2018-2019 UCAIR Grants Request for Proposals

The Utah Clean Air Partnership (UCAIR), a tax-exempt non-governmental organization, was created to make it easier for individuals, businesses and communities to make small changes to improve Utah's air. Every small change contributes to collective bigger steps toward better health, a better economy and better overall quality of life for all of us.

OVERVIEW OF THE UCAIR GRANTS PROGRAM

Since 2013, the UCAIR Grants Program has encouraged Utah's businesses, government entities and nonprofit organizations to bring forward creative and innovative ideas. The goal of the UCAIR Grants Program is to reduce emissions of criteria pollutants that cause Utah's poor air quality. The program strongly encourages creative thinking and promotes the development and implementation of new technology. Projects that target innovative emissions-reduction strategies and promote community involvement and awareness in implementing these strategies, on a state-wide or local level are also encouraged. However, projects in this area should yield actual emissions reductions. Efforts to advance community understanding of air pollution but without ties to specific emissions reductions will be viewed less favorably.

AREAS OF SPECIAL INTEREST

Although applicant organizations may propose projects in any area that may decrease criteria pollutants within our State, the UCAIR Grant Selection Committee has designated areas of special interest in which we believe efforts could have important impact. This year the UCAIR Grant Committee has decided to solicit grant proposals in two main categories, technical and social sciences. Technical grants should be based on solid metrics that demonstrate actual emissions reductions. Grants submitted in the social sciences category should not merely be public education programs, but include research or generate new resources for citizens and municipalities regarding air quality.

Technical Grants – Targeted Areas
1. Reduction of emissions from area sources, including residential homes and commercial sources such as, dry cleaners, print shops, gas stations and auto body paint shops
2. Transition of small businesses and/or homeowners currently using 2-stroke engines to use of 4-stroke or electric engines
3. Creating strategies to encourage employers and individuals to use telecommuting techniques and other method to get vehicles off the road, particularly during the inversion season
4. Programs utilizing emerging technologies that result in measurable emissions reductions

Social/Behavioral Science Grants – Targeted Areas
1. Research into the specific impacts of air quality on health, economy and long-term development statewide or along the Wasatch Front.
2. Development of a community communication toolkit that will help facilitate productive and non-confrontational conversations among community members on air quality issues
3. Creation of materials and resources for local governments and municipalities to utilize in urban planning activities, with air quality as a priority

GRANT TIMELINE
- Friday, August 3, 2018 – Letter of Intent Form due
- Friday, September 7, 2018 - Responses back to prospective applicants
- Friday, October 5, 2018 – Application Form due
- Monday, November 19, 2018 – Grant Recipient Announcement

GRANT APPLICATION PROCESS

LETTER OF INTENT
The application process begins with submission of a brief letter of intent, no longer than two (2) pages, outlining the proposed project. This process allows UCAIR to get a preliminary understanding of funding interests and types of projects. Most importantly, it allows the UCAIR Grants Selection Committee to provide feedback to the applicant organization concerning appropriateness of the focus and scope of the project for a UCAIR grant.

The Letter of Intent Form can be found on the UCAIR website: http://www.ucair.org/ucair-grant/. Please email completed Letters of Intent Forms to grants@ucair.org. Following evaluation of the letters of intent, applicant organizations will receive feedback and may be asked to proceed with a full application. Although the letter of intent is not absolutely required and applicants may submit full applications without a prior letter of intent, starting with the letter of intent is strongly encouraged.

APPLICATION
The full application is on the UCAIR website: http://www.ucair.org/ucair-grant/. Please email completed applications to grants@ucair.org

GUIDELINES AND REVIEW CRITERIA
- Grant funds must be used to reduce the criteria pollutants that degrade Utah's air quality, either directly or through longer term effects related to social change
- Funding will be prioritized by the amount of actual emissions reduction anticipated from the projects.
- Proposals must delineate the metrics and/or performance standards that will be used to quantify outcomes for social science grants and emissions reductions for technical grants.
- Technical grant projects that can be replicated to create additional emissions reductions will be given priority for funding.
- Projects that address UCAIR's areas of special interest, as described above, may be given priority for funding.
- The size of proposals varies considerably. UCAIR has funded projects with budgets as low as $1,000 and as much as $60,000. Larger projects receive particular scrutiny and must demonstrate commensurate emissions reductions.
- It is anticipated projects will be of one-year duration.
- Applicants will be limited to private-sector, public-sector, or nonprofit organizations. Grants will not be made to individuals.
- Grants will be considered to for-profit organizations if the project furthers UCAIR's charitable purpose.
- All grants will be subject to an agreement between UCAIR and the successful recipient.
- Please note the UCAIR grant program will only fund projects that have matching funds associated with the project. The program will not fund projects that use UCAIR as the sole funding source. Applications whose major goal is to support the applicant organization's infrastructure are generally discouraged.

GRANT PARTNERSHIPS

UCAIR welcomes partner organizations who share our commitment. UCAIR encourages partners to combine forces and collaborate on projects to further their program goals and our collective goal. Special consideration will be given to projects with innovative alliances.

GRANT MANAGEMENT PROCESS

UCAIR GRANT PARTNER AGREEMENT

As part of accepting a grant, partners will be asked to sign a UCAIR Grant Partner Agreement. The purpose of this agreement is to maximize the effectiveness of UCAIR's mission through partnerships with other organizations working to improve Utah's air quality. It is our intention to establish regular communication and to be involved in the development and implementation of the project when possible and appropriate.

PROJECT MONITORING

Through the UCAIR Grant Partner Agreement, recipients are required to submit a mid-year report on the progress of the project on Friday, May 31, 2019. The report should include:
- Brief narrative on status of the project.
- Evaluation of the projected outcomes and/or emissions reduced to date (or projected emissions for emerging technology grants).
- Budget update on the funded project.

Recipients are also required to provide a final report on Friday, November 1, 2019. The report should include:
- Detailed narrative on status of the project.
- Evaluation of the projected outcomes and/or emissions reduced to date (or projected emissions for emerging technology grants).
- Final budget report on the funded project.

Please limit both reports to a maximum of two (2) pages. A total of two (2) attachments are permitted with each report.

PROJECT MODIFICATIONS

Please carefully consider your project. It should provide a fair and accurate presentation of the project and your funding needs – neither exaggerated nor diminished. If there are significant changes in the status of your project after your application has been submitted, it is your responsibility to notify UCAIR as soon as possible. This applies to changes in budgets, time-lines, location, scope, outcomes measurement and progress in your fund-raising, including new funding received from other sources. The leadership and staff of UCAIR would look forward to working with your organization toward a project modification agreement.