

CAG - TAG - TASC

Resources Available to Communities



EPA Region 8



Community Advisory Group (CAG) is a community group that is made up of representatives of diverse community interests. Its purpose is to provide a public forum for community members to present and discuss their needs and concerns related to the Superfund decision-making process.

Technical Assistance Grant (TAG) provides funding to a community group to contract its own technical advisor to interpret and explain technical reports, site conditions, and EPA's cleanup proposals and decisions related to a Superfund site, to the community.

Technical Assistance Service for Communities (TASC) is a contract program that provides independent assistance services that are delivered under a contract, which is funded, administered and managed by EPA.

Community Advisory Group (CAG)

- ▶ An organized group of community members interested in learning about the clean-up process at BPMD.
- ▶ The focal point for information exchange among community members, the state and EPA about the BPMD site cleanup.

Benefits of Forming a CAG

- ▶ A diverse, community-led forum
- ▶ Opportunity to build trust
- ▶ Opportunity to build working relationships
- ▶ Central point of contact
- ▶ Better, more informed decisions about site cleanup and other environmental issues

What the CAG Does

- ▶ Holds regular meetings
- ▶ Reviews technical information about site cleanup
- ▶ Connects with the community
- ▶ Works with EPA and state officials to determine information needs
- ▶ Meets with EPA and state officials to relay information on site issues

What is Expected of a CAG Member

- ▶ Inform yourself about the issues discussed
- ▶ Attend meetings
- ▶ Be active in meetings (listen and speak)
- ▶ Observe CAG rules and procedures
- ▶ Serve as a CAG officer if asked
- ▶ Serve your term as a member

What the Agencies Do

- ▶ Update the CAG on site developments
- ▶ Furnish the CAG with technical documents for review and public comment
- ▶ Carefully consider CAG input
- ▶ May provide appropriate administrative support
 - ▶ Facilitation and meeting notification
- ▶ Oversee clean-up, enforce environmental laws and regulations, make final decisions about site cleanup

First Steps in Forming a CAG

- ▶ Write a mission statement
- ▶ Develop operating procedures
 - ▶ Meeting procedures
 - ▶ Meeting notification procedures
 - ▶ Agenda development/distribution
 - ▶ Ground rules for meetings
 - ▶ Recording and distribution of minutes
 - ▶ Communication procedures
 - ▶ Reporting to the community
 - ▶ Communication tools: Website, newsletter, e-mail blasts, etc.

Lessons Learned about CAGs

- ▶ Community must take initiative in formation and operation
- ▶ Community Advisory Group must be inclusive with diverse community representation
- ▶ Recognize what is possible and work within these limits
- ▶ Leaders must make a long-term commitment
- ▶ Community Advisory Groups are more effective than public meetings
- ▶ Access to independent technical expertise (TAG/TASC) is important

Technical Assistance Grant (TAG)

- ▶ TAGs were created out of the Superfund Amendments and Reauthorization Act of 1986 (SARA).
- ▶ TAG provides money for activities that help your community participate in decision making at eligible Superfund sites.
 - ▶ Only one per site

Eligibility for a TAG

▶ Eligible groups

- ▶ A group that is affected by a site that is listed or proposed for listing on the NPL.
- ▶ A group must meet the minimum administrative and management capability requirements.

▶ Not eligible groups

- ▶ Potential responsible parties (PRPs), including anyone that receives money or services from a PRP.
- ▶ A group that is not incorporated as a nonprofit organization
- ▶ “Affiliated” with a national organization
- ▶ An academic institution
- ▶ A political subdivision

Applying for a TAG

- ▶ Submits Letter of Intent (LOI) request to EPA
 - ▶ Group must establish for the purpose of TAG
- ▶ EPA announces to community that there is an interest for a TAG and any one that is interested in the grant should join the group or apply on their own.
- ▶ EPA site team (RPM, CIC, TAG coordinator, and grants office) will review application and award grant.

How can TAG funds be used?

- ▶ Most funds must go for a Technical Advisor (TA):
 - ▶ Reviewing preliminary site assessment/site investigation data
 - ▶ Participate in public meetings to help interpret site info.
 - ▶ Visit site during cleanup to update group
 - ▶ Evaluate future land use options based on RI/FS assumptions
- ▶ The TA needs to be selected through a competitive process
- ▶ Portion of funds for administration & outreach (may include grant administrator) -cap around 20%

What is not permissible?

- ▶ Lawsuits, legal actions
- ▶ Attorney fees for services
- ▶ Political activity or lobbying
- ▶ Tuition or training (except TA health/safety training)
- ▶ Activities or expenditures for group member travel
- ▶ Generating new primary data
- ▶ Generating new health data
- ▶ Reopening/challenging EPA final decisions

How are incurred costs paid?

- ▶ All allowable, allocable, reasonable and necessary incurred costs are paid for on a *reimbursement basis*.
 - ▶ EXCEPT one-time advance payment
- ▶ No repayment of expenses incurred prior to the award
 - ▶ EXCEPT the cost of incorporation.

Grant Compliance

- ▶ 40 CFR Part 35 Subpart M - TAGs
- ▶ Turn in quarterly reports that summarize TAG activities
 - ▶ Reimbursement for allowable costs
- ▶ Federal Financial Report (FFR) due annually
 - ▶ Overall award based on funding period
- ▶ SAM.gov and Nonprofit registrations
- ▶ Contribute 20% towards the project
 - ▶ Cash or in-kind contributions
- ▶ Performance is reviewed by EPA site team at the end of the grant

Grant Closeout

- ▶ Performance Report/Final Technical Report that summarizes the work performed and accomplishments made over the entire project period
- ▶ Final Federal Financial Report/FFR
- ▶ MBE/WBE Report
- ▶ Records must be retained for 10 years

Technical Assistance Service for Communities (TASC)

- Provides independent assistance through an EPA contract to help communities better understand the science, regulations and policies of environmental issues and EPA actions.

Types of Services Offered

- ▶ Reviewing and explaining technical information
 - ▶ Educational presentations
- ▶ Helping communities form Community Advisory Groups
 - ▶ Facilitating community meetings
- ▶ Developing information materials for communities
- ▶ Community training/Workshop

Who Provides the Technical Assistance?

- ▶ The program provides services through a national or regional EPA contract. Under an agreement, a contractor provides scientists, engineers and other professionals to review and explain information to communities.

Which is the Best Fit?



- ▶ Broad focus
- ▶ Short or long-term
- ▶ Any community-based organization eligible
- ▶ No matching contribution
- ▶ Services by EPA contractor
- ▶ Relatively rapid implementation
- ▶ EPA manages administrative burden
- ▶ Subject to available resources



- ▶ Narrow focus
- ▶ Long-term
- ▶ Non-profit incorporated community groups eligible
- ▶ 20% matching required
- ▶ Services by community Technical Advisor via a contract.
- ▶ Takes 4-6 months to get grant going
- ▶ Community group responsible for administrative tasks

For Questions Please Contact:

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