



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

MAY 21 2003

OFFICE OF
WATER

MEMORANDUM

SUBJECT: Allocation of Fiscal Year 2003 Youth and the Environment Training and Employment Program Funds

FROM: Curt Baranowski *CB*
Municipal Assistance Branch

THRU: Gary Hudiburgh, Chief *GH*
Municipal Assistance Branch

TO: David Chin, Region I
Stacey Johnson, Region I
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Joan Brown, Region VI
Rao Surampalli, Region VII
Brian Friel, Region VIII
Nate Spees, Region X

The purpose of this memorandum is to provide the national guidance and regional allotments for the Youth and the Environment Training and Employment Program. A total of \$100,000 of Clean Water Act section 104(b)(3) funding is available. Attachment 1 provides the allocation of funds by Regional Office and Attachment 2 is guidance for operation of the program.

A total of \$100,000 has been transferred through the Integrated Financial Management System under program results code 20301B. These funds should be obligated as soon as possible, and you should begin negotiating work plans with your grantees. The approach we are taking in fiscal year 2003, of allocating the money by Regional Office, is the same as was used in fiscal year 2002. We again are grateful for the leadership and action of Region II in providing its own funding for the program in the Region.

If you have any questions concerning the reprogramming, please contact Lois Canada at 202-564-0646, or contact Curt Baranowski at 202-564-0636 with any other questions.

Attachments

**cc: Jane Moore
Barry Benroth
Sylvia Bell
Lois Canada
John Mello, Region II
Deirdre Nurre, Region IX
Ben Blair, Region IV**

Attachment 1:

ALLOCATION OF FISCAL YEAR 2003 YOUTH AND THE ENVIRONMENT FUNDS

<u>REGION</u>	<u>AMOUNT ALLOCATED</u>
I	\$25,500
III	\$15,300
V	\$10,000
VI	\$12,000
VII	\$15,000
VIII	\$ 7,000
X	<u>\$15,200</u>
TOTAL	\$100,000

Region I will be working with the following:

Lowell Massachusetts Wastewater Treatment Facility; Roger Williams Zoo in Providence, RI; and the Partnership for Environmental Training and Education in Maine.

Region III will be working with the following:

The Children's Health Network, Washington, DC; and Bayview Citizens for Social Justice, Cheriton, VA.

Region V will be working with the Wisconsin State Laboratory of Hygiene.

Region VI will be working with the Rensselaerville Institute in McAllen, TX.

Region VII will be working with the Kansas State University.

Region VIII will be working with the Thorne Ecological Institute in Boulder, CO.

Region X will be working with the Pribilof School District, St. George, AK; and Yupiit of Andreafski, St. Mary's, Alaska & Alaska Youth for Environmental Action, Anchorage, AK.

Attachment 2:

FY 2003 National Managing and Reporting Guidance for Youth and the Environment Training and Employment Grants.

PURPOSE

Clean Water Act section 104(b)(3) authorizes the Agency to make grants to State water pollution control agencies, interstate agencies, other public or non-profit private agencies, institutions, organizations, and individuals, for the purpose of promoting and accelerating research, investigations, experiments, training, demonstrations, surveys, and studies relating to the causes, effects, extent, prevention, reduction, and elimination of pollution. A proposal for funding Youth and the Environment was submitted under the competitive process established by the Office of Wastewater Management. Youth and the Environment funds will be allocated for the above-mentioned purpose.

YOUTH AND THE ENVIRONMENT ACTIVITIES

The Youth and the Environment funds should be used exclusively for the training and summer employment of under-privileged high schools students. Students shall be trained in various environmental disciplines. However, the primary focus of this training will be in the wastewater treatment field. Instruction may include, but is not limited to, operations, sampling, routine analysis, recording data, and maintenance at wastewater treatment plant.

Each participating site will have a youth coordinator staff person who manages the day to day aspects of the Program, and has overall responsibility for the participating students.

The Program provides an opportunity for participating students to better understand the environmental problems of their community and how technology can help solve these problems. The chosen students should start their cooperative wastewater education on or before July 1, 2003.

The Program introduces economically disadvantaged urban and rural high school students to career opportunities in the environmental field, by combining summer employment with academic training and hands-on experience. This Program demonstrates the effectiveness of providing high school students with exposure and training in the area of water pollution prevention through partnerships between States, municipalities, private industry, and the federal government.

Participating students will be exposed to the various career possibilities in wastewater treatment, wet weather management (combined sewer overflows and sanitary sewer overflows), water supply, recycling, energy management, hazardous waste management, and natural resource protection, that help to meet the workforce needs in the wastewater pollution control profession.

The Program will encourage increased participation in environmental education programs by teachers, and State, Tribal, municipal, and federal leaders.

GRANT COORDINATION AND COST SHARE

Whenever possible, other agencies should be encouraged to participate in the funding of this Program. The money that is provided to your Region from this allocation memorandum should be used as "seed money." Other funding sources will ensure a more effective and efficient Program, and will be able to train and employ an even greater number of high school students.

REPORTING

The following reporting requirements shall be incorporated into the grant conditions for all Youth and the Environment grants.

Grantees must provide to the Regional Office it is working with, monthly progress reports outlining the successes of their individual Program. These reports shall be generated for the months of July 2003 and August 2003, and are due to the corresponding Regional Office, with a copy to Headquarters, on or before August 31, 2003 and September 30, 2003 respectively. Any work conducted in June 2003 shall be reported in the July 2003 progress report. Reports shall include at a minimum the following:

The July 2003 progress report shall include the start date of the project;

The number of students being trained at each site, with the names of the student and the high school she/he is attending;

The Youth Coordinator's name along with a contact telephone number;

The names of the facilities the grantees are working with, along with a contact names and telephone numbers at that facility;

A brief synopsis of the general day to day activities of the Program, outlining what the students are learning and how they are benefitting from the Program, and any obstacles being encountered;

A description of any field trips that are taken, outlining the basic concept of the trip and how the students benefitted from the trip; and

The August 2003 progress report shall include the end date of the project and provide a "wrap-up" briefing of the entire project, and outreach conducted to publicize the program and its success.