



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Sorsha Anderson, Senior Staff Associate  
Date: December 2, 2021  
Subject: Grant Request – JFO #3080

Enclosed please find one (1) item, which the Joint Fiscal Office has received from the Administration.

**JFO #3080** – One (1) limited-service position, Environmental Analyst II, to the VT Agency of Natural Resources, Department of Environmental Conservation (DEC). The position will support the implementation of environmental justice commitments required under the U.S. Environmental Protection Agency's Performance Partnership Grant. The position is part-time and is funded through 9/30/2023.

***[NOTE: An increase in grant funds, but not the position, were incorporated into DEC's SFY22 budget. At that time, DEC had not yet identified the specific environmental justice requirements under the grant. Please see the bottom of page two of the attached memo for more detail.]***

*[Received November 29, 2021]*

Please review the enclosed materials and notify the Joint Fiscal Office (Sorsha Anderson: sanderson@leg.state.vt.us) if you have questions or would like this item held for legislative review. Unless we hear from you to the contrary by December 17, 2021, we will assume that you agree to consider as final the Governor's acceptance of this request.

**Agency of Natural Resources  
Department of Environmental Conservation**

**Commissioner's Office  
1 National Life Drive, Davis 3  
Montpelier, VT 05620-3520  
802-828-0546**

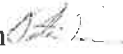
**MEMORANDUM**

To: Susanne Young, Secretary, Agency of Administration

Through: Michael Middleman, Budget & Management Analyst, Dept. of Finance & Management, AoA

Through: Melissa Mazza-Paquette, Office of the Secretary, Agency of Administration

Through: Tracy LaFrance, Finance Director, Dept. of Environmental Conservation

From: Peter Walke, Commissioner, Department of Environmental Conservation 

Date: August 3, 2021

Subject: Request to establish one part-time Limited-Service position

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This memo requests establishment of one part-time limited-service position within the VT Department of Environmental Conservation (DEC), Administration and Innovation Division (AID) to be dedicated to the efforts required through under our federal Performance Partnership Grant (PPG) award from the U.S. Environmental Protection Agency (U.S. EPA). The position is necessary to support implementation of an area specifically related to our environmental justice commitments as required under our U.S. EPA Performance Partnership Agreement which outlines the VT DEC's program performance requirements under which we receive federal funding annually under the PPG award. Provided in the following is background, a statement and substantiation of need, identified funding source, and justification for use of the JFO position process.

***Background with Statement & Substantiation of Need:***

For the last few years, DEC has been working toward incorporating environmental justice principles across all our regulatory, funding and outreach programs. Our primary goal is to develop an Environmental Justice and Public Participation policy as also committed to under our U.S. EPA Performance Partnership Agreement and related Priorities and Commitments requirements. The funding we receive each year to implement efforts required under the PPA is our Performance Partnership Grant (PPG). The funds are largely awarded to support the various environmental permitting and media programs across air, water and land, but more recently has had an additional amount provided over the last several years now for what U.S. EPA defines specifically for "multipurpose" efforts which are intended to be used for high-priority activities to complement the other environmental activities outlined and funded under our established PPA/PPG.

The VT DEC has begun to focus these funds in the areas of environmental justice (EJ) and Civil Rights Act compliance. While lacking a formal Environmental Justice Program or specialized staff at this current time,

through a group of dedicated internal staff, we are making progress towards working to incorporate environmental justice into DEC's programs through collaboration with external stakeholders and other state agencies. Most recently our efforts are focused on three key areas that must occur first: 1) piloting innovative community engagement techniques and outreach, 2) seeking staff training in the area of social, racial and environmental justice, and 3) EJ data collection and analysis as we look for a mapping tool for Vermont.

With our current environmental programs and funding, as well as an influx of additional American Rescue Plan Act federal funding, it is critically important that we are ensuring that these program dollars are administered equitably throughout all of Vermont's communities and that with the increased infrastructure and downtown development efforts, no population should or will experience an unfair proportion of pollution. Currently, this data is not centrally stored or maintained by the state of Vermont, making it extremely difficult for staff to find or access demographic information which is necessary to help us understand areas which may be underserved communities and/or populations. The need for this collective data is becoming more prevalent across the DEC in not only our environmental programs as we seek to compete for grant application dollars, but the lack of access to accurate geospatial, community specific information creates a risk for our vulnerability to unintentionally create a situation where a disadvantage community is sharing a larger burden of the pollution causing health risks and other potential impacts.

### ***(1) Environmental Analyst II (Part-time)***

The DEC's Administration and Innovation Division is requesting a part time (20-30 hours per week) limited-service environmental analyst II position through 9/30/2023 to provide critical data collection and analytical support to our department programs and regulatory staff. The position would work to provide community demographic and environmental data for specific geographic areas across Vermont for incorporating in our environmental justice efforts (practices and policies) and aiding staff in better understanding where environmental projects are being proposed and potential impacts to disadvantaged communities. The position will also collaborate with other state and federal agencies, along with community-based organizations to access to most up to date demographic information for communities including but not limited to race, nation of origin, income, literacy and limited English proficiency. It will also need to research methodologies used by other states to better understand cumulative impacts of multiple pollution sources in specific geographic regions. Lastly, because this data is a key component to our larger U.S. EPA federal requirements, it will assist in the development and implementing of our Limited English Proficiency Plan and Public Participation Plan.

### ***Source of Funds***

The estimated cost of the part-time limited-service position outlined above for the Environmental Analyst II (Pay Grade 20) is between \$50,000 - \$54,000 based on the starting salary rate, average related fringe benefit and operating costs. Federal fund revenues to cover the cost of the position will come from the DEC's multi-year Performance Partnership Grant from U.S. EPA which is authorized through 9/30/2023 and specifically the "multipurpose" annual allocation which is currently \$54,000 and was as high as \$110,000 in previous years.

### ***Justification for use of JFO process***

The reason that this specific position requests was not included in the Department of Environmental Conservation's SFY'22 budget request, and for which it would be detrimental to our environmental justice and Civil Rights Act compliance requirements to wait and pursue the SFY'22 budget adjustment or SFY'23 budget process is noted below.

While the DEC's legislatively authorized SFY'22 budget did build in anticipation of the annual incremental award for the PPG federal funds from U.S. EPA, we had not identified the needs around the necessary EJ data analysis and mapping tools as an in-house effort. At the time the budget was built we had planned to use the

funding for continued environmental justice efforts as described above, but we believed (and budgeted) this as an anticipated contractual service expense. After further discussions with outside organization and other states who have experience in this area, it was realized contracting this work out would be detrimental to the long-term need and relevancy of this data so we would be best served by doing this work internally. Since the data gathering and analysis is ongoing and will need to be continuously kept updated as it is an integral component to our larger EJ efforts and Civil Rights Compliance work we have decided to seek this part-time position.

We will lose extremely valuable time in moving forward with these efforts and related requirements under our agreement with U.S. EPA if this request is not able to proceed at this time and so it was apparent that the JFO request was the optimal solution to fulfilling this resource need and meeting our requirements.

Should you have any questions or require any additional information, please do not hesitate to contact us. Thank you for your support in this regard.

#### Attachments

Cc: Joanna Pallito, Administrative Services Director, DEC  
Emily Byrne, Administrative Services Director, ANR

**STATE OF VERMONT  
Joint Fiscal Committee Review  
Limited Service - Grant Funded  
Position Request Form**

This form is to be used by agencies and departments when additional grant funded positions are being requested. Review and approval by the Department of Human Resources must be obtained prior to review by the Department of Finance and Management. The Department of Finance will forward requests to the Joint Fiscal Office for JFC review. A Request for Classification Review Form (RFR) and an updated organizational chart showing to whom the new position(s) would report must be attached to this form. Please attach additional pages as necessary to provide enough detail.

Agency/Department: Agency of Natural Resources/Dept. of Environmental Conservation Date: 8/3/2021

Name and Phone (of the person completing this request): Joanna Pallito, (802) 578-3180

Request is for:

- Positions funded and attached to a new grant.  
 Positions funded and attached to an existing grant approved by JFO # Act 74 Budget Bill

1. Name of Granting Agency, Title of Grant, Grant Funding Detail (attach grant documents):

U.S. Environmental Protection Agency, Performance Partnership Grant (PPG), funding allocation of \$54k~ specifically for "multipurpose" efforts are intended to be used for high-priority activities to complement activities funded under our established PPG

2. List below titles, number of positions in each title, program area, and limited service end date (information should be based on grant award and should match information provided on the RFR) position(s) will be established only after JFC final approval:

<u>Title* of Position(s) Requested</u>	<u># of Positions</u>	<u>Division/Program</u>	<u>Grant Funding Period/Anticipated End Date</u>
Environmental Analyst II	(1)	Administration Division/Planning	10/01/2019 - 09/30/2023

\*Final determination of title and pay grade to be made by the Department of Human Resources Classification Division upon submission and review of Request for Classification Review.

3. Justification for this request as an essential grant program need:

Please see attached memo outlining the justification for this position request.

I certify that this information is correct and that necessary funding, space and equipment for the above position(s) are available (required by 32 VSA Sec. 5(b)).

**Peter Walke**

Digitally signed by Peter Walke  
Date: 2021.08.06 08:39:59 -04'00'

Signature of Agency or Department Head \_\_\_\_\_ Date \_\_\_\_\_

**Aimee Pope**

Digitally signed by Aimee Pope  
Date: 2021.08.09 10:49:25 -04'00'

Approved/Denied by Department of Human Resources \_\_\_\_\_ Date \_\_\_\_\_

**Adam Greshin**

Digitally signed by Adam Greshin  
Date: 2021.09.15 10:22:33 -04'00'

Approved/Denied by Finance and Management \_\_\_\_\_ Date \_\_\_\_\_

**Kristin Clouser**

Digitally signed by Kristin Clouser  
Date: 2021.09.17 16:58:55 -04'00'

Approved/Denied by Secretary of Administration \_\_\_\_\_ Date \_\_\_\_\_

Approved/Denied by Governor (required as amended by 2019 Leg. Session) \_\_\_\_\_ Date 11/24/21

Comments: \_\_\_\_\_

VERMONT DEPARTMENT OF PERSONNEL  
Request for Classification Action  
New or Vacant Positions  
Existing Job Class/Titles ONLY  
Position Description Form C

- **This form is to be used by management to request the allocation of a new position, or reallocation of a vacant position, to an EXISTING class title.**
- Employee requests must be submitted on the separate "Position Description Form A."
- Requests for full classification, to determine the appropriate pay grade for any job class must be submitted on "Position Description Form A."
- This form was designed in Microsoft Word to download and complete on your computer. This is a form-protected document, so information can only be entered in the shaded  areas of the form.
- To move from field to field use your mouse, the arrow keys or press Tab. Each form field has a limited number of characters. Use your mouse or the spacebar to mark and unmark a checkbox.
- Where additional space is needed to respond to a question, you will need to attach a separate page, and number the responses to correspond with the numbers of the questions on the form. Please contact your Personnel Officer if you have difficulty completing the form.
- All sections of this form are required to be completed unless otherwise stated.
- The form must be complete, including required attachments and signatures or it will be returned to the department's personnel office.

**Request for Classification Action  
New or Vacant Positions  
EXISTING Job Class/Title ONLY  
Position Description Form C/Notice of Action  
For Department of Personnel Use Only**

Notice of Action # _____	Date Received (Stamp)
Action Taken: _____	
New Job Title _____	
Current Class Code _____	New Class Code _____
Current Pay Grade _____	New Pay Grade _____
Current Mgt Level ____ B/U ____ OT Cat. ____ EEO Cat. ____ FLSA ____	
New Mgt Level ____ B/U ____ OT Cat. ____ EEO Cat. ____ FLSA ____	
Classification Analyst _____ Date _____	Effective Date: _____
Comments:	Date Processed: _____
Willis Rating/Components: Knowledge & Skills: _____ Mental Demands: _____ Accountability: _____ Working Conditions: _____ Total: _____	

**Position Information:**

Incumbent: **Vacant or New Position**

Position Number:  Current Job/Class Title:

Agency/Department/Unit:  GUC:

Pay Group:  Work Station:  Zip Code:

Position Type:  Permanent  Limited Service (end date )

Funding Source:  Core  Sponsored  Partnership. For Partnership positions provide the funding breakdown (% General Fund, % Federal, etc.)

Supervisor's Name, Title and Phone Number:

**Check the type of request (new or vacant position) and complete the appropriate section.**

**New Position(s):**

- REQUIRED: Allocation requested: Existing Class Code  Existing Job/Class Title:
- Position authorized by:

- Joint Fiscal Office – JFO #  Approval Date:
- Legislature – Provide statutory citation (e.g. Act XX, Section XXX(x), XXXX session)
- Other (explain) -- Provide statutory citation if appropriate.

**Vacant Position:**

- a. Position Number:
- b. Date position became vacant:
- c. Current Job/Class Code:  Current Job/Class Title:
- d. REQUIRED: Requested (existing) Job/Class Code:  Requested (existing) Job/Class Title:
- e. Are there any other changes to this position; for example: change of supervisor, GUC, work station? Yes  No  If Yes, please provide detailed information:

**For All Requests:**

1. List the anticipated job duties and expectations; include all major job duties: (1) Support Department of Environmental Conservation regulatory staff by providing community demographic and environmental data for specific geographic areas where environmental projects are proposed; (2) Collaborate with other state and federal agencies, along with community based organizations to access the most up to date demographic information for communities including but not limited to race, nation of origin, income, literacy and limited english populations; (3) Research methodologies used by other states to better understand the cumulative impacts of multiple pollution sources in specific geographic regions; (4) Assist the Department in development and implementation of a Limited English Proficiency Plan and Public Participation Plan as required by our federal granting authority.

2. Provide a brief justification/explanation of this request: The Department of Environmental Conservation is under increasing scrutiny by the US Environmental Protection Agency to both comply with the requirements of Title VI of the 1964 Civil Rights Act and include principles of environmental justice across all of our permitting and financing programs. With an influx of federal funding, ensuring that funds are administered equitably throughout all of Vermont's communities and that with increase infrastructure and downtown development that no population will experience an unfair proportion of pollution. Currently, this data is not centrally stored or maintained by the state of Vermont, making it confusing for staff to understand how to access demographic information. This requirement is becoming more prevalent in the Department's grant applications and lack of access to accurate geospatial. community specific information creates a risk for our vulnerability to unintentionally create a situation where a disadvantaged community is sharing a larger burden of the pollution causing health risk and potential impacts. The US EPA provided funding through our approximately \$5 Million umbrella Performance Partnership Grant that will be used to support this half time position. While the amount of funding for equity and environmental justice changes each year, for federal fiscal year FY21 the Department will be receiving \$54,000, in FY19, the Department received \$110,000 for these efforts. It is anticipated that the US EPA will continue to provide at least a minimum of \$54,000 of this level of funding for these activities for the foreseeable future.



3. If the position will be supervisory, please list the names and titles of all classified employees reporting to this position (this information should be identified on the organizational chart as well). N/A

**Personnel Administrator's Section:**

4. If the requested class title is part of a job series or career ladder, will the position be recruited at different levels? Yes  No

5. The name and title of the person who completed this form:

6. Who should be contacted if there are questions about this position (provide name and phone number):

7. How many other positions are allocated to the requested class title in the department:

8. Will this change (new position added/change to vacant position) affect other positions within the organization? (For example, will this have an impact on the supervisor's management level designation; will duties be shifted within the unit requiring review of other positions; or are there other issues relevant to the classification process.)

**Attachments:**

Organizational charts are **required** and must indicate where the position reports.

Class specification (optional).

For new positions, include copies of the language authorizing the position, or any other information that would help us better understand the program, the need for the position, etc.

Other supporting documentation such as memos regarding department reorganization, or further explanation regarding the need to reallocate a vacancy (if appropriate).

E-SIGNED by Barb Morway  
on 2021-08-05 11:07:49 EDT

August 05, 2021

Personnel Administrator's Signature (required)\*

Date



8/5/2021

Supervisor's Signature (required)\*

Date

E-SIGNED by Peter Walke  
on 2021-08-05 11:46:06 EDT

August 05, 2021

Appointing Authority or Authorized Representative Signature (required)\*

Date

\* Note: Attach additional information or comments if appropriate.

# JOB SPECIFICATIONS

[Back to Job Specifications List](#)

## **Environmental Analyst II**

**Job Code:** 145002

**Pay Plan:** Classified

**Pay Grade:** 20

**Occupational Category:** Life, Physical & Social Science

**Effective Date:** 08/10/1999

### **Class Definition:**

Planning, analytical, and administrative work at a basic professional level for the Department of Environmental Conservation. Duties involve the technical review and analysis of environmental policies, programs activities, and data in a variety of department regulatory, non-regulatory, scientific, and engineering programs. Work at this level differs from higher level analysts in the scope of projects and level of independence and from lower level analysts in the level of expertise and breadth of knowledge required. Work is performed under the supervision of a higher level technical or administrative superior.

### **Examples of Work:**

Under the general guidance and review of a supervisor plans, develops, and implements environmental plans and programs; reviews and analyzes proposed projects and plans for consistency with policies, statutes, regulations, rules, and environmental impact; researches, collects, analyses, and enters information into, and maintains, data bases and draft reports; prepares

environmental impact statements and recommendations for corrective actions/alternatives; reviews and processes grant/loan applications; and prepares, develops, presents, and distributes informational and educational materials. Participates in field work, including project reviews, site inspections, investigations and the preparation of draft recommendations. Performs related duties as required.

**Environmental Factors:**

Duties are largely performed in an office setting; however, some field travel may be necessary for which private means of transportation must be available. Field work may involve exposure to chemicals, gases, hazardous liquid and solid waste, construction sites during all weather conditions and may involve traversing rough terrain and bodies of water. Some work outside of regular working hours may be required. Strong and conflicting opinions may be encountered.

**Knowledge, Skills and Abilities:**

Working knowledge of the scientific method of observation and analysis.

Working knowledge of planning principles and procedures.

Working knowledge of data gathering techniques and various systems for organizing and interpreting such data.

Working knowledge of computer uses and potential in data management and program planning.

Working knowledge of word processing and spread sheet computer programs.

Working knowledge of statistical concepts and procedures.

Working knowledge of the laws, regulations, rules, policies, and programs of the Vermont Department of Environmental Conservation applicable to area of assignment.

Working knowledge of state and federal environmental laws and regulations and Department programs.

Knowledge of the basic principles of environmental management and protection.

Knowledge of the basic principals of ecology.

Ability to communicate effectively both orally and in writing.

Ability to read and understand technical writing.

Ability to understand and interpret complex and technical information.

Ability to plan, organize, implement, and administer data gathering systems.

Ability to present research findings in clear, objective, written report form.

Ability to establish and maintain effective working relationships.

### **Minimum Qualifications**

Bachelor's degree in a biological-life or physical science, engineering, or an environmental or natural resources field AND one (1) year or more at or above a technical level in an environmental or natural resources field.

OR

Associate's degree in a biological-life or physical science, engineering, or an environmental or natural resources field AND three (3) years or more at or above a technical level in an environmental or natural resources field.

OR

Master's degree or higher in an environmental or natural resources related field.

OR

Three (3) years or more as an Environmental Technician III.

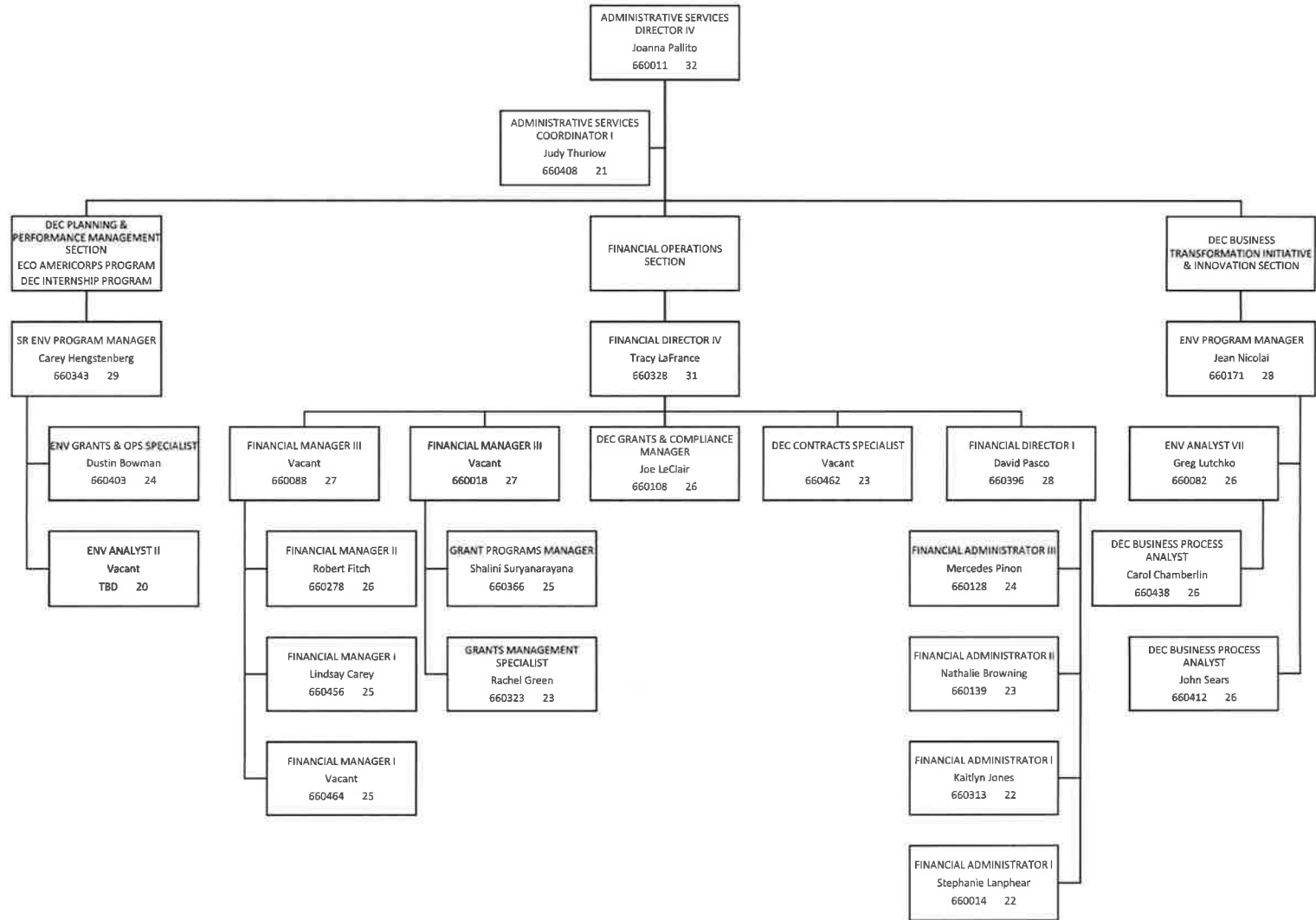
OR

One (1) year or more as an Environmental Analyst I.

**Preferred Qualifications:**

**Special Requirements:** N/A

**Department of Environmental Conservation  
Administration & Innovation Division**



	<b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b>  <b>Assistance Amendment</b>	<b>GRANT NUMBER (FAIN):</b> 98160611 <b>MODIFICATION NUMBER:</b> 7 <b>PROGRAM CODE:</b> BG	<b>DATE OF AWARD</b> 07/13/2021
		<b>TYPE OF ACTION</b>	<b>MAILING DATE</b> 07/20/2021
		<b>PAYMENT METHOD:</b> ASAP	<b>ACH#</b> 10114
<b>RECIPIENT TYPE:</b> State		<b>Send Payment Request to:</b> EPA RTPFC, E-mail: rtpfc-grants@epa.gov.	
<b>RECIPIENT:</b> Vermont D.E.C. 1 National Life Drive Montpelier, VT 05620-3522 <b>EIN:</b> 03-6000274		<b>PAYEE:</b> Vermont D.E.C. 1 National Life Drive Main Building, 2nd Floor Montpelier, VT 05620	
<b>PROJECT MANAGER</b> Carey Hengstenberg 1 National Life Drive Main Building, 2nd Floor Montpelier, VT 05620 <b>E-Mail:</b> Carey.Hengstenberg@vermont.gov <b>Phone:</b> 802-595-1632	<b>EPA PROJECT OFFICER</b> Cassandra Schwartz 5 Post Office Square, Suite 100, 06-2 Boston, MA 02109-3912 <b>E-Mail:</b> Schwartz.Cassandra@epa.gov <b>Phone:</b> 617-918-1591	<b>EPA GRANT SPECIALIST</b> Robert.F Smith Grants Management Branch, 05-5 <b>E-Mail:</b> Smith.Robert.F@epa.gov <b>Phone:</b> 617-918-1960	
<b>PROJECT TITLE AND EXPLANATION OF CHANGES</b> Vermont Performance Partnership Grant 2020-2023  Amendment #7 approves an Incremental Increase in Federal Funds in the amount of \$2,225,197. Total EPA Amount Awarded to Date is now \$9,893,290. All Administrative Terms and Conditions have been updated. All other Terms and Conditions remain unchanged, and in full force and effect.			
<b>BUDGET PERIOD</b> 10/01/2019 - 09/30/2023	<b>PROJECT PERIOD</b> 10/01/2019 - 09/30/2023	<b>TOTAL BUDGET PERIOD COST</b> \$29,106,400.00	<b>TOTAL PROJECT PERIOD COST</b> \$29,106,400.00
<b>NOTICE OF AWARD</b>  Based on your Application dated 10/25/2019 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$2,225,197.00. EPA agrees to cost-share 64.24% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$9,893,290.00. 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.			
<b>ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)</b>		<b>AWARD APPROVAL OFFICE</b>	
<b>ORGANIZATION / ADDRESS</b> EPA New England 5 Post Office Square, Suite 100 Boston, MA 02109-3912		<b>ORGANIZATION / ADDRESS</b> EPA R1 R1 - Region 1 5 Post Office Square, Suite 100 Boston, MA 02109-3912	
<b>THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY</b>			
Digital signature applied by EPA Award Official Arthur Johnson - Director, Mission Support Division			<b>DATE</b> 07/13/2021

### EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$7,668,093	\$2,225,197	\$9,893,290
EPA In-Kind Amount	\$0	\$0	\$0
Unexpended Prior Year Balance	\$0	\$0	\$0
Other Federal Funds	\$0	\$0	\$0
Recipient Contribution	\$10,407,484	\$0	\$10,407,484
State Contribution	\$0	\$0	\$0
Local Contribution	\$0	\$0	\$0
Other Contribution	\$0	\$0	\$0
<b>Allowable Project Cost</b>	<b>\$18,075,577</b>	<b>\$2,225,197</b>	<b>\$20,300,774</b>

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.605 - Performance Partnership Grants	1996 Appropriations Act (PL 104-134) & 1998 Appropriations Act (PL 105-65)	2 CFR 200, 2 CFR 1500, 40 CFR 33 and 40 CFR 35 Subpart A

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
CWA 319	210118G018	21	E1	01V6	000B01	4108	-	-	\$514,597
CAA	210118G018	21	E1	01V6	000A04	4108	-	-	\$411,549
106 BASE	210118G018	21	E1	01V6	000B06	4108	-	-	\$374,400
PWSS	210118G018	21	E1	01V6	000B03	4108	-	-	\$371,000
106 MON	210118G018	21	E1	01V6	000B06XP1	4108	-	-	\$232,998
RCRA	210118G018	21	E1	01V6	000D11	4108	-	-	\$219,442
MPG *****	210118G018	21	E1	01V6	000M20	4108	-	-	\$54,211
UST	210118G018	21	E1	01V6	000D16	4108	-	-	\$24,000
UIC	210118G018	21	E1	01V6	000B08	4108	-	-	\$23,000
									<b>\$2,225,197</b>



## Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$13,974,988
2. Fringe Benefits	\$6,170,520
3. Travel	\$106,000
4. Equipment	\$0
5. Supplies	\$311,604
6. Contractual	\$20,000
7. Construction	\$0
8. Other	\$6,139,168
9. Total Direct Charges	\$26,722,280
10. Indirect Costs: 0.00 % Base -	\$2,384,120
11. Total (Share: Recipient <u>35.76</u> % Federal <u>64.24</u> %)	\$29,106,400
12. Total Approved Assistance Amount	\$18,698,916
13. Program Income	\$0
14. Total EPA Amount Awarded This Action	\$2,225,197
15. Total EPA Amount Awarded To Date	\$9,893,290

## **Administrative Conditions**

### **National Administrative Terms and Conditions**

#### **General Terms and Conditions**

The General Terms and Conditions of this agreement are updated in accordance with the link below. However, these updated conditions apply solely to the funds added with this amendment and any previously awarded funds not yet disbursed by the recipient as of the award date of this amendment. The General Terms and Conditions cited in the original award or prior funded amendments remain in effect for funds disbursed by the recipient prior to the award date of this amendment.

The recipient agrees to comply with the current EPA general terms and conditions available at: <https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-november-12-2020-or-later>.

These terms and conditions are binding for disbursements and are in addition to or modify 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](mailto:rtpfc-grants@epa.gov)
- MBE/WBE reports (EPA Form 5700-52A): **Grants Specialist on Page 1 of Award Document AND Larry Wells, Disadvantaged Business Utilization Program Manager: [r1\\_mbewbereport@epa.gov](mailto:r1_mbewbereport@epa.gov)**
- 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: **Grants Specialist and Project Officer on Page 1 of Award Document**
- Workplan revisions, equipment lists, programmatic reports and deliverables: **Project Officer on Page 1 of Award Document**
- Quality Assurance documents, **Project Officer on Page 1 of Award Document AND [R1QAPPs@epa.gov](mailto:R1QAPPs@epa.gov)**

#### **B. Contingent Funding**

EPA is funding this agreement incrementally. There is no guarantee of funding beyond the first year. The **Total Approved Assistance Amount** identified on Line 12 of the budget table of this award is contingent upon the availability of appropriated funds, EPA funding priorities, and satisfactory progress in carrying out the activities described in the scope of work. If EPA informs the recipient that the amount on Line 12 will be reduced, the recipient agrees to provide an updated workplan and budget information, as needed, to amend the agreement.

**Programmatic Conditions**

All Programmatic Terms and Conditions remain unchanged, and in full force and effect.