



# Coastal Incentive Grant Proposal Writing Workshop

**Cycle 24**

# Background

- ❖ The Coastal Incentive Grant (CIG) Program is administered as part of a federal NOAA grant provided to Georgia's Coastal Management Program
- ❖ Approximately \$750,000 is available annually for sub-grants (40% of Coastal Management Program's annual grant from NOAA)
- ❖ Each year, as DNR applies for the federal grant, the successful CIG applications are included as sub-grant projects

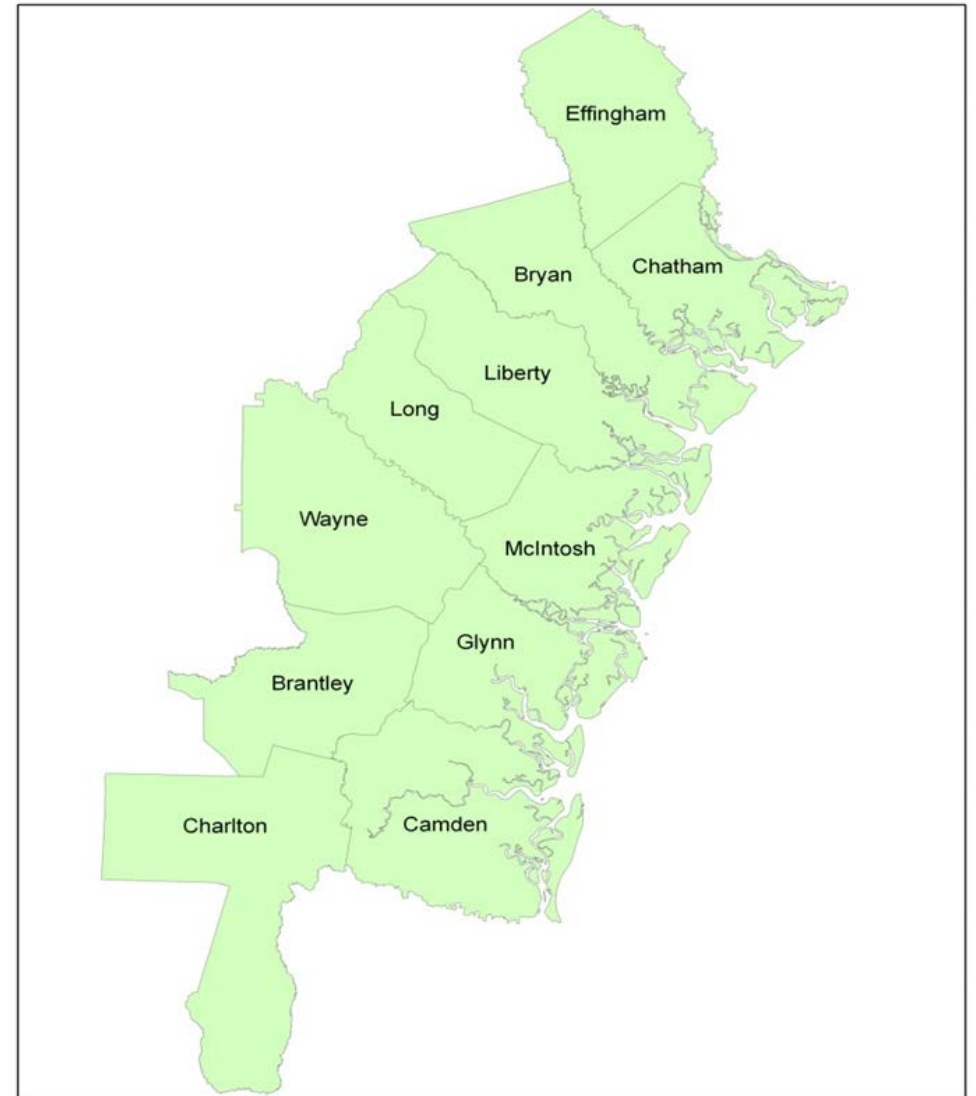
# Goals of the CIG Program

- ❖ Support the Coastal Management Program's mission to balance economic development while protecting Georgia's natural and cultural resources
- ❖ Address local and regional coastal resource protection priorities
- ❖ Support research in areas of specific coastal management need
- ✓ **Successful proposals will demonstrate fulfillment of these goals**

# Eligible Recipients

- ❖ Local Governments in the 11 County Coastal Service Area
- ❖ State-affiliated Research and Educational Institutions
- ❖ Regional and State Agencies (except DNR)

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# Proposals

- ❖ A proposal is a planning document that pulls together and presents all the information to make an informed planning decision
- ❖ Types of CIG proposals
  - Research
  - Planning
  - Education/Outreach
  - Construction/Acquisition (306A)

# Research Proposals

- ❖ Addresses a documented *coastal* management need
- ❖ Produces information, products, or results immediately useful to coastal managers and/or local communities



Marsh dieback research project

# Planning Proposals

- ❖ Local or regional planning
- ❖ Ordinance development or implementation
- ❖ Development of best management practices
- ❖ Resource inventories
- ❖ GIS mapping



Sustainable Development Planning in Kingsland

# Education/Outreach Proposals

- ❖ Public stewardship activities
- ❖ Community awareness
- ❖ Curriculum development/implementation
- ❖ Workshops/training



Ecology education for K-6<sup>th</sup> grade in Chatham County



# Construction/Acquisition Proposals (306A)

- ❖ Must provide public access to a coastal natural resource or a coastal cultural resource
- ❖ Types of projects include
  - Boardwalks and nature trails
  - Boating and fishing docks
  - Beach dune crossovers
  - Land acquisition of coastal property for public access

# Themes

## ❖ Oceans and Wetlands

- Maintaining or improving the quality of wetlands
- Conservation and restoration of wetland habitats
- Improved understanding of ocean and wetland habitats and functions

# Themes

## ❖ Public Access and Land Conservation

- Add or enhance physical access for the public to coastal water resources (i.e. rivers, wetlands, beaches)
- Public access planning
- Conservation of riparian habitats through acquisition
- Land conservation, preservation, and/or management, especially for sea level rise retreat
- Analysis of land conservation needs and opportunities for habitat protection

# Themes

## ❖ Sustainable Communities

- Strengthen local capacity to implement sustainable approaches in planning and development
- Increase understanding of costs and benefits associated with sustainable approaches to coastal development
- Identification and preservation of unique community qualities, historical and cultural features, including public education of the above

# Themes

## ❖ Disaster Resiliency and Coastal Hazards

- Improve understanding of coastal hazards and potential impacts
- Develop, implement or incorporate adaptation and mitigation strategies/plans or policies
- Strengthen local capacity to implement FEMA's Community Rating System

# Themes

## ❖ Non-Point Source Pollution

- Improvements to existing urban runoff control structures in coastal watersheds
- Projects that address stormwater quantity and quality improvements utilizing BMPs recommended by the Georgia Coastal Stormwater Supplement

✓ **Construction projects are not eligible  
under this theme**

# CIG Terms

- **\$80,000** for Research, Planning, Education, and Construction/Acquisition (306A) projects
- 2-year maximum term
- Separate scope of work and outcomes for each year (tasks and budget cannot cross years)
- A useful interim deliverable must be produced at the conclusion of Year 1 (e.g. report of data collected to date, draft outreach materials, etc.)

# Budget, Match, and Indirect

- Grant requests **must be matched 1:1** from non-federal sources
  - Match may be cash or in-kind (applicant services, volunteer work, supplies donated, Fair Market Value of use of facilities or equipment, etc.)
- Indirect costs are allowable as per the applicant's federally negotiated indirect cost rate agreement (NICRA)
  - If no NICRA, then can request 10% de minimus
  - NICRA documentation must be included in the application
  - Indirect may be wholly or partially in the federal request and/or match at the applicant's discretion
- ✓ **Coastal Incentive Grants are reimbursement grants – funds are paid at the end of the project. No interim payments except in unusual circumstances and with prior approval by DNR.**



# Construction/Acquisition Proposals (306A)

- Must meet the objectives and allowable use guidelines for Section 306A Coastal Zone Management Act
- Site visit by CRD staff is required before the full application is submitted
- All 306A proposals must obtain clearance letters from the GA Historic Preservation Division and the US Fish and Wildlife Service
- Full applications will require the 306A Checklist, which NOAA will use to conduct environmental compliance reviews
- Projects cannot begin until the NOAA environmental compliance is approved
- The most recent version of the 306A Guidelines can be found on the DNR CRD website at <http://coastalgadnr.org/CoastalIncentiveGrant>.

# Evaluation Criteria

## **Criteria to use when developing your proposal**

The Review Committee uses two sets of Evaluation Criteria to score applications.

The Criteria are the same *except*:

**Non-Research Criteria** scores the relevance of the project with local/state or federal planning priorities and the degree to which it protects, conserves or enhances natural resources.

**Research Criteria** scores the soundness of the science and its transferability to practical usage.

# Prior to Submittal

- ✓ Visit CRD website at <http://coastalgadnr.org/CoastalIncentiveGrant>
- ✓ Read the RFP and application instructions
- ✓ Note Pre- and Full Application deadlines
- ✓ Understand Pre- and Full Application submittal guidelines
- ✓ Thoughtfully consider project proposal and evaluation criteria
- ✓ Visit the new Submission Portal that can be found on the CRD website
- ✓ When in doubt, please call Beth Tasciotti at (912) 264-7218

# Prior to Submittal

- ✓ Contact our resource specialists for questions and guidance when developing a project:
  - Green Growth/Low Impact Development- Kelly Hill ([kelly.hill@dnr.ga.gov](mailto:kelly.hill@dnr.ga.gov))
  - Coastal Hazards- Jennifer Kline ([jennifer.kline@dnr.ga.gov](mailto:jennifer.kline@dnr.ga.gov))
  - Geospatial and Public Access projects- Colby Peffer ([colby.peffer@dnr.ga.gov](mailto:colby.peffer@dnr.ga.gov))
  - Wetlands and Living Shorelines- Jordan Dodson ([jordan.dodson@dnr.ga.gov](mailto:jordan.dodson@dnr.ga.gov))
  - General questions- Jan Mackinnon ([jan.mackinnon@dnr.ga.gov](mailto:jan.mackinnon@dnr.ga.gov))

# Pre-Application Format

## ❖ Profile Information

## ❖ Background and Justification

- Project Overview (summary in 4,000 characters or less)
- Coastal Management Relevance and Other Federal Funding (include practical use of project and relationship with other funding sources, 4,000 characters or less)
- Project Goals (specific and measurable within terms, 4,000 characters or less)

## ❖ Task Descriptions (must have separate tasks in year 1 and year 2)

- Task title
- Task objectives and goals
- Task deliverables

## ❖ Estimated Budget

- Overall total (separate for year 1 and year 2)
- Minimum 1:1 match required

# Pre-Application Review

- ❖ Pre-application Review Team
  - GCMP Technical Staff and Program Manager
  - CRD Subject Matter Expert(s) (as needed)
  
- ❖ Reviews and competitively ranks projects in early January 2021
  - Applicability to the GCMP
  - Demonstrated coastal need
  - Clear project goals
  - Budget soundness
  - Applicant's past performance
  
- ❖ Selected applicants are invited to submit a Full Application
  - Notifications will be sent out by mid to late January 2021
  - Review Team feedback will be provided to all applicants

# Full Application Submittal

COMPETATIVE (upon invitation only)

Due by 4:30pm, Friday, February 14, 2021

Detailed expansion of pre-application proposal

- ❖ Background and Justification (carry-over or revision from pre-application)
- ❖ Task Descriptions (details updated from pre-application)
  - Include activities to be performed and by whom
  - Include specific deliverables
  - Include date of completion for each task
- ❖ Communications
  - Describe a plan for outreach and information dissemination
  - Distinguish between Educational Activity or a Training
- ❖ Project Timeline and Milestones (for each year of project)
- ❖ Project Management (all persons involved with project including partners)

# Full Application Format

- ❖ Project Budget Narrative and Standard Form
  - Detailed categorical narrative
  - Separate year 1 and year 2 standard budget forms
  
- ❖ Supplemental Information
  - Match/In-kind Letters of Support
  - Demonstration of Critical Local Need
  - Referenced Plans
  - NICRA documentation (if applicable)
  - Certifications Form
  - Authorizing Resolution
  - 306A Project Checklist
  - Attorney Title Opinion or Certification of Real Property Ownership
  - GA Historic Preservation Division review request letter and response
  - US Fish and Wildlife Service review request letter and response
  - Site Maps
  - Site Plans



# Full Application Review

- ❖ CIG Technical Review Committee
  - Five coastal community professionals: State Resource Management, Local Government, NGO, Academia, and Citizen-at-Large
  
- ❖ Review and competitively score projects in March 2021
  - Research and Non-Research Criteria
  - Number of funded projects dependent on funding
  
- ❖ Selected projects will be included in the DNR application for annual funding from the NOAA CZM grant
  
- ❖ All applicants will be notified of preliminary approval by April 30, 2021 and upon official NOAA approval for a project start date of October 1, 2021

# Additional Proposal Tips

- ✓ Read instructions thoroughly!
- ✓ Demonstrate a sincere desire to conduct outreach/education to a target audience.
- ✓ Include volunteers where applicable (use their time as match).
- ✓ Deliver useful products. Research should not result in models that are one-time runs, cannot be transferred, or cost thousands to update. Planning and Education projects should increase capacity in a local government or institution.
- ✓ Clearly demonstrate how project results will be used by local governments or resource managers. Be specific.

# Additional Proposal Tips

- ✓ Staff/student/volunteer time charged or matched to the subgrant proposal must be documented and justified if claiming 100% of worker time.
- ✓ Budgets are carefully considered and reviewed. Be sure to create a realistic, reasonable budget in pre- and full applications.
- ✓ Be sure to indicate what other federal funding sources that may be related to the project proposed.
- ✓ Late, incomplete, or incorrectly formatted proposals will **not** be considered.
- ✓ Contact Beth Tasciotti with any questions (912-264-7218 or [beth.tasciotti@dnr.ga.gov](mailto:beth.tasciotti@dnr.ga.gov))



**Questions?**

