Agenda Item: 3GG-2

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 19, 2025 **[X] Consent** **[ ] Regular** **[ ] Ordinance** **[ ] Public Hearing**

Department
Submitted By: County Administration
Submitted For: Office of Resilience

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

A) **receive and file** Amendment Two (Amendment) to the Grant Agreement (No. 03D33525) (Agreement) with the Environmental Protection Agency (EPA) Community Change Grant program, which replaces and updates major terms of the Agreement, originally beginning June 1, 2025, and ending May 31, 2028; and

B) **approve** a downward Budget Amendment of $3,000,000 from the EPA Community Change Grant to the General Fund to recognize the decrease in revenue of the US EPA grant award.

Summary:
The Office of Resilience (OOR) was awarded a grant from the EPA's Community Change Grant program for $3,000,000 to implement the Climate Resilient Communities project (Project), which would increase knowledge and involvement in local government resilience planning efforts. The Project was in partnership with Community Partners of South Florida, a local non-profit, the CLEO Institute, and the Florida Atlantic University's Pine Jog Environmental Education Center. On May 6, 2025, the PBC Board of County Commissioners (BCC) approved the Agreement. The grant performance period was from June 1, 2025, to May 31, 2028.

On May 13, 2025, per the terms of the Agreement and the Code of Federal Rules, the EPA sent OOR a termination notice memo along with an amended agreement that included a stop work order and stated that the project's objectives no longer aligned with the EPA's funding priorities. OOR received this termination notice before the grant project start date, and no funds have been expended on this project. The Catalog of Federal Domestic Assistance number for the grant is 66.616, and the Agreement number is 03D33525-0. District 6 (RM)

Background and Justification: Continued on Page 3

Attachments:
1. No. 03D33525 Agreement Amendment No. 1
2. EPA Termination Memo
3. Budget Amendment
4. No. 03D33525 Executed Agreement

Recommended by: _____ 7-1-25
Department Director **Date**

Approved by: _____ 7/16/25
Deputy County Administrator **Date**

II. FISCAL IMPACT ANALYSIS

A. Five-Year Summary of Fiscal Impact:

Fiscal Years	2025	2026	2027	2028	2029
Capital Expenditures	0				
Operating Costs	(3,000,000)				
External Revenues	3,000,000				
Program Income (County)	0				
In-Kind Match (County)	0				
NET FISCAL IMPACT	0	0	0	0	0
# ADDITIONAL FTE POSITIONS (Cumulative)	0	0	0	0	0

Is Item Included in Current Budget? Yes X No ____

Does this item include the use of federal funds? Yes X No ____

Does this item include the use of state funds? Yes ____ No X

Budget Account No.:

EXP: Fund 0001 **Department** 261 **Unit** 2107 **Object** 3401 **Program** ____
REV: Fund 0001 **Department** 261 **Unit** 2107 **RSRC** 3139 **Program** ____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

EPA Agreement 03D33525	$3,000,000.00
Amount Expended before Termination	($0.00)
Terminated Amount	$3,000,000.00

C. Department Fiscal Review: SKing 7/1/25

III. REVIEW COMMENTS

A. OFMB Fiscal and /or Contract Dev. and Control Comments:

7/8/2025
OFMB 7/7 MO 7/7 AHF 7/8

7/7/25
Contract Development and Control

B. Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

Department Director

Background and Justification:

The EPA CCG Program provides funding to statutory partnerships between community-based non-profit organizations, local governments, tribes, and institutions of higher education to fund environmental and climate justice activities to benefit disadvantaged communities. This program is designed to achieve the following goals: find community-driven pollution and climate resiliency solutions; invest in strong cross-sectional collaborations with partners working with and for communities; unlock access to more significant resources; deliver technical assistance and capacity-building support; and strengthen communities' decision-making power.

The EPA grant application provided authority to enter into the agreement with the EPA upon the EPA providing an acceptance letter. EPA's terms state that recipient signatures on award letters are not required. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. PBC demonstrated its commitment to carry out this award by complying with the latter option.

U.S. ENVIRONMENTAL PROTECTION AGENCY

Assistance Amendment

GRANT NUMBER (FAIN): 03D33525 MODIFICATION NUMBER: 1 PROGRAM CODE: 5F	DATE OF AWARD 05/13/2025
TYPE OF ACTION No Cost Amendment	MAILING DATE 05/13/2025
PAYMENT METHOD: ASAP	ACH# 40836

RECIPIENT TYPE:	Send Payment Request to:
County	Contact EPA RTPFC at: rtpfc-grants@epa.gov
RECIPIENT:	**PAYEE:**
COUNTY OF PALM BEACH 2300 North Jog Road 4nd Floor West Palm Beach, FL 33411-4700 EIN: 59-6000785	County of Palm Beach 301 N. Olive Ave. West Palm Beach, FL 33401

PROJECT MANAGER	EPA PROJECT OFFICER	EPA GRANT SPECIALIST
Felicia Landerman 301 N. OLIVE AVENUE West Palm Beach, FL 33401 Email: FLanderman@palmbeachclerk.com Phone: 561-355-4412	Nancye Sovine 61 Forsyth St SW Atlanta, GA 30303 Email: Sovine.Nancye@epa.gov Phone: 404-562-0000	Laura Fowler Grants Management Section 61 Forsyth St., S.W. Atlanta, GA 30303 Email: fowler.laura@epa.gov Phone: 404-562-8427

PROJECT TITLE AND EXPLANATION OF CHANGES

Environmental and Climate Justice Block Grant Program

This amendment is to stop work; terminate the agreement; reduce performance period duration; curtail scope of work; and waive certain reporting requirements. Administrative terms and conditions are added.

Per 2 CFR 200.340 and the Termination General Terms and Conditions of this agreement, EPA is terminating this award. Your organization shall immediately stop work and take all reasonable steps to minimize the incurrence of costs otherwise allocable to the assistance agreement. See terms and conditions.

BUDGET PERIOD	PROJECT PERIOD	TOTAL BUDGET PERIOD COST	TOTAL PROJECT PERIOD COST
06/01/2025 - 05/13/2025	06/01/2025 - 05/13/2025	$ 3,000,000.00	$ 3,000,000.00

NOTICE OF AWARD

Based on your Application dated 08/02/2024 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards $ 0.00. EPA agrees to cost-share 100.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of $ 3,000,000.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.

ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)	AWARD APPROVAL OFFICE
ORGANIZATION / ADDRESS	ORGANIZATION / ADDRESS
U.S. EPA, Region 4 61 Forsyth Street Atlanta, GA 30303-8960	U.S. EPA, Region 4, Community Health, and Environmental Review Division R4 - Region 4 61 Forsyth St SW Atlanta, GA 30303

THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY

Digital signature applied by EPA Award Official Shantel Shelmon - Grants Management Officer	DATE 05/13/2025

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	$ 3,000,000	$ 0	$ 3,000,000
EPA In-Kind Amount	$ 0	$ 0	$ 0
Unexpended Prior Year Balance	$ 0	$ 0	$ 0
Other Federal Funds	$ 0	$ 0	$ 0
Recipient Contribution	$ 0	$ 0	$ 0
State Contribution	$ 0	$ 0	$ 0
Local Contribution	$ 0	$ 0	$ 0
Other Contribution	$ 0	$ 0	$ 0
Allowable Project Cost	$ 3,000,000	$ 0	$ 3,000,000

Assistance Program	Statutory Authority	Regulatory Authority
66.616 - Environmental and Climate Justice Block Grant Program	Clean Air Act: Sec. 138	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	$ 204,761
2. Fringe Benefits	$ 42,326
3. Travel	$ 20,136
4. Equipment	$ 0
5. Supplies	$ 2,343
6. Contractual	$ 150,000
7. Construction	$ 0
8. Other	$ 2,494,999
9. Total Direct Charges	$ 2,914,565
10. Indirect Costs: 15.00 % Base MTDC	$ 85,435
11. Total (Share: Recipient 0.00 % Federal 100.00 %)	$ 3,000,000
12. Total Approved Assistance Amount	$ 3,000,000
13. Program Income	$ 0
14. Total EPA Amount Awarded This Action	$ 0
15. Total EPA Amount Awarded To Date	$ 3,000,000

Administrative Conditions

The Following Administrative Terms and Conditions Are Added

B. UNILATERAL TERMINATION

1. The Agency is asserting its right under 2 CFR 200.340 and the Termination General Term and Condition of this agreement to unilaterally terminate this award. This amendment serves as required notice under 2 CFR 200.341.

2. Consistent with 2 CFR 200.343 Effect of suspension and termination, costs to the recipient or subrecipient resulting from financial obligations incurred by the recipient or subrecipient after the termination of a Federal award are not allowable. Costs after termination are allowable if:

a. The costs result from financial obligations which were properly incurred by the recipient or subrecipient before the effective date of suspension or termination, and not in anticipation of it; and

b. The costs would be allowable if the Federal award was not suspended or expired normally at the end of the period of performance in which the termination takes effect.

c. The costs are reasonable and necessary termination costs consistent with 2 CFR 200.472.

3. Federal Financial Reporting (FFR) General Terms and Conditions is still in full force and effect. EPA recipients must submit the SF-425 no later than 120 calendar days after the end date of the period of performance of the award.

4. Programmatic Terms and Conditions. Performance reporting is still in full force and effect. The recipient must submit the final report no later than 120 calendar days after the period of performance.

In accordance with 2 CFR 200.329, the recipient agrees to submit performance reports that include information on each of the following areas:

a. A comparison of accomplishments to the outputs/outcomes established in the assistance agreement work plan for the reporting period;

b. Explanations on why established outputs/outcomes were not met; and

c. Additional information, analysis, and explanation of cost overruns or high-than-expected-unit costs.

5. Waiver of Reports

The following reports are waived:

a. Utilization of Disadvantaged Business Enterprises General Terms and Conditions, EPA Form 5700-52A.

b. Tangible Personal Property Report, SF-428, General Terms and Conditions.

6. Record Retention

Access to Records, 2 CFR 200.337, is still in full force and effect. The termination of this award does not affect the right of EPA to disallow costs and recover funds on the basis of a later audit or other reviews. Information regarding record retention, property disposition in accordance with EPA regulations, and other frequently asked questions can be accessed at https://www.epa.gov/grants/frequent-questions-about-closeouts.

Programmatic Conditions

All Programmatic Conditions Remain the Same

OFFICE OF MISSION SUPPORT
WASHINGTON, D.C. 20460

May 29, 2025

MEMORANDUM

SUBJECT: Termination of EPA Assistance Agreement 5F 03D33525 under 2 CFR 200.340

FROM: EPA Award Official

TO: Megan Houston, Director
County of Palm Beach, Florida

The purpose of this communication is to notify you that the U.S. Environmental Protection Agency (EPA) is hereby terminating Assistance Agreement No. 5F 03D33525 awarded to County of Palm Beach. This EPA Assistance Agreement is terminated effective immediately on the grounds that the remaining portion of the Federal award will not accomplish the EPA funding priorities for achieving program goals. The objectives of the award are no longer consistent with EPA funding priorities.

The EPA Administrator has determined that, per the Agency's obligations to the constitutional and statutory law of the United States, this priority includes ensuring that the Agency's grants do not conflict with the Agency's policy of prioritizing merit, fairness, and excellence in performing our statutory functions. In addition to complying with the law, it is vital that the Agency assess whether all grant payments are free from fraud, abuse, waste, and duplication, as well as to assess whether current grants are in the best interests of the United States.

The process for closeout is generally outlined in 2 CFR 200.344. EPA is clarifying what reports are required and what reports are waived below. Other requirements are still in effect if applicable to your grant.

EPA is requiring the following closeout reports due within 120 days of closeout (2 CFR 200.344a:)

- Final Federal Financial Report, SF-425
- Final Technical Report
- Other programmatic reports identified in your terms and conditions

As part of this termination, EPA is waiving the following closeout reports:

- Property Report, SF-428
- Final Minority Business Enterprise/Woman Business Enterprise Utilization Under Federal Grants and Cooperative Agreements, EPA Form 5700-52A

The recipient may request payment from the Automated Standard Application Payments (ASAP) system for allowable costs incurred up to the date of this memo provided that such costs were contained in the approved workplan. Costs incurred by you after this termination are allowable only if (a) those costs were properly

incurred by you before the effective date of this termination, and not in anticipation of it; and (b) those costs would be allowable if your federal award was not suspended or expired normally at the end of the period of performance in which the termination takes effect. *See* 2 C.F.R. § 200.343. You are encouraged to carefully review and discharge your closeout responsibilities set forth in 2 C.F.R. § 200.344-45 and your award agreement. Those responsibilities include, but are not limited to, your obligation to "promptly refund any unobligated funds" that have been paid out but "are not authorized to be retained." *See* 2 C.F.R. § 200.344(g).

Also, per 2 CFR 200.472, a recipient may use grant funds to properly closeout their grant including reasonable and necessary costs that might occur after the date of this memo. If the recipient drew down funds from ASAP for costs beyond the termination date or for costs that exceed the amount necessary to properly closeout their grant, the recipient must contact RTPFC at rtpfc-grants@epa.gov for instructions on how to return the excess funds.

The EPA Grants Management Office has issued an amendment to the agreement to document the termination.

If you wish to dispute this termination decision, the Disputes Decision Official (DDO), McOmber.Kevin@epa.gov, must receive the Dispute no later than 30 calendar days from the date this termination notice is electronically sent to you. Disputes must be sent electronically by email to the DDO, with a copy to the EPA Award Official, Shelmon.shantel@epa.gov, EPA Award Official within the 30-day period stated above. The Dispute submitted to the DDO must include: (1) A copy of the disputed Agency Decision; (2) A detailed statement of the specific legal and factual grounds for the Dispute, including copies of any supporting documents; (3) The specific remedy or relief you seek under the Dispute; and (4) The name and contact information, including email address, of your designated point of contact for the Dispute. *See* 2 CFR 1500.15

The requirements on post-closeout adjustments and continuing responsibilities, including audit and record retention requirements, at 2 CFR 200.345 remain in effect.

ATTACHMENT
Amendment Document

cc: Laura Fowler, EPA Grant Specialist
Nancy E Sovine, EPA Project Officer
Felicia Landerman, Grantee Program Manager

25-0810

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGRV 261 060225-0490

BGEX 261 060225-1378

FUND 0001 - General Fund

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 06/02/25	REMAINING BALANCE
REVENUES									
0001-261-2107-3139	Fed Grnt Other Phys Envir	EPA CCGP Climate Resilient Communities	0	3,000,000	0	3,000,000	0		
	Total Fund Revenues		**2,373,562,814**	**2,414,092,148**	**0**	**3,000,000**	**2,411,092,148**		
EXPENDITURES									
0001-261-2107-3401	Other Contractual Services	EPA CCGP Climate Resilient Communities	0	2,936,728	0	2,936,728	0	0	0
0001-261-2107-1301	Sal & Wages Non-Frs Employees	EPA CCGP Climate Resilient Communities	0	60,000	0	60,000	0	0	0
0001-261-2107-2101	Fica-Taxes	EPA CCGP Climate Resilient Communities	0	3,272	0	3,272	0	0	0
	Total Fund Expenditures		**2,373,562,814**	**2,414,092,148**	**0**	**3,000,000**	**2,411,092,148**		

SIGNATURES	DATES
Meyer S Houston	7/7/25
Initiating Department/Division	
Lisa Martin	7/8/2025
Administration/Budget Department Approval	
OFMB Department - Posted	

BY BOARD OF COUNTY COMMISSIONERS

At Meeting of: August 19, 2025

Deputy Clerk to the Board of County Commissioners

Updated by OFMB 06/18/2024

U.S. ENVIRONMENTAL PROTECTION AGENCY

Grant Agreement

GRANT NUMBER (FAIN): 03D33525 MODIFICATION NUMBER: 0 PROGRAM CODE: 5F	DATE OF AWARD 01/17/2025
TYPE OF ACTION New	MAILING DATE 01/23/2025
PAYMENT METHOD: ASAP	ACH# 40836

RECIPIENT TYPE: County	**Send Payment Request to:** Contact EPA RTPFC at: rtpfc-grants@epa.gov
RECIPIENT: COUNTY OF PALM BEACH 2300 North Jog Road 4nd Floor West Palm Beach, FL 33411-4700 **EIN:** 59-6000785	**PAYEE:** County of Palm Beach 301 N. Olive Ave. West Palm Beach, FL 33401

PROJECT MANAGER	EPA PROJECT OFFICER	EPA GRANT SPECIALIST
Felicia Landerman 301 N. OLIVE AVENUE West Palm Beach, FL 33401 **Email:** FLanderman@palmbeachclerk.com **Phone:** 561-355-4412	Alicia Graham 61 Forsyth St Atlanta, GA 30303-8960 **Email:** Graham.Alicia@epa.gov **Phone:** 404-562-0000	Laura Fowler Grants Management Section 61 Forsyth St., S.W. Atlanta, GA 30303 **Email:** fowler.laura@epa.gov **Phone:** 404-562-8427

PROJECT TITLE AND DESCRIPTION

Environmental and Climate Justice Block Grant Program

See Attachment 1 for project description.

BUDGET PERIOD	PROJECT PERIOD	TOTAL BUDGET PERIOD COST	TOTAL PROJECT PERIOD COST
06/01/2025 - 05/31/2028	06/01/2025 - 05/31/2028	$ 3,000,000.00	$ 3,000,000.00

NOTICE OF AWARD

Based on your Application dated 08/02/2024 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards $ 3,000,000.00. EPA agrees to cost-share 100.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of $ 3,000,000.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.

ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)	AWARD APPROVAL OFFICE
ORGANIZATION / ADDRESS	ORGANIZATION / ADDRESS
U.S. EPA, Region 4 61 Forsyth Street Atlanta, GA 30303-8960	U.S. EPA, Region 4, Environmental Justice, Community Health, and Environmental Review Division R4 - Region 4 61 Forsyth St Atlanta, GA 30303

THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY

Digital signature applied by EPA Award Official Shantel Shelmon - Grants Management Officer	DATE 01/17/2025

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	$ 0	$ 3,000,000	$ 3,000,000
EPA In-Kind Amount	$ 0	$ 0	$ 0
Unexpended Prior Year Balance	$ 0	$ 0	$ 0
Other Federal Funds	$ 0	$ 0	$ 0
Recipient Contribution	$ 0	$ 0	$ 0
State Contribution	$ 0	$ 0	$ 0
Local Contribution	$ 0	$ 0	$ 0
Other Contribution	$ 0	$ 0	$ 0
Allowable Project Cost	$ 0	$ 3,000,000	$ 3,000,000

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.616 - Environmental and Climate Justice Block Grant Program	Clean Air Act: Sec. 138	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Fiscal

Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	25125WB102	2226	BSF5	WF	000W57XK1	4140	-	-	$ 3,000,000
									$ 3,000,000

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
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3. Travel	$ 20,136
4. Equipment	$ 0
5. Supplies	$ 2,343
6. Contractual	$ 150,000
7. Construction	$ 0
8. Other	$ 2,494,999
9. Total Direct Charges	$ 2,914,565
10. Indirect Costs: 15.00 % Base MTDC	$ 85,435
11. Total (Share: Recipient 0.00 % Federal 100.00 %)	$ 3,000,000
12. Total Approved Assistance Amount	$ 3,000,000
13. Program Income	$ 0
14. Total EPA Amount Awarded This Action	$ 3,000,000
15. Total EPA Amount Awarded To Date	$ 3,000,000

Attachment 1 - Project Description

This action approves funding in the amount of $3,000,000 under the Inflation Reduction Act (IRA) to Palm Beach County (PBC) Office of Resilience. Specifically, the project will empower disadvantaged communities members to participate in climate resiliency planning by training 180 Community Supporter staff on PBC climate government planning processes and investment opportunities.

The activities include but are not limited to the following: instructing participants on disadvantage community climate change impacts, training grassroot leaders on how to integrate climate resilience into their business operations, missions and programming, and training participants on a deeper understanding of climate resilience and emergency preparedness.

The anticipated deliverables include: outreach and engagement, formation of advisory committee, community supporter trainings and leadership development, staff engagement with disadvantaged communities. The expected outcomes include: building disadvantaged community's capacity to engage in local government resilience and sustainability LGRS programs, increase community-based organization CBO and resident climate literacy, provide municipal partners and municipal engagement opportunities with the Advisory Council and Community Supporters, enhance local government opportunities to make climate resilience investments in Disadvantaged Communities, The intended beneficiaries are disadvantaged communities.

The activities to be implemented through subawards include but are not limited to the following: technical analysis, facilitating collaboration with community-based organizations, lead applicant and residents, reporting, training and leadership development.

Administrative Conditions

General Terms and Conditions

The recipient agrees to comply with the current Environmental Protection Agency (EPA) general terms and conditions available at: https://www.epa.gov/system/files/documents/2024-10/fy_2025_epa_general_terms_and_conditions_effective_october_1_2024_or_later.pdf

These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: https://www.epa.gov/grants/grant-terms-and-conditions#general.

A. Correspondence Condition

The terms and conditions of this agreement require the submittal of reports, specific requests for approval, or notifications to EPA. Unless otherwise noted, all such correspondence should be sent to the following email addresses:

•Federal Financial Reports (SF-425): rtpfc-grants@epa.gov

•MBE/WBE reports (EPA Form 5700-52A): to the grant specalist listed on the award.

•All other forms/certifications/assurances, Indirect Cost Rate Agreements, Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, updates to recipient information (including email addresses, changes in contact information or changes in authorized representatives) and other notifications: Project Officer Alicia Graham at Graham.Alicia@epa.gov

•Payment requests (if applicable): Project Officer Alicia Graham at Graham.Alicia@epa.gov

•Quality Assurance documents, workplan revisions, equipment lists, programmatic reports and deliverables: Project Officer Alicia Graham at Graham.Alicia@epa.gov

Programmatic Conditions

The recipient agrees to comply with the current EPA Community Change Grants Programmatic Terms and Conditions, available at: https://www.epa.gov/inflation-reduction-act/epa-community-change-grants-program-terms-and-conditions.

These terms and conditions are in addition to the General Terms and Conditions, additional programmatic terms and conditions, and the administrative terms and conditions included in the EPA award document.