

Environmental Justice Community Change Grant (CCG) Final Report: Track II

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Instructions: Environmental Justice Community Change Grant (EJCCG) Cooperative Agreement (CA) recipients are required to submit final reports via the Salesforce online reporting system. Reports are due 120 days after the listed end date on your EPA award documentation. If you have any questions or concerns about completing this report, please contact your Project Officer for assistance. Resources and support for using the Salesforce system are available if needed – please talk to your Project Officer.

Administrative Information

Recipient Name:

Project Title:

UEI Number:

EPA Grant #:

EPA Project Officer:

Project Period Start Date:

Project Period End Date:

Date Report Submitted:

Submitted by:

I. Project Summary and Overview

1. Provide a brief overall summary of your project. What were the objectives of your project? What specific outcomes was your project trying to achieve, and how did it plan to achieve those outcomes?
2. Did you complete all proposed EPA-funded activities and outputs of your project? Yes or No
 - a) If not all activities or outputs were completed, describe which were not completed and why
3. Were all desired project outcomes achieved? Yes or No

- a) Please briefly describe the outcomes that were achieved through your grant.
 - b) If not all outcomes were achieved, which outcomes have not been achieved and why? And what work would need to be done to achieve those outcomes?
4. What were the main challenges you encountered during your project? Were you able to identify and implement course corrections to address the challenges you faced? Please describe each challenge you faced, the course corrections you implemented to address them, and whether your course corrections were effective.
 5. What steps have you and the community taken to ensure that the progress achieved through your grant is sustained and continues to support the community's vision for environmental justice?
 6. What are the next steps for your project and/or organization to continue addressing the needs of the community now that the project is over?

II. Progress Accomplishments by Work Area

Instructions for this section:

As with the Progress Reports you have been filling out, we will ask in this section about progress toward key outcomes by Strategy as well as progress towards your Community Engagement and Collaborative Governance Plan and your Community Strength Plan. In this Final Report, you should continue to report on the same Strategies that you have been reporting on in your progress reports. Because we have already been gathering information about key activities, outputs and short-term outcomes in your progress reports, this final report is going to be focused on mid- and long-term outcomes, including narrative descriptions of what you have accomplished under each of the strategies in which you have been engaged. Note that if you have already reported on mid-term outcomes, you do not need to report those here.

As with the progress reports you have been filling out, we ask for quantitative data within the 'Cross-Grant Quantitative Reporting' and 'Community Engagement and Empowerment Quantitative Reporting' tables and for qualitative data in the 'Cross-Grant Qualitative Reporting' and 'Community Engagement and Empowerment Qualitative Reporting' sections. In each of these sections, we ask questions that will help EPA understand whether progress has been made toward program-level EJCCG mid- and long-term outcomes. We also provide space for a free-form narrative that will allow you to tell a more tailored story of what you have achieved under each strategy. In your reporting, we encourage you to draw on all of the information you have at hand that is relevant to capturing your grant's achievements - interviews, questionnaires, data, observations, etc.

*As with the progress reports, EPA understands that grantees may not have access to information to answer all of the questions posed, and that not all questions will be relevant to all grantees. **Like the progress reports, the final report is NOT summative.** Please respond only to questions that are relevant to your program, **and only provide NEW data that has not been previously reported.** If you do not have anything to report, leave the field blank.*

Community Training

Cross-grant Quantitative Reporting (Community Training)

	Mid-term outcomes	Enter numeric value
1	# of trained community residents who engage in local decision-making processes	
2	# of local decision-making processes using informational products with community opinions and preferences	
	Long term outcomes	Enter numeric value
1	# of trained community residents who continue to serve in local decision-making processes through the end of the grant	

Cross-grant Qualitative Reporting (Community Training):

- } (Mid-term) Do you have information that illustrates that the training provided through your grant made trainees more prepared for available engagement opportunities? If so, please describe the information and source(s).
- } (Long-term) To what extent are members of priority populations prepared to meaningfully participate in engagement and leadership opportunities?
- } (Long-term) What else should EPA understand about your work related to workforce development and training? Have there been any specific challenges, achievements, lessons learned or stories you can share?

Community Engagement and Empowerment

Cross-grant Quantitative Reporting (Community Engagement and Empowerment)

	Mid-term outcomes	Enter numeric value
1	# community residents engaged in grant projects or programs	
2	# of community residents, especially those from priority populations, who participate in local decision-making processes (e.g., advisory panels, budgeting, workshops, direct engagement in policy or program development or planning, rulemakings)	
	Long term outcomes	Enter numeric value
1	# of policies, programs, or plans that have been informed or modified in response to community recommendations/input	
2	Amount of new funding allocated to benefit disadvantaged communities (dollars)	

Cross-grant Qualitative Reporting (Community Engagement and Empowerment):

- } (Mid-term) Do you have information that illustrates the involvement of priority populations in your grants' activities? If so, please describe the information and source(s).
- } (Mid-term) Do you have information that illustrates the involvement of priority populations in local decision-making processes? If so, please describe the information and source(s).
- } (Mid-term) What information do you have that illustrates increased or successful coordination and trust among project partners? What challenges or successes have you had related to building and sustaining your coalition/partnerships?
- } (Long-term) Do you have information that illustrates that government policies, programs or plans have been informed or modified in response to community input due to the activities of your grant? If so, please describe the information and source(s).
- } (Long-term) Are you aware of broader EJ-focused activities, projects or programs in the community(s) in which you are working? In your view, how has the work funded through this grant supported or interacted with those initiatives?
- } (Long-term) How will the achievements around engagement, collaboration, and participation of priority populations be sustained after the grant ends?
- } (Long-term) What else should EPA understand about your community engagement and community empowerment efforts under the grant program? Have there been any specific challenges, achievements, or lessons learned you would like to share?

III. Feedback

If you have any additional feedback or comments for EPA, please note this here.

IV. Optional Project Photos (not required)

Instructions: You can submit pictures capturing images of key project activities and highlights with your final report. When submitting photos, please complete the license agreement. This allows EPA & DOE to use your images for EPA & DOE website, reports, or other documents.

Feel free to attach the photos on separate pages or in separate emails to your EPA Project Officer. Please submit the hi-resolution version of the photos, as the hi-res photos can be uploaded easily by EPA staff into our online EJ Grantee Spotlights and Story-maps.