



Thriving Community Technical Assistant Center  
**WE ACT TCTAC Community Voices**  
Request for Applicants

**Table of Context:**

<a href="#"><u>WE ACT TCTAC Overview</u></a>
<a href="#"><u>WE ACT TCTAC Community Voices Context</u></a>
<a href="#"><u>TCTAC Community Voices Scope</u></a>
<a href="#"><u>Eligible Regions</u></a>
<a href="#"><u>Terms and Budget</u></a>
<a href="#"><u>Selection Criteria</u></a>
<a href="#"><u>How to Apply</u></a>
<a href="#"><u>Application Timeline</u></a>
<a href="#"><u>Contact Information</u></a>



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### **WE ACT TCTAC Overview**

WE ACT for Environmental Justice has launched the EPA Region 2 Thriving Communities Technical Assistance Center (TCTAC), serving New York and New Jersey. The WE ACT TCTAC can help underserved communities access grant and funding opportunities to advance and address environmental, climate, and energy justice issues. We offer training and technical assistance (TA) to build capacity for navigating grant application systems, writing strong grant proposals, effectively managing grants, and engaging in environmental and energy justice decision-making.

### **WE ACT TCTAC Community Voices Context**

The WE ACT TCTAC will build a rotating network of community outreach voices to support its in-person outreach throughout New York and New Jersey, ensuring the amplification of communities across our region.

The WE ACT TCTAC Community Voice cohort aims to provide the following:

1. Provide local support curated to meet the needs of regions throughout New York and New Jersey.
2. Conduct outreach to regional Environmental Justice communities, ensuring they can utilize TCTAC services.
3. Support design and facilitation of in-person training in their region.
4. Provide feedback on the design, implementation, and impact of the TCTAC program.

The TCTAC Community Voices will provide essential insight into the needs of their region and help facilitate in-person training while also playing a role in connecting the community to the full array of resources and technical support provided by the WE ACT TCTAC. The TCTAC Community Voices will also be crucial in achieving our movement-building goals. TCTAC Community Voices participants will meet throughout the two-year partnership to determine regional priorities regarding environmental justice, climate justice, and energy justice, which will inform a Regional Environmental Justice Network in subsequent years of the project. TCTAC Community Voices receive \$15,000 in year one and \$10,000 in year two, with a total budget of \$25,000.00. We aim to ensure equitable compensation for facilitating regional in-person training, integrating WE ACT TCTAC outreach collateral into existing organization programming, and time and effort. The WE ACT TCTAC will cover all event costs, including nonlabor services.



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**Eligible Regions**

We are seeking to partner with one organizational voice from the following regions:

<b>Region 2 TCTAC Community Voices Breakdown</b>	<b># of Participants</b>
1. <b>Western NY:</b> Niagara, Erie, Chautauqua, Cattaraugus, Allegany, Wyoming, Genesee, and Orleans Counties	1
2. <b>Finger Lakes:</b> Livingston, Yates, Orleans, Monroe, Genesee, Wyoming, Wayne, Ontario, and Seneca Counties	1
3. <b>Southern Tier:</b> Allegany, Broome, Cattaraugus, Chautauqua, Chemung, Chenango, Cortland, Delaware, Otsego, Schuyler, Steuben, Tioga, and Tompkins Counties	1
4. <b>Central NY:</b> Cayuga, Cortland, Madison, Onondaga, and Oswego Counties	1
5. <b>Mohawk Valley:</b> Fulton, Herkimer, Montgomery, Oneida, and Schoharie Counties	1
6. <b>Capital Region:</b> Albany, Columbia, Greene, Rensselaer, Saratoga, Schenectady, Warren, and Washington Counties	1
7. <b>North Country:</b> Clinton, Essex, Franklin, Hamilton, Jefferson, Lewis, and St. Lawrence Counties	1
8. <b>Mid-Hudson:</b> Dutchess, Orange, Putnam, Rockland, Sullivan, Ulster, and Westchester Counties	1
9. <b>New York City:</b> New York County (Manhattan), Kings County (Brooklyn), Bronx County (The Bronx), Richmond County (Staten Island), and Queens County (Queens)	1
10. <b>Long Island:</b> Nassau and Suffolk Counties	1
<b>NY Total # of participants:</b>	<b>10</b>
1. <b>Northern Jersey:</b> Bergen, Essex, Hudson, Morris, Passaic, Sussex, Warren, and Union Counties	2
2. <b>South Jersey:</b> Burlington, Camden, Cumberland, Gloucester, and Salem Counties	2
3. <b>Central Jersey:</b> Hunterdon, Mercer, Middlesex, and Somerset Counties	2
4. <b>Jersey Shore:</b> Monmouth, Ocean, Atlantic, and Cape May Counties	2
<b>NJ Total # of participants:</b>	<b>8</b>
<b>Total # of participants:</b>	<b>18</b>



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**TCTAC Community Voices Scope**

<b>Year 1 (\$15,000.00)</b>			
<b>Activities</b>	<b>Description</b>	<b>% of Total (estimate)</b>	<b>Total Hours (estimate)</b>
Administrative	<ul style="list-style-type: none"> <li>● Quarterly invoices and outreach tracking</li> </ul>	10%	18
Virtual Meetings	<ul style="list-style-type: none"> <li>● Quarterly Check-ins</li> <li>● Bi-annual Community Voices Group Meeting</li> <li>● One Focus Group</li> </ul>	10%	18
Outreach	<ul style="list-style-type: none"> <li>● Include WE ACT TCTAC outreach into existing organization programming</li> </ul>	20%	24
Plan & Facilitate Training (only labor cost)	<ul style="list-style-type: none"> <li>● One regional in-person training</li> </ul>	50%	30
Regional Convening	<ul style="list-style-type: none"> <li>● Attend annual in-person convening</li> </ul>	10%	10
<b>Total Activities</b>		<b>100%</b>	<b>100</b>

<b>Year 2 (\$10,000.00)</b>			
<b>Activities</b>	<b>Description</b>	<b>% of Total (estimate)</b>	<b>Total Hours (estimate)</b>
Administrative	<ul style="list-style-type: none"> <li>● Quarterly invoices and outreach tracking</li> </ul>	10%	10
Virtual Meetings	<ul style="list-style-type: none"> <li>● Bi-annual Check-ins</li> <li>● Bi-annual Community Voices Group Meeting</li> <li>● One Focus Group</li> </ul>	10%	10
Outreach	<ul style="list-style-type: none"> <li>● Include WE ACT TCTAC outreach to existing organization programming</li> </ul>	20%	12
Plan & Facilitate Training (only labor cost)	<ul style="list-style-type: none"> <li>● One regional in-person training</li> </ul>	50%	24
Regional Convening	<ul style="list-style-type: none"> <li>● Attend annual in-person convening</li> </ul>	10%	10
<b>Total Activities</b>		<b>100%</b>	<b>66</b>



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### **Terms and Budget**

The agreement with the selected TCTAC Community Voices participants will last two years, from July 1, 2024, through June 30, 2026. The not-to-exceed budget will be \$15,000.00 in year one and \$10,000.00 in year two, invoiced quarterly. The budget includes all staff time and approved non-labor expenses, except for WE ACT TCTAC in-person sponsored training.

### **Selection Criteria**

- Organizations serving environmental justice communities based on the EPA [CEJST](#) and [EJScreen](#)
- Capacity to attend virtual and in-person events.
- Experience designing and delivering services to diverse communities with various needs, including language barriers, historically underserved communities, and communities impacted by environmental injustices.
- Serving communities with varying.

### **How to Apply**

**Complete** the [TCTAC Community Voices Application Form](#) by 11:59 PM Eastern on **Friday, May 31, 2024**.

### **Application Timeline**

<b>Milestones</b>	<b>Date</b>
Request for Application Released	Monday, May 6, 2024
Application Submissions Due	Friday, May 31, 2024
Applicant Selection Decisions	Monday, June 3 - Friday, June 13, 2024
Applicant Selection Announcement	Week of June 17, 2024

*\*All dates are subject to change*

### **Contact Information**

Please direct any questions to the WE ACT TCTAC team at [ejtctac@weact.org](mailto:ejtctac@weact.org) with the subject *TCTAC Community Voices Application—[Org Name]*. We will share frequently asked questions (FAQs) on the WE ACT TCTAC [website](#) and in the [newsletter](#).