

Washington State Department of Health

Healthy Environment for All Act Tribal Capacity Grant Application

Important Information

Application Title: Healthy Environment for All Act Tribal Capacity Grant

Estimated Funding Range per Award: Base award up to \$403,450; additional funds may be redistributed based on availability and need.

An additional \$11,700,000 (estimated value) may be made available to overburdened communities and vulnerable populations through a separate grant process. Tribes and tribal organizations are eligible for these funds.

Eligibility: Available to any Federally Recognized Indian Tribe with HEAL Act impacts to rights and interests in their Tribal Lands, as defined in RCW [70A.02.010](#): *"Tribal lands" has the same meaning as "Indian country" as provided in 18 U.S.C. Sec. 1151, and also includes sacred sites, traditional cultural properties, burial grounds, and other tribal sites protected by federal or state law.*

Expected Period of Performance: March 1, 2024 – June 30, 2025

Application Timeline:

Applications will be accepted starting December 15, 2023 through October 31, 2024, with a priority application due date of January 31, 2024. At the close of the priority application period, DOH will begin distributing available funds amongst the Tribes that have submitted a completed application according to the schedule below.

Application release date	December 15, 2023
Informational webinars	January 3, 2024, 3-4pm January 10, 2024, 10-11am
Priority application due date	January 31, 2024
Estimated internal review of applications	February 1-15, 2024
Estimated notification of contract award	February 16, 2024
Estimated contract execution/start date	March 1, 2024

DOH will continue to accept applications through October 31, 2024 with funds distributed on a rolling monthly basis. After the priority application period Tribal organizations will be eligible for any unspent funds, not to exceed 15% of the overall funds reserved for Tribes. Tribes receiving an initial award may also request additional project funding using unspent funds.

This schedule is subject to change at the discretion of the Washington State Department of Health (DOH).



Overview of the Healthy Environment for All Act Tribal Capacity Grant Funding

Purpose

The Washington State Department of Health (DOH) Healthy Environment for All (HEAL) Act Tribal Capacity Grant is a non-competitive grant program to provide funds to eligible Tribes to engage with DOH and other state agencies on Healthy Environment for All (HEAL) Act implementation. All Federally Recognized Indian Tribes with HEAL Act impacts to rights and interests in their Tribal Lands (RCW [70A.02.010](#)) will be eligible for this non-competitive funding opportunity.

These guidelines provide information about HEAL Act Tribal Capacity Grant Program for FY 2023 only. These funds are currently only available for the FY 2023 through 2025 biennium (ending June 30, 2025). These guidelines do not apply to any possible grant rounds in future biennia if additional funding becomes available.

All grant applicants should read and understand these guidelines before entering into a grant agreement with DOH.

Background and Statutory Direction

The [HEAL Act](#), passed in 2021, is the first statewide law in Washington to create a coordinated state agency approach to environmental justice. The law requires seven state agencies to identify and address environmental health disparities in overburdened communities and for vulnerable populations. It establishes the [Environmental Justice Council](#) to advise state agencies on incorporating environmental justice into agency activities and requires the Department of Health to maintain and update the [Environmental Health Disparities map](#).

This grant program was recommended by the Environmental Justice Council in their [Climate Commitment Act funding recommendations](#) and [budget priorities](#).

In the 2023 legislative session, the Washington State Legislature passed [Engrossed Second Substitute Bill 5187](#) (now Chapter 475, Laws of 2023), the operating budget. The budget establishes capacity grants to Tribes and tribal organizations and to overburdened communities and vulnerable populations to provide guidance and input on HEAL Act activities for the 2023 through 2025 biennium (p.326 lines 10-28).

The grant program specifies these areas for guidance and input to:

- agencies on implementation of the HEAL Act (including environmental justice assessments, budgeting and funding, community, and Tribal engagement),
- the Environmental Justice Council on implementation of the HEAL Act, and
- the Department of Health on updates to the environmental health disparities map.

At least 50% of the total amount distributed for capacity grants must be reserved for grants to Tribes and tribal organizations. The funding may be used for Tribes and tribal organizations to hire staff or to contract with consultants.

Department of Health held a listening session, two roundtable discussions, and consultation with Tribes regarding the development of this grant program. At consultation and the comment period following consultation, we heard a preference to prioritize funding to federally recognized Indian Tribes' rights and

2

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interests in their tribal lands impacted by the HEAL Act. We were advised to prioritize the full 50% of the funding reserved for Tribes and Tribal organizations in the proviso for Tribes. We have followed this advice in the grant development.

Following the priority application period ending January 31, 2024, tribal organizations will have the opportunity to apply for unspent tribal funds, not to exceed 15% of the overall funds reserved for Tribes. Tribal organizations are also eligible to apply for the grant funding that will be made available to overburdened communities and vulnerable populations.

Department of Health Staff Contacts

Project Manager

Rowena Pineda

Phone: (360) 584-4197;

Email: Rowena.Pineda@ejc.wa.gov

Responsible for the project management aspects of the agreement. Develops agreement content (scope, task, deliverables), including negotiation with recipients. Monitors progress and deliverables, approves reimbursement requests, and assists the Environmental Justice Planning and Evaluation Manager with closeout process steps.

Environmental Justice Planning and Evaluation Manager

Reann Gibson

Email: Reann.Gibson@doh.wa.gov

Responsible for the operational aspects of an agreement. Develops final agreement, coordinates agreement approval, responds to reimbursement requests (after approved by the Project Manager), coordinates with the Project Manager on amendments and manages agreement closeout process.

Funding Details

This section provides a basic overview of the funding program, including applicant and project eligibility and funding provisions.

Applicant Eligibility

This is a non-competitive grant program open to all Federally Recognized Indian Tribes with HEAL Act impacts to rights and interests in their Tribal Lands (RCW [70A.02.010](#)). Each Tribe is eligible to receive multiple funding awards based on availability of funds.

Eligible Project Activities

Grant funds may be used to build tribal capacity to engage in HEAL Act activities between July 1, 2023 and June 30, 2025. Funds may support activities that include, but are not limited to building capacity to provide guidance and input to:

- agencies on implementation of the HEAL Act (including environmental justice assessments, budgeting and funding, community, and Tribal engagement),

- the environmental justice council on implementation of the HEAL Act, and
- the Department of Health on updates to the environmental health disparities map.

Examples of How Funding May be Used

Example Task	Example Deliverables
Increase community/organization knowledge and understanding of the HEAL Act	Host educational roundtables and events for residents and community leaders. Build and maintain environmental justice coalitions.
Tribal Consultation related to the different obligations of the HEAL Act.	Attend Tribal Consultation for the Department of Commerce’s Energy grants. Attend Tribal Consultation for the Department of Ecology’s rulemaking.
Attend Environmental Justice Council meetings or agency briefings.	Documentation of meetings, such as meeting minutes or summary, shared or co-created with state agency program manager.
Conduct environmental health and justice assessment.	Documentation of assessment, such as summary of key findings. Collection of qualitative data such as stories about how environmental injustices have impacted Tribes and communities.
Participate on a first foods, climate health indicators, water focused technical workgroup to inform Environmental Health Disparities Map development.	Create/update Tribal Climate health indicators, may include review or updates to data sharing protocols. Documentation of technical workgroup meetings, such as meeting minutes or summary, shared or co-created with DOH program manager.

Grant award and match

\$11.7 million is available for disbursement through the grant application detailed below. A subsequent grant opportunity will disburse \$11.7 million to what’s referred to as overburdened communities and vulnerable populations. Each Federally Recognized Indian Tribe with HEAL Act impacts to rights and interests in their Tribal Lands (RCW [70A.02.010](#)) will be eligible for an initial award of \$403,450. At the close of the priority application period (January 31, 2023), DOH will distribute the available funds amongst the Tribes that have submitted a completed application. Applications will continue to be accepted with funds distributed on a rolling basis through the end of the application period (October 31, 2024). Tribes receiving an initial award may request additional funding.

Tribal organizations will be eligible for any unspent funds, not to exceed 15% of the overall funds reserved for Tribes and tribal organizations.

There are no match requirements; grant awards will cover 100 percent of eligible costs up to the grant award amount.



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Payment Options

Once Department of Health has approved an application for funding, each Tribe may elect whether they prefer to receive funds through cost reimbursement or through incremental advance payments.

Advance payments will be made before actual costs are incurred but as close as administratively feasible to when project costs are incurred, and actual disbursements will be made.

Department of Health retains discretion to cancel the advance payment option based on an initial risk assessment, project performance, or recipient failure to comply with agreement terms and conditions. Prior to taking this action, Department of Health will attempt to contact and work with Tribes to improve project performance and/or resolve compliance and risk related concerns.

Eligible costs

Funding is valid for the 2023-2025 biennium (July 1, 2023 to June 30, 2025). Funding may support costs incurred prior to application submission but no earlier than July 1, 2023. All eligible activities must be incurred by June 30, 2025; funding may not be used to support costs incurred after this date.

Administrative costs

Administrative costs, which can also be called overhead rate, are business and operational costs incurred for a common purpose and not directly connected with a specific project. Administrative costs are not directly assignable to a particular objective of the project such as space utilities, miscellaneous copying, telephone, motor pool, janitorial services, records, storage, rentals, etc., items not directly attributable to the project yet are required to conduct business. A list of administrative costs must be reported with the first invoice and remain constant for the life of the grant.

Non-allowable costs

Non-allowable costs include:

- Clinical care, except as allowed by law.
- Reimbursement of costs prior to July 2023.
- Generally, recipients may not use funds to purchase furniture or equipment. Any such proposed spending must be clearly identified in the budget.
- Other than for normal and recognized executive–legislative relationships, no funds may be used for:
 - publicity or propaganda purposes to prepare, distribute, or use any material designed to support or defeat the enactment of legislation before any legislative body.
 - the salary or expenses of any grant or contract recipient, or agent acting for such recipient, related to any activity designed to influence the enactment of legislation, appropriations, regulation, administrative action, or Executive order proposed or pending before any legislative body.

Application, Agreement Development, and Grant Management

Application Process

Please send the completed Application with all attachments to Reann Gibson at EJGrants@doh.wa.gov by January 31, 2024 for priority consideration. Applications will continue to be accepted on a rolling basis until October 31, 2024.

Please use the Application Checklist (p. 7) to ensure all materials are included with submission.

Informational Call

DOH will hold two informational calls on:

January 3, 2024 from 3:00-4:00pm

Zoom Link: <https://us02web.zoom.us/j/89395375780?pwd=NTI3S3B4T1IU3RkVExOWFhyUIJKQT09>

January 10, 2024 from 10:00-11:00am

Zoom Link: <https://us02web.zoom.us/j/88956977043?pwd=ai94ditmZ3NOTeG2WDM2S2VQWXVudz09>

This is an opportunity for interested applicants to ask any clarifying questions about the application process. This will be recorded and be available on the [Healthy Environment for All \(HEAL\) Act Tribal Capacity Grants Webpage](#).

Applicants can also email any questions or concerns to EJGrants@doh.wa.gov.

Application Checklist

Send all forms to EJGrants@doh.wa.gov. Exhibits 1 through 3 of this document include the required information to submit with your application. These are templates, and it is allowable to revise the content to fit your project needs and/or submit the information in another format provided all the elements are included. If applicable, you may include activities and expenses prior to application completion but no earlier than July 1, 2023.

The Exhibits include:

- Applicant Information form (Exhibit 1)
- Scope of Work (Exhibit 2)
- Budget Narrative (Exhibit 3)

Exhibit 1

Applicant Information

1. Name of Tribe: _____
2. Primary Mailing Address: _____
3. Telephone Number: _____
4. Tax Identification Number (TIN): _____
5. UBI Number: _____
6. Statewide Vendor Number (SWV): _____
7. Primary Contact Person Name and Title: _____
 - a. Email Address: _____
 - b. Phone Number: _____
8. Secondary Contact Person Name and Title: _____
 - a. Email Address: _____
 - b. Phone Number: _____
9. Planned category for capacity investment (check all that apply):
 - Building capacity to provide guidance and input to state agencies on implementation of the HEAL Act,
 - Building capacity to provide guidance and input to the environmental justice council on implementation of the HEAL Act, and
 - Building capacity to provide guidance and input to the Department of Health on updates to the environmental health disparities map.

Exhibit 2

Statement of Work

Contract #
Date of Execution (DOE) –

Purpose statement: To advance health equity and environmental justice by addressing barriers for Tribes to engage with state agencies and the Environmental Justice Council around activities related to RCW [70A.02.005](#), or the Healthy Environment for All (HEAL) Act. The Implementation Lead will achieve this through providing guidance and input to:

- state agencies on implementation of the HEAL Act,
- the environmental justice council on implementation of the HEAL Act, and
- the Department of Health on updates to the environmental health disparities map.

Project Period: DOE –
Budget:

Task #	Task/Activity	Deliverable/Outcome	Due Date
1			
2			
3			
4			



Exhibit 3

Budget Narrative

Please review the Grant Application Process document for allowable expenditures and Exhibit 1 for examples of activities.

Budget Category	Total Amount Requested	Brief Justification (2-4 sentences)
Personnel, salaries, and wages		
Sub-grants/sub-contracts		
Supplies		
In-state travel (if applicable)		
Administrative costs		
Other Expenses (please specify)		
Total Amount Requested		

