



Notes from the Environmental Workforce Professional Learning Community
(PLC) –7/13/2022

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Ideas presented during these sessions represent individual opinions. They do not represent EPA, state, local or organizational policy. Information presented should not be taken as such.

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Post Session Notes
Session 277, July 13th, 2022

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1. National events and happenings

Brownfields 2022
August 16-19, 2022

Oklahoma City, Oklahoma

Cosponsored by the EPA and ICMA

Brownfields 2022 is the premier event to meet potential employers and learn how to access grants and maximize your community’s economic, environmental, and social performance.

Conference Hotel Group Rate Ends July 18th!

[Book Your Hotel Here](#)

[Register for the Conference Here](#)

HMTRI is unable to reimburse expenses associated with Brownfields 2022.

NEW GRANTEES consult with your EPA Project Officer about options for attending

If you were awarded an EPA brownfields grant this year and do not have access to the funding yet, consult with your EPA Project Officer about options for attending Brownfields 2022.

Health and Safety Covid protocols have been updated for the Brownfields 22

Brownfields 2022 attendees should make sure to review the updated health and safety guidelines.

Click here for more information:

brownfields2022.org/health-and-safety

<https://brownfields2022.org/>

Follow on Twitter

@Brownfields2022

2022 Environmental Justice Caucus

Monday, August 15, 2022, 5:00 – 6:30pm

An important component of the National Brownfields Training Conference is the Environmental Justice Caucus. The Caucus is a locally driven event where people and organizations involved in Environmental Justice convene, share ideas, build relationships, and communicate directly with the EPA.

The EJ Caucus is a pre-conference event.

The Caucus is open to anyone, and participants do not have to be registered for the conference

<https://brownfields2022.org/environmental-justice-caucus/>

2. HMTRI Announcements

HMTRI Grant Recipient Directory Scan

HMTRI is in the process of updating the Brownfields Job Training (BJT) Grant Recipient Directory. Results from this year's directory will be used to develop a variety of topic-specific publications to be distributed among national employers, program supporters, EPA, and the Brownfields Job Training (BJT) community. This information will also be disseminated to employers at the National Brownfields Conference 2022 in Oklahoma City, OK in August.

If you haven't completed a directory scan before or wish to review your response from last year please refer to the Certified Employee Finder at this link: <https://brownfields-toolbox.org/certified-employee-finder/>.

The link below will take you to the Grant Recipient Directory form to fill out. It is urgent that you respond as soon as possible. The link to the form is:

<https://forms.gle/ZWarqnfBesBaJKa69>

If you have any questions, please contact the newest member of our HMTRI team, Mr. Nolan Curtis at nolan.curtis@stanfordalumni.org.

We are in discussions with EPA about the 2022 Annual All Grantee Meeting Sessions on October 12th and 13th

HMTRI's 24th Annual All-Grantee Meeting is tentatively scheduled for October 12th and 13th. The All-Grantee Meeting provides a platform to continue conversations on critical issues and best practices among successful BJT programs. The workshop is facilitated by HMTRI, grant recipients, EPA staff and

outside experts. The meeting is open to BJT grant recipients and organizations interested in establishing local environmental job training programs.

3. Resources for final preparation of BJT applications

For those in the process of writing their applications due August 2nd, the last PLC discussed strategies with suggestion for improving BJT applications and issues that may deduct points during the evaluation process. Notes and recordings from that session may be found at the following link.

Go to: PLC session 276 Application Strategies

<https://brownfields-toolbox.org/plc-sessions/>

Recent issues of the HMTRI CONNECT Newsletter may also be useful to new communities interested in learning about the BJT program requirements and best practices used by successful grant recipients. They may be accessed in the brownfields-toolbox.org or using the following links.

[Issue #38 - Community and Labor Market Assessments - \(June 2022\)](#)

[Issue #37 - An Essential Step in Developing Community Environmental Job Training Programs - \(April 2022\)](#)

[Issue #36 - Developing and Environmental BJT Program - \(February 2022\)](#)

[Issue #35 - Engaging EPA Job Training Grant Recipients - \(December 2021\)](#)

In case you missed it.....

June 15th. EPA hosted an outreach webinar for prospective EPA Brownfields Job Training Applicants. The Request for Applications Guidelines can be found at the link below.

<https://www.epa.gov/system/files/documents/2022-06/FY23%20BF%20JT%20RFA.pdf>

EPA has also prepared Frequently Asked Questions (FAQs) and answers to assist prospective applicants with preparing Job Training (JT) Grant applications. Fiscal Year 2023 Frequently Asked Questions for Brownfields Job Training Grants as of June 15, 2022, have been posted and will be updated.

<https://www.epa.gov/system/files/documents/2022-06/FY23%20BF%20JT%20FAQs.pdf>

For general information about FY23 BJT program grants, check out the home page at the following link.

<https://www.epa.gov/brownfields/fy-2023-brownfields-job-training-jt-grants>

Locating Brownfields in your community

It is important that BJT applicants coordinate with assessment and cleanup grants that may be active in their community. While such contacts may not lead to direct placement of graduates, they will direct BJT grantees to potential employers, community, and governmental organizations active in brownfields economic redevelopment. Here are two links that will help in finding assessment and cleanup grants in your community.

EPA fact sheets

https://cfpub.epa.gov/bf_factsheets/

Contacting technical assistance providers

<https://www.epa.gov/brownfields/brownfields-technical-assistance-training-and-research#TAB>

4. Grant writing tips

Proposals are due August 2nd. Here are some ideas when writing the application.

- Follow your timeline.
Hold contributors responsible for commitments made during planning discussions.
- A single individual should be responsible for writing the final proposal.
This ensures continuity, avoids piecemeal responses and contradictions.
- Send drafts of the proposal to advisors and key partners for review.
- Numbers must add up.
Make sure those charged with budgets review costs and projected expenditures. Doublecheck the numbers across the narrative.
- Avoid generalizations.
Be as quantitative as possible.
- Maintain consistency.
Maintain a consistent writing style. Do not make conflicting statements.
- Do not exceed page counts.
Narrative Information Sheets - 3pages, Narrative -12 pages, Attachments -15 pages. Extra pages will be discarded.
- Submit the application early.
This allows for any issues that may occur along the way.
- Call the www.grants.gov Help Desk for assistance at 1-800-518-4726.
<https://www.grants.gov/support.html>
<https://www.grants.gov/web/grants/home.html>

Application submission

- Verify that your grant submission process is up to date.
Are you set up to submit and administer the proposal using grants.gov and SAM?
- EPA considers the party submitting the application package as the applicant.
EPA will not accept applications on behalf of other organizations.
- It's easy to check your account status by going to [www. SAM.gov](http://www.SAM.gov) and entering your organization's Unique Entity Identifier (UEI) number.
If not, update or renew your entity registration.
- To find your UEI number, go to:
<https://grantsgovprod.wordpress.com/2021/09/14/how-to-find-an-applicants-uei-within-grants-gov/>
- The organization's E-Biz Point of Contact (POC - likely the individual working with SAMS.gov) can submit or authorize an individual as the Authorized Organization Representative (AOR).
The individual submitting the application package.
- Individuals submitting application packages on behalf of their organization must be the AOR or use the AOR's username and password.
- Check status of your entity registration.
Make sure your password is up to date.
- You must use your account at least once per year for your account to remain active.
Log into your account as a "dry run" prion to the target submission date.

Grant writing and submission mistakes that could result in loss of evaluation points or failed applications

Below is a compilation of evaluator comments, comments from Regional Coordinators and former grant recipients related to the final stages of application preparation. Comments are not all inclusive and may

not apply to every application. Perhaps they will be useful in drafting FY23 applications before they are submitted.

General omissions and grant submission

- The application was submitted with another organization's account information.
- Applicant used the wrong UEI number.
To find your UEI number, go to:
<https://grantsgovprod.wordpress.com/2021/09/14/how-to-find-an-applicants-uei-within-grants-gov/>
- The submitter is not the Authorized Organization Representative (AOR).
- Applicant did not have an active www.SAM.gov account and had another party submit an application package on their behalf.
- Applicant's www.SAM.gov account is inactive.
- Proposal is difficult to comprehend. Applicant did not follow guidelines.
Applicant did not respond to criteria in sequence.
- Applicant response to sub-categories were not on point, and/or incomplete and were unclear.

Budget

- Fringe benefit cost is high.
- Mileage costs are stated but without substantive detail, more is needed to justify mileage costs.
- Personnel costs are too high.
- Travel to BF and BJT conferences not included.
- **Budget numbers do not add up.**
- Applicant made no distinction between EPA funds and non-EPA funds.
- Licensing/certificate fees, PPE, and incidental student expenses should be more detailed and specific.
(Avoiding costs to students is stronger competitive edge) Also, fees collected will be considered programmatic income and must be discussed as such.
- Costs are not explained as to whether costs exist and what is covered or not covered by EPA funds.
- Application was submitted late.

5. Ideas for supercharging BJT applications

Suggestions for supercharging BJT proposals have been discussed in previous PLC discussions and are worth repetition today. Below is a simple list that can make a BJT application stand out among others not able to devote the extra effort required to make a good application outstanding.

- Document public meetings in the narrative.
- Establish an advisory Board prior to application submission.
Board members should include representatives from the community, government, training organizations, employers leveraging partners and supporters.
- Compete and select prospective trainers (with conditions) as part of application development.
- Recruit and commit key partners regarding specific contributions to the program.
- Obtain employer letters of support and commitment to consider program graduates.
- Obtain letters of support and commitment from partners and governmental organizations leveraging the BJT program.
- Obtain letters of from community organizations encouraging and promoting local BJT.
- Ensure that curriculum offerings are supported by the labor market assessment and fundable as presented in BJT guidelines.
- Circulate program plans and progress reports to key partners noted above during development of the application.

Post session notes

- “What is not written in the application does not exist in the eyes of evaluators”.
 - *Document supercharging elements of your program. Work them into the narrative to receive the well-deserved credit for the extra effort.*
- Previous performance is not a “slam dunk” or guarantee of continued funding.
 - *Legacy programs need to demonstrate why their program deserves to be refunded or expanded.*
 - *Because the BJT program was established as “startup funding” Proposal reviewers do not want to fund recycled applications. For this reason, relationships must be updated with new offerings, commitments of support and expanded partnerships.*
- EPA is aware existing and BJT alumni have an advantage over new applicants. They have established relationships with employers, partners, and experience in environmental workforce training.
 - *Special consideration is given to new applicants with well thought out program plans.*
- When in doubt, submit a BJT application even if more preparation could have resulted in a better program plan.
 - *Unsuccessful applications will have opportunities to debrief and review their grant with suggestions for improvement.*
 - *Those not funded this cycle will have a “head start” in the next competition with additional mentoring and technical assistance between grant cycles.*

6. Brownfields virtual meetings

National Environmental Justice Community Engagement Calls



The purpose of these calls is to inform communities about EPA's environmental justice work and enhance opportunities to maintain an open dialogue with environmental justice advocates. As environmental justice continues to be integrated into EPA programs and policies, the Agency hopes that these calls will help reaffirm EPA's continued commitment to work with community groups and the public to strengthen local environmental and human health outcomes.

July 19th, 2022 (2 - 4 pm Eastern)

2 - 4 p.m. Eastern

EPA environmental justice initiatives

Listening Session and Dialogue: Q&A about ongoing EJ initiatives

For more information and registration, go to:

<https://www.epa.gov/environmentaljustice/national-environmental-justice-community-engagement-calls>

Nonprofit Know-How: Seizing the Reins of Revitalization

Join us for webinars featuring nonprofits who have received EPA [Brownfields Grants](#)

July 20, 2022

1-2:30pm ET/10-11:30 am PT

Share strategies that these nonprofits use to address brownfields as part of their larger community revitalization efforts, and Build capacity amongst different types of nonprofits to tackle brownfield issues.

Featuring:

Barnaby Evans and Peter Mello, WaterFire Arts Center, RI

Julie Pezzino, Children's Museum & Theatre, ME

Jim Becker, Richmond Community Foundation, CA

[Register now](#)

Nonprofit Know-How: Seizing the Reins of Revitalization

August 17, 2022 at the National Brownfields Training Conference

Nonprofit organizations are often key partners in successful brownfields redevelopment projects. Since the 2018 BUILD Act expanded grant eligibilities for 501(c)(3) organizations, EPA is seeing increased nonprofit interest in brownfields grants. Join us for a discussion about how to strengthen nonprofit interest in, and increase nonprofit capacity to, lead brownfields redevelopment projects. What are the unique benefits and barriers nonprofits encounter when they lead brownfields redevelopment projects? What are some strategies to help nonprofits deal with brownfield issues as part of their neighborhood revitalization efforts?

For more information- Go to:

[Nonprofit Know-How: Seizing the Reins of Revitalization roundtable session](#)

In Case You Missed It

Nonprofit Know-How: Transforming Large, Rural Brownfields

A [recording is now available](#) for the first webinar of this series,

Featuring:

Chris Campbell, Kentucky Steam Heritage Corporation, and Steve Sanders, Our Katahdin, ME

National Recycling Strategy objectives

July 21,

1:00pm-3:30pm ET

On July 21st, EPA R3 Land Chemicals & Redevelopment Division will host an outreach information session for local county recycling contacts. The session will cover the National Recycling Strategy objectives, the Circular Economy Series and how local county governments can support and help implement some of the agency's recycling goals. EPA will provide information on two new grant programs that are being established as a result of the Bipartisan Infrastructure Law: The Solid Waste Infrastructure for Recycling (SWIFR) grants and the Recycling Education and Outreach grants. Local government recycling organizations will be eligible to apply for these grants.

Follow this link to join:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_N2M5ZjRmYzUtZmFkYi00NDRlTk3ZmItOTBiYjdiZjZGU4%40thread.v2/0?context=%7b%22id%22%3a%2288b378b3-6748-4867-acf9-76aacbeca6a7%22%2c%22oid%22%3a%225b4433f2-7759-4271-a247-2f4419825726%22%7d

7. In-person events

2022 National Brownfields Training Conference

Oklahoma City, OK

August 16-19, 2022

The National Brownfields Training Conference is the largest event in the nation focused on environmental revitalization and economic redevelopment. Held every two years, the National Brownfields Conference attracts over 2,000 stakeholders in brownfields redevelopment and cleanup to share knowledge about sustainable reuse and celebrate the EPA brownfields program's success. Whether you're a newcomer or a seasoned professional, Brownfields 2022 offers something for you! Registration is now open.

For more information, please visit

<https://brownfields2022.org/>



The 27th Annual Florida Remediation Conference (FRC 2022)

Omni Orlando Resort at Champions Gate

Orlando, Florida

November 16-18, 2022

The Florida Remediation Conference (FRC) is one of the premier soil, air and water remediation conferences of the year. Though FRC started out as a Florida-centric event 26 years ago, it has a solid reputation for fostering the remediation and redevelopment of industries across the Southeast. FRC attracts over 600 attendees comprised of a mix of industry representatives, developers, consultants, contractors, and over 100 exhibitors and sponsors from across the country.

For more information, Go to:

<https://floridaremediationconference.org>

Call for Speakers!

Submission Deadline: July 15, 2022

We have issued a call for oral and poster presentation abstracts for the 27th Florida Remediation Conference which will take place on November 16-18, 2022, at the Omni Orlando Resort at Champions Gate (Orlando), Florida.

If you have an interest in presenting an oral or poster presentation, please click on the link below.

<https://floridaremediationconference.org/call-for-speakers>

8. FYI

Initial Justice40 Covered Programs list for EPA

This is an inaugural list of programs covered under the Justice40 Initiative. The Justice40 Initiative was established by President Biden in Executive Order 14008 on Tackling the Climate Crisis at Home and Abroad. Last year, formal guidance, M-21-28,2 Interim Implementation Guidance for the Justice40 Initiative, was issued. The M-21-28 guidance memo provided further direction to Federal agencies on the Initiative, while also identifying twenty-one pilot programs. As detailed in the M-21-28 guidance memo, Justice40 covered programs are any Federal program that makes a covered investment in any one of the following seven categories: climate change, clean energy and energy efficiency, clean transit, affordable and sustainable housing, training and workforce development, remediation and reduction of legacy pollution, and the development of critical clean water and wastewater infrastructure. Existing and new programs, including those created by the Bipartisan Infrastructure Law, that make covered investments in any of these categories are considered Justice40 covered programs in line with current statute. As such, we expect this list to evolve over time as new Federal programs are created or existing Federal programs sunset. Since the release of the of the Justice40 Initiative in the EO and subsequent M-21-28 guidance memo, the Federal government has been diligently applying the interim guidance and reviewing programs for inclusion into the Justice40 Initiative. With an eye toward transparency and marking the progress made thus far, we are releasing Justice40 covered programs list for the Environmental Protection Agency. Go to:

<https://www.epa.gov/system/files/documents/2022-06/Justice40%20Initiative%20Covered%20Programs%20List%20for%20the%20Environmental%20Protection%20Agency.pdf>

Community Benefit Agreements (CBAs)

CBAs are strategic vehicles for community improvement, that benefit private sector developers and state and local governments. They are not zero-sum instruments. They are legal agreements between community benefit groups and developers, stipulating the benefits a developer agrees to fund or furnish, in exchange for community support of a project. Benefits can include commitments to hire directly from a community, contributions to economic trust funds, local workforce training guarantees and more. The Toolkit is aimed at private sector development and is not intended to address federal projects.

CBAs pivot around local and state government officials: since governments need support from their constituencies and developers need government support for items like zoning approvals, developers have clear incentives to accommodate community interests. When synergistic development models like CBAs are employed, developers experience reduced risk and communities profit from improved cost/benefit positions. Thus, CBAs are mutually-reinforcing, since all three stakeholder groups gain, albeit uniquely.

The Office of Minority Business and Economic Development understands the benefits of CBAs and therefore created its Community Benefit Agreement Toolkit. It contains a comprehensive Guide, Frequently Asked Questions (FAQs), and PowerPoint Presentation. Together, or separate, these components give stakeholders a solid understanding of CBAs, their benefits, and the collective action process that brings them to fruition. They also provide examples and multiple resources for communities, government officials, and developers interested in learning more.

Please access the Toolkit components by clicking on their corresponding links below.

[Community Benefits Agreements \(CBA\) 101 Webinar](#)

“Community Benefits Agreements (CBA) 101” webinar hosted by the Department of Energy’s (DOE) Office of the Secretary in collaboration with the Office of Economic Impact and Diversity on June 24, 2022. The goal of the webinar is to familiarize all participants with CBAs, especially considering the recently passed Bipartisan Infrastructure Law (BIL) which provides significant new funds to the DOE to address some of the country’s most pressing energy sustainability, resilience, and equity challenges.

[CBA Resource Guide](#)

[CBA Resource Guide Presentation](#)

[CBA Resource Guide FAQs](#)

EPA’s [RE-Powering Mapper 3.0](#) has just been released!

This update includes data provided by EPA Brownfields, Superfund, AML, Landfill Methane Outreach Program, RCRA and a pilot with Underground Storage Tanks, in addition to data from 22 state partners. Over 190,000 sites and nearly 40 million acres of land are included and screened for solar, wind, biomass, and geothermal energy potential. EPA partnered with Department of Energy’s National Renewable Energy Lab (NREL) to provide up-to-date data and screening that reflects current trends in renewable energy development.

In addition to the updated RE-Powering Mapper, EPA has also updated the [Best Practices for Siting Solar Photovoltaics on Municipal Solid Waste Landfills](#). EPA The updated document includes the latest information related to costs of solar, trends in solar on landfill development, tools available to help site solar on landfills and case studies of solar on landfill projects.

9. Contact EPA Regional Coordinators

Regional Coordinators are the first place to go regarding questions about BJT grants, extensions, budgets, or work plans. Many Regions maintain a Listserv for past, current, and potential recipients. It is important to be on their contact list for conference calls and newsletters.

EPA Region 1

CT, ME, MA, NH, RI, VT

William "Bill" Lariviere

Phone: (617) 918-1231

E-mail: lariviere.william@epa.gov

EPA Region 2

NJ, NY, PR, VI

Schenine Mitchell

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E-mail: mitchell.schenine@epa.gov

EPA Region 3

DE, DC, MD, PA, VA, WV

Gianna Rosati

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E-mail: Rosati.Gianna@epa.gov

EPA Region 4

AL, FL, GA, KY, MS, NC, SC, TN

Olga Perry

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EPA Region 5

IL, IN, MI, MN, OH, WI

Linda Morgan

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EPA Region 6

AR, LA, NM, OK, TX

Elizabeth Reyes

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E-mail: reyes.elizabeth@epa.gov

EPA Region 7

IA, KS, MO, NE

Alma Moreno Lahm

Phone: (913) 551-7380

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EPA Region 8

CO, MT, ND, SD, UT, WY

Christina Wilson

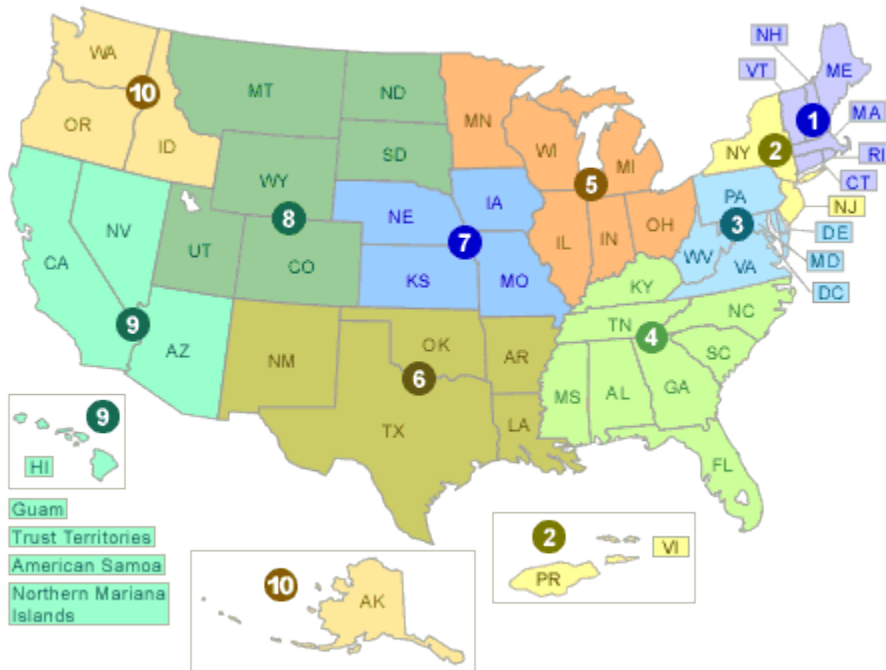
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EPA Region 10
AK, ID, OR, WA
Angel Ip
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E-mail: ip.angel@epa.gov



10. Join us for the next Professional Learning Community ZOOM call July 13th

Join a conversation with EPA Brownfields Job Training grant recipients, alumni, and interested stakeholders. PLCs are scheduled every other week on Wednesdays, same time, regular PLC Zoom link.

Wednesday July 27th 2:00 p.m. Eastern

To Join PLC Zoom Meetings, go to:

<https://zoom.us/j/93598658578>

Meeting ID: 935 9865 8578

On the road - Computer not available.....

You can phone in using the nearest location

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 935 9865 8578

The objective of the (PLC) is to promote and share innovative strategies among those interested in establishing community based environmental job training programs. Our sessions allow participants to stay in touch with BJT happenings, ask questions, showcase their programs, and help others. The Environmental Workforce PLC is open to all and there is no cost or obligation to attend. Join us when you can. If you would like to invite a guest, feel free to forward this email.

Showcase your program – Biweekly, the PLC will hear from one of our grantees, discuss opportunities or exchange ideas related to environmental job training. HMTRI is inviting you to participate in the next cycle of Professional Learning Community ZOOMs. If you would like to present at an upcoming PLC contact Mike at:

msenew@gmail.com/

PLC notes presented represent individual opinions and ideas from Professional Learning Community participants and JT recipients. They do not represent EPA policy, guidance or opinions and should not be taken as such.

For more information on HMTRI technical assistance services or to be added to our Grantee and Community Outreach Listserv, please email to:

hmtri@eicc.edu.



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Environmental and Natural Resources Technology (EARTH) Center
Eastern Iowa Community Colleges District*