



**STATE OF VERMONT**  
JOINT FISCAL OFFICE

**MEMORANDUM**

To: Joint Fiscal Committee members  
From: Sorsha Anderson, Senior Staff Associate  
Date: March 25, 2022  
Subject: Grant Request – JFO #3092

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

**JFO #3092 - \$420,000** to the VT Agency of Natural Resources, Dept of Environmental Conservation from the Environmental Protection Agency. The grant is for improved drinking water in underserved areas and will support construction of replacement drinking water infrastructure for the town of Milton's Mobile Home Cooperative.

*[Received March 23, 2022]*

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 April 17, 2022, we will assume that you agree to consider as final the Governor's acceptance of this request.



**State of Vermont**  
 Department of Finance & Management  
 109 State Street, Pavilion Building  
 Montpelier, VT 05620-0401

[phone] 802-828-2376  
 [fax] 802-828-2428

Agency of Administration

**STATE OF VERMONT  
 FINANCE & MANAGEMENT GRANT REVIEW FORM**

<b>Grant Summary:</b>	This is a \$420,000 grant from the Environmental Protection Agency to implement drinking water infrastructure improvements for small and disadvantaged communities. Required match for this grant is provided by the Town of Milton.				
<b>Date:</b>	2/11/2022				
<b>Department:</b>	Department of Environmental Conservation				
<b>Legal Title of Grant:</b>	Vermont Assistance for Small and Disadvantaged Communities Drinking Water Grant				
<b>Federal Catalog #:</b>	66.442				
<b>Grant/Donor Name and Address:</b>	EPA New England, 5 Post Office Square, Suite 100, Boston, MA 02109-3912				
<b>Grant Period:</b>	<b>From:</b>	10/1/2021	<b>To:</b>	9/30/2023	
<b>Grant/Donation</b>	420,000				
	<b>SFY 1</b>	<b>SFY 2</b>	<b>SFY 3</b>	<b>Total</b>	<b>Comments</b>
<b>Grant Amount:</b>	\$420,000	\$0	\$	\$420,000	No state match. Match requirement is provided by the Town of Milton.

<b>Position Information:</b>	<b># Positions</b>	<b>Explanation/Comments</b>
	0	

**Additional Comments:**

<b>Department of Finance &amp; Management</b>	Adam Greshin Digitally signed by Adam Greshin Date: 2022.02.14 41948B1C0A36A1D	(Initial)
<b>Secretary of Administration</b>	<i>[Signature]</i>	(Initial)
<b>Sent To Joint Fiscal Office</b>		<b>Date</b>



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MEMORANDUM

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**TO:** KRISTIN CLOUSER, SECRETARY, AGENCY OF ADMINISTRATION

**THROUGH:** MICHAEL MIDDLEMAN, BUDGET AND MANAGEMENT ANALYST,  
AGENCY OF ADMINISTRATION

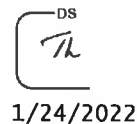
**THROUGH:** ANNA REINOLD, PRIVATE SECRETARY, AGENCY OF ADMINISTRATION

**THROUGH:** TRACY LAFRANCE, FINANCE DIRECTOR, DEC FINANCIAL OPERATIONS

**FROM:** PETER WALKE, COMMISSIONER, DEPARTMENT OF  
ENVIRONMENTAL CONSERVATION

**SUBJECT:** AA-1 STATE OF VERMONT REQUEST FOR GRANT ACCEPTANCE

**DATE:** OCTOBER 28, 2021; UPDATED JANUARY 24, 2022

A rectangular box containing the initials 'TW' in a cursive font, with 'DS' in the top right corner and the date '1/24/2022' below the box.

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Please see attached AA-1 Request for Grant Acceptance Form for the Vermont Assistance for Small and Disadvantaged Communities Drinking Water Grant. This form requests authorization for the Agency of Natural Resources, Department of Environmental Conservation (VTDEC) to expend recently awarded grant funds. The funds were granted to support the Milton Mobile Home Coop's Public Water System.

If you have any questions regarding this request, please do not hesitate to contact Tracy LaFrance at 802-498-7074.

Thank you in advance for your time.

## STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (Form AA-1)

BASIC GRANT INFORMATION			
<b>1. Agency:</b>	Agency of Natural Resources		
<b>2. Department:</b>	Department of Environmental Conservation		
<b>3. Program:</b>	Water Investment Division, Design and Construction Engineering Section		
<b>4. Legal Title of Grant:</b>	Vermont Assistance for Small and Disadvantaged Communities Drinking Water Grant		
<b>5. Federal Catalog #:</b>	66.442		
<b>6. Grant/Donor Name and Address:</b>	EPA New England 5 Post Office Square, Suite 100 Boston, MA 02109-3912		
<b>7. Grant Period:</b>	<b>From:</b>	10/1/2021	<b>To:</b> 9/30/2023
<b>8. Purpose of Grant:</b>	<p>The project will allow the construction of replacement drinking water infrastructure (distribution system, service lines, and individual meters) for an underserved, small and disadvantaged community. The funds will be used to implement a project necessary to achieve maximum public health protection in a Public Water System with an aging (60 yo) distribution system and service lines in poor condition, which has resulted in frequent line breaks with associated water loss, piping failure, and service interruptions. The existing onsite wastewater systems are also failing, posing a risk of contamination to the drinking water. Separation distances and setbacks between the wastewater and drinking water infrastructure do not meet regulatory and recommended setbacks needed to insure public health protection. A separate project will replace the onsite systems with sewers. The EPA-funded project will result in improved drinking water quality for the residents of this small disadvantaged community; reduction in the risk of contamination to the drinking water in the distribution system and service lines from the failing wastewater systems; improved compliance with the Safe Drinking Water Act and associated Amendments in the Milton Mobile Home Coop's PWS; fewer service interruptions and broken piping with an associated cost savings; and improved accounting and more equitable distribution of operating costs; and conservation of the drinking water resource.</p>		
<b>9. Impact on existing program if grant is not Accepted:</b>	<p>The goal of the VTDEC Water Investment Division, Design and Construction Engineering Section is to implement improvements to address public health issues associated with drinking water, wastewater, and stormwater through construction and placing into operation the needed fixes. In the case of the Milton Mobile Home Coop, these fixes for the Public Water System include the installation of a new distribution system, service lines, and water meters for each of the individual mobile homes, funded through this grant. A separate project will install sewers to replace the onsite wastewater systems, which will be cut and filled.</p> <p>If this grant is not accepted, the Public Water System Improvements will not be constructed due to fiscal limitations. The project was bid in Spring 2020, however the lowest responsive bid was over \$1 million higher than the available funding so all bids had to be rejected. The Milton MHC hopes to secure the additional needed funding and rebid the project very soon. This grant goes a long ways towards meeting the funding shortfall. Should the Project not be constructed, this small, disadvantaged community will be subjected to a public health risk from contamination of the aging drinking water infrastructure, which is in poor condition. This will also result in non-compliance with the Safe Drinking Water Act and its Amendments. Other negative impacts are service interruptions; increased costs for water loss and piping failures; and lack of conservation of the drinking water resource.</p>		

## STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (Form AA-1)

10. BUDGET INFORMATION				
	SFY 1	SFY 2	SFY 3	Comments
Expenditures:	FY 22	FY	FY	
Personal Services	\$2,788	\$	\$	
Operating Expenses	\$676	\$	\$	
Grants	\$416,536	\$	\$	
<b>Total</b>	<b>\$420,000</b>	<b>\$</b>	<b>\$</b>	
Revenues:				
State Funds:				
Cash	\$0	\$0	\$	
In-Kind	\$0	\$0	\$	
Federal Funds:				
(Direct Costs)	\$420,000	\$	\$	
(Statewide Indirect)	\$	\$	\$	
(Departmental Indirect)	\$0	\$	\$	
Other Funds:				
Grant (source Match)	\$0	\$	\$	
<b>Total</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	

<b>Appropriation No:</b>	6140040000	<b>Amount:</b>	\$420,000
			\$
			\$
			\$
			\$
			\$
			\$
		<b>Total</b>	<b>\$420,000</b>

### PERSONAL SERVICE INFORMATION

**11. Will monies from this grant be used to fund one or more Personal Service Contracts?**  Yes  No  
 If "Yes", appointing authority must initial here to indicate intent to follow current competitive bidding process/policy.  
 Appointing Authority Name: Peter Walke Agreed by: \_\_\_\_\_ (initial)

12. Limited Service Position Information:	# Positions	Title
<b>Total Positions</b>		

**12a. Equipment and space for these positions:**  Is presently available.  Can be obtained with available funds.

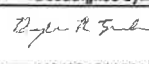
### 13. AUTHORIZATION AGENCY/DEPARTMENT

I/we certify that no funds beyond basic application preparation and filing costs have been expended or	Signature: <span style="border: 1px solid black; border-radius: 50%; padding: 2px; display: inline-block;">Peter Walke</span> <small>93DDCF0B3F6946A</small> Title: Peter Walke, DEC Commissioner	Date: 1/24/2022
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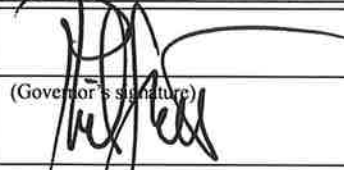
## STATE OF VERMONT REQUEST FOR GRANT (\*) ACCEPTANCE (Form AA-1)

committed in anticipation of Joint Fiscal Committee approval of this grant, unless previous notification was made on Form AA-1PN (if applicable):	Signature: _____ Title: _____	Date: _____
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### 14. SECRETARY OF ADMINISTRATION

<input checked="" type="checkbox"/>	Approved:	(Secretary or designee signature) 	Date: _____
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### 15. ACTION BY GOVERNOR

<input checked="" type="checkbox"/>	Check One Box: Accepted		Date: _____
<input type="checkbox"/>	Rejected	(Governor's signature)	Date: <b>3/21/22</b>

### 16. DOCUMENTATION REQUIRED

#### Required GRANT Documentation

<input checked="" type="checkbox"/> Request Memo <input type="checkbox"/> Dept. project approval (if applicable) <input checked="" type="checkbox"/> Notice of Award <input checked="" type="checkbox"/> Grant Agreement <input checked="" type="checkbox"/> Grant Budget	<input type="checkbox"/> Notice of Donation (if any) <input type="checkbox"/> Grant (Project) Timeline (if applicable) <input type="checkbox"/> Request for Extension (if applicable) <input type="checkbox"/> Form AA-1PN attached (if applicable)
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#### End Form AA-1

(\*) The term "grant" refers to any grant, gift, loan, or any sum of money or thing of value to be accepted by any agency, department, commission, board, or other part of state government (see 32 V.S.A. §5).



## **TOWN OF MILTON**

**43 Bombardier Road • Milton, Vermont 05468**

**TELEPHONE: 802-893-6655 • FAX: 802-893-1005 • [www.miltonvt.gov](http://www.miltonvt.gov)**

November 16, 2021

Eric Blatt, PE  
Water Investment Division  
VT Department of Environmental Conservation  
1 National Life Drive, Davis 3  
Montpelier, VT 05620

Sent via Email

Subject: Letter of Commitment from the Town of Milton, Recipient of VT Community Development Board Grant 07110-IG-2018 for Sub-recipient Milton Mobile Home Cooperative Towards Cost-Sharing of Awarded WIIN Act Grant

Dear Mr. Blatt:

The Town of Milton is committed to using part of the awarded \$700,000 VT Community Development Block Grant 07110-IG-2018 towards a 45-percent cost-share for the State of VT's allotment, in the amount of \$420,000 minus administrative fees, from the "Assistance for Small and Disadvantaged Communities Drinking Water Grant Program" as authorized under Section 2104 of the Water Infrastructure Improvements for the Nation Act (WIIN) Act) for construction of an upgraded Public Water System (PWS) for the Sub-recipient Milton Mobile Home Cooperative. The Cooperative's PWS serves a small, disadvantaged, and underserved community in Milton. The WIIN funds will be spent on construction of a new distribution system, service lines, associated appurtenances, and individual water meters for each of the 100+ living units.

The project is "shovel ready" and will be bid in early 2022 with construction taking place over the 2022 season. Multiple funders are providing monies towards the construction costs. The 45-percent cost share match for the WIIN Grant will come partially from the

\$700,000 VT Community Development Board grant awarded to the Town of Milton and partially from a \$511,107 VT Housing and Conservation Board loan. Should you have questions, please do not hesitate to contact me at (802) 893-6655.

Sincerely,



Don Turner, Jr.  
Town Manager  
Town of Milton

Cc: Karen White, President Milton MH Cooperative  
Cindy Parks, VDEC (cynthia.parks@vermont.gov)



	<b>U.S. ENVIRONMENTAL PROTECTION AGENCY</b>  <b>Grant Agreement</b>	<b>GRANT NUMBER (FAIN):</b> 00A01036 <b>MODIFICATION NUMBER:</b> 0 <b>PROGRAM CODE:</b> LB	<b>DATE OF AWARD</b> 09/08/2021
		<b>TYPE OF ACTION</b> New	<b>MAILING DATE</b> 09/15/2021
		<b>PAYMENT METHOD:</b> ASAP	<b>ACH#</b> 10114
<b>RECIPIENT TYPE:</b> State		<b>Send Payment Request to:</b> Contact EPA RTPFC at: rtpfc-grants@epa.gov	
<b>RECIPIENT:</b> Vermont D.E.C. 1 National Life Drive Main Building, 2nd Floor Montpelier, VT 05620-3522 EIN: 03-6000274		<b>PAYEE:</b> Vermont D.E.C. 1 National Life Drive Main Building, 2nd Floor Montpelier, VT 05620-3522	
<b>PROJECT MANAGER</b> Cynthia Parks 1 National Life Drive Davis 3 Montpelier, VT 05620-3520 E-Mail: Cynthia.Parks@vermont.gov Phone: 802-585-4913		<b>EPA PROJECT OFFICER</b> Gevon Solomon 5 Post Office Square, Suite 100, 06-2 Boston, MA 02109-3912 E-Mail: Solomon.Gevon@epa.gov Phone: 617-918-1513	<b>EPA GRANT SPECIALIST</b> Robert.F Smith Grants Management Branch, 05-5 5 Post Office Square, Suite 100 Boston, MA 02109-3912 E-Mail: Smith.Robert.F@epa.gov Phone: 617-918-1960
<b>PROJECT TITLE AND DESCRIPTION</b> Vermont Assistance for Small and Disadvantaged Communities Drinking Water Grant  This agreement is to an eligible state to implement a program to provide drinking water program assistance to underserved, small and disadvantaged communities. Funds are to carry out projects and activities needed for public water systems to comply with the Safe Drinking Water Act, programs to provide household water quality testing, and activities for a state to respond to a drinking water contaminant. Activities include the construction of a new public water distribution system and service lines along with the instillation of meters. Direct beneficiaries of this assistance agreement include residents of the Vermont. This project will result in improved drinking water quality for the residents of this small, disadvantaged community; reduction in the risk of contamination to the drinking water in the distribution system and service lines from the failing onsite wastewater systems; an increase in compliance with the SDWA's standards in the Milton Mobile Home Coop's PWS; a reduction in the number of piping leaks and failures with new piping and adequate cover; a reduction in water loss; increased reliability of the drinking water infrastructure for the community, better accounting and conservation of the drinking water served to the community with meters; and more equitable distribution of water use charges with the installation of meters.			
<b>BUDGET PERIOD</b> 10/01/2021 - 09/30/2023	<b>PROJECT PERIOD</b> 10/01/2021 - 09/30/2023	<b>TOTAL BUDGET PERIOD COST</b> \$763,636.00	<b>TOTAL PROJECT PERIOD COST</b> \$763,636.00
<b>NOTICE OF AWARD</b>  Based on your Application dated 06/30/2021 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$420,000.00. EPA agrees to cost-share 55.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$420,000.00. 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.			
<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> U.S. EPA, Region 1 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>			
<b>Digital signature applied by EPA Award Official</b> Arthur Johnson - Director, Mission Support Division			<b>DATE</b> 09/08/2021

### EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$0	\$420,000	\$420,000
EPA In-Kind Amount	\$0	\$0	\$0
Unexpended Prior Year Balance	\$0	\$0	\$0
Other Federal Funds	\$0	\$0	\$0
Recipient Contribution	\$0	\$343,636	\$343,636
State Contribution	\$0	\$0	\$0
Local Contribution	\$0	\$0	\$0
Other Contribution	\$0	\$0	\$0
Allowable Project Cost	\$0	\$763,636	\$763,636

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.442 - Assistance for Small and Disadvantaged Communities Drinking Water Grant Program (SDWA 1459A)	Safe Drinking Water Act: Sec. 1459A	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
	21010CG036	20	E4C	016	000BL8	4101			\$420,000
									\$420,000

## Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$2,006
2. Fringe Benefits	\$782
3. Travel	\$0
4. Equipment	\$0
5. Supplies	\$0
6. Contractual	\$0
7. Construction	\$0
8. Other	\$760,620
9. Total Direct Charges	\$763,408
10. Indirect Costs: 0.00 % Base -	\$228
11. Total (Share: Recipient <u>45.00</u> % Federal <u>55.00</u> %)	\$763,636
12. Total Approved Assistance Amount	\$420,000
13. Program Income	\$0
14. Total EPA Amount Awarded This Action	\$420,000
15. Total EPA Amount Awarded To Date	\$420,000

## **Administrative Conditions**

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

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

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 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](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)**

## **Programmatic Conditions**

### GRANT-SPECIFIC PROGRAMMATIC TERMS AND CONDITIONS

#### A. PERFORMANCE REPORTING AND FINAL PERFORMANCE REPORT

##### Performance Reports - Content

In accordance with 2 CFR 200.328, the recipient agrees to submit performance reports that include brief information on each of the following areas: 1) A comparison of actual accomplishments to the outputs/outcomes established in the assistance agreement work plan for the period; 2) The reasons why

established outputs/outcomes were not met; and 3) Additional pertinent information, including, when appropriate, analysis and explanation of cost overruns or high-unit costs. Additionally, the recipient agrees to inform EPA as soon as problems, delays, or adverse conditions which will materially impair the

ability to meet the outputs/outcomes specified in the assistance agreement work plan are known.

##### Performance Reports - Frequency

The recipient agrees to submit quarterly performance reports electronically to the EPA Project Officer within 30 days after the reporting period (every three- or six-month period). The reporting periods are July 1, 2021 – September 31, 2021; October 1, 2021 – December 31, 2021; January 1, 2022 – March 31, 2022; April 1, 2022 – June 30, 2022; and July 1, 2022 -September 31, 2022; October 1, 2022 – December 31, 2022; January 1, 2023 – March 31, 2023; April 1, 2023 – June 30, 2023; and July 1, 2023 -July 31, 2023. The final project report is due within 90 days of the budget/project period end date.

##### Subaward Performance Reporting

The recipient must report on its subaward monitoring activities under 2 CFR 200.331(d). Examples of items that must be reported if the pass-through entity has the information available are:

1. Summaries of results of reviews of financial and programmatic reports.
2. Summaries of findings from site visits and/or desk reviews to ensure effective subrecipient performance.
3. Environmental results the subrecipient achieved.
4. Summaries of audit findings and related pass-through entity management decisions.
5. Actions the pass-through entity has taken to correct deficiencies such as those specified at 2 CFR 200.331(e), 2 CFR 200.207 and the 2 CFR Part 200.338 Remedies for Noncompliance.

#### B. COST SHARE REQUIREMENT

In addition to any required cost share noted on the award, the recipient must:

provide any land, easements, rights-of-way, and relocations necessary to carry out the project 1. or activity; and 2. pay 100 percent of any operation and maintenance costs associated with the project or activity.

### C. CYBERSECURITY

#### State Grant Cybersecurity

(a) The recipient agrees that when collecting and managing environmental data under this assistance agreement, it will protect the data by following all applicable State law cybersecurity requirements.

(b) (1) EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement, are secure.

For purposes of this Section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition. If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient agrees to contact the EPA Project Officer (PO) and work with the designated Regional/Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.

(2) The recipient agrees that any subawards it makes under this agreement will require the subrecipient to comply with the requirements in (b)(1) if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient will be in compliance with this condition: by including this requirement in subaward agreements; and during subrecipient monitoring deemed necessary by the recipient under 2 CFR 200.331(d), by inquiring whether the subrecipient has contacted the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

### D. ENVIRONMENTAL REVIEW

The recipient agrees to submit requested information to the EPA Project Officer to determine the applicability of an environmental

review prior to undertaking project activities The EPA Project Officer will ensure that grant agreements adhere to the procedural

requirements of the National Environmental Policy Act of 1969 (NEPA), 42 U.S.C. 4321 et seq., as implemented by the Council on

Environmental Quality (CEQ) Regulations (40 CFR Parts 1500 through 1508), and the EPA's NEPA Regulations (40 CFR Part 6).

#### E. QUALITY ASSURANCE

The recipient will develop and implement an ongoing quality system. The recipient will document this quality system in a Quality Management Plan (QMP) in accordance with "EPA Requirements for Quality Management Plans" (QA/R-2, 2006) and submit it to EPA for approval. Alternatively, with pre-approval by the RQAM, certain financial assistance recipients may be permitted to document their quality systems in an equivalent quality document such as a streamlined QMP or an expanded QAPP. Within 30 days of the effective date of this assistance agreement, the recipient will submit a schedule for the submission of a QMP; the date for the submittal of the QMP or equivalent document will be no later than 180 days from the effective date of this assistance agreement. Each submittal should be sent to the following:

**EPA Project Officer/Tribal Coordinator (see page 1 of assistance agreement for contact information) and  
Regional Quality Assurance Manager**

**\*If electronic submission is unavailable, please contact the Project Officer/Tribal Coordinator for submittal instructions.**

The recipient will develop Quality Assurance Project Plans (QAPP), or equivalent documents defined by the QMP, for all applicable projects and tasks involving environmental data in accordance with the most current National requirement documents <http://www.epa.gov/quality1/> and Regional requirement documents <https://www.epa.gov/quality/region-1-quality-systems-documents>. Other EPA guidance documents provided at these sites may be helpful in meeting the requirements. The term "environmental data" refers to any measurement or information that describe environmental processes, conditions, or location; ecological or health effects and consequences; or the performance of environmental technology. For EPA, environmental data include information collected directly from measurements, produced from models, and compiled from other sources such as data bases or the literature. The QAPP must be approved by EPA prior to any data gathering work or use, except under circumstances requiring immediate action to protect human health and the environment or operations conducted under police powers. Unless an alternate schedule was previously agreed upon, no later than 60 days prior to the scheduled commencement of data collection and/or data generation activities, the recipient will submit a QAPP electronically to the following:

**EPA Project Officer/Tribal Coordinator (see page 1 of assistance agreement for contact information) and  
Regional Quality Assurance Manager via R1QAPPs@epa.gov**

**\*If electronic submission is unavailable, please contact the Project Officer/Tribal Coordinator for submittal instructions.**

After the QMP or equivalent document has been reviewed and approved by EPA, the recipient will submit an annual update letter to EPA documenting progress over the year and any changes to the QMP. Annual update letters will be sent every year for four years until the expiration of the QMP

(five years from initial EPA approval). Annual QA update letters will be sent to the EPA Project Officer/Tribal Coordinator and the RQAM on the anniversary of the approval of the QMP by the RQAM; or on another mutually agreeable schedule. In addition, for multi-year projects, the grantee shall confirm that the QAPP is current and accurate.

**F. HOLD ON FEDERAL FUNDS**

The recipient agrees to submit a letter of commitment from the third party subaward recipient identifying the source of the 45% cost share and an updated workplan by November 1, 2021. The federal grant funds will be held in EPA's account until November 2, 2021