

## 2021-2022 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.

### AREAS OF INTEREST

The UCAIR Grant Selection Committee is requesting applications for projects addressing any of the four areas listed below. For the 2021-2022 UCAIR Grant cycle applications that do not fall under one of these areas of interest will not be accepted.

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
  - For-profit small businesses may apply for a grant for building upgrades or other infrastructure that will reduce their business's area source emissions.
  - These grants will be capped at 50% of the total project cost or a maximum of \$15,000. Businesses will be expected to contribute matching funds.
2. Projects and programs targeting summertime air pollution such as ozone, smoke, wild fires etc.
3. Programs utilizing emerging technologies that result in measurable emissions reductions
4. Reduction of emissions in underserved areas:
  - a) Socioeconomically disadvantaged communities
  - b) Areas of opportunity (geographic, industry, sector) that have not received adequate financial support

### AREAS NOT ELIGIBLE FOR FUNDING

While UCAIR is supportive of efforts in the areas below, we recognize that they are being addressed through other funding mechanisms, or do not fall within our mission. Significant state and private funding have recently been allocated to support EV infrastructure and air quality sensors, so UCAIR will focus its limited grant resources on other pursuits.

1. General education and awareness, including toolkits
2. Political speech
3. Installation and/or support of air quality measurement instruments
4. Electric vehicle infrastructure

## GRANT TIMELINE

**\*Please note that we are unable to grant extensions for any of the listed deadlines\***

- Friday, July 30, 2021 – Letter of Intent Form due
- Friday, August 27, 2021 - Responses back to prospective applicants
- Friday, September 24, 2021 – Application Form due
- Monday, November 15, 2021 – Grant Recipient Announcement

## GRANT APPLICATION PROCESS

### LETTER OF INTENT

The application process begins with submission of a brief letter of intent. 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](mailto: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.

### APPLICATION

After review of the Letters of Intent, a full application form will be provided to those applicants who are asked to move forward. All other parties interested in completing a full application should contact the UCAIR Grant Manager for an application. Please submit completed applications to [grants@ucair.org](mailto:grants@ucair.org).

### GUIDELINES AND ELIGIBILITY 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 and/or emissions reductions.
- Projects that can be replicated to create additional emissions reductions will be given priority for funding.
- The size of proposals varies considerably. The average budget of UCAIR Grant is \$23,000. Larger projects will be reviewed rigorously 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 only if the project furthers UCAIR's charitable purpose or result in direct, measurable emissions reductions.
- UCAIR Grants cannot be used for projects that include lobbying, political speech, or any other type of political activity.
- UCAIR Grants are not available for strategic, start up or investment capital. Nor are UCAIR Grants intended to support the applicant organization's infrastructure.
- All grants will be subject to an agreement between UCAIR and the successful recipient.
- UCAIR Grant funds will be dispersed via check directly to the applicant organization. UCAIR will not issue grant checks to a third-party organization or entity for any reason.
  - In the case of a grant to a small business, funding may be sent directly to a vendor with prior written approval of the UCAIR Grant Manager.
- 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.

## **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 27, 2022. 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, October 28, 2022. 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, timelines, 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.