the competition requirements for all procurements under grants (this includes contracts for goods and services.) Successful applicants must also conduct a price and cost analyses to the extent required by federal, state or local procurement requirements before awarding any contracts.

Nonprofit applicants that are recommended for funding under this announcement may be subject to pre-award administrative capability reviews consistent with Sections 8.b., 8.c, and 9.d of EPA Order 5700.8, "EPA Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards" which can be found at [http://www.epa.gov/ogd/grants/award/5700\\_8.pdf](http://www.epa.gov/ogd/grants/award/5700_8.pdf). Nonprofit applicants that qualify for funding may, depending on the size of the award, be required to fill out and submit to the Grants Management Office the Administrative Capability Form, with supporting documents, contained in Appendix A of EPA Order 5700.8.

EPA awards funds to one eligible applicant as the "recipient" even if other eligible applicants are named as "partners" or "co-applicants" or members of a "coalition" or "consortium". The recipient is accountable to EPA for the proper expenditure of funds.

Funding may be used to acquire services or fund partnerships, provided the recipient follows procurement and subaward or subgrant procedures contained in 40 CFR Parts 30 and 31, as applicable. For profit organizations are not eligible for subawards or subgrants under this announcement but may enter into procurement contracts with recipients.

Successful applicants must compete contracts for services and products and conduct cost and price analyses to the extent required by these regulations. The regulations also contain limitations on consultant compensation. Applicants are not required to identify contractors or consultants in their proposal. Moreover, the fact that a successful applicant has named a specific

contractor or consultant in the proposal EPA approves does not relieve it of its obligations to comply with competitive procurement requirements.

Subgrants or subawards may be used to fund partnerships with non-profit organizations and governmental entities. Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products to carry out its cooperative agreement. The nature of the transaction between the recipient and the subgrantee must be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section 210 of OMB Circular A-133, and the definitions of “subaward” at 40 CFR 30.2(ff) or “subgrant” at 40 CFR 31.3, as applicable. EPA will not be a party to these transactions.

**Disputes:** Assistance agreement competition-related disputes will be resolved in procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2005), which can found at <http://a257.g.akamaitech.net/7/257/2422/01jan20051800/edocket.access.gpo.gov/2005/05-1371.htm>. Copies of these procedures may also be requested by contacting the Agency Contact, LaVonne Switzer at [switzer.lavonne@epa.gov](mailto:switzer.lavonne@epa.gov) or (202) 564-2711.

## **VII. Agency Contact**

The agency contact for the Request for Proposals is LaVonne Switzer, Management Analyst, Child and Aging Health Protection Division, U.S. EPA, 1200 Pennsylvania Avenue, NW, Room 2512 Ariel Rios North, Mail Code 1107A, Washington, DC 20460, [switzer.lavonne@epa.gov](mailto:switzer.lavonne@epa.gov), phone: (202) 564-2711, fax: (202) 564-2733, web site: <http://yosemite.epa.gov/ochp/ochpweb.nsf/content/grants.htm>.

## **VIII. Other Information**

Specific clarifying questions can be posed via e-mail to [switzer.lavonne@epa.gov](mailto:switzer.lavonne@epa.gov). The word “QUESTION” in capital letters and the name of the solicitation should appear in the subject line. Responses to allowable questions will be posted in a timely manner on the OCHP web site at <http://yosemite.epa.gov/ochp/ochpweb.nsf/content/grants.htm>. If e-mail is absolutely not available, questions and requests for materials may be made by FAX to (202)-564-2733. Requests should be sent to the attention of LaVonne Switzer.

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