



Huntsville, Alabama

305 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 7/25/2024

File ID: TMP-4378

Department: Natural Resources

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to apply for the federal assistance between the City of Huntsville and U.S. Environmental Protection Agency FY 2025-2026 Air Programs Grant.

Resolution No.

Finance Information:

Account Number: N/A

City Cost Amount: \$200,000

Total Cost: N/A

Special Circumstances:

Grant Funded: \$300,000

Grant Title - CFDA or granting Agency: 105 Air Program Grant

Resolution #: N/A

Location: (list below)

Address:

District: District 1 District 2 District 3 District 4 District 5

Additional Comments:

RESOLUTION NO. 24- _____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, that the mayor is hereby authorized, requested, and directed to apply for a U. S. Environmental Protection Agency FY 2025-2026 Air Programs Grant in an amount up to \$300,000.00 said grant application being attached hereto and identified as “Application for Federal Assistance between the City of Huntsville and U.S. Environmental Protection Agency,” consisting of twenty-eight (28) pages, with the signature of the City Council President, or President Pro Tem, and the mayor and the date of July 25, 2024, below, and the signature of the mayor at the bottom of the third page, and an executed copy of said document being permanently kept on file in the office of the City Clerk of the City of Huntsville.

BE IT FURTHER RESOLVED that the City Council of the City of Huntsville shall commit an amount sufficient to meet the 40% matching fund requirement for the Grant which may be awarded to the City pursuant to such application, and not less than \$200,000.00, the amount of the City’s maintenance of effort requirement, said funds to be identified in the City’s fiscal year 2025 and 2026 budgets for such use.

BE IT FURTHER RESOLVED that in the event that such grant is awarded, the Mayor of the City of Huntsville, Alabama, is hereby authorized, requested, and directed, on behalf of the City of Huntsville, Alabama, to enter into such grant agreement with the Environmental Protection Agency and to submit such supporting and collateral materials as required.

ADOPTED this the 25th day of July, 2024.

President of the City Council of
the City of Huntsville, Alabama

APPROVED this the 25th day of July, 2024.

Mayor of the City of Huntsville,
Alabama

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: Completed by Grants.gov upon submission.	4. Applicant Identifier: City of Huntsville	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: A00400425	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Huntsville		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 63-6001296	* c. UEI: ZBCLKNT6JWT4	
d. Address:		
* Street1: P.O. Box 308	<input type="text"/>	
Street2:	<input type="text"/>	
* City: Huntsville	<input type="text"/>	
County/Parish:	<input type="text"/>	
* State: AL: Alabama	<input type="text"/>	
Province:	<input type="text"/>	
* Country: USA: UNITED STATES	<input type="text"/>	
* Zip / Postal Code: 35804-0308	<input type="text"/>	
e. Organizational Unit:		
Department Name: Natural Resources & Env. Mgt.	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Ms.	* First Name: Darlene	<input type="text"/>
Middle Name:	<input type="text"/>	
* Last Name: Elliott	<input type="text"/>	
Suffix:	<input type="text"/>	
Title: Director of Natural Resources & Env. Mgmt.		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: 256-427-5760	Fax Number: <input type="text"/>	
* Email: darlene.elliott@huntsvilleal.gov		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.001

CFDA Title:

Air Pollution Control Program Support

*** 12. Funding Opportunity Number:**

EPA-CEP-01

* Title:

EPA Mandatory Grant Programs

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Local Air Pollution Control Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="300,000.00"/>
* b. Applicant	<input type="text" value="200,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="500,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on .
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Air Pollution Control Program FY 2025	66-001	\$	\$	\$ 150,000.00	\$ 100,000.00	\$ 250,000.00
2. Air Pollution Control Program FY 2026	66-001			150,000.00	100,000.00	250,000.00
3.						
4.						
5. Totals		\$	\$	\$ 300,000.00	\$ 200,000.00	\$ 500,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Air Pollution Control Program FY 2025	Air Pollution Control Program FY 2026			
a. Personnel	\$ 187,970.00	\$ 187,970.00	\$	\$	\$ 375,940.00
b. Fringe Benefits	62,030.00	62,030.00			124,060.00
c. Travel					
d. Equipment					
e. Supplies					
f. Contractual					
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)	250,000.00	250,000.00			500,000.00
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$ 250,000.00	\$ 250,000.00	\$	\$	500,000.00
7. Program Income	\$	\$	\$	\$	\$

Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A-102) Page 1A

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SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Air Pollution Control Program FY 2025	\$ 100,000.00	\$	\$	\$	100,000.00
9. Air Pollution Control Program FY 2026	100,000.00				100,000.00
10.					
11.					
12. TOTAL (sum of lines 8-11)	\$ 200,000.00	\$	\$	\$	200,000.00

SECTION D - FORECASTED CASH NEEDS				
Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$	\$	\$	\$
14. Non-Federal	\$			
15. TOTAL (sum of lines 13 and 14)	\$	\$	\$	\$

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Air Pollution Control Program FY 2025	\$	\$	\$	\$
17. Air Pollution Control Program FY 2026				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges:	
22. Indirect Charges:	
23. Remarks:	

OBJECT CLASS CATEGORIES WORKSHEET

[NOTE: Please indicate any pre-award costs with a star (*).]

a. PERSONNEL

10/01/24 – 09/30/25

POSITION TITLE	NUMBER	ANNUAL SALARY	WORK YEARS	AMOUNT
Director	1	\$130,229	0.25	\$32,557
Senior Environmental Mgt. Specialist	1	\$80,725	0.3095	\$24,984
Environmental Specialist III	1	\$87,381	0.2	\$17,476
Air Monitoring Specialist	1	\$70,283	0.319	\$22,420
Air Monitoring Specialist	1	\$55,494	0.319	\$17,703
Environmental Compliance Specialist	1	\$55,494	0.2999	\$16,643
Environmental Specialist II	1	\$68,515	0.4	\$27,406
Environmental Technician	1	\$70,845	0.2	\$14,169
Administrative Aide	1	\$58,448	0.25	\$14,612
a. PERSONNEL TOTAL	9	\$677,414	2.55	\$187,970

b. FRINGE BENEFITS

BASE	\$187,970
RATE	0.33
b. FRINGE BENEFITS TOTAL	\$62,030

c. TRAVEL

<p>Explain:</p> <hr/> <hr/> <hr/> <hr/>
<p>c. TRAVEL TOTAL: \$0</p>

OBJECT CLASS CATEGORIES WORKSHEET

a. EQUIPMENT:

Tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Applicant's definition of equipment may be used provided the definition at least includes all items previously defined above.

ITEM	NUMBER	COST PER UNIT	TOTAL
d. EQUIPMENT TOTAL:			\$0

e. SUPPLIES

List supplies by groups, as appropriate:	
e. SUPPLIES	\$0

OBJECT CLASS CATEGORIES

f. CONTRACTUAL

List each planned contract or type of service to be procured. Agreements/contracts with other governmental agencies (state, local or should be listed under category h. OTHER.	
f. CONTRACTUAL TOTAL	\$0

g. CONSTRUCTION (N/A)

h. OTHER

Other: Explain by major categories.	
	\$0

i. TOTAL DIRECT COSTS: (Sum of categories A through H)	\$ 250,000
j. INDIRECT COSTS: (RATE: %)	
k. TOTAL PROPOSED COSTS:	\$ 250,000
FEDERAL FUNDS REQUESTED: <u>60 %</u>	
RECIPIENT SHARE OF TOTAL PROPOSED COSTS: <u>40 %</u>	

OBJECT CLASS CATEGORIES WORKSHEET

[NOTE: Please indicate any pre-award costs with a star (*).]

a. PERSONNEL

10/01/25 – 09/30/26

POSITION TITLE	NUMBER	ANNUAL SALARY	WORK YEARS	AMOUNT
Director	1	\$130,229	0.25	\$32,557
Senior Environmental Mgt. Specialist	1	\$80,725	0.3095	\$24,984
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Administrative Aide	1	\$58,448	0.25	\$14,612
a. PERSONNEL TOTAL	9	\$677,414	2.55	\$187,970

b. FRINGE BENEFITS

BASE	\$187,970
RATE	0.33
b. FRINGE BENEFITS TOTAL	\$62,030

c. TRAVEL

<p>Explain:</p> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/>
c. TRAVEL TOTAL: \$0

OBJECT CLASS CATEGORIES WORKSHEET

b. EQUIPMENT:

Tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Applicant's definition of equipment may be used provided the definition at least includes all items previously defined above.

ITEM	NUMBER	COST PER UNIT	TOTAL
d. EQUIPMENT TOTAL:			\$0

e. SUPPLIES

List supplies by groups, as appropriate:	
e. SUPPLIES	\$0

OBJECT CLASS CATEGORIES

f. CONTRACTUAL

List each planned contract or type of service to be procured. Agreements/contracts with other governmental agencies (state, local or should be listed under category h. OTHER.	
f. CONTRACTUAL TOTAL	\$0

g. CONSTRUCTION (N/A)

h. OTHER

Other: Explain by major categories.	
	\$0

ii. TOTAL DIRECT COSTS: (Sum of categories A through H)	\$ 250,000
j. INDIRECT COSTS: (RATE: %)	
k. TOTAL PROPOSED COSTS:	\$ 250,000
FEDERAL FUNDS REQUESTED: <u>60 %</u>	
RECIPIENT SHARE OF TOTAL PROPOSED COSTS: <u>40 %</u>	

Section 105 Air Planning Agreement - FY 2025

Estimated Budget by Workplan Component

Name of Applicant: City of Huntsville

Component	Funding <i>(Total of EPA + Grantee Funding)</i>	Workyears <i>(Includes Staff Funded by EPA and Grantee)</i>	Notes
Fiscal Year 2025: October 1, 2024 – September 30, 2025			
Ozone	\$107,843.14	1.1	
PM	\$59,803.92**	0.61	
Visibility	\$1,960.78	0.02	
NO ₂	\$4,901.96	0.05	
Lead	\$4,901.96	0.05	
CO	\$11,764.71	0.12	
SO ₂	\$4,901.96	0.05	
Air Toxics Implementation (excludes NATTS)	\$36,274.51	0.37	
Air Toxics Characterization	\$17,647.06	0.18	
Acid Rain			
TOTALs for Fiscal Year 2025*	\$250,000***	2.55****	

*Totals above should be consistent with the totals in the SF 424-Application for Federal Assistance.

** Totals for PM do not include the cost/manpower associated with monitoring fine particulate matter in the ambient air, which is not funded under the S. 105 Grant. (EPA funding is provided for this activity under the S. 103 Grant).

***Cost/manpower levels are estimates based on anticipated funding levels. The actual level of effort and associated cost may have to be modified to conform to actual funding levels.

**** The sum of the categorized manpower values may not equal the total manpower shown due to rounding.

Section 105 Air Planning Agreement - FY 2026

Estimated Budget by Workplan Component

Name of Applicant: City of Huntsville

Component	Funding <i>(Total of EPA + Grantee Funding)</i>	Workyears <i>(Includes Staff Funded by EPA and Grantee)</i>	Notes
Fiscal Year 2026: October 1, 2025 – September 30, 2026			
Ozone	\$107,843.14	1.1	
PM	\$59,803.92**	0.61	
Visibility	\$1,960.78	0.02	
NO ₂	\$4,901.96	0.05	
Lead	\$4,901.96	0.05	
CO	\$11,764.71	0.12	
SO ₂	\$4,901.96	0.05	
Air Toxics Implementation (excludes NATTS)	\$36,274.51	0.37	
Air Toxics Characterization	\$17,647.06	0.18	
Acid Rain			
TOTALs for Fiscal Year 2026*	\$250,000***	2.55****	

*Totals above should be consistent with the totals in the SF 424-Application for Federal Assistance.

** Totals for PM do not include the cost/manpower associated with monitoring fine particulate matter in the ambient air, which is not funded under the S. 105 Grant. (EPA funding is provided for this activity under the S. 103 Grant).

***Cost/manpower levels are estimates based on anticipated funding levels. The actual level of effort and associated cost may have to be modified to conform to actual funding levels.

**** The sum of the categorized manpower values may not equal the total manpower shown due to rounding.

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.
SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE Mayor	
APPLICANT ORGANIZATION City of Huntsville		DATE SUBMITTED

U.S. Environmental Protection Agency Region 4
Data Competency Certification Form

The Competency Policy (FEM-2012-02), requires organizations generating or using environmental data under Agency-funded assistance agreements (greater than \$200K) to submit documentation of their competency prior to award of the agreement or if not practicable, prior to beginning any work involving the generation, or use of environmental data. This includes organizations performing environmental sampling, field measurements, and/or laboratory analyses.

- Quality system documentation such as a Quality Management Plan (QMP), Quality Assurance Project Plan (QAPP) and/or other documentation that demonstrates conformance to U.S. EPA quality program requirements.** *If already submitted, provide the document(s) title and expiration date.* See Attached

Demonstration of Competency may include the following: (Check **one or more** of the appropriate blocks that supports your "Data Competency" certification).

- Participation in Accreditation or Certification Programs** e.g., National Environmental Laboratory Accreditation Program (NELAP), International Organization of Standardization (ISO). The accreditation or certification program must be applicable to the environmental data generated under the Agency-funded assistance. *Provide accreditations or certifications.*

- Participation in an external Proficiency Testing (PT) Program** (independent of external programmatic certifications (e.g. laboratory)). *Provide a list of proficiency testing programs and dates.*

- Standard Operating Procedures (SOPs)** *Provide a list of SOPs pertinent to activities of generating, collecting, or using environmental data within the Scope of Work (SOW). Include the date of last review of the SOPs.* See Attached

- Demonstrations and Audits/Assessments of Proficiency** *Provide the date of the audit and a summary of the findings.* See Attached

- Contract Laboratories** *Provide current/up-to-date certificates for accreditations and certifications held by contract laboratories used in data analysis.*

- Other Pertinent Documentation that Demonstrates Competency** (e.g. training records, past performance of similar SOW) *Provide a list of other activities not mentioned that is considered part of your Quality Assurance (QA) program.* IML is listed as a backup lab for DNR. DNR has not needed to utilize them.

Please return the completed and signed form, with supporting documentation, to your Project Officer (PO).

Grantee Data Competency Certification: I acknowledge the terms and conditions listed in the grant cooperative agreement, which address Quality Assurance and Data Competency requirements for the grant. The signature attests to the best of my knowledge that the above information is accurate and complete.

Grantee's Authorized Official (print):

Darlene Elliot
Darlene Elliot

Title:

Director, DNR

Signature of Authorized Official:

Date:

7/17/2024

Quality Assurance Documentation and Competency Checklist Addendum

Audit Results - Ambient air monitoring audit dates and results are entered into AIRS AQS (Aerometric Information Retrieval System Air Quality Subsystem) as elements of the applicable QA reporting requirements. Internal audit results for the previous year (FY 2023) did not indicate any significant issues regarding ongoing data quality.

An external audit of Huntsville's Site 0022 ozone monitor performed by EPA contractors (National Performance Audit Program) on September 22, 2023, showed close agreement at all audit concentrations. In addition, another external audit of both of Huntsville's ozone monitors performed by the Alabama Department of Environmental Management (ADEM) on October 25, 2023, also showed close agreement at all audit concentrations at both of Huntsville's ozone monitoring sites.



Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

Note: Read Instructions before completing form.

I. A. Applicant/Recipient (Name, Address, City, State, Zip Code)

Name:

Address:

City:

State: Zip Code:

B. Unique Entity Identifier (UEI):

C. Applicant/Recipient Point of Contact

Name:

Phone:

Email:

Title:

II. Is the applicant currently receiving EPA Assistance? Yes No

III. List all pending civil rights lawsuits and administrative complaints filed under federal law against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that alleged discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

V. List all civil rights compliance reviews of the applicant/recipient conducted under federal nondiscrimination laws by any federal agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))

VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.

Yes No

a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).

Yes No

b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. 7.70) applies.

- VII. Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities? (40 C.F.R. 5.140 and 7.95) Yes No
- a. Do the methods of notice accommodate those with impaired vision or hearing? Yes No
- b. Is the notice posted in a prominent place in the applicant's/recipient's website, in the offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications? Yes No
- c. Does the notice identify a designated civil rights coordinator? Yes No
- VIII. Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or disability status of the population it serves? (40 C.F.R. 7.85(a)) Yes No
- IX. Does the applicant/recipient have a policy/procedure for providing meaningful access to services for persons with limited English proficiency? (Title VI, 40 C.F.R. Part 7, *Lau v Nichols* 414 U.S. (1974)) Yes No
- X. If the applicant is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.

See Attachment

- XI. If the applicant is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or applicant's/recipient's website address for, or a copy of, the procedures.

www.huntsvilleal.gov/ada

For the Applicant/Recipient

I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.

A. Signature of Authorized Official

Completed by Grants.gov upon submission.

B. Title of Authorized Official

Mayor

C. Date

Completed by Grants.gov upon submission.

For the U.S. Environmental Protection Agency

I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.

A. *Signature of Authorized EPA Official

B. Title of Authorized Official

C. Date

Instructions for EPA FORM 4700-4 (Rev. 04/2021)

General. Recipients of Federal financial assistance from the U.S. Environmental Protection Agency must comply with the following statutes and regulations.

Title VI of the Civil Rights Acts of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment). Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities. Section 504 of the Rehabilitation Act of 1973 provides that no otherwise qualified individual with a disability in the United States shall solely by reason of disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Employment discrimination on the basis of disability is prohibited in all such programs or activities. The Age Discrimination Act of 1975 provides that no person on the basis of age shall be excluded from participation under any program or activity receiving Federal financial assistance. Employment discrimination is not covered. Age discrimination in employment is prohibited by the Age Discrimination in Employment Act administered by the Equal Employment Opportunity Commission. Title IX of the Education Amendments of 1972 provides that no person in the United States on the basis of sex shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Employment discrimination on the basis of sex is prohibited in all such education programs or activities. Note: an education program or activity is not limited to only those conducted by a formal institution. 40 C.F.R. Part 5 implements Title IX of the Education Amendments of 1972. 40 C.F.R. Part 7 implements Title VI of the Civil Rights Act of 1964, Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act, and Section 504 of The Rehabilitation Act of 1973.

Items "Applicant" means any entity that files an application or unsolicited proposal or otherwise requests EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Recipient" means any State or its political subdivision, any instrumentality of a State or its political subdivision, any public or private agency, institution, organizations, or other entity, or any person to which Federal financial assistance is extended directly or through another recipient, including any successor, assignee, or transferee of a recipient, but excluding the ultimate beneficiary of the assistance. 40 C.F.R. §§ 5.105, 7.25. "Civil rights lawsuits and administrative complaints" means any lawsuit or administrative complaint alleging discrimination on the basis of race, color, national origin, sex, age, or disability pending or decided against the applicant and/or entity which actually benefits from the grant, but excluding employment complaints not covered by 40 C.F.R. Parts 5 and 7. For example, if a city is the named applicant but the grant will actually benefit the Department of Sewage, civil rights lawsuits involving both the city and the Department of Sewage should be listed. "Civil rights compliance review" means: any federal agency-initiated investigation of a particular aspect of the applicant's and/or recipient's programs or activities to determine compliance with the federal non-discrimination laws. Submit this form with the original and required copies of applications, requests for extensions, requests for increase of funds, etc. Updates of information are all that are required after the initial application submission. If any item is not relevant to the project for which assistance is requested, write "NA" for "Not Applicable." In the event applicant is uncertain about how to answer any questions, EPA program officials should be contacted for clarification.

Pre-award Compliance Review Report – EPA Form 4700

Supporting Documentation

- III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

Kamonte Hobbs – federal court lawsuit filed May 30, 2023, alleging excessive force, assault and battery, false arrest, racial discrimination, and negligence/wantonness; pending in United States District Court for the Northern Division of Alabama.

- IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

None.

- V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))

None.

- VII. Does the applicant/ recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its programs or activities? (40CFR Sections 5.140 and 7.95) YES

Reference COH (City of Huntsville) – ADA Policies and Procedures @ www.huntsvilleal.gov/ada/

The COH is an 'Equal Opportunity Employer'. This declaration is posted on job announcements, and on the COH - Human Resources website @ www.huntsvilleal.gov/government/jobs/

The COH employs an EEO officer. The EEO Officer ensures the posting of relevant EEO signage in the workplace.

COH Mayor's Equal Employment Opportunity Statement – posted in the workplace offices and sent out with job announcements once a year. This information can also be located on the City's web site at: www.huntsvilleal.gov/government/jobs/equal-employment-opportunity/

- a. Do the methods of notice accommodate those with impaired vision or hearing?

YES. Reference COH (City of Huntsville) – ADA Policies and Procedures @ www.huntsvilleal.gov/ada/ specifically see "Effective Communication" in the "ADA Notice under the Americans with Disabilities Act (ADA)."

- b. Is the notice posted in a prominent place on the applicant's / recipient's website, in the offices or facilities or, for educational programs and activities, in appropriate periodicals and other written communications?

YES. The ADA policies are posted on the COH website @ www.huntsvilleal.gov/ada/

EEO related materials are posted in workplace breakrooms and/or other conspicuous areas where employees congregate, as well as in the Human Resources Offices main waiting area.

- c. Does the notice identify a designated civil rights coordinator?

YES . The Mayor's Equal Employment Opportunity Statement identifies the City's EEO officer as KeAirra Green and provides contact information. This information can also be located on the City's web site under @ www.huntsvilleal.gov/government/jobs/equal-employment-opportunity/

ADA contacts are listed @ www.huntsvilleal.gov/ada/ under "Grievance Procedure."

In addition, the Mayor's Office of Diversity, Equity and Inclusion mission is ... to foster an environment that reflects the equal treatment and participation of all segments of Huntsville's diverse, culturally rich communities in all aspects of life while reinforcing the core values of diversity, equity and inclusion as foundational to our success.

- VIII. Does the applicant/ recipient maintain demographic data on the race, color national origin, sex, age, or handicap of the population it serves?

YES. The COH utilizes the Quick Facts demographic data that is posted on the census.gov website. According to the information provided, the Quick Facts estimates are based on data collected from 2020 and 2021. The Quick Facts produces population demographics and housing unit estimates. The Census Bureau produces and disseminates the official estimates of the population and housing units. A link to the data is posted on the City's Website @ www.huntsvilleal.gov/business/city-of-huntsville/facts-figures-about-huntsville/

- X. If the applicant is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 CFR Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.

Title I of ADA
Byron K. Thomas
ADA Coordinator
City Administration Bldg.
308 Fountain Circle
Huntsville, AL 35801
256.427-5240
e-mail : ADATitleI@huntsvilleal.gov

Title II of ADA
Melissa S. Stokes
ADA Coordinator

City Administration Bldg.
308 Fountain Circle
Huntsville, AL 35801
256.427-7182
e-mail: ADATitleII@huntsvilleal.gov

EEO Officer
KeAirra Green
308 Fountain Circle
Huntsville, AL 35801
256.427-5488
e-mail : keairra.green@huntsvilleal.gov

Office of Diversity, Equity and Inclusion
Kenneth Anderson, Director
City Administration Bldg.
308 Fountain Circle
Huntsville, AL 35801
256.883-3993
e-mail : kenny.anderson@huntsvilleal.gov



EPA KEY CONTACTS FORM

OMB Number: 2030-0020
Expiration Date: 06/30/2024

Authorized Representative: *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

Name: Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:
Complete Address:
Street1:
Street2:
City: State:
Zip / Postal Code: Country:
Phone Number: Fax Number:
E-mail Address:

Payee: *Individual authorized to accept payments.*

Name: Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:
Complete Address:
Street1:
Street2:
City: State:
Zip / Postal Code: Country:
Phone Number: Fax Number:
E-mail Address:

Administrative Contact: *Individual from Sponsored Programs Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc).*

Name: Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:
Complete Address:
Street1:
Street2:
City: State:
Zip / Postal Code: Country:
Phone Number: Fax Number:
E-mail Address:

EPA KEY CONTACTS FORM

Project Manager: *Individual responsible for the technical completion of the proposed work.*

Name: Prefix: **First Name:** **Middle Name:**
Last Name: **Suffix:**
Title:

Complete Address:

Street1:
Street2:
City: **State:**
Zip / Postal Code: **Country:**
Phone Number: **Fax Number:**
E-mail Address:



United States
ENVIRONMENTAL PROTECTION AGENCY
Washington, DC 20460

OMB Control No. 2030-0020
Approval expires 06/30/2024

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2030-0020). Responses to this collection of information are required to obtain an assistance agreement (40 CFR Part 30, 40 CFR Part 31, and 40 CFR Part 33 for awards made prior to December 26, 2014, and 2 CFR 200, 2 CFR 1500, and 40 CFR Part 33 for awards made after December 26, 2014). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to be 0.25 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

EPA Project Control Number

CERTIFICATION REGARDING LOBBYING

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31 U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Tommy Battle, Mayor

Typed Name & Title of Authorized Representative

Signature and Date of Authorized Representative