

June 1, 2016

NOTICE FOR FUNDING OPPORTUNITY DESIGN SOLUTIONS FOR COASTAL RESILIENCE Request for Proposals

The New Hampshire Department of Environmental Services (NHDES) Coastal Program has targeted funds available for projects that enhance coastal resilience to current and future hazards. The proposals will be scored and ranked according to the “Proposal Requirements and Evaluation Criteria,” as described in Section D. Applicants with the highest ranking proposals will be asked to refine detailed scopes of services and budgets for contracting. A final contract is subject to successful negotiation of a final scope of services and budget. Funds for this grant opportunity are provided by the National Oceanic and Atmospheric Administration’s (NOAA) Office for Coastal Management under the Coastal Zone Management Act in conjunction with the NHDES Coastal Program.

A. Purpose

Each year, coastal communities in New Hampshire experience flooding and coastal storm damages to property, infrastructure, natural resources, and cultural resources, along with associated economic disruptions. These impacts are already—and are projected to continue—intensifying and expanding with the effects of climate change. In order to prepare for coastal hazards, communities need to find new and creative ways to inform residents about risks and vulnerabilities and incorporate resiliency into capital improvements, natural resource protection, and historic preservation.

To help communities prepare for coastal hazards, the NHDES Coastal Program is launching the Design Solutions for Coastal Resilience grant program. These funds are intended to support communication to increase understanding of coastal hazards as well as planning, design, permitting, and construction projects that minimize hazards and enhance community coastal resilience. Projects must take place within one or more of the 17 Coastal Zone communities. A NH Coastal Zone map is available here: <http://tinyurl.com/jehdt25>. For the purposes of this funding opportunity, coastal resilience is defined as the ability of a community or system to proactively prepare for and "bounce back" from hazardous events such as hurricanes, coastal storms, and long-term sea-level rise and associated flooding, rather than simply react and respond to events.

All projects should incorporate the following elements:

- Projects should preserve or enhance ecosystem functions and values.
- Projects should incorporate the best available climate science for storm surge, sea-level rise, and/or extreme precipitation.
- Projects should implement a recommendation or action identified in an existing federal, state, or local plan or assessment.
- Projects should include clear plans for community/stakeholder engagement.
- Projects should utilize innovative techniques.

B. Eligible Project Types

- 1) **Creative Communications Solutions:** Projects that increase understanding of future coastal flood risk and possible responses to projected storm surge, sea-level rise, and extreme precipitation for a public or specific target audience(s). Projects should communicate science-based information using cutting edge visualization technology and/or innovative messaging to foster and support planning for and investment in coastal resilience.
- 2) **Design & Construction Solutions:** Feasibility, planning, design, permitting, and/or construction of site-specific projects that enhance coastal community and ecosystem resilience. Examples include site-specific vulnerability assessments and implementation plans; culvert assessments and replacements; shoreline stabilization or flood damage protection projects that incorporate natural/green/soft infrastructure (sometimes referred to as living shorelines). Note: Shoreline stabilization projects may include some combination of hard and soft stabilization techniques if need is demonstrated (e.g., marsh toe revetment/sill), however projects that exclusively involve armoring shorelines with rip rap or other hard structures are not eligible.

For Design & Construction projects, proposals should address one or two of the following phases of implementation:

- i. *Data collection, feasibility assessment, and siting analysis* – Work to identify and assess alternative strategies and determine the most suitable strategy for a particular coastal area or site. Includes evaluation of erosion rates and trends, flooding impacts, sea-level rise, and other efforts to analyze and assess site conditions such as elevations, coastal storm exposure, wave and current regimes, sediment types, existing habitat types, and vulnerable development.
- ii. *Design* – Work to engineer and design the project, including plans for site preparation and installation as well as project monitoring for effectiveness. Design work should build on completed planning, feasibility assessment, and siting analysis.
- iii. *Permitting* – Work to prepare and file federal, state, and local permit applications for proposed activities. Permits do not have to be obtained as part of the scope of work.
- iv. *Construction, installation, and monitoring* – Work to prepare the project site, construct and install eligible technique(s), and monitor and evaluate the project to assess efficacy and inform and improve future efforts. Proposals for project construction should demonstrate that planning, feasibility assessment, siting analysis, and design have been completed, and that all permits are secured.

Though not required for the initial proposal submission for this RFP, the highest ranking applicants proposing construction and/or preparation of final engineering plans and/or final permits will be required to submit the following documentation as part of the final application approval, scoping, and contracting process:

- 306A project checklist with detailed information on potential environmental impacts;

- A title opinion, certification, affidavit, or title insurance showing public ownership or control of land for projects involving acquisition or construction, signed by a licensed attorney or authorized state or local government official;
- A letter from the state historic preservation officer clearing the project for historic preservation purposes.

Note: Due to the short duration of the contract period, applicants are strongly encouraged to focus on one or two phases for Design & Construction Solutions projects.

C. Funding and Applicant Eligibility

Total anticipated funding for all Design Solutions for Coastal Resilience projects is approximately \$300,000. Applicants must request a minimum of \$40,000 and no more than \$100,000 in grant funds per project. Approximately three to seven projects will be funded.

A two-to-one federal grant funds to non-federal match through cash or in-kind services is required. For example, a project requesting \$40,000 in grant funding would need to provide at least \$20,000 in non-federal matching contributions for a total project budget of \$60,000.

Eligible applicants include municipalities, state agencies, regional planning commissions, academic institutions, and non-governmental organizations. Projects must take place within one or more of the 17 Coastal Zone communities. A NH Coastal Zone map is available here: <http://tinyurl.com/jehdt25>.

D. Proposal Requirements and Evaluation Criteria

Submitted proposals should total no more than six pages and should be organized using the numbered headings listed below. Proposals will be reviewed on a competitive basis and evaluated based on the following criteria and point value (**total of 100 points**):

- 1) Project Title**
- 2) Applicant Information**
 - i. Name, entity, address, and contact information
- 3) Project Location**
 - i. Describe the geographic area where the proposed work will take place.
- 4) Project Description (50 pts)**
 - i. Describe the proposed work.
 - ii. Describe how the proposed work conforms with one (or both) of the eligible project types. If proposing a Design & Construction project, describe which phase(s) the proposed work addresses.
 - iii. Describe how the project will preserve or enhance ecosystem functions and values.
 - iv. Describe how the proposed work will integrate best available climate science for storm surge, sea-level rise, and/or extreme precipitation.
 - v. Describe how the proposed work implements a recommendation or action identified in a federal, state, or local plan or assessment.
 - vi. Describe how community members and/or stakeholders will be engaged throughout the project.
 - vii. Describe what makes this project innovative.

5) Project Personnel and Partners (10 pts)

- i. Describe the principal in charge of implementing the grant award and the roles of specific personnel on the project team. Also describe partners contributing to the proposed work, including the specific roles of personnel. Points will be awarded based on the expertise of the project team as it relates to the proposed work and how clearly project team roles are described.

6) Project Work Plan (30 pts)

- i. Provide a task-based work plan that clearly describes project tasks in detail with realistic timeframes for each task within a 15 month time period.
- ii. Include semi-annual and final reporting as distinct tasks. Semi-annual reports are due June 30, 2017 and December 31, 2017. The final report is due by June 30, 2018.

7) Project Budget and Match (10 pts)

- i. Provide an estimated budget for the proposed work by project task.
- ii. Provide an estimated budget for the proposed work by federal budget categories (use Attachment 1 Table Template). Federal budget categories are: Personnel, Fringe Benefits, Equipment, Travel, Supplies, Sub-Contractual, Construction, Other, Indirect Charges.
- iii. Describe how match in non-federal cash and/or in-kind services will be provided, including a detailed description of the source(s) of match. A two-to-one federal to non-federal match through cash or in-kind services is required (i.e., a \$40,000 grant fund request requires at least \$20,000 in non-federal match).

E. Important Dates

- Proposals must be emailed to kirsten.howard@des.nh.gov by 4:00 pm EDT on **Thursday, July 21, 2016**.
- Upon review of proposals, selected applicants will be **notified by Friday, August 12, 2016** and invited to negotiate final scopes of services and budgets with NHDES Coastal Program staff by Friday, September 16, 2016.
- Contracts will begin upon Governor and Executive Council approval. Contracts are expected to start between January and March 2017 and required to end by June 30, 2018. *Under no circumstances can a project exceed a June 30, 2018 end date.*

F. Terms and Conditions

Submittal of a proposal does not commit NHDES to award a contract or pay any costs incurred during the preparation of a proposal. All awards are subject to Governor and Executive Council approval. NHDES also reserves the right to reject any or all of the proposals and to negotiate the scopes of work and requested grant amounts.

G. Contact

Kirsten Howard | Coastal Resilience Specialist | NH Department of Environmental Services, Coastal Program | 222 International Drive, Suite 175, Portsmouth, NH 03801 | Email: kirsten.howard@des.nh.gov | Phone: 603-559-0020

Attachment 1: Federal Budget Category Table Template

Item	Federal (NHCP)	Non-federal (Match)	Match Type (cash or in-kind)	Total
Personnel	\$0	\$0		\$0
Fringe	\$0	\$0		\$0
Equipment	\$0	\$0		\$0
Travel	\$0	\$0		\$0
Supplies	\$0	\$0		\$0
Sub-Contractual	\$0	\$0		\$0
Construction	\$0	\$0		\$0
Other	\$0	\$0		\$0
Indirect	\$0	\$0		\$0
Totals	\$0	\$0		\$0