

Gulf of Maine Council on the Marine Environment & Northeast Regional Ocean Council

Request for Proposals (RFP)

September 7, 2011

New England Municipal Coastal Resilience Initiative – Stimulating Innovation and Increasing the Pace of Municipal Responses to Climate Impacts along the Coast

I. OVERVIEW

This request for letters of intent (LOI) and proposals (RFP) is made under the auspices of funding provided by the Climate Program Office of the National Oceanic and Atmospheric Administration (NOAA) to the Association of U.S. Delegates to the Gulf of Maine Council on the Marine Environment (USGOMA). USGOMA in coordination with the Gulf of Maine Council on the Marine Environment (GOMC) and the Northeast Regional Ocean Council (NROC) seeks proposals from coastal communities (see Attachment 1 - Eligible Coastal Communities) in New England to advance local efforts to adapt land use, infrastructure, policies, and programs to reduce the vulnerability of the built and natural environment to changing environmental conditions. State coastal management programs with input from other state agencies and regional partners (e.g., GOMC Climate Change Network, www.gulfofmaine.org/council/committees/climate_change_network.php, and NROC Coastal Hazards Resilience Committee, www.collaborate.csc.noaa.gov/nroc/hazards/default.aspx) will provide each pilot community with in-kind guidance to apply strategies (including those “Before the Storm” hazard identification, planning, and other strategies described at www.stormsmartcoasts.org) that are most appropriate for its capacity, goals, and specific coastal issues. GOMC and NROC seek to fund a representative range of technical capacities and coastal hazards challenges that exist in cities and towns across New England’s coastal zone. Pilot projects will be selected from the five New England states: Maine, New Hampshire, Massachusetts, Rhode Island, and Connecticut. The selected communities will be awarded up to \$30,000 each over 18 months and serve as models for other coastal communities looking to adapt to changing conditions.

II. BACKGROUND

Each year New England’s coastal cities and towns suffer millions of dollars in property damage and economic disruptions from coastal storms and other natural hazards. Increased frequency and severity of coastal storm events has compounded this situation. At this time, New England needs to support efforts by state and municipal officials to address long-term risk from coastal erosion and flooding and better protect the lives and livelihoods of coastal residents, shoreline property, and

ecosystems.

III. SCOPE

GOMC and NROC are seeking communities to take action to reduce long-term risk to people, property and ecosystems from coastal hazards, such as coastal inundation and coastal storm damages including erosion. Selected projects will be led by an identified individual in each community, with support from state coastal management staff (see Attachment 2 – State Leads), GOMC Climate Change Network, NROC Coastal Hazards Resilience Committee, other partners (e.g., Sea Grant Programs), and consultants/contractors. The needs and technical and political capacities of communities will be taken into consideration to help ensure successful implementation of coastal hazards adaptation strategies.

Applicants will identify community needs, staff and other available resources, constraints or obstacles to success, and a desired coastal hazards adaptation strategy. State technical and planning teams to be established will work with each selected community to refine the strategy and scope, which will identify the specific actions to implement the adaptation strategy within 18 months. The scope will account for the community’s technical capacity, funding constraints, and social and political systems.

Pilot communities will then begin to implement coastal hazards adaptation strategies, based on the developed scopes. Eligible strategies that GOMC and NROC could fund and support, include, but are not limited to:

1. Reviewing and drafting recommended amendments to local ordinances, bylaws, and design standards to account for future conditions.
2. Identifying and, where possible, implementing strategies to enhance hazard mitigation and emergency management plans according to projected impacts.
3. Developing design plans for innovative shoreline protection mechanisms with no adverse impacts on the built environment and natural resources.
4. Mapping and assessing vulnerable public infrastructure and natural resources.
5. Increasing public awareness of climate change and support for coastal hazards adaptation measures.

Regional partners will also work with the selected communities to convene an advisory group made up of members from each pilot community. The group will hold conference calls or webinars at least every six months to share information and progress and to problem solve. The advisory group will provide critical feedback, identifying approaches used in other communities to overcome obstacles and resolve local concerns. Regional partners will also work with the selected communities to share results and products with other communities using the StormSmart Coasts Network (stormsmartcoasts.org) and other sites.

IV. FUNDING

A total of \$150,000 will be awarded to coastal municipalities across New England. This total amount of funding for projects is contingent upon continued support from The Climate Program Office of NOAA. The maximum award per municipality will be \$30,000. Awards can range between \$10,000 and \$30,000.

V. TOTAL ANTICIPATED DURATION OF PROJECT

This project is expected to commence in January 2012 and run through June 2013.

VI. ELIGIBLE APPLICANTS

This solicitation is open to all coastal municipalities in Maine, New Hampshire, Massachusetts, Rhode Island, and Connecticut. For a list of eligible coastal communities, please see Attachment 1.

VII. EVALUATION CRITERIA

GOMC and NROC will evaluate all proposals on a competitive basis. At least one pilot project will be selected from each New England state (i.e., Maine, New Hampshire, Massachusetts, Rhode Island, and Connecticut), provided that successfully completed applications are submitted that meet the criteria. GOMC and NROC reserve the right to reject any or all proposals that do not meet the goals and terms of this RFP.

Each proposal will be reviewed based on the following criteria and point value (total of 100):

1. Provide general information about local coastal hazards impacts (e.g., flooding and erosion) that the community is seeking to address, including the hot spot(s) for the issue, and document past or current efforts by the community to address the identified impact(s) **OR** describe the obstacles that have prevented the community from considering or implementing strategies to address the problem. (15 points)
2. Identify the desired coastal hazards adaptation strategy and products for this project. Demonstrate to the extent possible that the community will be able to implement the strategy given any applicable laws and permitting requirements. (20 points)
3. Describe how the project will address future storm damage, erosion of coastal resources, flooding, and/or loss of infrastructure and life and demonstrate that the project responds to projected long-term impacts in New England. (15 points)
4. Describe how the project will avoid adverse impacts on the built environment and natural resources. (5 points)
5. Provide a detailed time-line with anticipated completion dates for the project. (See Attachment 3) (5 points)

6. Provide a detailed budget and explanation of how the funding and other support provided by project partners will ensure success of the project. All non-federal in-kind and/or cash match should be documented, minimum of 20% non-federal match suggested. Only match value that has not already been used as match for other projects or grant programs can be submitted. (See Attachment 4) (10 points)
7. Identify an individual who will serve as the local project manager and point of contact, who will be responsible for local facilitation, meeting organization, and municipal project management, and who will participate in conference calls or webinars with all pilot communities at least every six months. Submit resumes for the local project manager and other staff who will work on the project. (5 points)
8. Submit support letters from all relevant local boards, departments, and commissions with a commitment for these entities to participate as necessary in the project. For planning projects, submit a support letter from the relevant regional planning agency with a commitment to participating in the planning process. Support letters from private stakeholders, such as neighborhood associations, businesses, and chambers of commerce may also be beneficial depending on the proposed project. (10 points)
9. Indicate the specific types of technical assistance and other support sought from project partners. (10 points)
10. Discuss why the town can effectively serve as a model for a particular shoreline type, coastal development pattern, or storm type susceptibility. (5 points)

IX. LETTER OF INTENT (LOI)

GOMC and NROC strongly encourage applicants to submit an LOI before a proposal. The purpose of the LOI is to inform GOMC and NROC of community interest in applying for support and provide applicants with feedback. LOIs should be a maximum of 2 pages of narrative not including any supporting documents. **LOIs e-mailed to Adrienne Harrison (adrienne.harrison@noaa.gov) by 5:00 p.m. on September 29, 2011** will be reviewed and applicants will receive feedback on its relevance within two weeks.

LOI should include:

1. Applicant's complete contact information (phone, email, and mailing address)
2. Project location description (town/s, county, and state)
3. A brief statement describing local coastal hazards impacts to be addressed
4. Goal of the project for which USGOMA-NOAA funding is being sought
5. Proposed approach and methods for achieving project goals
6. Existing or likely project partners and community support for the proposal
7. Opportunities or challenges potentially influencing project success
8. Estimated total project cost and amount of funds requested of this grant program
9. Potential match, if applicable

X. SUBMISSION REQUIREMENTS

Proposals should be a maximum of 10 pages of narrative not including resumes and letters of support. Applicants are encouraged to submit an electronic version of their proposal, preferably in PDF format, by email to Adrienne.Harrison@noaa.gov. Alternatively, applicants may send an electronic version on CD to:

Adrienne Harrison
University of New Hampshire
35 Colovos Road
Gregg Hall, Room 148
Durham, NH 03824

Proposals must be received by 5:00 p.m. on November 10, 2011. Postmarks are not accepted as verification of date of submission.

XI. RELEASE OF RFP: September 7, 2011

XII. RFP DISTRIBUTION METHOD

This RFP has been distributed electronically by the GOMC, NROC, StormSmart Coasts Network, and state coastal management programs as well as other groups. It can be found at: www.stormsmart.org/groups/new-england.

XIII. INQUIRIES ABOUT THE RFP

Questions about this RFP can be submitted in writing to:

Adrienne Harrison
University of New Hampshire
35 Colovos Road
Gregg Hall, Room 148
Durham, NH 03824

or by e-mail to adrienne.harrison@noaa.gov until October 13, 2011. Responses to questions, if any, will be recorded and posted on the StormSmart Connect website under the New England Group (www.stormsmart.org/groups/new-england). These answers are for clarification purposes only and do not constitute an amendment to the RFP unless expressly stated as such.

XIV. LETTER OF INTENT DUE DATE: September 29, 2011 by 5:00 p.m.

XV. APPLICATION DUE DATE: November 10, 2011 by 5:00 p.m.

XVI. ESTIMATED AWARD DATE: January 2012 (anticipated)

Attachment 1 – Eligible Coastal Communities

Maine Coastal Communities:

www.maine.gov/spo/coastal/coastal_zone_map.htm

New Hampshire Coastal Communities:

des.nh.gov/organization/divisions/water/wmb/coastal/documents/nh_coastal_zone_map.pdf

Massachusetts Coastal Communities:

www.mass.gov/czm/regions.htm#regionsandtowns

Rhode Island Coastal Communities:

Barrington	Jamestown	North Kingstown	Warren
Bristol	Little Compton	Pawtucket	Warwick
Charlestown	Middletown	Portsmouth	Westerly
Cranston	Narragansett	Providence	
E. Greenwich	New Shoreham	S. Kingstown	
E. Providence	Newport	Tiverton	

Connecticut Coastal Communities:

Branford	Fairfield	Montville	Preston
Bridgeport	Greenwich	New Haven	Shelton
Chester	Groton	New London	Stamford
Clinton	Guilford	North Haven	Stonington
Darien	Hamden	Norwalk	Stratford
Deep River	Ledyard	Norwich	Waterford
East Haven	Lyme	Old Lyme	West Haven
East Lyme	Madison	Old Saybrook	Westbrook
Essex	Milford	Orange	Westport

Attachment 2 – State Leads

Maine: Elizabeth Hertz
Land Use Team Director
Maine State Planning Office
Elizabeth.Hertz@maine.gov

New Hampshire: Steve Couture
Program Manager
New Hampshire Department of Environmental Services
Coastal Program
Steve.Couture@des.nh.gov

Massachusetts: Julia Knisel
Coastal Shoreline and Floodplain Manager
Massachusetts Office of Coastal Zone Management
Julia.Knisel@state.ma.us

Rhode Island: Janet Freedman
Coastal Geologist
Rhode Island Coastal Resources Management Council
jfreedman@crmc.ri.gov

Connecticut: Jennifer Pagach
Environmental Analyst
Connecticut Department of Energy and Environmental Protection
Office of Long Island Sound Programs
Jennifer.Pagach@ct.gov

Attachment 3 – Sample Timeline

GENERAL PROJECT INFORMATION

Project title:

State:

Community:

Local project manager:

Full contact information (address, phone, and email):

Date submitted (mm/dd/yyyy):

PROJECT TIMELINE TABLE

Tasks	Products	Milestones

Attachment 4 – Sample Budget

GENERAL PROJECT INFORMATION

Project title:

State:

Community:

Local project manager:

Full contact information (address, phone, and email):

Date submitted (mm/dd/yyyy):

BUDGET TABLE

Tasks	USGOMA Grant Funds	Source of Match	Match		Total
			Non- Federal	Federal	
Total					