Emerging Contaminants in Small or Disadvantaged Communities (EC-SDC) Grant Program

SC DEPARTMENT *of* ENVIRONMENTAL SERVICES

Application Form

Submit Completed Application and Supporting Documentation to EC-SDC@des.sc.gov

The Emerging Contaminants in Small or Disadvantaged Communities (EC-SDC) Grant Program is a drinking water program aimed at reducing the risk of exposure to PFAS and other emerging contaminants listed on an EPA Contaminant Candidate List (CCL) via the drinking water within small or disadvantaged communities. These contaminants may be addressed at the public water system (PWS) or within the source waters for a public water system. Applicants may propose a project aimed at accessing or quantifying the extent of the concern, developing a source water protection plan, designing treatment processes to reduce or eliminate exposure risks, implementing remediation or mitigation treatment processes or best management practices, engaging and educating the public, or any combination thereof to address PFAS or other emerging contaminants within one or more small or disadvantaged communities.

Funding under this program has no match or cost share requirements and will be awarded to successful applicants via a grant agreement with the South Carolina Department of Environmental Services (SCDES). Grant funds will be issued to successful applicant organizations to cover eligible expenses on a reimbursement basis. No funding will be distributed to cover anticipated costs or costs incurred outside of the project period designated within the grant agreement.

Additional information on the EC-SDC Grant Program, including eligibility requirements, examples of eligible project types, and federal grant requirements, can be found within *Guidance for the Implementation of the Emerging Contaminants in Small or Disadvantaged Communities (EC-SDC) Grant Program in South Carolina*.

To apply, complete this form with the requested information, following the prompts provided along the way. Cost estimates, charts, tables, maps, images, and other supplemental documentation may be included as an attachment to this form in addition to the requirements listed below in Section 12. Submittal Requirements. Email the completed application form and all attachments to EC-SDC@des.sc.gov. Applications will be accepted as long as grant funding remains available. Attachments to emails are limited to a combined total size of 20 MB. A file sharing link may be utilized in situations where the total file size to be submitted exceeds 20 MB.

1. Project Title and Length

Project Title: _____

Project Length (max 36 months): _____

2. Applicant Information

Lead Organization Name: _____

Federal Employer ID Number: _____

Federal UEI Number (Issued via SAM.gov): _____

Project Manager *(Responsible for overseeing project progress)*

Name & Title: _____

Mailing Address: _____

Telephone: _____ Fax: _____ Email: _____

Primary Contact *(Responsible for reporting & grant correspondence, if different than the Project Manager)*

Name & Title: _____

Mailing Address: _____

Telephone: _____ Fax: _____ Email: _____

Legal Contact *(Officer legally authorized to sign the Grant Agreement)*

Name & Title: _____

Mailing Address: _____

Telephone: _____ Fax: _____ Email: _____

Financial Contact *(Responsible for invoice reporting and grant funds)*

Name & Title: _____

Mailing Address: _____

Telephone: _____ Fax: _____ Email: _____

Alternate Contact(s) *(Additional project team members that should be included on all correspondence)*

Name & Title: _____

Mailing Address: _____

Telephone: _____ Fax: _____ Email: _____

Name & Title: _____

Mailing Address: _____

Telephone: _____ Fax: _____ Email: _____

3. Funding Request

The EC-SDC Grant Program has no cost share or match requirements.

EC-SDC Grant Program Federal Request: $ _____

Additional Project Funds *(if applicable)*: $ _____

Total Project Amount: $ 0.00

Additional Funding Sources *(if applicable)*: _____

_____

_____

_____

The EC-SDC Grant Program is a federally funded grant program. EC-SDC Grant Program funds cannot be utilized as match or cost share for any other federally funded program.

4. Basic Project Information

Project Location

Name and SC PWSID of PWS Impacted: _____

_____

Number of Homes Served by the Above PWS: _____

_____

Small or Disadvantaged Communities (SDCs) Impacted: _____

_____

_____

Population Impacted by this Project (list per SDC): _____

_____

_____

US Congressional District(s) of the Project Area: _____

Watershed Name(s) of Surface Water Source Waters: _____

_____

_____

_____

_____

12-Digit HUC(s) of Surface Water Source Waters: _____

_____

_____

_____

_____

Major River Basin Containing Project Area: _____

PFAS / Other Emerging Contaminant(s) to be Addressed:

(List all that apply & each applicable EPA CCL.)

PFAS: _____ *"Yes" or "X" is sufficient if addressing PFAS; EPA CCL is not required for PFAS.*

Emerging Contaminant: _____ EPA CCL: <select one>

Emerging Contaminant: _____ EPA CCL: <select one>

Emerging Contaminant: _____ EPA CCL: <select one>

Emerging Contaminant: _____ EPA CCL: <select one>

Emerging Contaminant: _____ EPA CCL: <select one>

Emerging Contaminant: _____ EPA CCL: <select one>

5. Project Summary

a. Provide a concise outcome statement for the proposed project that includes the intended benefit(s) to the drinking water / source waters, public health, and the impacted small or disadvantaged community or communities.

Outcome Statement:

b. *In 200 words or less, provide a brief description of the proposed project that would be suitable for a press release. This summary should be able to stand alone from the rest of the proposal. This section should summarize the PFAS and/or other emerging contaminant concerns, proposed work, stakeholder involvement, and how the project will help achieve the desired drinking water and/or source water outcome(s) within the small or disadvantaged community or communities benefitting from this work.*

Project Summary:

6. Background

Within this section, provide relevant background information for this project, focusing on the following bullet points:

- *Discuss key features and the significance of either the drinking water system (for PWS projects) or the source water (for source water projects) as it relates to the small or disadvantaged community or communities impacted by the proposed project and their public health;*
- *Identify the PFAS or other emerging contaminant concern(s) (suspected or known) and any existing sampling data;*
- *Relate the PFAS or other emerging contaminant concern(s) to exposure risks, public health, and drinking water quality as it applies to the impacted small or disadvantaged communities; and*
- *Create a map that, at minimum, displays important features related to the proposed project – the extent of the drinking water service area (for PWS projects) or the extent of the source waters (for source water projects), identifies the impacted small or disadvantaged communities, highlights the target area(s) where work is expected to be conducted, and indicates the location of the source water intake / public water supply well(s) for the impacted PWS. This map will serve as Attachment A-1. Please refer to Section 12. Submittal Requirements for additional information.*

Attach additional background information as needed.

7. Detailed Project Description

Project Description

All EC-SDC Grant Program grantees are strongly encouraged to include public education and outreach activities to raise awareness about PFAS and/or the other emerging contaminant(s) being addressed utilizing this funding. Please incorporate these activities into the proposed project.

Propose the intended project, ensuring that detailed information is included to…

- *Fully convey the types and amounts of all proposed project activities to be conducted, including any study, planning, design, engineering services, construction, and maintenance plans for project components, where applicable;*
- *Provide an explanation of the benefit(s) of each proposed project activity on the impacted small or disadvantaged community or communities;*
- *Justify each proposed project activity as the best use of EC-SDC Grant Program funding to achieve the desired outcome of reducing exposure within small or disadvantaged communities to PFAS and other emerging contaminants via drinking water; and*
- *Sufficiently demonstrate the location(s) where proposed activities are expected to occur via one or more maps displaying priority areas for the project (see Attachment A-2 under Section 12. Submittal Requirements).*

Attach additional documentation to describe the proposed project as needed.

8. Permitting

The process for obtaining permits can be lengthy and time consuming. Please plan any proposed work requiring a permit accordingly to ensure completion within the project timeline.

a. If the proposed work does not require a permit, provide a sentence stating as such in this section.
b. If the proposed project requires a permit, discuss what permit(s) will be required, anticipated timeline(s) for permit approval(s), and who will be responsible for the permit acquisition(s).

9. Project Budget

Budget Summary

Provide a summary of the proposed budget in the table below.

Please note: Personnel related expenses are allowable only for staff working directly on the grant project and can only be billed for the portion of their time spent performing functions essential to the grant project. Any and all costs that can be categorized as operations and maintenance for an organization are ineligible for reimbursement through the EC-SDC Grant Program.

	EC-SDC Grant Program Funds	Additional Project Funds	Total Project Funds
Personnel – Salary	$	$	**$** 0.00
Personnel – Fringe	$	$	**$** 0.00
Travel	$	$	**$** 0.00
Equipment	$	$	**$** 0.00
Supplies	$	$	**$** 0.00
Contractual	$	$	**$** 0.00
Construction	$	$	**$** 0.00
Other	$	$	**$** 0.00
Indirect *(Additional Documentation Required)*	$	$	**$** 0.00
TOTAL	**$** 0.00	**$** 0.00	**$** 0.00

Budget Narrative:

Explain and justify all costs included within the proposed budget. Discuss, in detail, how EC-SDC Grant Program funds will be spent for each category. Complete all categories, using "N/A" for categories not included in the proposed budget. Attach additional supporting documentation as needed.

Personnel – Salary:

Personnel – Fringe:

Travel:

Equipment:

Supplies:

Contractual:

Construction:

Other:

Indirect:

Additional budget explanation, if needed:

10. Project Schedule

Develop a timeline and list of project milestones for the proposed project in the table below. Ensure that milestones are measurable and realistic, as they will be used to track and evaluate progress as the project continues. All projects are required to include quarterly progress reports on project milestones, which is already entered as Item 1, plus a final invoice / draw request and final closeout report, included as Item 25 (update this item number accordingly based upon the total number of project milestones identified). All other milestones should be listed using the number of the project month in which they will be completed (e.g. Month 5, not December 2027) or with a range indicating when the milestone will be worked on and completed (e.g. Months 9 - 14). Please note that these are months after the project starts, counted from the date of the last signature on the grant agreement.

Item	Month Number	Milestone
1	Quarterly	Submit progress reports per the terms of the grant agreement.
2		
3		
4		
5		
6		
7		
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23		
24		
25	30 days after project completion	Submit final invoice / draw request, final budget report, and final closeout report to SCDES.

11. Confirmed Project Partners

A confirmed project partner is one that has committed time, materials, equipment, and/or other resources to the proposed project. List confirmed partnering organizations below and briefly describe the role / responsibility of each for the project. All organizations listed below must submit a signed Letter of Commitment on official letterhead associated with the organization. Organizations supporting the concept and outcome of the proposed project may submit a Letter of Support on official letterhead, but those organizations should not be listed here.

Please note:

- A PWS, as the primary type of organization for which EC-SDC Grant Program funding is intended to benefit, is encouraged to incorporate one or more confirmed project partners to enhance the overall outcome and reach of the proposed project but is not required to have any confirmed project partners.
- All EC-SDC Grant Program source water activities projects must include a public water system (PWS) utilizing the source waters within the project area to produce drinking water as a confirmed project partner. This requirement does not equate to a financial commitment by the PWS. It is in place solely to ensure that EC-SDC Grant Program funded source water activities are conducted in a manner that benefits the PWS, enabling the PWS to produce safer, cleaner drinking water that will be received by the small or disadvantaged community or communities the proposed project intends to help.

12. Submittal Requirements

Submit a completed application form and all attachments via email as one or more PDF files to EC-SDC@des.sc.gov. Application materials submitted to any other address will not be considered. Email attachments cannot exceed a total of 20 MB – send multiple emails or include a file sharing link if needed for larger attachments. Confirmation emails will be sent from EC-SDC@des.sc.gov upon receipt of all proposal-related materials. If a confirmation email is not received within two business days after submitting the proposal, ensure that the submittal email was not marked undeliverable or is still in the outbox, then follow up with SCDES staff.

The application package must include:
(Check items off to ensure the inclusion of all necessary components.)

- ☐ **Application Form** – as a PDF file, with all applicable sections completed
- ☐ **Attachment A: Maps** - Submit as a PDF file
  - ☐ **A-1. Project Location Map**
    - ☐ Digitally created
    - ☐ Fits on 8.5” x 11” paper
    - ☐ Provides an overview of the entire project area
    - ☐ Legend of displayed features
    - ☐ Features to include: county boundaries, towns, waterbodies, HUC-12 watershed boundaries, source water boundaries, the PWS source water intake and/or public water supply well(s), and small or disadvantaged community or communities within the project area
    - ☐ If applicable, display the location of any sampling sites where the PFAS and/or other emerging contaminants to be addressed by the proposed project have previously been measured
    - ☐ Ensure there is an inset map referencing the location within the state
  - ☐ **A-2. Priority Area Map(s)**
    - ☐ Digitally created
    - ☐ Fits on 8.5” x 11” paper. This may require several maps / pages if multiple activity types are planned that cannot fit legibly onto a single map (study, planning & design, BMP implementation, etc.)
    - ☐ Identifies priority areas for specific activities within the project area
- ☐ **Attachment B: Letter(s) of Commitment** – Submit as a PDF file. Include a Letter of Commitment on official organizational letterhead from each confirmed project partner listed in Section 11. Multiple Letters of Commitment may be combined into a single PDF file.
- ☐ **Attachment C: Additional Information for Indirect Billing** – An organization intending to claim indirect costs must provide documentation and confirm in writing to the SCDES EC-SDC Grant Program that they operate according to an “indirect cost rate proposal” that conforms to the applicable “Cost Principles”

established under either OMB Circulars A-21, A-87, and A-22, or 2 CFR 200 Subpart E (applicable principles will be specified in an executed grant agreement). A copy of the current approved indirect rate agreement from the appropriate federal cognizant organization must be attached with any proposal including indirect costs. This applies to both the lead organization and any cooperating organization(s) receiving EC-SDC Grant Program funds. As a Subrecipient, if the Grantee (Subrecipient) utilizes an indirect cost rate, the Grantee (Subrecipient) must provide a current copy of the approved indirect cost rate letter from its federal cognizant agency OR use the de minimis rate as stated in 2 CFR 200.414(f). Otherwise, only direct charges will be allowed under the terms and conditions of this grant agreement.

13. References

List references, if applicable, including any existing planning or engineering documents utilized in the development of the project proposal.