



MEMORANDUM

Date: August 30, 2022

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: Jan Leshner 
County Administrator

Re: **Additional Information for the September 6 Board of Supervisors Meeting - Consent Calendar Item No. 28, Clean Air Act Grant Award**

Each year, Pima County Department of Environmental Quality (PDEQ) accepts the Environmental Protection Agency (EPA's) application opportunity for a non-competitive grant as detailed in Section 105 of the Clean Air Act, (CAA), "in an amount up to three/fifths of the cost of implementing programs for the prevention and control of air pollution or implementation of national primary and secondary ambient air quality standards. '...implementing' means any activity related to the planning, developing, establishing, carrying-out, improving, or maintaining of such programs."

Timeline for the Final Award of these Annual CAA 105 Grants	
July	"Please Apply" letter from EPA received by the department. Includes estimated, but not final, amount of award
August	Applications due
October	Grant period is "open" and PDEQ begins encumbering expenses
Fall/Winter/Spring	Federal Congress and President of the United States Budget Approval Process, determining EPA budget and, collaterally, grant award amounts to PDEQ and other agencies
May/June	Final Award received; PDEQ/Grants Management and Innovation (GMI) process Award notification to the Board of Supervisors Consent Calendar; GMI begins drawdown from funds to cover encumbered expenses
September	Grant period ends; no further expenses encumbered; final reconciliation begins
December	Final billings due to EPA and annual grant period closed out

The timeline of EPA's grant process always dictates that PDEQ (and other agencies) begin encumbering expenses prior to receiving the Final Award. However, the "Please Apply" estimated amount is the budget surrogate, and considered the promise of a forthcoming award. EPA has never withheld this grant, under any previous Administration. PDEQ and EPA are also in continuous contact during the grant period. The choice for marking it "retroactive" on this specific Board of Supervisors Agenda Item Report (BOS AIR) was due to the unusually late arrival of the Final Award (August 10, 2022). Understanding the Board of Supervisors & Clerk of the Board agenda procedures and all the approvals required, with new

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approvers in the workflow, there was a small possibility that the Consent Calendar item could come before the Board of Supervisors after the close of the grant on September 30, 2022. The department purposely chose to select "retroactive" on the BOS AIR so this explanation of the procedure and timeline, specific to this grant, could occur.

JKL/dym

c: Francisco García, MD, MPH, Deputy County Administrator and Chief Medical Officer
Carmine DeBonis, Jr., Deputy County Administrator
Steve Holmes, Deputy County Administrator
Barbara Escobar, Director, Department of Environmental Quality