



**Gulf of Maine  
Council on the  
Marine Environment**

## Gulf of Maine Council on the Marine Environment

### Habitat Restoration Grants Program Letters of Intent Request for 2013 Projects

Letters of Intent (LOIs) will be accepted via the online submission process described below until 11:59 PM EST on November 23, 2012. Preliminary results of the LOI review process by this grant program will be shared with submitting organizations after January 11, 2013. Pending confirmation of funding commitment(s) for this grant program a solicitation for full proposals may be released in early 2013.

#### **Introduction**

The Gulf of Maine Council on the Marine Environment (GOMC) is a collaboration between public and private entities throughout the Gulf of Maine that was developed to enhance, improve, and protect the estuarine, coastal, and marine resources of the Gulf. The Council's mission is "to maintain and enhance environmental quality in the Gulf of Maine and to allow for sustainable resource use by existing and future generations." To advance its mission, GOMC supports numerous activities, including the restoration of degraded habitats.

For the past eleven years, GOMC has partnered with the National Oceanic and Atmospheric Administration's (NOAA) Restoration Center to fund habitat restoration projects through a competitive grants program. The Partnership has been, and continues to be, managed by the Association of U.S. Delegates to the Gulf of Maine Council on the Marine Environment (GOMA). Funding sources for future grants are unknown at this time. The GOMC Habitat Restoration Committee and GOMA are currently working to secure sources of funding to support new restoration projects through the GOMC Habitat Restoration Grants Program.

This request for Letters of Intent is made under the auspices of GOMC and GOMA. The purpose of the LOI solicitation is to identify funding needs for habitat restoration projects that will significantly advance the restoration priorities identified below and aid in the development of funding proposals to support this regional collaborative. Submitted LOIs will be evaluated using GOMC's review criteria as well as any additional criteria of grant program funders.

#### **Applicant Eligibility**

Non-governmental organizations (e.g., community associations, cooperatives, civic groups), municipalities, schools and tribal and state governments are eligible to apply. Funded projects are generally located in an area that includes the Gulf of Maine watershed and extends to nearshore ecosystems in the Gulf. The coastal region within this area extends from the elbow of Cape Cod in Chatham, Massachusetts to Cape Sable, Nova Scotia, but proposals for projects outside of this geographic range may be considered if they clearly demonstrate direct benefits to the GOM ecosystem.

## Project Type Eligibility

Successful restoration often requires a comprehensive and stepwise approach. For instance, removal of barriers to fish passage can often require feasibility assessments and planning, engineering design, permitting, construction and pre/post restoration monitoring phases. This program usually funds proposals that address one or more of these project phases. In 2013, the GOMC Habitat Restoration Grant Program seeks to support the following types of projects

- Diadromous fish restoration and stewardship – Projects targeting improvements for fish passage and spawning habitat are priorities for this type of restoration.
- Coastal wetland restoration and stewardship – Removing or mediating effects of tidal restrictions, restoring altered hydrology and drainage, mediation or abatement of excessive runoff to coastal wetlands, fill removal and invasive plant species control are typical activities.
- Riverine/riparian restoration – Restoration of historical riverine diadromous fish habitat where altered hydrology, riparian corridors, or other factors have degraded bank stability and aquatic habitat.
- Restoration projects for other habitat types – These include submerged aquatic vegetation, shellfish beds, and other subtidal and intertidal habitats.

**Please note:** If the proposed project addresses US federally designated threatened/ endangered species, species managed by NOAA, or Canadian designated species at risk please describe in the LOI response.

**Ineligible Activities:** The Partnership does not fund projects that lack a central focus on restoration for its conservation value. This program does not fund projects required by consent decree, court order, statute, regulation or other legal means to mitigate, compensate or otherwise offset the effects of another activity.

## Funding Amounts, Match Requirements, and Project Duration

**Funding Amounts:** Funding awards are anticipated to range between \$40,000 to \$125,000 USD per grant.

**Matching Requirements:** Sources, amounts, and type (federal / non-federal; cash / in-kind) of confirmed and potential match sources should be identified in the LOI. Final match requirements will be determined once grant program funding sources are confirmed. Total match value should at least equal (1:1) the amount requested from the grant program. Only match values accrued during the contract period between the grantee and GOMA are considered eligible.

**Grant Duration:** Project phases funded by this grant program are typically completed in 18-24 months.

## Grant Administration

We anticipate execution of award contracts with successful applicants in the summer of 2013, contingent upon availability of funding for this program. Successful applicants will

enter into contracts with US GOMA that specify work tasks, work products, budget items, match, and reporting requirements. Before applying to this grant program, applicants should confirm that they have adequate administrative capacity to meet this program's requirements. It is the responsibility of grantees to know and comply with deadlines and procedures for submitting the following project materials listed below:

**GOMC Progress Reports:** Updates of tasking and expenditures are submitted online at six-month intervals (deadlines are 30 July and 31 January).

**GOMC Final reports:** A summary of tasking completion and budget expenditures for the entire project submitted online within 30 days of project completion. Final reporting materials also include complete match documentation in the form of letters from contributors and documentation of all expenditures funded by this program.

**Invoicing Requirements:** Disbursal of payments by this program is contingent upon the grantee's compliance with all program requirements, such as timely delivery of products as outlined in the contract terms and also reporting. Payment is made to grantees in US dollars on a reimbursement basis, with the exception that an "up-front" payment of up to 15% of the total grant award may be requested by the grantee before work begins. At least 20% of the award is reserved for the final payment. No adjustments to the total award amount based on fluctuations in Canadian-US exchange rates are provided.

**Ineligible Costs:** Project costs incurred before the contract execution date are not reimbursed by this grant program. Funds may not be used to offset or support costs of scholarships to individuals, deficit reduction activities, projects that have already been completed, or activities that constitute legally required mitigation for the adverse effects of an activity regulated or otherwise governed by state, provincial or federal law. Indirect or overhead costs are acceptable provided they do not exceed 25% of the total grant request. Indirect or overhead costs include, but are not limited to: administrative salaries, software, office supplies and postage expenses not directly related to the grant.

### State / Provincial Contacts

For assistance with the application process, contact the Habitat Restoration Coordinator, Slade Moore, using the information provided below. For assistance with specific technical aspects of proposed projects, contact the Jurisdictional Representatives listed below that are most appropriate given your project location.

Maine	Slade Moore	207.837.3805*	smoore@bioconserve.net
Massachusetts	Hunt Durey	617.626.1245	hunt.durey@state.ma.us
New Hampshire	Kevin Lucey	603.559.0026	kevin.lucey@des.nh.gov
Canada (NS, NB)	Lee Swanson	506.453.7108	Lee.Swanson@gnb.ca

**\*Please note:** this number will not be active until after November 9<sup>th</sup>, 2012

### Letter of Intent Requirements

Submitting a letter of intent (LOI) affords applicants the opportunity for Partnership input on their restoration concept before having to develop a full application. The applicant should fully review this entire RFP, including administrative requirements of this grant program, before deciding to submit an LOI. Excluding the project location map and site

photos, LOIs should not exceed four typed pages. They must be organized using the numbered headings provided below:

1. Applicant's complete contact information (phone, email, mailing address)
2. Project location: town/s, county, name of resource (e.g. name of the river, stream, pond, estuary, or other)
3. Conditions warranting restoration
4. Previous / ongoing work on this project
5. Goal of the project phase for which GOMC-NOAA funding is being sought
6. Projected amount of restored habitat/s by type if this project will result in physical restoration during this grant period or later (e.g. upstream mainstem stream miles, upstream tributary stream miles, tidal marsh acres, etc...)
7. The number, location, and types of downstream and upstream barriers to fish passage, if the project involves the removal of a barrier
8. If applicable to the proposed project, state how federally-designated threatened and endangered diadromous fish species and other species managed by NOAA would benefit.
9. If the project involves (or will in later phases involve) physical work to specific structures and/or land, provide the name of the owner(s) and a brief description of their involvement and support of the proposed project
10. Proposed methods for achieving project goals
11. Integration of climate-change considerations in the project's design
12. Project partners and their specific roles (including the community)
13. Opportunities or challenges potentially influencing project success
14. Existing or potential funding sources other than this grant program
15. Estimated total project cost and amount of funds requested of this grant program in US dollars.
16. Status of progress obtaining identified cost match and amounts
17. Proposed project timeline
18. Project location map and site photos

Each LOI and supporting materials must be submitted as a single PDF file. File names should be formatted as follows: LOI-[state or province abbreviation]-[project name]-[applicant organization name]. For example: "LOI-MA-Green Marsh Culvert Replacement-Friends of Green Marsh.pdf". Submit the single pdf file by 11:59 PM EST on November 23, 2012 to <http://www.gulfofmaine.org/habitat-restoration/loi-upload/>. This grant program will not accept materials after the deadline. Preliminary results of the LOI review will be provided to applicants after January 11, 2013. Pending confirmation of funding commitment(s) for this grant program, a solicitation for full proposals may be requested in early 2013.