** **CalEPA**

**Environmental Enforcement**

**& Training Grant Program**

(Penal Code section 14300)

**2024 Grant Application Instructions**

# Background:

Penal Code section 14300 et seq*.* established the Environmental Enforcement and Training Account, which funds the Environmental Enforcement Training Grant Program (Grant Program) and the Environmental Circuit Prosecutor Grant Program administered by the Secretary of the California Environmental Protection Agency. The purpose of the Grant Program is to provide financial assistance for environmental enforcement, investigation, and training programs that enhance statewide enforcement of environmental laws. The Secretary may award grants:

1) To public entities and private nonprofit organizations for training public prosecutors, peace officers, firefighters, state or local environmental regulators, and community-based organizations in the investigation and enforcement of environmental laws;

2) To local environmental regulators for the enforcement of environmental laws;

3) For the costs of prosecutors, investigators, and research attorneys for circuit prosecution; and/or

4) For peace officer training funded by monies declined by the Commission under Penal Code section 14314, subdivision (a).

The actual amount of grant funding available depends on the amount of money deposited into the Environmental Enforcement and Training Account from settlements and other contributions in preceding fiscal years, and appropriated by the Legislature.

# Application Deadline:

Applications may be submitted starting on April 12, 2024 and must be submitted by 5:00 p.m. on May 10, 2024.

Where to Submit Applications:CalEPA requests that applications be submitted via email to: [EETAGrantApps@calepa.ca.gov](mailto:EETAGrantApps@calepa.ca.gov).

For additional information, contact: [EETAGrantApps@calepa.ca.gov](mailto:EETAGrantApps@calepa.ca.gov).

# Eligibility:

Individuals and statutorily-banned entities may not apply for or receive funding. Eligible applicants who have previously received funding may apply again. The Secretary shall consider only one application per applicant for a given project. Applicants may submit more than one application if the applications are for separate and distinct projects or activities. Only projects under Penal Code sections 14306-14309 and that are eligible may be funded.

# Grant Criteria:

The Secretary will award grants based upon the following criteria:

1. Whether the application includes all the necessary information;
2. Based on the merit of the proposed project in comparison to other applications, including the overall effectiveness of the project design and the extent to which the project addresses unmet needs, when comparing the narrative/work plan descriptions of the various applications (past performance may be considered during the evaluation process for those applicants who have received previous grants); and
3. Whether the applicant and the project are eligible.

# Restrictions on Grants:

1. Grant funds must be used as set forth in an approved narrative/work plan, and shall not be used for any purpose prohibited by law, including by Penal Code sections 14300 et seq.
2. Grant funds cannot be used for lobbying, or to intervene in State or federal regulatory proceedings.
3. All grantees must certify and assure that they will comply with all applicable laws, regulations, and requirements before receiving funds, and must actually comply.
4. Grant-funded projects must be completed within the time frames set out in the work plan, unless altered by written agreement of the Agency.
5. The organization that receives funding pursuant to section 10016(d)(3) of this Article is responsible for the successful completion of the project in accordance with this Article and the respective grant agreement.
6. Unused grant funds remaining at the end of the fiscal year must be returned to CalEPA or, if approved by the Secretary where good cause is demonstrated, extended for use in the following fiscal year.
7. Each grantee must comply with any audit or financial accounting request from the Secretary, or the Department of Finance (DOF), including, but not limited to, sharing documents and other information requested by the Secretary or DOF.

# Reporting Requirements for Grant Recipients:

Grantees are responsible for the submission of required reports, including, but not limited to, quarterly and final reports due to the Secretary within 30 days of the end of each quarter during the life of the project, and 30 days after the end of the project, respectively. Failure to submit reports may result in termination of the grant. Reports must include the following:

(1) A description of the progress made toward accomplishing the goals in section 10014 of this Article and the project’s objectives, as set forth in the grant recipient’s application, by reference to the metrics of success identified in the application, and, if applicable, an explanation of why the project did not achieve one or more of the identified metrics;

1. A certification that the organization that received funding pursuant to section 10016(d)(3) of this Article, and all other organizations anticipated to be involved in the project, remain in compliance with all applicable federal, State, and local laws, and have used the grant funds solely for purposes set forth in the grant agreement; and
2. Any other information requested by the Secretary.

CalEPA may use and disseminate reports as appropriate.

# Selection of Grant Recipients:

Applications will be screened to ensure that they meet all requirements governing the program.

* After all applications are received, acknowledgements of receipt will be sent to all applicants.
* Once applications have been selected for potential funding, applicants may need to provide additional information to complete the award process.
* Each applicant will be informed as to the decision on their application. Limited funding is available, and the Secretary may be unable to fund all applications received.

***The Secretary’s decisions concerning grant awards are final and not subject to appeal.***

# Application Requirements:

Applications must include all required information. CalEPA provides these instructions and a fillable template application on its grants website as a courtesy. It is each applicant’s responsibility to ensure that the application it submits includes all the required information and complies with the law.

Please note that information submitted in the application may be subject to public disclosure under the California Public Records Act (Gov. Code, §§ 6250 et seq.) or other laws. CalEPA will keep confidential all information submitted that is privileged or exempt under the law, except as required by law.

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**2024 Grant Application Template**

***Please provide all required information. Additional pages may be attached as necessary.***

**General Contact Information**

Name of Applicant Organization: Click or tap here to enter text.

Business Address: Click or tap here to enter text.

Business Telephone Number: Click or tap here to enter text.

Business Email Address, if applicable: Click or tap here to enter text.

Business Webpage Address, if applicable: Click or tap here to enter text.

Name and Title of Applicant’s Authorized Representative:Click or tap here to enter text.

Authorized Representative’s Business Telephone Number: Click or tap here to enter text.

Authorized Representative’s Business Email Address: Click or tap here to enter text.

Name and Title of Person with day-to-day responsibility for the proposed project: Click or tap here to enter text.

Business Telephone Number of Person with day-to-day responsibility: Click or tap here to enter text.

Business E-Mail Address of Person with day-to-day responsibility: Click or tap here to enter text.

**Narrative/Work Plan**

**1.** Provide a concise description of the proposed project.

Click or tap here to enter text.

**2.** Identify the environmental enforcement and/or training objectives to be addressed by the proposed project. This includes the need the project seeks to address, the communities the project is intended to benefit, and a description of how the proposed project will enhance the enforcement of environmental laws.

Click or tap here to enter text.

**3.** If your proposed project includes a training course, please identify which one or more of the following environmental justice learning objectives for course participants the training course will have, or explain why such a component is not included:

1. Developing an understanding of environmental justice laws and principles, including, but not limited to, the importance of community engagement and transparency in environmental enforcement efforts,
2. Gaining familiarity with techniques for identifying disadvantaged, low-income, or overburdened communities, and strategies for targeting enforcement resources, projects or plans to their benefit, and/or
3. Developing tools and strategies for incorporating community engagement and increased transparency, where appropriate, into enforcement efforts.

Click or tap here to enter text.

**3.** Identify the project’s environmental enforcement and/or training target audience, and how the organization intends to reach this audience.

Click or tap here to enter text.

**4.** Identify the environmental statutes/acts addressed by the project.

Click or tap here to enter text.

**5.** Provide a concise description of the nature of the organization, including whether the applicant is a private nonprofit and, if so, documentation to support the organization’s status.

Click or tap here to enter text.

6. Describe how the organization has been successful in the past, including on similar projects,

and how those past successes will allow it to better implement the proposed project.

Click or tap here to enter text.

**7.** Provide estimated project completion plans/time frames, and the expected results. Applications for circuit prosecutor grants need not identify specific cases for prosecution, but shall set forth the expected results of the proposed project, to the extent feasible.

Click or tap here to enter text.

8. Provide metrics for evaluating the success of the project.

Click or tap here to enter text.

9. Provide proposed budget figures/projections to support the work plan narrative.

Click or tap here to enter text.

10. Provide an appendix with the resumes of key personnel who will be significantly involved in the project, including the project lead.

Click or tap here to enter text.

11. Attach letter(s) of commitment, if your proposed project includes the involvement of other organizations, and provide an estimate of any monetary contributions to the proposed project of these other organizations, and the amounts of other grants sought for or already awarded to the project.

Click or tap here to enter text.

12. **(NOTE: *This question applies to proposed training courses only.)*** For proposed training courses, explain how the course will comply with Penal Code sections 14306 or 14307.

Click or tap here to enter text.

13. **(NOTE: *This question applies to circuit prosecutor projects only.)*** For circuit prosecutor projects, explain how the project will further the purposes set forth in, and be consistent with, Penal Code section 14309, including, but not limited to, the requirement, if applicable, that participating district attorney offices provide matching funds or in-kind contributions equivalent to, but not less than, 20 percent of the expense of the deputized environmental circuit prosecutor.

Click or tap here to enter text.

14. **(Note: This question applies to the Commission only, and only if the Commission is seeking additional funding for training.)** For additional Commission training, show that the training is mandated or there are substantial changes in the law that require the Commission to revise its environmental law courses.

Click or tap here to enter text.

15. Attach a certification stating that the applicant and all organizations anticipated to be involved in the project are compliant with all applicable federal, State, and local laws as of the application date.

Click or tap here to enter text.

16. Optional: Provide any other information requested by the Secretary.

Click or tap here to enter text.

**Required Supporting Materials/Documentation:**

Budget projections supporting the work-plan narrative.

Resumes of key personnel who will be significantly involved in the project, including the project lead.

Letter(s) of commitment, if your proposed project includes the involvement of other organizations.

A certification stating that the applicant and all organizations anticipated to be involved in the project are compliant with all applicable federal, State, and local laws as of the application date.

Documentation to support the organization’s status, such as a copy of the organization’s IRS determination letter verifying its 501(c)(3) status.

**Certification and Signature:**

I HAVE BEEN AUTHORIZED BY THE APPLICANT ORGANIZATION TO COMPLETE AND SIGN THIS APPLICATION ON ITS BEHALF. I CERTIFY UNDER THE PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE INFORMATION CONTAINED IN THIS APPLICATION, INCLUDING THE WORK PLAN AND SUPPORTING DOCUMENTATION, IS TRUE AND ACCURATE.

Signature:

Print Name: Click or tap here to enter text.

Title: Click or tap here to enter text.

Business Telephone Number: Click or tap here to enter text.

Business E-Mail Address: Click or tap here to enter text.

Thank you for your interest in the CalEPA Environmental Enforcement and Training Grant Program. You will be notified of the Secretary’s decision concerning this application and any necessary follow-up after the close of the application period.