



Climate Pollution Reduction Grant Program: Formula Grants for Planning

Program Guidance for Federally Recognized Tribes, Tribal
Consortia, and U.S. Territories

United States Environmental Protection Agency
Office of Air and Radiation

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CLIMATE POLLUTION REDUCTION GRANTS PROGRAM:
FORMULA GRANTS FOR PLANNING

PROGRAM GUIDANCE FOR FEDERALLY RECOGNIZED TRIBES,
TRIBAL CONSORTIA, AND U.S. TERRITORIES

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1. Overview

EPA takes seriously its responsibility to protect human health and the environment as we face increasingly more harmful impacts of climate change. Across our country, communities are experiencing more deadly wildfires and storm surges, more extreme drought and water scarcity, and dangerous levels of flooding, among other impacts. The [Fourth National Climate Assessment](#) found that intense extreme weather and climate-related events, as well as changes in average climate conditions, are expected to continue to damage infrastructure, ecosystems, and social systems that provide essential benefits to communities. If unchecked, future climate change is expected to further disrupt many areas of life and exacerbate existing challenges to prosperity posed by aging and deteriorating infrastructure, stressed ecosystems, and long-standing inequalities. However, with this challenge comes an opportunity to invest in a cleaner economy that can spur innovation and economic growth while building more equitable, resilient communities.

Through the Inflation Reduction Act of 2022 (IRA), Congress provided many tools to pursue greenhouse gas (GHG) pollution reductions, including the Climate Pollution Reduction Grants (CPRG) program. In implementing this and many other programs under the Inflation Reduction Act, EPA seeks to achieve three broad objectives:

- Tackle damaging climate pollution while supporting the creation of good jobs and lowering energy costs for families.
- Accelerate work to address environmental injustice and empower community-driven solutions in overburdened neighborhoods.
- Deliver cleaner air by reducing harmful air pollution in places where people live, work, play, and go to school.

This strategy will allow the country to make the inevitable changes needed to address climate change and make them opportunities—to revitalize the U.S. energy and manufacturing sectors, create millions of good-paying jobs throughout the country, and address historic environmental injustices and inequities. The CPRG program will seek those opportunities in partnership with states, territories, local governments, and tribes, which are in touch with the needs of their communities and familiar with the horizons of GHG reduction opportunities for their economies.

In line with this strategy, EPA is committed to supporting the development and expansion of state, territorial, tribal, and local climate action plans and the expeditious implementation of investment-ready policies, programs, and projects to reduce GHG pollution in the near term. Through the CPRG program, EPA will support state, territorial, tribal, and local actions to reduce GHGs and associated criteria and toxic air pollution through deployment of new technologies, operational efficiencies, and solutions that will transition America equitably to a low-carbon economy that benefits all Americans.

Section 60114 of the Inflation Reduction Act appropriates \$5 billion to EPA to support efforts by states, U.S. territories, municipalities, air pollution control agencies, tribes, and groups thereof

to develop and implement plans to reduce GHGs. This program has two distinct but related phases:

- Planning grants: The Inflation Reduction Act provides \$250 million for eligible entities to develop plans to reduce GHGs.
- Implementation grants: The Inflation Reduction Act provides \$4.6075 billion for grants to implement measures from the GHG reduction plans developed with planning grant funding.¹

This guidance is focused specifically on the \$25 million set-aside for tribes and tribal consortia, and the \$2 million set-aside for U.S. territories, under the \$250 million program for planning grants, which EPA will award as cooperative agreements through a noncompetitive process. Cooperative agreements are similar to grants but entail substantial programmatic involvement between EPA and the recipient.² The term “grant” used throughout this document includes both “grants” and “cooperative agreements” as defined by 2 CFR 200.1.

At a later date, EPA will issue a separate notice of funding opportunity (NOFO) regarding the implementation grants, which EPA plans to award under a competitive process. In that notice, EPA will indicate the funding priorities for the implementation grants.

Overall, this dual-phased CPRG program enables EPA to work in partnership with state, territorial, local, and tribal officials to advance important goals by providing substantial funding for climate action planning and implementation, while maintaining recipients’ flexibility to pursue activities tailored to their unique resources, delivery capacity, and mix of key sectors responsible for emitting and absorbing GHGs (e.g., industry, electricity generation, transportation, commercial and residential buildings, agriculture, natural and working lands, and waste and materials management).

EPA will be awarding the \$250 million available for planning grants (cooperative agreements) to states, municipalities, air pollution control agencies, territories and tribes via a formula as follows:

- \$25 million to tribes and tribal consortia
- \$500 thousand to each of the U.S. territories (Insular Areas), for a total of \$2 million
- \$3 million to all 50 states, District of Columbia (DC), and Puerto Rico, for a total of \$156 million, and \$1 million to each of the 67 most populous metropolitan areas, for a total of \$67 million.

The CPRG program is designed to provide flexible support to tribes and territories, many of whom have never undertaken climate mitigation planning activities. Under this program for planning grants, federally recognized tribes may be eligible for grants of up to \$500,000 for individual tribes or up to \$1 million for groups of 2 or more tribes (tribal consortium or tribal

¹ Three percent of the \$4.75 billion in implementation funds are reserved for EPA administrative costs.

² See [EPA’s Funding Instruments and Authorities](#) for additional details.

partnership), to be awarded by EPA Regional Offices as described in Section 5 “Allocation of Funds.” The U.S. territories of Guam, American Samoa, U.S. Virgin Islands, and the Northern Mariana Islands are eligible for grants of up to \$500,000 each.

States, municipalities, and air pollution control agencies are also eligible entities; their application process is detailed in a [separate document](#).

Under the grants addressed by this guidance for tribes, tribal consortia, and territories, funding recipients will need to produce and submit two key deliverables (in addition to meeting standard grant reporting requirements) over the course of the program period, which may extend up to 4 years from the date of award:

1. A Priority Climate Action Plan (PCAP), due March 1, 2024;³ and,
2. A Comprehensive Climate Action Plan (CCAP), due at the end of the grant period, which can be up to 4 years.

These deliverables are described in detail in Appendix 14.2.

EPA encourages eligible entities to develop (or, if applicable, revise their existing) climate plans consistent with the following programmatic priorities:

- Improve understanding of current and future GHG emissions so that tribal and territorial governments can prioritize actions that reduce such emissions and harmful air pollution (criteria air pollution and toxic air pollutants) where citizens live, work, play, and go to school, particularly in nonattainment areas for the National Ambient Air Quality Standards (NAAQS) for criteria air pollutants.
- Adopt and implement ambitious policies and programs to reduce GHG emissions and accelerate decarbonization across multiple important sectors (e.g., industry, electricity generation, transportation, commercial and residential buildings, agriculture/natural and working lands, and waste and materials management).
- Collaborate closely with other entities (states, municipalities, air districts, other tribes) as appropriate to develop coordinated plans based on best practices.
- Explore opportunities to leverage sources of funding and financing from the Inflation Reduction Act of 2022, Bipartisan Infrastructure Law of 2021, American Rescue Plan Act of 2021, and Creating Helpful Incentives to Produce Semiconductors and Science Act of 2022.
- Stimulate innovative technologies and practices to reduce GHG emissions and associated co-pollutants in hard-to-abate sectors.
- Prioritize actions and policies that will be durable, replicable, and provide certainty in pollution reductions.
- Reduce climate pollution while building the clean energy economy in a way that benefits all Americans, provides new workforce training opportunities, and effectively addresses

³ Applicants for implementation grant funding under the CPRG program will be required to submit a PCAP along with their application.

environmental injustices in disadvantaged communities.

- Adopt robust metrics and reporting programs to track emission reductions and important co-benefits throughout Indian Country and territories.

This document describes how the Agency intends to award and manage CPRG planning grants for tribes, tribal consortia, and territories. This document also describes the programmatic requirements applicable to all cooperative agreements awarded through this program to tribes, tribal consortia, and territories. (A separate program guidance is available for states, municipalities, and air pollution control agencies.)

This guidance document explains the key deadlines, framework for preparing applications and workplans, and submission instructions. Grant recipients shall follow the framework for grants management, requirements, and reporting using the Uniform Grants Guidance (UGG) under 2 CFR Part 200 and EPA regulations under 2 CFR Part 1500. Some of the statutory provisions described in this document contain legally binding requirements. However, this document does not substitute for those provisions or regulations, nor is it a regulation itself. Thus, the document cannot impose legally binding requirements on EPA, tribes, territories, or the regulated community, and it may not apply to all situations.

2. Statutory Authority

Section 60114 of the Inflation Reduction Act, Climate Pollution Reduction Grants (Public Law 117–169, title VI, Aug. 16, 2022, 136 Stat. 2076) amended the Clean Air Act (CAA) by creating section 137, 42 U.S. Code § 7437, for Greenhouse Gas Air Pollution Plans and Implementation Grants. Section 137 of the CAA authorizes the EPA to fund climate pollution planning grants and climate pollution implementation grants to states, air pollution control agencies, municipalities, tribes, or a group of one or more of these entities.

See the statutory text for this provision in Appendix 14.1.

3. Justice40 Initiative and Advancing Environmental Justice

The Inflation Reduction Act can improve the lives of millions of Americans by reducing pollution in neighborhoods where people live, work, play, and go to school. Inflation Reduction Act programs can accelerate environmental justice efforts in communities overburdened by pollution for far too long and can help states, territories, cities, and tribes tackle the country's biggest environmental challenges while creating jobs and delivering energy security.

Environmental justice (EJ) is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation and enforcement of environmental laws, regulations, and policies. Fair treatment means no group of people should bear a disproportionate share of the negative environmental consequences resulting from industrial, governmental, and commercial operations or policies. Meaningful involvement means people have an opportunity to

participate in decisions about activities that may affect their environment and/or health; the public's contribution can influence the regulatory agency's decision; community concerns will be considered in the decision-making process; and decision makers will seek out and facilitate the involvement of those potentially affected.

The CPRG program will advance the goals of the Justice40 Initiative set forth in Executive Order 14008, which aims to deliver 40 percent of the overall benefits of relevant federal investments to disadvantaged communities.⁴ More information on Justice40 at the EPA can also be found at: <https://www.epa.gov/environmentaljustice/justice40-epa>.

4. Eligible Entities

Section 137(d)(1) of the Clean Air Act defines “eligible entities” under the CPRG program as states, air pollution control agencies, municipalities, tribes, and groups of one or more of these entities.

Section 302 of the Clean Air Act defines “Indian tribe” as any Indian tribe, band, nation, or other organized group of community, including any Alaska Native village, which is Federally recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. Consistent with new section 137(d)(1) of the Clean Air Act, groups of tribes, including tribal consortia and tribal partnerships, may be considered an eligible entity under this program. Tribes, tribal partnerships, and tribal consortia can also participate as collaborating partners in planning efforts managed by lead organizations for states or metropolitan areas.

Section 302 of the Clean Air Act defines “states” as including the 50 states, DC, Puerto Rico, U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands. The territories’ funding allocation approach described in this document includes funding for U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands. Funding for the 50 states, DC, Puerto Rico, municipalities, and air pollution control agencies is addressed in a [separate program guidance](#).

While groups of two or more eligible entities may choose to form a partnership and submit a single grant application, one eligible entity must be responsible for the planning grant. A tribal partnership must identify which eligible organization will be the recipient of the grant; they must also identify if any eligible organization(s) will be subrecipients (i.e., “pass-through entity”). Any subawards must be consistent with the definition of that term in 2 CFR 200.1 and comply with [EPA’s Subaward Policy](#). The pass-through entity that administers the planning grant and subawards will be accountable to EPA for proper expenditure of the funds and

⁴ Executive Order 14008 uses the phrase “disadvantaged communities,” and this term has been used in existing Federal and state programs to prioritize funding for environmental justice. Some Tribes and community members and advocates prefer alternative terminology, and specifically the use of “overburdened and underserved communities.” Until subsequent guidance can address the question of the most appropriate terminology, this guidance relies on the language used in Executive Order 14008.

reporting and will be the point of contact for the partnership. As provided in 2 CFR 200.332, subrecipients are accountable to the pass-through entity for proper use of EPA funding.

5. Allocation of Planning Grant Funds

Under this grant program, total funding of \$25 million will be provided to federally-recognized tribes, and \$2 million will be available to territories, to develop or enhance climate plans. Interested tribes and territories should work directly with their regional points of contact listed in Section 12 “EPA Contacts” to understand any region-specific procedures or requirements that they should follow to pursue this opportunity.

6. Summary – Schedule and Process

While CPRG planning grants will be funded under a non-competitive process, to receive federal funding, eligible entities are nonetheless subject to certain minimum application requirements that must be fulfilled by the deadlines described below.

Key Dates

- **By June 15, 2023**, the lead organization must submit a complete application, which includes a workplan and budget for the planning grant, through Grants.gov. These materials must contain all of the information listed in Section 7 “Grant Application Package and Submission Requirements.” Interested applicants are strongly encouraged to communicate frequently with their EPA point of contact when preparing their application.
- **By late summer/early fall 2023**, EPA Regional Offices expect to award and administer the planning grants. The EPA will perform a merit review of each application and process the awards. Once the awards are processed, recipients will be awarded their funding and can begin work.

The general schedule and process is illustrated below:



If you plan to submit an application for this program, please note the following:

- To apply for a planning grant, the lead organization must have an active registration in the System for Award Management (SAM.gov), an official website for doing business with the U.S. government. While this registration includes a Unique Entity Identifier (UEI), please note that SAM.gov registration is different than obtaining a UEI only. Obtaining a UEI only validates your organization's legal business name and address. Please review the [Frequently Asked Question](#) on the FSD.gov website for additional details. All eligible entities should register in SAM.gov now to ensure they are able to submit an application through Grants.gov. Organizations should ensure that their SAM.gov registration includes a current e-Business (EBiz) point of contact name and email address. The EBiz point of contact is critical for Grants.gov Registration and system functionality. Contact the [Federal Service Desk](#) for help with your SAM.gov account, to resolve technical issues, or to chat with a help desk agent: (866) 606-8220. The Federal Service Desk hours of operation are Monday - Friday 8am - 8pm ET. As of April 2022, the federal government has stopped using the DUNS number to uniquely identify entities. For more information, please visit www.sam.gov/content/duns-uei.
- Once their SAM.gov account is active, the lead organization must register in Grants.gov. Grants.gov will electronically receive your organization information, such as an e-Business (EBiz) point of contact email address and UEI. Organizations applying to this funding opportunity must have an active Grants.gov registration. Grants.gov registration is FREE. If you have never applied for a federal grant before, please review the Grants.gov applicant registration instructions. As part of the Grants.gov registration process, the EBiz point of contact is the only person that can affiliate and assign applicant roles to members of an organization. In addition, at least one person must be assigned as an Authorized Organization Representative (AOR). Only person(s) with the AOR role can submit applications in Grants.gov. Please review the [training videos](#) “Intro to Grants.gov-Understanding User Roles” and “Learning Workspace - User Roles and Workspace Actions” for details on this important process.

Please note that this process can take a month or more for new registrants. Applicants must ensure that all registration requirements are met in order to apply for this opportunity through Grants.gov and should ensure that all such requirements have been met well in advance of the application submission deadline.

Contact Grants.gov for assistance at 1-800-518-4726 or support@Grants.gov to resolve technical issues with Grants.gov. Applicants who are outside the U.S. at the time of submittal and are not able to access the toll-free number may reach a Grants.gov representative by calling +1-606-545-5035. The Grants.gov Support Center is available 24 hours a day, 7 days a week, excluding federal holidays.

7. Grant Application Package and Submission Requirements

Although planning grants are being awarded through a non-competitive process, each lead organization must submit an application package through Grants.gov consisting of a workplan, budget, and required federal forms in order for EPA to disburse funds.

7.1. Deadline for Submitting Application Package

By June 15, 2023, all applicants must submit a complete application package through Grants.gov. These materials must contain all of the information listed in Sections 7.2 and 7.4. Interested applicants are strongly encouraged to contact EPA as early as possible as they develop their funding request and workplan prior to submitting their application.

EPA will review submitted application packages and will contact applicants to discuss any needed corrections or address any questions.

7.2. Contents of Application Package

The application package must include all the following materials in Grants.gov:

- Project Narrative Attachment Form (Narrative Workplan)
 - Narrative
 - Budget Detail. See [EPA's How to Develop a Budget](#) website.
- Standard Form (SF) 424, Application for Federal Assistance
- Standard Form (SF) 424A, Budget Information
- EPA Form 5700-54, Key Contacts Form
- Grants.gov Lobbying Form, Certification Regarding Lobbying
- EPA Form 4700-4, Pre-award Compliance Review, [See EPA's Applicant Tips for Completing Form 4700-4](#)
- Other Attachments Form – Optional Supporting Materials
 - Letters of commitment
 - Resumes

7.3. Grants.gov Application Instructions

The lead organization's authorized official representative (AOR) must submit the complete application package electronically to EPA by following the instruction available on Grants.gov. The application package must contain the required forms and documents (workplan and budget) listed above. Contact the EPA regional contact listed in Section 12 "EPA Contacts" for additional instructions specific to the application process for tribes, tribal consortia, and territories.

7.4. Workplan Requirements

7.4.1. Overview

The application package must include a high-quality, narrative workplan for executing the planning grant. The workplan is a critical component of the application package, as it describes the applicant's proposed approach for developing the two deliverables identified in Section 1 and described more fully below. The workplan also must include a discussion of planned interagency coordination and stakeholder engagement, outputs, outcomes, and performance measures. EPA recommends workplans not exceed 10 pages.

7.4.2. Planning Grant Deliverables

As noted in Section 1, under the CPRG planning grants, tribal and territorial funding recipients will produce and submit two deliverables (in addition to meeting standard grant reporting requirements) over the course of the program period, which may extend up to 4 years from the date of award:

1. A Priority Climate Action Plan (PCAP), due March 1, 2024;⁵ and,
2. A Comprehensive Climate Action Plan (CCAP), due at the end of the grant period, which can be up to 4 years.

Therefore, for each deliverable, the applicant's workplan must describe:

- the applicant's general approach to developing all required elements of the deliverable;
- the entities responsible for completing each element;
- a schedule with milestones for developing the deliverable.

For more detail on the elements of each deliverable, please review Appendix 14.2.

- **Key Deliverable #1: Priority Climate Action Plan (PCAP)**

The initial deliverable is a Priority Climate Action Plan (PCAP), a narrative report due on March 1, 2024, that includes a focused list of near-term, high-priority, implementation-ready measures to reduce GHG pollution and an analysis of GHG emissions reductions that would be achieved through implementation. These initial plans can focus on a specific sector or sectors and do not need to comprehensively address all of the tribe's/tribes' or territory's sources of GHG emissions and sinks.⁶

⁵ Applicants for implementation grant funding under the CPRG program will be required to submit a PCAP along with their application. This is a required deliverable under the CPRG planning grants, regardless of whether a funding recipient plans on applying for CPRG implementation grants in the future.

⁶ Carbon "sinks" are resources that absorb or sequester carbon dioxide from the atmosphere. In the U.S. greenhouse gas emissions inventory, these sinks are referred to as the Land Use, Land-Use Change, and Forestry (LULUCF) sector. These resources include forests, coastal wetlands, agricultural soils, trees in urban areas, and landfilled yard trimmings and food scraps.

The PCAP must include:

- A GHG inventory;
- Quantified GHG reduction measures;
- A benefits analysis; and,
- A review of authority to implement.

A PCAP may draw from or reference an existing climate action, energy, or sustainability plan.

Preparing the PCAP to Be Positioned to Compete for Implementation Grants

The PCAP is a pre-requisite for competing in the second phase of the CPRG program in the future, which will competitively award \$4.6 billion for implementation. Any future application for an implementation award under the CPRG will need to include a PCAP that describes the programs, policies, measures, and projects the entity will carry out with the implementation grant funding. A PCAP also may include additional measures that will not be part of an implementation grant application. In the NOFO for the implementation grants, EPA will indicate the funding priorities for those implementation grants.

Note that an entity that did not directly receive a planning grant may apply for an implementation grant provided that the measures they propose for funding are covered by a PCAP. Collaborating partners who developed joint plans or regionally based plans would retain eligibility for implementation funds, regardless of who administered the planning grant. Municipalities and air pollution control agencies will also be eligible for funding for measures identified in their state's or metropolitan area's plan for implementation at their level. **Tribes can also partner with a neighboring state or metropolitan area.** EPA anticipates providing implementation grants with a wide range of funding levels, with the largest grant awards potentially exceeding \$100 million depending on the quality of the application and its adherence to the grants competition criteria.

States must coordinate with municipalities and air pollution control agencies within their state to include priority measures that are implementable by those entities. **States are further encouraged to similarly coordinate with tribes.** In all cases, the lead organization for a state or metropolitan area PCAP funded through the CPRG program must make the PCAP available to other entities for their use in developing an implementation grant application.

Key Deliverable #2: Comprehensive Climate Action Plan (CCAP)

The second deliverable is a Comprehensive Climate Action Plan (CCAP) due at the end of the grant period. A CCAP should provide an overview of the tribe's/tribes' or territory's significant GHG sources/sinks and sectors, establish near-term and long-term GHG emission

reduction goals, and provide strategies and identify measures addressing the highest priority sectors to help the tribe(s) or territory achieve those goals. Each CCAP must include:

- A GHG inventory;
- GHG emissions projections;
- GHG reduction targets;
- Quantified GHG reduction measures;
- A benefits analysis;
- A review of authority to implement;
- A plan to leverage other federal funding; and,
- A workforce planning analysis.

7.4.3. Coordination and Engagement

The workplan should describe the applicant’s proposed approach to interagency and intergovernmental coordination and their plan for public and stakeholder engagement in the development of deliverables.

- **Interagency and Intergovernmental Coordination**

Lead organizations should coordinate with other appropriate agencies and offices within their own government in the development and adoption of the planning deliverables. For example, climate planning efforts should involve agencies with responsibilities in different program areas, including environmental protection, energy, utilities, transportation, housing, waste management, and land use planning.

Each workplan should include:

- A description of how interagency coordination would be conducted, such as through a combination of in-person and virtual meetings with reasonable opportunities to provide input on preliminary and/or draft products; and,
- A process and schedule for agencies/offices to identify existing and new measures that would lead to GHG reductions and meet other related goals.

In addition, climate plans for tribes represented by a tribal partnership or tribal consortium should be developed in close coordination with the member tribes, and workplans should describe the existing or planned roles and relationships of the partnering tribes and the process for developing work products. Sub-awards to partners are allowed under this funding award, subject to terms and conditions. Letters of support/commitment from partners are encouraged.

- **Public and Stakeholder Engagement**

The lead organization for a tribe, tribal consortium, or territory must involve stakeholder groups and the public in the process for developing the PCAP and CCAP. Potential

stakeholders include the tribal community itself as well as other nearby community groups, governmental entities, Port Authorities, labor organizations, private sector and industry representatives as applicable.

The workplan should:

- Describe how public and stakeholder engagement would be conducted (such as through a combination of in-person and/or virtual meetings with reasonable opportunities to provide input on preliminary products); and,
- Discuss how information on the PCAP and CCAP development processes will be made available to the public in a transparent manner, such as through in-person and virtual meetings, public websites, listservs, and social media.

7.4.4. Additional Workplan Requirements

The workplan must include a discussion of:

- The environmental outputs and outcomes to be achieved under planning grants as well as performance measures for tracking them. More detail about outputs, outcomes, and performance measures is available in Section 9.
- The applicant's interest in participating in any Climate Innovation Teams (participation is optional and more fully described in Section 13.2). Applicants interested in participating in one or more Climate Innovation Teams should include in the workplan a brief description of their expected participation, including identifying personnel who may participate, identifying topics of interest, and should include any anticipated costs in their budget narrative.
- An annual narrative budget for each year of the grant award that adheres to federal budget categories and guidelines.

Additional guidance and resources are available in the program guidance Appendices and on EPA's CPRG website to assist in workplan development. Technical assistance as described in Section 13 will also be available to recipients throughout the cooperative agreement period.

Sample workplans, timelines, and budgets are available on the [CPRG website](#).

8. Eligible Activities

CPRG planning grant funds are restricted to projects that are directly related to the development, updating, or evaluation of tribal or territorial plans to reduce climate pollution (i.e., to reduce GHG emissions and/or enhance carbon sinks). In general, funds may be used for:

- Staffing and contractual costs necessary to develop the deliverables identified in this document;

- Planning and implementing meetings, workshops, and convenings to foster collaboration among and between levels of government, the public, and key stakeholders;
- Outreach and education for stakeholders and members of the public;
- Subawards to non-governmental organizations (NGOs), academic institutions, etc.;
- Modeling and analytical costs, including purchase or licensing of software, data, or tools;
- Studies, assessments, data collection, etc., needed to develop the required deliverables;
- Evaluation and metrics-tracking activities;
- Training and staff capacity-building costs;
- Supplies (e.g., office supplies, software, printing, etc.);
- Incidental costs related to the above activities, including but not limited to travel, membership fees, and indirect costs; and/or,
- Other allowable activities as necessary to complete the required deliverables.

9. Strategic Plan Linkages, Outputs, Outcomes, Performance Measures

Pursuant to Section 6.a. of EPA Order 5700.7A1, “Environmental Results under EPA Assistance Agreements,” EPA must link proposed grants with the Agency’s Strategic Plan.

In their narrative workplan, applicants must adequately describe environmental outputs and outcomes to be achieved under the planning grants ([EPA Order 5700.7A1, Environmental Results under Assistance Agreements](#)). Applicants should include specific statements describing the environmental results of the proposed project in terms of well-defined outputs and, to the maximum extent practicable, well-defined outcomes that will demonstrate how the project will contribute to the EPA Strategic Plan priorities described in Section 9.1.

9.1. Linkage to EPA Strategic Plan

The activities to be funded under this announcement support EPA’s Fiscal Year (FY) 2022-2026 Strategic Plan. Awards made under this announcement will support Goal 1, “Tackle the Climate Crisis” Objective 1.1, “Reduce Emissions that Cause Climate Change,” of EPA’s Strategic Plan. Applications must be for projects that support this goal and objective. For more information see [EPA's FY 2022-2026 Strategic Plan](#).

9.2. Outputs

The term “output” means an environmental activity, effort and/or associated work product related to an environmental goal and objective that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but should be measurable during the planning grant funding period. Expected outputs from the CPRG Planning grants include, but are not limited to, development of the following:

- Priority Climate Action Plan (PCAP), and
- Comprehensive Climate Action Plan (CCAP).

Other potential outputs may include, but are not limited to:

- Number of community members participating in plan development;
- Meetings, events, stakeholder sessions, etc.; and/or,
- Dissemination of project/technology information via list serves, websites, journals and outreach events.

Progress reports and a final report will also be required outputs, as specified in Section 11.6 of this document.

9.3. Outcomes

The term “outcome” means the result, effect or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related or programmatic in nature, but should also be quantitative. They may not necessarily be achievable within a grant funding period.

Expected outcomes from the projects to be funded under this announcement include, but are not limited to:

- Tons of pollution (GHGs and co-pollutants) reduced over the lifetime of the measures identified in the PCAP and the CCAP, and
- Tons of pollution (GHGs and co-pollutants) reduced annually.

Other potential outcomes may include, but are not limited to:

- Improved staff capacity to implement policies to address climate change;
- Enhanced community engagement;
- Improved ambient air quality;
- Health benefits achieved;
- Increased public awareness of project and results; and/or,
- Creation of high-quality jobs with an emphasis on workers from underserved populations.

9.4. Performance Measures

The applicant should develop performance measures and metrics they expect to use to track progress of proposed activities. These measures and metrics must be described in their application. Such performance measures will help gather insights and will be the mechanism to track progress concerning successful processes and output and outcome strategies. The description of the performance measures should directly relate to the project’s outcomes and outputs, including but not limited to:

- Overseeing sub-recipients, and/or contractors and vendors;
- Tracking and reporting project progress on expenditures and purchases; and,
- Tracking, measuring, and reporting accomplishments and proposed timelines/milestones.

The following are questions to consider when developing output and outcome measures of quantitative and qualitative results:

- What are the measurable short term and long term results the project will achieve?
- How does the grant recipient measure progress in achieving the expected results (including outputs and outcomes) and how will the approach use resources effectively and efficiently?

10. Use of Funds Requirements

For guidance on developing budget narratives, please see:

- <https://www.epa.gov/sites/default/files/2019-05/documents/applicant-budget-development-guidance.pdf>
- https://www.epa.gov/sites/default/files/2018-05/documents/recipient_guidance_selected_items_of_cost_final.pdf

The budget narrative must detail funding expenditures that demonstrate adherence to applicable requirements related to federal matching funds and expenses incurred prior to the grant period, as described below.

10.1. Federal Matching Funds

Applicants are **not** required to provide a cost-share or matching funds for the CPRG funding.

No funds awarded under the Program shall be used for matching funds for other federal grants. Leveraging is encouraged, as noted in Section 7.4. “Workplan Requirements.”

10.2. Expenses Incurred Prior to the Project Period

The allowability of pre-award costs are governed by 2 CFR §200.458 and 2 CFR §1500.8. Pre-award costs are those incurred prior to the effective date of the Federal award directly pursuant to the negotiation and in anticipation of the Federal award, where such costs are necessary for efficient and timely performance of the scope of work. Such costs are allowable only to the extent that they would have been allowable if incurred after the date of the Federal award and only with the written approval of the Federal awarding agency. EPA defines pre-award costs as costs incurred prior to the award date, but on or after the start date of the project/budget period. Under EPA’s interpretation of 2 CFR 200.309, all eligible costs must be incurred during the budget/project period as defined by the start and end date shown on the cooperative agreement award to receive EPA approval. This policy is implemented in a grant-

specific Term and Condition entitled “Pre-award Costs.” No funds awarded under the Program shall be used for reimbursement of previous efforts prior to the project/budget period. All costs incurred before EPA makes the award are at the recipient's risk. EPA is under no obligation to reimburse such costs if for any reason the recipient does not receive a Federal award or if the Federal award is less than anticipated and inadequate to cover such costs.

11. Award Administration

11.1. Applicable Requirements

The requirements of 2 CFR part 200 (OMB Uniform Grant Guidance) and 2 CFR part 1500 (EPA Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) apply to this cooperative agreement funding.

11.2. Terms and Conditions

General administrative and programmatic terms and conditions applicable to EPA cooperative agreements under the CPRG planning grants program may be viewed at: <https://www.epa.gov/grants/grant-terms-and-conditions>. EPA Headquarters will provide EPA Regional Offices with a list of terms and conditions that will also be applicable to the program. EPA Regional Office teams will ensure that all applicable terms and conditions are included.

11.3. Quality Assurance Project Plan (QAPP)

Awards funded under the CPRG planning grants program may include the collection of environmental data and may require the development of a Quality Assurance Project Plan (QAPP). EPA Regional Offices will determine if a QAPP is required based on the workplan submitted. The structure of the QAPP is intended to step through the thought process of planning a project, as well as to provide a framework for documenting the plan. A QAPP is prepared as part of the project planning process and should be completed and approved before data collection is started. For more information, visit: www.epa.gov/quality/quality-assurance-project-plan-development-tool.

11.4. Procurements

When procuring property and services under a Federal award, a recipient must follow requirements as described in 2 CFR Part 200 and here: <https://www.epa.gov/grants/best-practice-guide-procuring-services-supplies-and-equipment-under-epa-assistance>.

11.5. Performance Partnership Grants

Funds awarded under this program are not eligible for inclusion with a Performance Partnership Grant.

11.6. Report Requirements

The following reports are required in addition to the two deliverables due under the CPRG planning grants. These reports are required to be submitted by all CPRG planning funds recipients:

- Quarterly performance progress reports are required, including grant fund reporting elements and summaries of the project activity and status of outputs during the reporting period. Quarterly reports are due 30 days after the end of the reporting period.
- The final report must include a high-level summary of activities completed during the grant project period, copies of all deliverables, a synopsis of outputs and outcomes achieved, and a financial summary of expenditures during the grant period. The final report shall be submitted to EPA within 120 calendar days of the project/budget period end date.

12. EPA Contacts

Please direct questions regarding this planning grant opportunity to the EPA Regional Office tribal and territorial contact(s) listed below or submit questions to CPRG@epa.gov. A list of [“Frequently Asked Questions”](#) is also available on the CPRG Program website.

EPA Regional Office	Contact Name	Contact Email
Region 1	Jeffrey Butensky	butensky.jeff@epa.gov
Region 2	Valerie Askinazi (territories) Gavin Lau (tribes)	askinazi.valerie@epa.gov lau.gavin@epa.gov
Region 3	Yongtian (Tom) He	he.yongtian@epa.gov
Region 4	Kristine Johnson	johnson.kristine@epa.gov
Region 5	Melanie Nowin Abigail Teener	nowin.melanie@epa.gov teener.abigail@epa.gov
Region 6	Aunjane Gautreaux	gautreaux.aunjane@epa.gov
Region 7	Jessica Raley	raley.jessica@epa.gov
Region 8	Emily Bertram Kyle Olson	bertram.emily@epa.gov olson.kyle@epa.gov
Region 9	Kathryn Harper (tribes) Trina Martynowicz (territories)	harper.kathryn@epa.gov martynowicz.trina@epa.gov
Region 10	Rebecca (Becki) Derr	derr.rebecca@epa.gov

13. Technical Assistance and Tools

13.1. Technical Assistance Overview

EPA is committed to providing ongoing technical assistance to cooperative agreement recipients under the CPRG program. EPA has established a webpage for this program that includes a technical assistance section including links to many resources that can be helpful to eligible entities in developing planning cooperative agreement applications and deliverables. These resources include EPA's GHG emissions inventory tools; tools for estimating air quality changes and health benefits associated with criteria and toxic air pollutant emission reductions resulting from GHG reduction strategies; and other resources. EPA will explore additional opportunities for providing ongoing technical assistance through webinars, training workshops, and the Climate Innovation Teams described in the next section. For more information, please visit <https://www.epa.gov/inflation-reduction-act/climate-pollution-reduction-grants#CPRG-ToolsandTechnicalResources>.

13.2. Climate Innovation Teams

EPA intends to organize a set of Climate Innovation Teams (CITs) that focus on key topics of interest to grant recipients. Through these CITs, EPA can provide training and technical assistance to funding recipients as well as create opportunities for peer-to-peer technical assistance, peer collaboration and mentoring, and sharing of case studies, best practices, and lessons learned. Through participation in one or more teams, planning grant recipients will have the opportunity to:

- Coordinate efforts on one or more topic area(s) of their choice;
- Receive technical assistance and subject matter expertise on a range of topics;
- Participate in multi-jurisdictional convenings with national and local experts and stakeholders; and,
- Leverage other support to help jurisdictions increase the impact of their other Inflation Reduction Act or Bipartisan Infrastructure Law-funded work.

The initial group of CITs will include one dedicated to tribes; additional teams, in which tribal recipients may also choose to participate, may address topics such as:

- Climate planning process and approach
- Leveraging funding from other federal, state, and private sector sources
- Estimating emission reductions and program benefits in disadvantaged communities
- Stakeholder engagement
- Sector-based strategies
- Workforce development.

EPA will finalize the initial set of CITs and consider forming additional teams based on the interests and needs of grant recipients. EPA anticipates most CIT meetings will take place virtually (i.e., webinars, trainings, peer collaboration, etc.) and occur every 1-3 months. An

optional, in-person annual meeting of grant recipients may also be organized depending on available resources and participant interest.

14. APPENDICES

14.1. Statutory Text: Section 60114 of the Inflation Reduction Act

SEC. 60114. CLIMATE POLLUTION REDUCTION GRANTS.

The Clean Air Act is amended by inserting after section 136 of such Act, as added by section 60113 of this Act, the following:

SEC. 137. GREENHOUSE GAS AIR POLLUTION PLANS AND IMPLEMENTATION GRANTS.

(a) Appropriations.

(1) **Greenhouse gas air pollution planning grants.** In addition to amounts otherwise available, there is appropriated to the [Administrator](#) for fiscal year 2022, out of any amounts in the Treasury not otherwise appropriated, \$250,000,000, to remain available until September 30, 2031, to carry out subsection (b).

(2) **Greenhouse gas air pollution implementation grants.** In addition to amounts otherwise available, there is appropriated to the [Administrator](#) for fiscal year 2022, out of any amounts in the Treasury not otherwise appropriated, \$4,750,000,000, to remain available until September 30, 2026, to carry out subsection (c).

(3) **Administrative costs.** Of the funds made available under paragraph (2), the [Administrator](#) shall reserve 3 percent for administrative costs necessary to carry out this section, to provide technical assistance to eligible entities, to develop a plan that could be used as a model by grantees in developing a plan under subsection (b), and to model the effects of plans described in this section.

(b) **Greenhouse gas air pollution planning grants.** The [Administrator](#) shall make a grant to at least one [eligible entity](#) in each [State](#) for the costs of developing a plan for the reduction of [greenhouse gas](#) air pollution to be submitted with an application for a grant under subsection (c). Each such plan shall include programs, policies, measures, and projects that will achieve or facilitate the reduction of [greenhouse gas](#) air pollution. Not later than 270 days after the date of enactment of this section [August 16, 2022], the [Administrator](#) shall publish a funding opportunity announcement for grants under this subsection.

(c) Greenhouse gas air pollution reduction implementation grants.

(1) **In general.** The [Administrator](#) shall competitively award grants to eligible entities to implement plans developed under subsection (b).

(2) **Application.** To apply for a grant under this subsection, an [eligible entity](#) shall submit to the [Administrator](#) an application at such time, in such manner, and containing such information as the [Administrator](#) shall require, which such application shall include

information regarding the degree to which [greenhouse gas](#) air pollution is projected to be reduced in total and with respect to low-income and disadvantaged communities.

(3) Terms and conditions. The [Administrator](#) shall make funds available to a grantee under this subsection in such amounts, upon such a schedule, and subject to such conditions based on its performance in implementing its plan submitted under this section and in achieving projected [greenhouse gas](#) air pollution reduction, as determined by the [Administrator](#).

(d) Definitions. In this section:

(1) Eligible entity. The term “[eligible entity](#)” means—

(A) a [State](#);

(B) an [air pollution control agency](#);

(C) a [municipality](#);

(D) an [Indian tribe](#); and

(E) group of one or more entities listed in subparagraphs (A) through (D).

(2) Greenhouse gas. The term “[greenhouse gas](#)” means the [air pollutants](#) carbon dioxide, hydrofluorocarbons, methane, nitrous oxide, perfluorocarbons, and sulfur hexafluoride.

14.2. Deliverable Requirements

This appendix further details the required and/or recommended elements of the two main deliverables:

- Priority Climate Action Plan (PCAP) – due March 1, 2024; and,
- Comprehensive Climate Action Plan (CCAP) – due at the end of the grant period.

Applicants should factor these elements into their workplans and budgets, giving particular consideration to their proposed schedule and approach for each deliverable.

Plan Element	Priority Climate Action Plan (due March 1, 2024)	Comprehensive Climate Action Plan (due at the end of cooperative agreement period)
GHG Inventory	Required	Required
GHG Emissions Projections	Not Required	Required
GHG Reduction Targets	Not Required	Required
Quantified GHG Reduction Measures	Required (priority measures only)	Required (comprehensive)
Benefits Analysis	Required	Required
Review of Authority to Implement	Required	Required
Intersection with Other Funding Availability	Encouraged	Required
Workforce Planning Analysis	Encouraged	Required

GHG Inventory

PCAP	CCAP
<ul style="list-style-type: none">• Simplified inventory is required	<ul style="list-style-type: none">• Comprehensive inventory is required

For this required element, lead organizations for tribes, tribal consortia, and territory planning grants may choose to begin with a simplified GHG inventory for the PCAP, and then complete additional analysis and data collection necessary to provide a comprehensive GHG inventory in the CCAP. EPA is not requiring a specific baseline year; inventory years should be chosen based on availability of underlying data and to support development of GHG targets.

PCAP: Use of existing data, including EPA’s [US GHG Reporting Program data](#), particularly for supporting development of the PCAP, is acceptable. Other potential data sources include [Inventory of U.S. Greenhouse Gas Emissions and Sinks by State](#) and [National Emissions Inventory](#).

CCAP: A comprehensive inventory must include all GHG⁷ emissions and sinks⁸ by emission source and sink category following commonly accepted protocols for the following sectors, if applicable: industry, electricity generation and/or use, transportation, commercial and residential buildings, agriculture, natural and working lands, and waste and materials management.

For more information on GHG Inventory development and available tools, data, and technical assistance, see <https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-greenhouse-gas-inventory>.

⁷ As defined by the statute, the term “greenhouse gas” means the [air pollutants](#) carbon dioxide, hydrofluorocarbons, methane, nitrous oxide, perfluorocarbons, and sulfur hexafluoride.

⁸ Emissions in GHG inventories should be expressed both in metric tons of each GHG and in metric tons of carbon dioxide equivalent (CO₂e). Expressing emissions in CO₂e allows the emissions of each GHG to be compared to emissions of CO₂ and other GHGs. To calculate emissions in CO₂e, each GHG’s emissions in metric tons are multiplied by that GHG’s global warming potential (GWP), as shown in Equation A-1 in [40 CFR Part 98](#) (the Greenhouse Gas Reporting Program or GHGRP). The GWP of a GHG is a measure of how much heat is trapped in earth’s atmosphere over a certain period by emissions of one metric ton of that GHG compared to emissions of one metric ton of CO₂.

GHG Emissions Projections

PCAP	CCAP
<ul style="list-style-type: none">• Not required	<ul style="list-style-type: none">• Near term and long term projections are required

PCAP: Comprehensive GHG future year emissions projections are not required for the PCAP.

CCAP: Near-term (e.g., 2030-2035) and long-term (e.g., 2050) projections of GHG emissions are required to be included in the CCAP. This element includes projections of GHG emissions (and sinks, if feasible) in the absence of plan measures (e.g., a “business-as-usual” projection), and a projection of GHG emissions under a scenario where the plan is fully implemented.

For more information on developing GHG emissions projections, see <https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-ghg-emission-projections-and-ghg>.

Near-Term and Long-Term GHG Reduction Targets

PCAP	CCAP
<ul style="list-style-type: none">• Not required	<ul style="list-style-type: none">• Near term and long term targets are required

PCAP: Comprehensive, economy-wide GHG reduction targets are not required for the PCAP.

CCAP: A CCAP must include near-term (e.g., 2030-2035) and long-term (e.g., 2050) GHG emission reduction targets (on a gross or net GHG emission basis). Although EPA is not requiring a specific reduction target, plans should not be inconsistent with the United States’ [formal commitments](#) to reduce emissions 50-52% relative to 2005 levels by 2030 and to reach net-zero emissions by 2050.

For more information on developing GHG reduction targets, see <https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-ghg-emission-projections-and-ghg>.

Quantified GHG Reduction Measures

PCAP	CCAP
<ul style="list-style-type: none">• Required for priority measures	<ul style="list-style-type: none">• Required for all measures

The selection of GHG reduction measures should be based on GHG emissions information and focus on achieving the most significant GHG reductions possible, while considering other relevant planning goals. GHG reduction measures may include both measures that reduce GHG emissions and/or measures that enhance carbon sinks. In addition to GHG emission reductions, the rationale for selecting a measure for the plan may also include other factors, such as reduction of co-pollutants (including criteria pollutant/ precursors and air toxics), cost-effectiveness, or other economic or community-related factors. Projected emissions reductions from identified measures should be quantified to the extent possible.

PCAP: A PCAP must include a focused list of near-term, high-priority, implementation-ready measures that have been identified for implementation by the lead organization and any other collaborating entities. For each measure, the PCAP must provide an estimate of the quantifiable GHG emissions reductions, key implementing agency or agencies, implementation schedule and milestones, expected geographic location if applicable, milestones for obtaining implementing authority as appropriate, identification of funding sources if relevant, and metrics for tracking progress. As cost information will be required for measures included in an implementation grant application, grant recipients are encouraged to plan ahead to include quantitative cost estimates in their PCAP; such estimates are required in the CCAP.

CCAP: A CCAP must include a full suite of implementation measures that have been identified to meet the GHG reduction targets specified elsewhere in the CCAP. The plan must include measures addressing the main GHG emission sectors as appropriate: industry, electricity generation and/or use, transportation, commercial and residential buildings, agriculture, natural and working lands, and waste and materials management. For each measure, the CCAP must identify the quantifiable GHG emissions reductions (or enhancement of carbon sinks), key implementing agency or agencies, implementation schedule and milestones, expected geographic location if applicable, milestones for obtaining implementation authority as appropriate, identification of funding sources if relevant, and metrics for tracking progress. It must also include cost information for each measure.

For more information on potential GHG emission reduction measures, see <https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-quantifying-ghg-reduction-measures>.

Benefits Analysis

PCAP	CCAP
<ul style="list-style-type: none">• Required	<ul style="list-style-type: none">• Required

A benefits analysis should assess benefits of GHG reduction measures contained in each plan. It should include both base year estimates of co-pollutants (including criteria pollutants/precursors and air toxics) and anticipated co-pollutant emission reductions as plan measures are implemented and GHG reduction goals are met. EPA produces several data sources that may be suitable for this type of co-pollutant impact assessment, including the **National Emissions Inventory (NEI)**.

Grant recipients are further encouraged (but not required) to include in their PCAP and CCAP a broader assessment of benefits associated with their GHG reduction measures, including but not limited to analysis of air quality improvements (e.g., criteria air pollution and air toxics), improved public health outcomes, economic benefits, increased climate resilience, or other environmental benefits.

PCAP: Quantified estimates of co-pollutant reductions (e.g., PM2.5, NOx, SO2, VOCs, air toxics, etc.) associated with GHG reduction measures are required for the suite of measures included in the PCAP. Grant recipients are also encouraged to track, minimize, and mitigate, to the extent possible, any potential disbenefits resulting from implementation of GHG reduction measures included in their PCAP. Assessment of additional benefits is encouraged.

CCAP: Quantified estimates of co-pollutant reductions (e.g., PM2.5, NOx, SO2, VOCs, air toxics, etc.) associated with GHG reduction measures are required for the suite of measures included in the CCAP. Grant recipients are also required to track, minimize, and mitigate, to the extent possible, any potential disbenefits resulting from implementation of GHG reduction measures included in their CCAP. Assessment of additional benefits is encouraged.

For more information on how to conduct this analysis, see <https://www.epa.gov/inflation-reduction-act/cprg-tools-and-technical-assistance-benefits-analysis>.

Review of Authority to Implement GHG Reduction Measures

PCAP	CCAP
<ul style="list-style-type: none">• Required	<ul style="list-style-type: none">• Required

The PCAP and CCAP will include a range of proposed GHG reduction measures, and these plans will need to identify for each measure whether the grant recipient already has existing authority to implement the measure, or whether such authority still must be obtained (in the case of tribes and territories) or whether such authority requires treatment in a manner similar to a state (TAS) under the Clean Air Act or other means (in the case of tribes).

PCAP: For each measure included in the PCAP, the grant recipient must indicate whether they have existing authority to implement the measure, or whether such authority still must be obtained. The PCAP must include a schedule of milestones for actions needed by key entities (e.g., administrative agency, tribal council, etc.) for obtaining any authority needed to implement each listed program or measure.

CCAP: For each measure included in the CCAP, the grant recipient must indicate whether they have existing authority to implement the measure, or whether such authority still must be obtained. The CCAP must include a schedule of milestones for actions needed by key entities (e.g., administrative agency, tribal council, etc.) for obtaining any authority needed to implement each listed program or measure.

Intersection with Other Funding Availability

PCAP	CCAP
<ul style="list-style-type: none">• Encouraged	<ul style="list-style-type: none">• Required

EPA encourages cooperative agreement recipients to assess funding availability broadly and align public investment in particular with the PCAP and CCAP. Recipients should consider the wide array of public investment available as a result of the passage of the Bipartisan Infrastructure Law and Inflation Reduction Act, much of which is catalogued in the White House Guidebooks to the [Bipartisan Infrastructure Law](#) and the [Inflation Reduction Act](#).

PCAP: An analysis of additional funding opportunities beyond the CPRG program to support GHG emission reduction measures and strategies identified in the PCAP is encouraged but not required.

CCAP: The CCAP must identify what other funding programs are available to the recipient or have been secured by the recipient from federal or other public or private sources that could be leveraged to pursue the objectives of the CCAP.

Workforce Planning Analysis

PCAP	CCAP
<ul style="list-style-type: none">• Encouraged	<ul style="list-style-type: none">• Required

Workforce related challenges and opportunities can be a critical element of assessing the feasibility of GHG reduction measures. These may include skilled labor shortages, impacts on existing jobs and industries, opportunities for the creation of high-quality jobs, and expanding economic opportunity to underserved workers through activities in the plan. Wherever grant recipients discuss workforce development priorities in these deliverables, they are strongly encouraged to describe how activities or policies will lead to the creation of high-quality jobs in alignment with the U.S. Department of Labor’s [Good Jobs Principles](#).

PCAP: Grant recipients are encouraged to conduct an analysis of workforce development activities, if any, that are needed to implement the priority measures included in the PCAP.

CCAP: Grant recipients must conduct an analysis of anticipated workforce shortages that could prevent them from achieving the goals described in the CCAP and identify potential solutions and, as appropriate, tribal, state, regional, and/or local level that are equipped to help address those challenges. Plans may note existing funding or programs that can help support the workforce needs of the plan.