

EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS

Richard Sullivan, Jr., Secretary

Grant Announcement

ENV 14 CZM 10

Dated: May 15, 2014

Southern New England Coastal Watershed Restoration Program
Nutrient Management Grants

1. GRANT OPPORTUNITY SUMMARY:

A. PROPOSALS SOUGHT FOR: The Executive Office of Energy and Environmental Affairs (EEA), through the Buzzards Bay National Estuary Program (NEP) in the Massachusetts Office of Coastal Zone Management (CZM), is issuing this Bid Solicitation for nutrient management related projects within the Buzzards Bay watershed under the United States Environmental Protection Agency's (U.S. EPA) Southern New England Coastal Watershed Restoration Program ("Coastal Watershed Restoration Program" or "Program"). **Nutrient management projects addressing either nitrogen pollution to coastal waters or phosphorus pollution to freshwaters will be considered. Both large and small proposals are encouraged.**

The Program has long-term goals that include the protection, enhancement, and restoration of clean water, healthy diverse habitats, and associated populations of fish, shellfish, and other aquatic dependent organisms in the coastal watersheds of southern New England. The Buzzards Bay NEP is assisting U.S. EPA in administering and disbursing funds from this initiative to projects within the Buzzards Bay watershed. Projects within the Narragansett Bay watershed (in either Massachusetts or Rhode Island) should be directed to the Narragansett Bay Estuary Program at www.neiwpcc.org/contractors/opportunities.asp.

B. OVERVIEW AND GOALS: The U.S. EPA has received funding to implement the Southern New England Coastal Watershed Restoration Program - a program among public and private stakeholders collaborating to create a broad ecological and institutional framework for protecting, enhancing, and restoring the waters along southern New England. The Southern New England Coastal Watershed Restoration Program's vision is to restore the ecological health of southern New England's estuaries, watersheds, and coastal waters and ensure access, now and in the future, to resilient, self-sustaining ecosystems of clean water, healthy diverse habitats, and associated populations of fish, shellfish, and other aquatic dependent organisms. The Program includes the coastal waters and watershed lands spanning from Westerly, Rhode Island to Pleasant Bay, Massachusetts. The watersheds of this area, including the watersheds of Narragansett Bay, Buzzards Bay, the Islands, and southern Cape Cod, face similar opportunities and challenges. The Program's focus on this geographic area is designed to develop innovative and effective approaches to preserve the region's common critical resources.

The Program is a collaboration of federal, state, and non-governmental organizations with the goal to develop a coordinated strategy and innovative approaches to sustainably restore the region's coastal ecosystems. Under the theme of "think regionally, act locally," this working group has been

engaged with U.S. EPA in defining a restoration framework and developing a shared vision and priorities. The Program's partners currently include U.S. EPA's Region 1, U.S. EPA's Office of Research and Development, U.S. Army Corps of Engineers, National Oceanic and Atmospheric Administration, U.S. Fish and Wildlife Service, U.S. Department of Agriculture's Natural Resources Conservation Service (Rhode Island and Massachusetts districts), Narragansett Bay Estuary Program, Buzzards Bay National Estuary Program, Rhode Island Department of Environmental Management, Rhode Island Coastal Resources Management Council, Massachusetts Office of Coastal Zone Management, Massachusetts Department of Environmental Protection, Massachusetts Department of Fish and Game - Division of Ecological Restoration, Cape Cod Commission, Save the Bay, Buzzards Bay Coalition, The Nature Conservancy, and the Association to Preserve Cape Cod. Other partners may be added as the program develops.

The Program's desired objectives are to improve water quality and restore critical habitat and natural ecosystem processes. Traditionally, agencies and non-governmental organizations have addressed these problems separately, but the Program will take advantage of the opportunity to connect these ecological objectives by focusing on projects that increase the linkages between different types of restoration activities. The Program will adopt a holistic, systems-based approach to restoration by incorporating a variety of integrated management approaches that address the region's broad set of stressors and disturbances. These strategies include increasing regional collaboration and communication, integrating new technologies into restoration projects, and applying the latest scientific developments. More information about the Program and how it will be implemented in the Buzzards Bay watershed can be found at restore.buzzardsbay.org.

While the Program expects to address a wide range of environmental issues, for this first year of funding, the Program will focus on the critical issue of nutrient pollution within southern New England coastal watersheds. Specifically, the Program is seeking proposals that address either nitrogen impairments to saltwater systems or phosphorus impairments to freshwater systems (or combined projects if applicable). Projects will be sought that implement immediate action to reduce or prevent nutrient pollution, or to develop designs of plans to prevent or reduce nutrient pollution from various sources, and to support program building in support of these efforts. Requests for both large and small projects are encouraged.

The Program will consider funding both local projects, and those that have the potential for transferability throughout Narragansett Bay, Buzzards Bay, and Cape Cod. When site-specific solutions are proposed for funding through this grant program, they must be undertaken in the watershed of a nutrient impaired water body. Nutrient management projects (addressing either nitrogen or phosphorus) of both coastal waters and freshwaters will be considered. Both large and small proposals are encouraged. A more detailed explanation of these criteria is found in Section 1C. The strongest proposals are expected to add to the scientific or management knowledge base, have transferability and scalability, demonstrate innovation, and show strong collaboration among partners.

In 2014, the U.S. EPA is providing \$2,000,000 for this initiative to be provided as grants through the Buzzards Bay National Estuary Program and the Narragansett Bay Estuary Program. In addition, the U.S. EPA will undertake comparable projects on Cape Cod between the Buzzards Bay watershed and Pleasant Bay, Massachusetts. The exact allocation among the entities has not yet been determined.

C. ELIGIBLE AND INELIGIBLE PROJECTS:

The Program is encouraging and is anticipating the receipt of a broad range of nutrient-related proposals, from on-the-ground projects with tangible outcomes to feasibility or planning studies preparing local communities for future projects, to researching new technologies addressing nutrients. Regardless of the project type, successful proposals must advance the Program's focus this first year on nutrient enrichment and its impacts to surface waters to meet the Clean Water Act's goals.

Site-specific projects must lie principally within the Buzzards Bay watershed boundary (see Figure 1 of Attachment D.) Projects that straddle the watershed boundary or applications that include linked complementary areas within and outside the watershed boundary may be considered if the project meets other eligibility requirements.

Funding for site-specific implementation projects in the Buzzards Bay watershed will also be limited to:

(1) projects that benefit water bodies listed as impaired for nutrients (phosphorus impairments of freshwaters and nitrogen impairments of coastal waters) as shown in the map in Figure 2 of Attachment D (also available as an interactive map at restore.buzzardsbay.org/impaired-waters.html). A more detailed summary of impairments and sites in Massachusetts can be found in the report *Final Massachusetts Year 2012 Integrated List of Waters (CWA Sections 303d and 305b)* at www.mass.gov/eca/agencies/massdep/water/watersheds/total-maximum-daily-loads-tmdls.html#2.

(2) projects that benefit water bodies that are not explicitly listed as impaired if adequate evidence is provided to demonstrate to the satisfaction of the Review Committee that the waterbody is adversely affected by excessive nitrogen or phosphorus loading.

For the purpose of this Bid, both of these waterbody types shall be defined as impaired. If a draft or final nutrient TMDL exists, the proposal must discuss the specific nutrient sources and relative contributions of nitrogen or phosphorus in the watershed and how the proposal would help meet the specified TMDL.

In many Massachusetts watersheds, the relative contribution of sources of nutrient pollution have already been identified through the development of reports in support of Total Maximum Daily Loads (TMDL) (see www.oceanscience.net/estuaries) or through other studies. In other estuary watersheds, waters have been identified as impaired, but no nutrient loading analysis has been undertaken or TMDL developed. Projects in impaired watersheds are eligible for funding irrespective of whether a TMDL analysis report has been drafted or approved by DEP. However, if a draft or final nutrient TMDL exists, the proposal must discuss the specific nutrient sources and relative contributions of nitrogen or phosphorus in the watershed and how the proposal would help meet the specified TMDL.

Projects may cut across watershed boundaries, be municipal-wide, or include regional approaches and technological solutions that have wider applicability, as long as there are some expected benefits to one or more of the specific impaired waterbodies shown in Figure 2 of Attachment D. Proposed efforts could include funding pilot or demonstration projects with strong educational or technology innovation components, small-scale projects at multiple sites as part of a watershed or regional effort, or regional efforts that coordinate specific future actions or funding. Projects may also include smaller scale efforts such as feasibility or planning studies to prepare local communities or

organizations for future projects. More details about nitrogen and phosphorus loading impacts and possible solutions can be found in the Buzzards Bay Comprehensive Conservation and Management Plan 2013 Update (CCMP), [Chapter 3: Characterization of Pollution Sources. Action Plan 1: Managing Nitrogen Sensitive Embayments](#), and [Action Plan 13: Protecting and Restoring Ponds and Streams](#) available at buzzardsbay.org/newccmp.htm.

Generally, eligible nutrient projects include proposals for **implementation** as well as proposals for **feasibility, planning, policy development, and program-building projects that are expected to result in tangible benefits that meet the goals of this effort**. Implementation projects typically include those that result in specific actions relating to construction, or specific activities including implementation of regulatory or non-regulatory programs, and education elements. Feasibility, planning, policy development, and capacity building and program building projects will prepare for future on-the-ground implementation projects, and can include design or research elements.

By using innovative nutrient reduction technologies, sharing information, and leveraging investments made by multiple partners, projects with local impacts on water quality can have regionally significant outcomes and create the potential for regional transferability. The grant selection criteria favors projects that show the potential to significantly affect nutrient loading and its impacts, that are transferable to other subembayments or watersheds, have a high likelihood of completion or success within an 8 to 20 month period, and result in improved coordination and increased capacity of government and watershed organizations.

A project's competitiveness will depend on how well it meets grant selection scoring criteria outlined in Attachment E of this document. Projects that will likely result in clear outcomes and measurable accomplishments will score more highly. Projects with large match contributions will receive additional weight.

Examples of eligible projects include:

- Projects that mitigate for or restore coastal waters or resources or freshwater ponds or resources negatively impacted by excessive nutrient loading (nitrogen and phosphorus respectively) through direct action or adaptive management.
- Innovative wastewater management systems and source reduction strategies (e.g., increased system capacity for denitrification, urine diversion, non-discharge technologies).
- Projects that isolate illicit wastewater discharges from stormwater systems or reduce flows from CSOs.
- Alternative nutrient reduction or interception options (permeable reactive barriers, phytoremediation, etc. will be considered if viable).
- Physical improvements that increase tidal flushing or provide beneficial and cost-effective nutrient uptake; e.g., culvert widening, aquaculture, or shellfish restoration.
- Innovative green infrastructure and low impact development techniques specifically designed to reduce nutrients such as constructed wetlands.
- Non-structural technologies or approaches (e.g. zoning changes to reduce future nitrogen or phosphorus additions, stormwater management, landscape design, and municipal maintenance policies).
- Techniques that reduce nutrient inputs in the watersheds of impaired waters at the source through such practices such as fertilizer reduction, municipal composting, etc.
- Applied research proposals for scientific or technological projects designed to investigate

methods or innovative technologies.

- Evaluation, construction, and testing of innovative onsite nitrogen or phosphorus removal systems up to 10,000 gpd design at a public property. Tests of innovative technologies for piloting permitting approval (see 310 CMR 15.100 through 15.293) for use at single family homes, must be undertaken at the Massachusetts Alternative Septic System Test Center.
- Evaluating the efficacy, cost, and obstacles toward implementing new nutrient reduction technology.
- Projects that implement a nutrient TMDL, CWMP, or other adopted nutrient management plan that will benefit impaired waters.
- Projects that mitigate or ameliorate nutrient impacts in the receiving waters. Examples include creation of shellfish reefs or shellfish aquaculture to improve water quality and remove nutrients, or projects that remove stressors such as replacement of regular mooring with conservation mooring to benefit water quality and remove physical disturbance causing eelgrass loss. Any activities involving the planting of molluscan shellfish, regardless of purpose, must conform to Division of Marine Fisheries (DMF) Shellfish Planting Guidelines as found on their website (www.mass.gov/eea/agencies/dfg/dmf/programs-and-projects/shellfish-planting-guidelines.html) in order to obtain a permit from DMF.
- Projects that help meet Phosphorus loading limits of lakes, ponds, or rivers.
- Acquisition of land or easements necessary to implement, construct, or undertake or complement specific work that achieves nutrient management or reduction goals
- Projects that include a monitoring task, however, for all projects involving monitoring, a Quality Assurance Project Plan (QAPP) will be required¹.
- If data is collected under this grant, the data is expected to be entered into EPA's data system.²

Examples of ineligible projects include;

- Studies to develop TMDLs, general nitrogen or phosphorus loading studies, and development of Comprehensive Wastewater Management Plans (CWMPs).
- Costs associated with designing, building, or expanding public sewer systems or wastewater treatment facilities.
- Standalone habitat projects such as eelgrass transplanting projects.
- Projects that restrict flows in wetlands, or dam or impound wetland systems for the purpose of

¹ A QAPP is a document that outlines the components of a monitoring program, including the steps taken to assure the quality of the data generated. All QAPPs must go through the formal EPA-approval process. If an applicant intends to hire a consultant to complete their QAPP, the municipality should ensure that the consultant it hires has recent experience completing a QAPP that has been approved by EPA. The cost of hiring a consultant to draft a QAPP and have it approved by EPA is a reimbursable under this grant program. An example QAPP is available at www.mass.gov/eea/docs/czm/cwq/general-qapp.doc.

² Specifically, the successful applicant must ensure all water quality data generated in accordance with an EPA approved Quality Assurance Project Plan, either directly or by subaward, is transmitted into the Agency's Storage and Retrieval (STORET) Data Warehouse annually or by project completion using either WQX or WQXweb. Water quality data that are appropriate for STORET include physical, chemical, and biological sample results for water, sediment and fish tissue. The data include toxicity data, microbiological data, and the metrics and indices generated from biological and habitat data. The Water Quality Exchange (WQX) is the water data schema associated with the EPA, State and Tribal Exchange Network. Using the WQX schema partners map their database structure to the WQX/STORET structure. WQXweb is a web-based tool to convert data into the STORET format for smaller data generators that are not direct partners on the Exchange Network. More information about WQX, WQXweb, and the STORET Warehouse, including tutorials, can be found at www.epa.gov/storet/wqx/.

nutrient retention.

Potential applicants may submit questions about this Bid Solicitation in writing by mail, fax, or email through 4 p.m., Wednesday, May 28, 2014. Responses to any written questions will be posted on the Buzzards Bay NEP website restore.buzzardsbay.org/grants.html by Friday, May 30, 2014, as well as on www.commbuys.com/bsol/. These answers are for clarification purposes only and do not constitute an amendment to the Bid unless expressly stated as such.

D. ELIGIBLE APPLICANTS: This solicitation is open to all Massachusetts state, county, local, and other subdivisions of government, as well as non-profit organizations. For-profit organizations are not eligible, but they may be subcontracted by the grantee. The grantee must be a Massachusetts based organization with a tax identification number and the authority to enter into contracts with the Commonwealth of Massachusetts, but partners and subcontractors need not be. Although multiple partners may be involved with a project, a single grantee will be the recipient of funds, and partners receiving funds through the grantee will be considered subcontractors. The grantee will be responsible for the completion of all tasks including those through subcontracted partners.

E. APPLICATION DEADLINE:

Deadline for Pre-proposal	June 9, 2014
Deadline for Full Proposals (Invite Only):	July 21, 2014

(See further detail on deadlines and grant program calendar in section 4).

F. FUNDING AVAILABILITY: It is anticipated that between \$500,000 and \$1,000,000 in federal funds will be available through this solicitation. Should the amount of available funding change, EEA reserves the right to increase or decrease the amount of available grant funding. Final funding amounts subject to approval. Exceptions may be made at the Secretary's discretion (see further detail on Funding Availability in section 2C).

G. MATCH REQUIREMENT: Applicants must provide a non-federal match that will equal or exceed 25% of requested funds. (Please see further detail on match requirement in section 2D). Funds from other federal sources or grants, and funds committed to match other federal grants, are not eligible to be used as matching funds.

H. TOTAL ANTICIPATED DURATION OF CONTRACT(S): The contract period will begin on the date that the Secretary signs the contract. Contracts are anticipated to last for approximately 8 or 20 months, with contracts anticipated to be issued in October 2014 and closing on June 30, 2015, or June 30, 2016. However, where deemed necessary by the Buzzards Bay NEP, and with the approval of EEA, contracts that have an original end date of June 30, 2015 may be extended to June 30, 2016.

I. REGULATIONS, STATUTES, OR AUTHORIZATION GOVERNING THIS GRANT PROGRAM: The award of grants is subject to the regulations in [815 CMR 2.00](#). Additional state policies and guidelines on grants can be found on the [Operational Services Division](#) website. This grant program

is also governed by cooperative agreements between the Commonwealth of Massachusetts and the U.S. EPA in support of the Buzzards Bay National Estuary Program (See further detail in Attachment B).

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2. Performance and Contract Specifications

A. ELIGIBLE APPLICANTS: This Bid Solicitation is open to all Massachusetts state, county, local, and other subdivisions of governments, as well as non-profit organizations. However, all projects must be located principally within the Buzzards Bay watershed. The applicant must be a Massachusetts entity, but partners and subcontractors need not be. Although multiple partners may be involved with a project, a single grantee will be the recipient of funds, and partners receiving funds through the grantee will be considered subcontractors.

B. ELIGIBLE PROJECT(S)/SCOPE(S) OF WORK: As described above, both large and small projects are sought and it is hoped that a broad range of nutrient-related proposals are received that range from on-the-ground implementation projects to feasibility, planning, and policy development projects, to those projects that support project development and program building that result in tangible and meaningful outcomes that meet the goals of the Bid Solicitation. Refer to section 1C for a detailed description and discussion of the types of projects and geographic limits of projects that might be funded through this Bid Solicitation. In all cases, any proposed work must be consistent with the goals and objectives contained in the Buzzards Bay Comprehensive Conservation and Management Plan 2013 Update (CCMP), [Chapter 3: Characterization of Pollution Sources, Action Plan 1: Managing Nitrogen Sensitive Embayments](#), and [Action Plan 13: Protecting and Restoring Ponds and Streams](#) available at buzzardsbay.org/newccmp.htm. The applicant should identify whether outcomes will be achieved within 8 months or 20 months as needed or defined by the project. Projects on property not owned by the applicant must be accompanied by a letter from the property owner.

C. FUNDING AVAILABILITY, BUDGETING GUIDELINES & ALLOWABLE EXPENDITURES: It is anticipated that between \$500,000 and \$1,000,000 in federal funds will be available through this solicitation. Should the amount of available funding change, EEA reserves the right to increase or decrease the amount of available grant funding depending on federal funds. Final funding amounts are subject to approval. Exceptions may be made at the Secretary's discretion.

- *Subcontracting:* The grantee (the direct recipient of the grant) may subcontract any portion of their grant award. Massachusetts General Law Chapter 30 governs the procurement of goods and services by municipalities if they are the grantee.

- *Multiple Applications:* A grantee may submit any number of applications and they may receive more than one grant; however, no single grant award may exceed \$400,000, and no grantee may be awarded more than \$400,000 cumulatively through this solicitation. If the grantee has several proposals that rank competitively and are selected for funding, but which cumulatively, exceed \$400,000, partial funding may be offered to the lowest ranked proposal where feasible. Applicants will not be penalized if they submit multiple projects, even if the cumulative request exceeds \$400,000. We encourage applicants not to self-select proposals or limit budgets of individual projects to meet specific thresholds because it is impossible to predict how applications will fare against projects from other entities.

All contracts shall be subject to available funding, whether through the appropriation and authorization of sufficient funds or the receipt of sufficient revenues. If available funding ceases for any reason, a contract shall be deemed under suspension and contract performance must halt. A contractor will not be entitled to compensation for any performance provided during the period of contract suspension. EEA may lift the suspension if available funding is received. In the absence of foreseeable available funding, EEA may terminate the contract.

Grant funds are awarded on a reimbursement basis upon receipt of invoices from the grantee.

D. MATCH REQUIREMENT: The grantee will provide a non-federal match that will equal or exceed 25% of requested funds. This match can be satisfied with cash or in-kind services, or a combination of both. Cash contributions are those funds used to purchase goods or services associated with the project. In-kind contributions represent the value of non-cash contributions provided by the applicant. Any match expenditures made by the grantee after January 1, 2014 can be credited to the grantee's match as long as they are directly related and necessary to the proposed project. **Funds from other federal sources or grants, and funds committed to match other federal grants, are not eligible to be used as matching funds.** All grantees must complete a match reporting form when requesting final reimbursement.

Applicants that contribute higher than minimum required match levels receive additional points in the scoring criteria. Applicants should state contingencies should matching grant funding not be received (withdrawal, alternative match sources, etc.). Where feasible, government entities are encouraged to collaborate with other organizations, lands trusts, property owners, and other levels of government to make proposals more cost effective by leveraging additional support. Federal funds under this Bid Solicitation may be used to leverage other state grants in any of the eligible grant categories defined under this solicitation.

E. PROJECT TERMS: A final contract is subject to successful negotiation of a Final Scope of Services. Please note that EEA does not guarantee that any contracts may result from this Bid or that any particular funding level will be awarded. It is anticipated that projects could commence immediately upon EEA's decision. The awarded contracts will be reviewed during their course and, upon request by the Contractor, may be extended, or otherwise amended at the sole discretion of EEA. Any extensions granted will not necessarily change, or increase, the monetary value of the contract.

F. ANTICIPATED DURATION OF CONTRACTS: Contracts are anticipated to last for approximately 8 to 20 months, with contracts anticipated to be issued in October 2014 and closing on June 30, 2015, or June 30, 2016. However, where deemed necessary by the Buzzards Bay NEP, and with the

approval of EEA, contracts that have an original end date of June 30, 2015 may be extended to June 30, 2016. Awarded contracts will be reviewed during their course, and upon request by the contractor, may be extended, at the sole discretion of EEA and subject to constraints of the funding source. Contractors must make all extension requests in writing to the Buzzards Bay NEP no later than 60 days prior to contract expiration. Contracts must be completed in their entirety by their contract end date.

G. DELIVERABLES, OWNERSHIP, AND CREDIT DUE: All materials, software, maps, studies, reports, and other products or data, regardless of physical form or characteristics, produced as a result of this solicitation and funded, in whole or in part, under a contract with EEA shall be considered in the public domain and available to the Commonwealth and its municipalities, and the U.S. EPA at the reasonable cost of reproduction in any of the formats in which it is stored or maintained. The contractor shall not obtain, attempt to obtain, or file for a patent, copyright, trademark or any other interest in any such materials, software, maps, reports, and other products or data without the express, written consent of the EEA and subject to any other approvals required by state or federal law. Reports and other deliverables will credit the Buzzards Bay NEP, EEA, and U.S. EPA for any work completed under the grant award.

H. REPORTING: Brief progress reports will be required at least quarterly via email or written correspondence describing the progress status or impediments to progress. Additionally, a final report will be required, which should describe the activities completed under the contract, the impact the activities have had on the environment, before and after pictures (where appropriate), and the project budget (expenditures and match).

I. INVOICING: Contract funds are awarded on a reimbursement basis for expenditures made during the period of the contract. Only those tasks/deliverables completed after contract execution, and identified in the scope of work, are eligible for reimbursement. Expenditures made outside of the period of the executed contract are ineligible for reimbursement. Per Commonwealth of Massachusetts policy, reimbursement is made within 42 days subsequent to the receipt of a correctly executed invoice with appropriate backup and completed match certification. Reimbursement requests shall not be made more than monthly.

3. Instructions for Application Submission

A. EVALUATION CRITERIA: Application to the Southern New England Coastal Watershed Restoration Program, Nutrient Management Grants is a two-step process. First, applicants submit a Pre-proposal, which will be ranked in a competitive process by a Review Committee. The Review Committee will be composed of Buzzards Bay NEP staff and/or other EEA staff, federal agency representatives, or other subdivisions of government. The Review Committee may include a non-governmental representative to serve in an advisory role to the committee. A Scientific and Technical Advisory Committee will also review the scientific validity and technical merit of the proposals. The strongest proposals are expected to add to the scientific or management knowledge base, have transferability and scalability, demonstrate innovation, and show strong collaboration among partners.

Using the Selection Criteria presented below (see also Attachments E), the Review Committee will assign a score to each pre-proposal, and based on these scores, assign a rank order to each. The average rank score among all reviewers shall be the basis of pre-proposal selection. All respondents will receive written notification from the Buzzards Bay NEP as to how their pre-proposal ranked. Only the highest ranked pre-proposals will be invited to submit a full proposal (described in 801 CMR 21.06 (11) as a “Best and Final Offer.”). No guidance will be provided to any applicant during this process. The number of applicants to receive invitations will be at the discretion of the Review Committee. Invitations will be offered to the highest ranked proposals in order of rank by the Review Committee. The tentative cutoff is \$2 million (twice the maximum possible available), but because the maximum possible request is \$400,000, the precise cut-off will depend upon the amounts requested among the highest ranked proposals and the total number of pre-proposals received. The goal of the Review Committee is to ensure that the highest ranked and most promising proposals are invited to submit full proposals. The Review Committee has discretion to select among equally scored proposals based on factors such as project diversity or geographic coverage.

The same competitive review process will be followed for the selection of full proposals. Only the highest mean-ranked full proposals will receive funding. In the case of a tie rank score between selected proposals, funding will go to the proposal with the lowest cost first. However, as in the pre-proposal review, the Review Committee has discretion to select among equally scored proposals based on factors such as project diversity or geographic coverage. The Review Committee reserves the right to reject any or all pre-proposals or proposals that do not meet the goals and terms of this Bid Solicitation. EEA and the Buzzards Bay NEP intend to fund only the higher-ranking projects, those that demonstrate clear and significant benefits to Buzzards Bay and its environment and those that meet the goals of the U.S. EPA initiative and the threshold eligibility requirements. Lower ranking projects or those with marginal benefits to the bay may not be funded, even if an excess of funding is available. If insufficient funds are available for a project or for projects ranked on the cusp of available funding, partial funded may be awarded. However, if the Review Committee believes partial funding will make such a project unfeasible, the project may be bypassed and a lower cost project may be funded.

Projects earn points for meeting the requirements of each evaluation category; examples are described in the bullet points below each category, as shown on the scoring sheets located in Attachment E of this Bid Solicitation. Implementation projects and planning, research and design projects will be evaluated using the same criteria. Planning, research and design projects will be

evaluated based on their anticipated future restoration outcomes.

Successful proposals will have many of these attributes:

- The applicant demonstrates sufficient organizational ability to administer and carry out a project;
- The effort addresses water quality or habitat impaired by nutrients, particularly those identified on the Massachusetts Integrated List of Impaired Waters (2012) or as otherwise described in this Bid Solicitation, and is consistent with the Program's goal of improving water quality or habitat degradation caused by nutrients, whether in a single impaired watershed, or across multiple impaired watersheds;
- The project shows potential for regional transferability;
- The project has watershed-level benefits or an implementation plan that increases the scale of project benefits or cost effectiveness;
- The project invests strategically to leverage resources and harness innovative, cost effective solutions with the potential for high-impact results;
- The proposal includes measurable goals and clear expected outcomes, with plans to evaluate the project's success and share this information with regional stakeholder.
- The project will deliver lasting results.

NOTE: Incomplete or incorrectly submitted applications will be disqualified. If there are insufficient qualifying eligible proposals to utilize all funds eventually awarded by the U.S. EPA, remaining funds will be directed to subsequent grant rounds.

B. APPLICATION SUBMISSION INSTRUCTIONS:

Application Process

Application to this grant program is a two-step process. First, a pre-proposal must be received by June 9, 2014 (see additional deadline information in section 4A). Full proposals will then be invited at the recommendation of the Review Committee. Full proposals must be received by July 21, 2014.

STEP 1: Pre-proposals

Submit one (1) original and six (6) copies (7 total) of you pre-proposal. A complete pre-proposal must include a signed Buzzards Bay NEP Cover Sheet and funding disclosure page (Attachment A), a Pre-proposal Narrative, and any partner commitment letters. The Pre-proposal Narrative should be in twelve-point font and should not exceed one (1) double-sided page, including figures and narrative. Pre-proposals must be accompanied by brief letters on stationary from each partner affirming their specific role or contribution to the effort. For site-specific projects, if the applicant is not the property owner, the pre-proposals must be accompanied by a letter from the property owner agreeing to the proposed activities (subject to any necessary conditions). Site-specific proposals that lack support of the property owner where work is to be done may be disqualified. Please do not include any other support documentation at this time, as it will not be reviewed.

The Pre-proposal Narrative must include the following information:

- Description and location of the proposed project and anticipated benefit(s) as they relate to the funding priorities identified in this Bid Solicitation;
- Total project budget, making clear the following: total amount requested and nonfederal match; purpose for which funds will be used; other funding sources for this project;

- Timeline for the project;
- Description of project partners and their anticipated role in the project.

STEP 2: Full Proposal (invited by Buzzards Bay NEP only)

Full proposals will only be accepted after invitation by the Buzzards Bay NEP, based upon review and approval of a Pre-proposal. The proposal format can be found in the section entitled ‘Full Proposal Narrative’ below. The dates for the second round of the application are in section 4A of this Bid Solicitation and will be provided again to invited applicants. Applicants must submit one (1) signed original full proposal and seven (7) copies. Applicants must include an updated Buzzards Bay NEP Cover Sheet with funding disclosure (Attachment A) with the full proposal. Applicants that would like to be informed of receipt of full proposals should include a self-addressed, stamped postcard.

Full Proposal Narrative

Submit one (1) original signed Buzzards Bay NEP Cover Sheet and funding disclosure page (Attachment A) and full proposal narrative. Proposals must not exceed ten (10) pages in length in no smaller than twelve (12)-point font. The narrative **must** contain the following information:

Background

- Organization’s qualifications and capacity to perform work proposed. List relevant work, experiences, and qualifications of the respondent and any external entity that has been identified to perform a significant role in the Scope of Work. If the applicant is a municipality, identify the local board, commission, or department(s) leading the effort and discuss their authority.

Project Description

- Location of project;
- Description of the community and/or regional need(s) and/or challenges that this project will address.
- Description of staff who will be working on this project and their qualifications;
- Identify partners and partner staff or external entities who will undertake the project.
- List of other project partners with contact information and their roles, responsibilities and qualifications in relation to the project;
- Description of the specific project that includes goals and objectives. Provide a summary of the proposed project with a thorough explanation of proposed methodology and approach being taken. Also describe how the proposed project improves water quality or reduces the negative impacts of nutrients;
 - Scope of Work / Tasks to be completed under award request:
 - Provide a scope of work for the tasks to be completed under this award request.
 - Provide a specific, step-by-step narrative for each task and include any supporting plans, tables, or graphics.
 - Identify to the best of your ability who will be performing each task and whether the work will be done by the applicant organization or an external firm or group.
 - State deliverables and estimated timelines.
 - The scope of work in the proposal will become the scope of the grant contract with the Commonwealth if the proposal is accepted. The Buzzards Bay NEP expects that

awardees will adhere to the scope and timeline. Be sure that the scope proposed is realistic and achievable.

Project budget

- Provide a detailed itemized budget that lists the cost for each task and item identified in the Scope of Work. Also provide a total budget for the proposed project and identify any indirect or direct costs, including travel, supplies, etc. that were not associated with a specific task or item. Items not identified in this section of the application will not be eligible for award.

Other funding and matching

- List all sources of existing funding for this project, their time restrictions, or expirations. In addition, list sources that may be pending (e.g., other grant applications under consideration).
- Describe the source of any matching contributions (cash or in-kind). For in-kind, provide hourly rates, hours, and line item costs. If in-kind match will be provided by an entity outside the Applicant's organization, a letter from an authorized agent of the match provider must be submitted stating a commitment to provide the match.

Evaluation and Deliverables

- Define the criteria for success for this project and a description of how you will measure your success in both the short and long-terms. What tool(s) will be used to evaluate your program or organization? What is your strategy for implementing the evaluation process? Define the accomplishment or product that will result from the completion of this project. What is the place of this accomplishment in the broader environmental need it addresses?

With the full proposal narrative, the following documents **must** be attached. These are not included in the 10-page narrative limit. Failure to provide any of the materials listed below may result in the disqualification of the proposal.

Project proposals must include the following:

- The Cover Sheet with funding disclosure located in Attachment A;
- A brief letter from the applicant by an authorized agent of the organization on the organization's stationary stating that:
 - You are applying for funds under this program,
 - You commit to the match you are proposing,
 - You acknowledge that funding is provided on a reimbursement basis;
- For site-specific projects, a locus map of the project must be attached, and if the property owner is not the applicant, then a letter from the property owner must be included where they agree to the proposed activities or approaches.
- Projects undertaken in partnership with other organizations, particularly where the partner will provide a service or action, must include support letters from each partner stating their specific commitments. General "letters of support" should not be included with the application.
- For projects where tasks are subcontracted to partners, the budget should make clear the approximate allocation of funds, although discretion will be allowed as to how funds are ultimately allocated based on project needs.
- One original copy of each of the required forms listed in Section 3C. 'Additional

Required Documentation'

When submitting applications, please double side them where practicable, and minimize/eliminate the use of card stock and non-recyclable materials such as plastic or vinyl binders, folders, and covers.

One original and seven complete copies of the full proposal and any attachments must be submitted no later than **4:00 p.m. Monday, July 21, 2014** to:

**Sarah Williams, Regional Planner
Buzzards Bay National Estuary Program/CZM
2870 Cranberry Highway
East Wareham, MA 02538**

Proposals received after the deadline for any reason will be automatically rejected. Fax and/or email submissions will not be accepted. Additionally, postmarks are not accepted as verification of date of submission.

C. ADDITIONAL REQUIRED DOCUMENTATION:

The applicant will be required to submit one original copy of each of the following forms with their proposal:

- Commonwealth Standard Contract Form, signed and dated by the Respondent
- Scope of Services and Budget Attachments
- Commonwealth Terms and Conditions filled out and signed by the Respondent
- *Commonwealth W-9 tax information form filled out and signed by the Respondent.
- Completed Contractor Authorized Signature Verification Form.
- Prompt Payment discount form
- Electronic Funds Transfer Authorization form

*Note: Pursuant to the *Federal Funding Accountability and Transparency Act (FFATA)* and Massachusetts state finance law, respondents, must submit the most current W-9 form listing the respondent's tax identification and DUNS numbers.

These forms are available on www.commbuys.com/bs/ as part of this solicitation.

4. Deadlines and Procurement Calendar

A. RELEASE OF BID: The schedule below is estimated. Dates and times are subject to change. Respondents are responsible for checking for any updates on the COMMBUYS system.

Bid posted on www.commbuys.com/bs/	Thursday, May 15, 2014
Question and Answer period	Wednesday, May 28, 2014 by 4:00 p.m.
Bid Pre-Proposals due:	Monday, June 9, 2014 by 4:00 p.m.
Full Proposals Invited:	Friday, June 20, 2014 (estimated)
Full Proposals Due:	Monday, July 21, 2014 by 4:00 p.m.
Awards Announced:	September 15, 2014 (estimated)
Contracts Commence:	October 15, 2014 (estimated)
Projects must be completed by:	June 30, 2015, or June 30, 2016 (as proposed by the grantee)

B. INFORMATION SESSION: There is no bidders conference. The Question and Answer period will close 4:00 p.m., Wednesday, May 28, 2014.

C. INQUIRIES ABOUT THE BID: The Regional Planner will accept questions about this Bid Solicitation in writing by mail, fax, or email through 4 p.m., Wednesday, May 28, 2014. Responses to any written questions will be posted on the Buzzards Bay NEP website restore.buzzardsbay.org/grants.html by Friday, May 30, 2014, as well as on www.commbuys.com/bs/. These answers are for clarification purposes only and do not constitute an amendment to the Bid unless expressly stated as such.

D. PRE-PROPOSAL DUE DATE: Monday, June 9, 2014 by 4:00 p.m.

E. ESTIMATED AWARD DATE: Awards are estimated to be announced on or about September 15, 2014, with contract negotiations to begin immediately thereafter.

F. ESTIMATED CONTRACT START DATE: The estimated contract start date resulting from this Bid Solicitation is October 15, 2014. Notwithstanding any verbal representations by the parties, or an earlier start date listed in the Standard Contract Form, and only after an award is issued and a final scope of services has been negotiated, the effective start date of a contract shall be the latest of the following dates: the date the Standard Contract Form has been executed by an authorized signatory of the contractor and the procuring department; the date of secretariat or other approval(s) required by law or regulation; or a later date specified in the Standard Contract Form.

5. Miscellaneous

A. TYPE OF PROCUREMENT: Grant

B. USE OF THIS PROCUREMENT BY SINGLE OR MULTIPLE DEPARTMENTS: This Bid is a single department procurement. All contracts awarded under this Bid will be utilized solely by EEA.

C. REQUEST FOR SINGLE OR MULTIPLE CONTRACTORS: Multiple contracts may be awarded under this Bid.

D. BID DISTRIBUTION METHOD: This Bid Solicitation has been distributed electronically using the COMMBUYS system. It will also be posted on the Buzzards Bay NEP website at restore.buzzardsbay.org/grants.html. Notices about the availability of the Bid will also be mailed to all eligible Buzzards Bay municipalities including boards of selectmen/mayor, planning boards, boards of health, conservation commission, and public works directors. It is the responsibility of every applicant to check COMMBUYS for any addenda or modifications to a Bid to which they intend to respond. The Commonwealth of Massachusetts and its subdivisions accept no liability and will provide no accommodations to applicants who fail to check for amended Bids and submit inadequate or incorrect responses.

E. LIST OF ATTACHMENTS:

- A. Cover Sheet for Pre-proposals and Full Applications
- B. Policies Statutes and Legislation Guiding this Grant Program
- C. EEA Supplemental Terms and Conditions
- D. Geographic Limits of Eligible Projects (Fig. 1) and Map of Nutrient Impaired Waters (Fig. 2)
- E. Scoring Sheet for Pre-Proposals and full proposals

Attachment A
Cover Sheet for Pre-proposals and Full Applications

EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS
OFFICE OF COASTAL ZONE MANAGEMENT
BUZZARDS BAY NATIONAL ESTUARY PROGRAM

Southern New England Coastal Watershed Restoration Program
Nutrient Management Grants

ENV 14 CZM 10

Instructions: Please complete and submit this Cover Sheet with your pre-proposal and, if invited, please submit it again with your FULL PROPOSAL. Please be sure to include ALL required documents as described in the Bid. Your response may be mailed to: Sarah Williams, Regional Planner, Buzzards Bay NEP, 2870 Cranberry Highway, East Wareham, MA 02538. Application must be received by 4:00 p.m. on the date specified in the Bid. Postmarks are not sufficient for acceptance. The Buzzards Bay NEP does not accept submissions via facsimile and/or electronic mail. Pre-proposals must be accompanied by letters from partners (including property owner if not the applicant) stating their role or contribution to the effort. An original and six copies (seven total) of proposals and pre-proposals are required.

Organization/agency to administer grant: _____

Partner organizations or agencies (letters required): _____

Proposal contact: _____ Title: _____

Mailing Address: _____

Email: _____ Phone: _____ Fax: _____

Project manager (if different): _____ Title: _____

Mailing Address: _____

Email: _____ Phone: _____ Fax: _____

Location of Proposed Work (including watershed): _____

Amount requested: _____ Total Match: _____
(Match must be 25% OR GREATER of requested funds)

Amount Requested + Total Match = _____

Attachment A continued

Disclosure of concurrent or complimentary grant funding requests

(This section must be accurately completed or the proposal will be disqualified as non-responsive. Non-federal sources of funds from other granting entities can be used to meet BBNEP match requirements if used for tasks not funded by the BBNEP)

Have you requested funding for this project from another granting agency or organization?

No

Yes

If yes, check the appropriate boxes below and provide any needed explanations.

Name of granting agency and requested amount: _____

If we receive funding from the other entity, we will withdraw our request for funding from the BBNEP under this solicitation.

Our request for funding is conditional upon receipt of other grant funds. If we do not receive complimentary funding from the other granting agency, our project will not be viable, and we will withdraw our funding request.

Our request for funding to the other entity is to cover tasks not proposed for funding by the BBNEP.

Other:

Explanations, if any:

Attachment B

Policies/Statutes/Legislation Guiding this Grant Program

The award of grants to municipalities is subject to the regulations in [815 CMR 2.0](#). Additional state policies and guidelines on municipal grants can be found on the [Operational Services Division](#) website. This grant program is also governed by cooperative agreements between the Commonwealth of Massachusetts and the U.S. EPA in support of the Buzzards Bay National Estuary Program. Any state funds issued under this Bid are considered match to these Cooperative Agreements. A description of the authorization and purposes of the National Estuary Program funding is available at:

<https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=5dad0d18acc9fb603e8cbc46c8efa07d>

Attachment C

EEA Supplemental Terms & Conditions

See attached sheet on COMMBUYS solicitation under “File Attachments.”

Attachment D

Geographic Limits of Eligible Projects (Fig 1) and Map of Nutrient Impaired Waters (Fig 2)

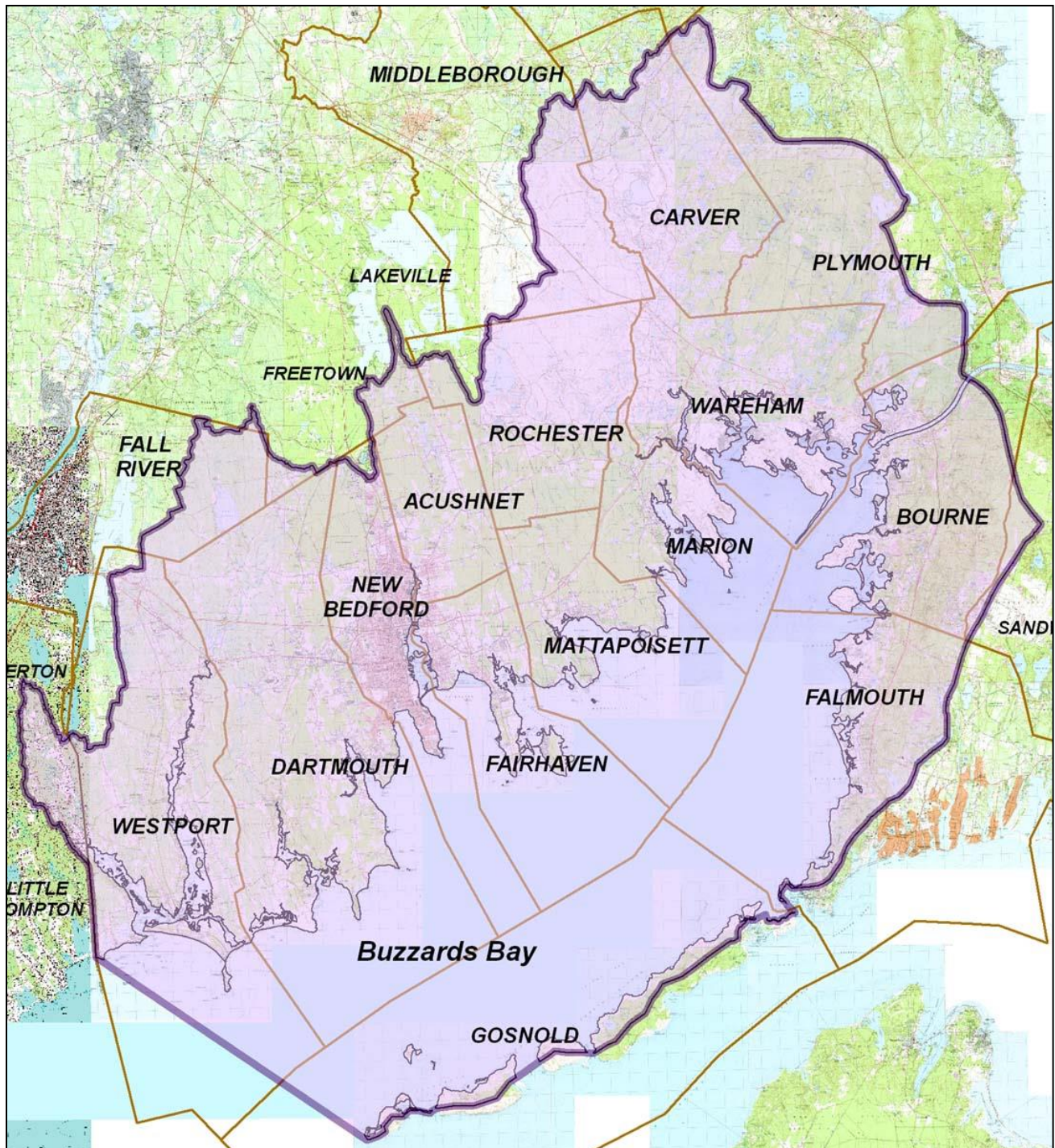


Figure 1. Projects must be located principally within the Buzzards Bay watershed as delineated by the purple shaded area above, although broader components of projects like outreach and education can be town-wide. Projects in Gosnold must be on the Buzzards Bay half of the island. Projects that straddle the watershed boundary or applications that include linked complimentary areas within and outside the watershed boundary may be considered. A larger version of this map is available at www.buzzardsbay.org/bayshed.htm.

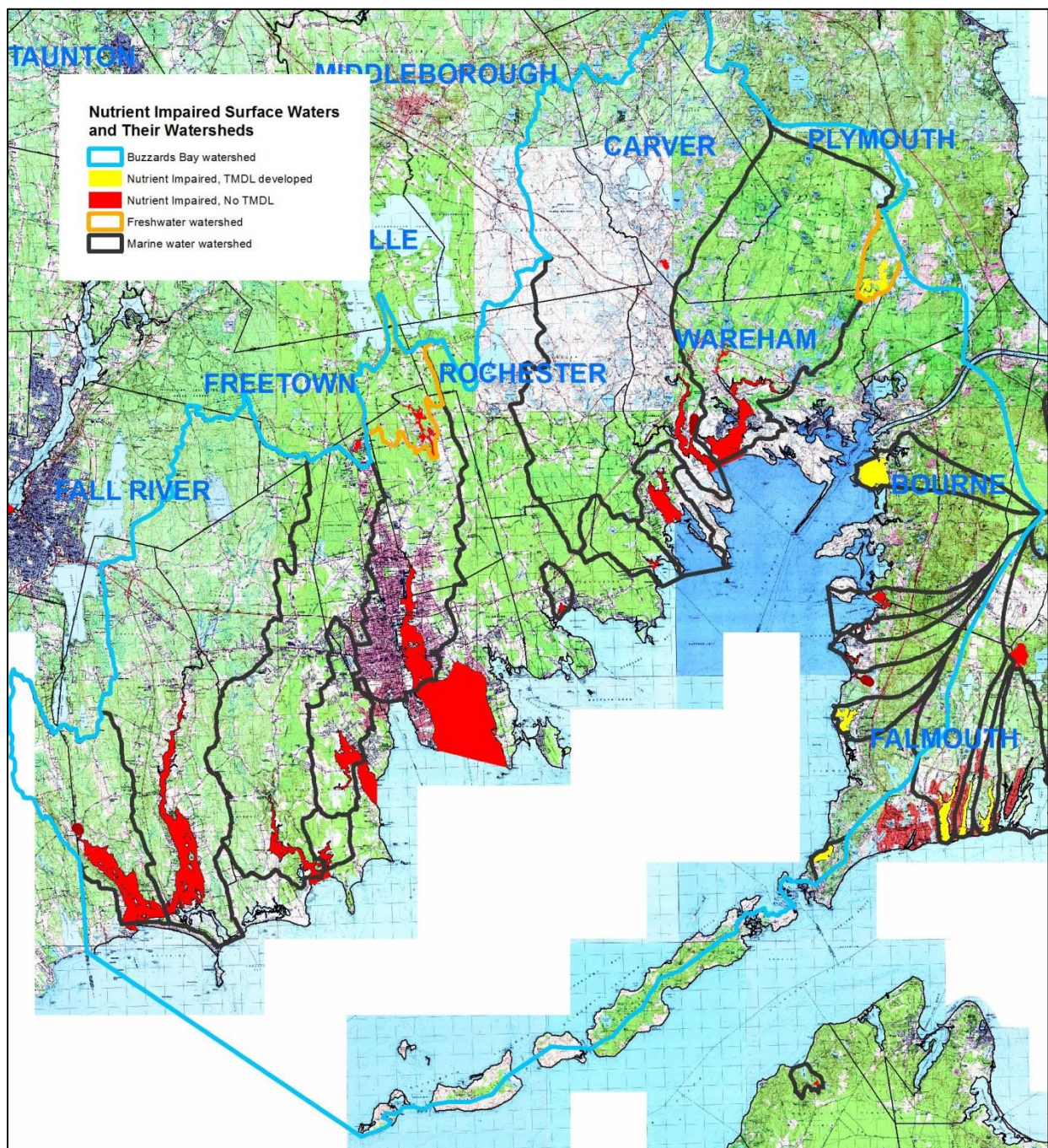


Figure 2. Map of nutrient impaired waters in the Buzzards Bay watershed (nitrogen and phosphorus) identified in DEP's 2012 Integrated List of Waters (www.mass.gov/eea/docs/dep/water/resources/07v5/12list2.pdf), or identified as impaired in draft or final TMDL reports, and their approximate watersheds where defined. Generally, site-specific projects will be eligible only for these areas unless a strong case can be made by the applicant. A larger version of this map and maps of freshwater nutrient impaired areas are available at restore.buzzardsbay.org/impaired-waters.html.

Attachment E
Scoring Sheet for Pre-proposals and Full Proposals ENV 14 CZM 10

This scoring sheet is provided for informational purposes. It does not need to be filled out or submitted by the applicant.

Applicant Name: _____

Project Name: _____ **Amount Requested:** _____

Reviewer: _____

Total Pts _____ **(115 max)** **Rank among all proposals received:** _____ **(1= best) of** _____ **(total)**

Threshold Eligibility Criteria

Does the proposed action or strategy appreciably address a nutrient-related water quality or habitat issue, or mitigate or restore impaired coastal marine or inland fresh water quality or living resources that are listed as impaired and adversely affected by excessive nitrogen or phosphorus loading?

YES _____ NO _____ (concurrence of a majority of reviewers required)

1) OVERALL PROJECT QUALITY, APPROACH, AND EFFECTIVENESS IN ADDRESSING THE PRIORITY ISSUE OF NUTRIENTS (Nitrogen or Phosphorus loading)

SCORE: _____ **of 20 POINTS**

Criteria

This scoring category evaluates to what degree, and how effective, reasonable and clear a project is in preventing, addressing, or mitigating the effects of nutrient loading problems (nitrogen or phosphorus) in the receiving coastal waters, inland fresh waters, or managing upstream sources to those receiving waters.

- Project is realistic, detailed, and clear.
- Proposal has clear measurable goals, outcomes, or products.
- Project is focused on preventing or addressing impaired ecological function and water quality due to nutrients (although a project may have other benefits as well).
- Project results in larger watershed nutrient reductions or has large positive impacts to nutrient affected natural resources.
- The proposed project enhances water quality or living resources affected by nutrient impairments
- The proposed project addresses a nutrient priority in the Buzzards Bay CCMP.
- Site-specific projects must be located in the watershed of a DEP listed nutrient impaired water body (Phosphorus or nitrogen, see Figure 2 in Attachment D, or as justified) or provide evidence of need for action related to nutrients.
- Where applicable, project will help meet nutrient TMDL or other plan specifically adopted for the project area to address nutrient impairment.
- The project might reduce nutrients by a meaningful percentage of loadings or TMDL limits.
- Projects are consistent with the current scientific understanding of the problem and potential solution.
- Projects build upon existing knowledge base and are scalable in nature.
- Project has other outstanding qualities with respect to approach or geographic area.

REVIEWER COMMENTS:

2) BENEFIT TO ECOSYSTEMS, HABITAT, AND WATER QUALITY

SCORE: _____ of 15 POINTS

Criteria

If the nutrient reductions (nitrogen or phosphorus) are ultimately achieved as evaluated in scoring category 1, how will the ecosystem and habitats benefit?

- The project will meaningfully restore or mitigates an ecological impairment caused fully or partially by excess nutrients.
- Habitat to be restored by the project is of high value to the overall function of the system.
- The proposal is consistent with best scientific knowledge available and identifies the specific nutrient related water quality or ecological impairment to be addressed and the expected outcomes.
- Proposal identifies methods of measuring ecological success after project completion, with clear, measurable goals that can be evaluated after the project is complete.
- Proposals address other stressors or impairments (e.g., a nutrient strategy may also reduce pathogen discharges) or achieve other restoration goals (e.g., improved tidal flushing may also benefit benthic habitat or salt marshes).
- Project is consistent with and advances the long-term ecological goals of the Buzzards Bay Comprehensive Conservation and Management Plan 2013 Update.

REVIEWER COMMENTS:

3) BENEFIT TO ECOSYSTEM SERVICES

SCORE: _____ of 10 POINTS

Criteria

If the nutrient reductions (nitrogen or phosphorus) are ultimately achieved as evaluated in scoring category 1, how will ecosystem services benefit? Ecosystem services are those benefits people obtain from ecosystems such as fishing, swimming, recreational, aesthetic values, flood control, among others. See also www2.epa.gov/eco-research/ecosystems-services.

- The proposal identifies current ecosystem services impaired by nutrient loading and identifies methods of measuring success with respect to restoration of ecosystem services.
- The proposal benefits keystone species that improve other ecosystem services. ___ Project includes actions that address other stressors or impairments (e.g., a nutrient strategy may also reduce pathogen discharges) that result in improved ecosystem services (e.g. more open shellfish beds or reduced beach closures in a freshwater pond).
- The project will meaningfully restore, mitigate, or improve fishing, swimming, recreational, and aesthetic values.
- The project will expand public access or potential use of ecosystem services.
- The proposal is consistent with best scientific knowledge available.

REVIEWER COMMENTS:

4) REGIONAL SIGNIFICANCE

TOTAL SCORE _____ of 15 POINTS TOTAL

Criteria

A project can address a problem in the context of an embayment watershed, the Buzzards Bay watershed, or a common problem across many watersheds and communities. In this scoring category, the regional significance is evaluated in terms of applicability at the selected watershed level and transferability or applicability across the region.

- Proposal addresses Buzzards Bay watershed or nutrient management issues at a regional scale.
- Proposal is appropriate within the context of the Buzzards Bay watershed or embayment subwatershed, or is a broader strategy to address nutrient issues throughout an embayment or across southern New England.
- Project creates a template or model that can be shared and reused for later projects across the region.
- Project coordinates with suitable regional partners.
- The proposed work is in geographic areas where other initiatives are lacking or comparable approaches are lacking
- The strategy is significant to the majority of subembayment/subwatersheds in the NEP.
- The project shows potential for regional transferability.
- The project has watershed-level benefits or an implementation plan that increases the scale of project benefits or cost effectiveness;
- Addresses nutrient issues for an entire estuary or sub-estuary watershed.
- Produces results that are transferrable - can be replicated and applied across the region.
- Resulting practices or actions will be effective across the region.

REVIEWER COMMENTS:

5) REGIONAL OR SUBWATERSHED COLLABORATION

TOTAL SCORE _____ of 10 POINTS TOTAL

Collaboration and pooling resources can leverage more actions with equivalent funding. This scoring category evaluates both the extent of collaboration and whether that collaboration expands the capacity for action in a meaningful way.

Criteria

- Applicant collaborates with appropriate partners given the scope or scale of the project.
- The applicant includes collaborative strategies and plans to share results and outcomes.
- Proposal will enable or facilitate future efforts at the Buzzards Bay watershed through programs and effective collaboration with stakeholders such as municipalities, organizations, etc.
- Project includes tasks to share information about successes and failures with key stakeholders across the region.

REVIEWER COMMENTS:

6) INNOVATION, COST VS. BENEFITS, AND STRATEGIC BENEFITS

SCORE: _____ of 15 POINTS

Criteria

Innovation projects may include technologies or approaches that are proven, those that need more testing, and those where there is limited knowledge and greater uncertainty.

- Design, planning, program building and development projects include a detailed strategy or action plan for next steps and expected tangible outcomes.
- Project generates products or services, identifies end users, and identifies need or demand for the product or service
- Project descriptions include qualitative or quantitative measure of the expected return on investment.
- Proposals define levels of risk, and acknowledge any possible adverse outcomes.
- Proposals have potential for high-impact results and solutions, or contribute to regional ecological benefits that are greater than the individual investments of any one partner.
- Proposals adds to the knowledge base, develops new knowledge, or implements innovative practices.
- Project leverages resources efficiently or creates new financial mechanisms
- The project includes innovative long-term funding ideas that help reduce the need for long-term partnership grant funds.
- The project proposes innovative ideas that have not been tried elsewhere in the watershed.
- The project proposes to expand an approach that was recently piloted or modeled in the watershed.
- The project proposes the use of relatively new ideas or approaches that are not yet common practice in the watershed.
- The proposed technology or research is likely to be more effective, more cost effective, and more easily adopted than already existing strategies or other existing innovative strategies that may be having difficulty being widely accepted.
- The transfer of technology or approaches is a component of the proposed work.
- The suggested outcomes and benefits are based on sound scientific principles.

REVIEWER COMMENTS:

7) SUSTAINABILITY

SCORE: _____ of 10 POINTS

Criteria

This scoring category is to evaluate whether the project will likely continue without Program funding because of regulatory, policy, or financial mechanisms achieved through the proposed effort. Even one-time restoration projects generally require long-term maintenance or management commitments.

- Proposal has a mechanism to determine the success of the project.
- The project, when completed, will deliver lasting results or has mechanisms to continue actions to improve environmental conditions.
- Phased and/or pilot projects show likelihood to build on prior positive results.
- The project includes ideas that help with financial sustainability of ongoing similar efforts.
- The project or effort builds on and enhances an existing management framework and includes ideas or strategies that help with financial sustainability or continuing commitments.
- Proposal includes outreach to regional partners to share information about best practices and lessons learned, including outreach to regional and local partners
- If applicable, the future resources needed to continue a project are articulated.
- Project includes a long-term management plan, with adaptive management feedback strategies or can adapt actions or

outcomes to changing needs and environmental conditions.

Project will result in ongoing efforts to improve environmental conditions with creative or new partner financing tools.

Includes a concrete plan for monitoring and evaluating the success of the project, including estimating resource needs for monitoring and proposing funding sources.

REVIEWER COMMENTS:

8) MATCH

SCORE: _____ of 10 POINTS

Criteria for combined cash and in-kind

25% to <=40% of requested funds: 1 pt

>40% to <=80% of requested funds: 3 pts

>80% to <=200% of requested funds: 7 pts

>200% to <=300% of requested funds: 9 pts

>300% of requested funds: 10 pts.

REVIEWER COMMENTS:

9) ADMINISTRATIVE FUNCTIONS AND ABILITY

SCORE: _____ of 10 POINTS

Criteria

The applicant has completed projects similar in scope, duration, and required resources to the proposed effort.

The applicant demonstrates that they have sufficient organizational ability to administer and carry out the proposed project.

Proposal includes sufficient support or partnership at the local level to fully implement the project and partner responsibilities and contributions are clearly articulated

The scope of proposed work, timeframe, and budget are realistic, detailed, and clear

The applicant has tasked necessary resources to undertake the proposed work and fully implement the proposed work.

The proposal outlines the full project trajectory, including identifying future funding streams.

Costs of implementation are described.

Where applicable, the applicant has identified necessary federal, state, and/or local permits and has outlined a strategy for acquiring necessary permit within the stated timeframe of the project.

The applicant has legal/jurisdictional authority to carry out the project, including permission from the property owner (required).

REVIEWER COMMENTS:

Reviewer Signature: _____ **Date:** _____