



May 20, 2020

**NOTICE FOR FUNDING OPPORTUNITY
NEW HAMPSHIRE COASTAL RESILIENCE GRANTS
Request for Proposals**

Supporting Capacity-Building, Assessment, Planning, and Design Projects

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

1. Purpose

Each year, coastal communities in New Hampshire (NH) experience damages to property, infrastructure, natural and cultural resources, and associated economic and social disruptions from coastal storms, flooding, and erosion. According to the [2019-2020 New Hampshire Coastal Flood Risk Summary](#), coastal flood hazards are projected to intensify and expand with the effects of climate change. In order to address current and future coastal hazards, coastal communities have expressed a need for funding and technical assistance to increase capacity, improve vulnerability and risk assessment information, conduct planning, and design site-specific adaptation strategies.

The NHDES Coastal Program is announcing the 2020 NH Coastal Resilience Grant opportunity. These funds are intended to support decision capacity-building, assessment, planning, and design projects to increase resilience to coastal hazards. Projects must take place within one or more of the 17 Coastal Zone communities.¹ For the purposes of this funding opportunity, “Coastal resilience” is defined as the capacity of a coastal community or coastal system to thrive in a changing climate—not only measured by the capacity to “bounce back” quickly from shocks and stresses, but also, and perhaps more importantly, measured by the capacity to “leap forward” to create new ways of working that enable sustained achievement of community goals and social, economic, and environmental wellbeing over the long-term.

All projects must incorporate the following guiding principles:²

- Avoid greenhouse gas emissions that contribute to coastal flood risks.
- Use consistent, best available climate science and guidance for relative sea-level rise (RSLR), coastal storms, RSLR-induced groundwater rise, and extreme precipitation.³ If applicable, select flood risk scenarios based on tolerance for flood risk. Projects should use or improve upon existing and available datasets, including but not limited to: [sea-level rise](#), [groundwater rise](#), [sea level affecting](#)

¹ Coastal Zone communities include Dover, Durham, Exeter, Greenland, Hampton, Hampton Falls, Madbury, New Castle, Newfields, Newington, Newmarket, North Hampton, Portsmouth, Rollinsford, Rye, Seabrook, and Stratham.

² For more information about the guiding principles, see pages 3-5 of the NH Coastal Flood Risk Summary, Part II: Guidance for Using Scientific Projections. <https://scholars.unh.edu/ersc/211/>.

³ Applicants should access information about relative sea-level rise (RSLR), coastal storms, RSLR-induced groundwater rise, and extreme precipitation from the 2019-2020 New Hampshire Coastal Flood Risk Summary Part I: Science (<https://scholars.unh.edu/ersc/210/>) and Part II: Guidance for Using Scientific Projections (<https://scholars.unh.edu/ersc/211/>).

[marshes modeling](#), [resilient tidal crossings](#), [Tides to Storms](#) and/or [C-RiSe](#), and living shoreline site suitability assessment ([report](#); [mapping tool](#)). All datasets and data communication projects must be made publicly accessible in user-friendly formats.

- Prioritize equity and justice of socially vulnerable populations.
- Protect natural, cultural and historic resources, and public access.
- Enable a bold approach and encourage immediate, incremental, and opportunistic action.
- Consider the full suite of actions and the effectiveness and consequences of those actions.
- Adopt a flexible adaptation approach and enable continuous monitoring of performance.
- Coordinate and collaborate with private, local, state, and federal decision-makers.
- Consider the possible liability of not taking action.

2. Eligible Applicants and Project Categories

Eligible Applicants

Eligible applicants include coastal municipalities, state agencies, quasi-governmental organizations (such as regional planning commissions), academic institutions, and non-governmental organizations. Preference will be given to proposals that involve coastal municipal governments or demonstrate clear buy-in from one or more coastal communities. Projects must take place within one or more of the 17 Coastal Zone communities.⁴

Eligible Project Categories

Project proposals must fall under one or more of the following four categories:

- i. **Building capacity with decision-makers** – Projects that increase understanding and build capacity to address future coastal flood risk. Projects should directly address resilience needs demonstrated by a community, communities, or a state agency. Project examples include, but are not limited to, engagement to empower residents at neighborhood or community scales; development and/or management of a community resilience team or multi-stakeholder committee; training for community or state decision-makers focused on the NH Coastal Flood Risk Guidance⁵ or other best practices related to coastal resilience.
- ii. **Assessing vulnerability, risk, and/or resilience** – Projects that improve understanding of community or regional vulnerability, risk, and/or resilience to future coastal hazards using best available methods, data, and science. Preference will be given to projects that include clear decision-maker buy-in and explicit activities to enable use of the assessment results by local, regional, and/or state governmental and/or non-governmental decision-makers. Project examples include but are not limited to improvements to coastal hazards modeling and/or mapping of sea-level rise, coastal storms, wave action, sediment dynamics/erosion, or groundwater rise; vulnerability assessment of public and/or private structures, facilities, and infrastructure (e.g., parks, transportation infrastructure, water supply, natural resources, businesses, etc.); analysis of socioeconomic risk(s) associated with future coastal flood hazards; adaptation strategy cost and/or benefit analysis; community or regional social vulnerability assessment that identifies vulnerable populations and evaluates needs for improving resilience.
- iii. **Proactive planning**—Projects that involve local, regional, or statewide planning to improve resilience to future coastal flood hazards for public and/or private assets or resources. Project

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examples include but are not limited to adoption of vulnerability and/or risk information and identification of preferred adaptation strategies in local, regional, or state plans; development of new plans or policies to enhance resilience, such as emergency response and recovery plans, business continuity plans, or adaptation policies; development or amendment of draft regulations or ordinances that require consideration of future coastal flood hazards and/or preferred adaptation strategies.

- iv. **Resilience project site selection & design** – Projects that identify and prioritize adaptation strategies on a site specific basis and/or projects that prepare engineering plans/ design drawings that enhance resilience of coastal community(ies) as well as coastal habitat and/or water quality. Projects may focus on public or private property. Proposals requesting development of site-specific design/engineering plans must have demonstrated landowner permission. Project examples include but are not limited to site identification, analysis, prioritization, feasibility assessment, and selection of adaptation strategies; conceptual designs for adaptation strategies; 50-75% engineering design for adaptation strategies. Examples of adaptation strategies include but are not limited to culvert replacements, living shoreline erosion management, stormwater best management practices as well as other habitat-friendly infrastructure improvements and habitat restoration projects. Note: Shoreline stabilization projects may include some combination of hard and soft stabilization techniques if need is demonstrated (e.g., marsh toe revetment/sill, engineered core), however projects that predominantly involve armoring shorelines with rip rap or other hard structures that disrupt the natural land-water interface are not eligible for this funding source.

3. Funding, Required Match, and Project Timeframe

Funding: Total anticipated federal grant funding for all NH Coastal Resilience grant projects is approximately \$150,000. Applicants must request a minimum of \$25,000 and no more than \$75,000 in federal grant funds per project. Between two and six projects are expected to be funded.

Required match: A 4:1 federal grant funds to non-federal match through cash or in-kind services is required. Non-federal match commitments exceeding the 4:1 requirement are encouraged.

Calculating required non-federal match: For example, a project seeking \$40,000 in federal grant funding must provide at least \$10,000 in non-federal match commitment for a total project budget of \$50,000.

Required non-federal match and total budget calculation guidance:

$$\text{Required non-federal match} = [\text{federal grant fund request} * 0.25]$$

$$\text{Total project budget} = [\text{federal grant fund request}] + [\text{federal grant fund request} * 0.25]$$

Project timeframe: Project duration should be 18 months. Projects are expected to begin January 2021, and projects will end June 30, 2022.

4. Proposal Requirements and Evaluation Criteria

Submitted proposals should total no more than seven pages and should be organized using the lettered headings listed below. A federal budget table (Attachment 1) and letters of support (Attachment 2) should be appended to the proposal and do not contribute to the proposal page limit. Other appendices will not be considered.

Eligible proposals will be reviewed on a competitive basis and evaluated based on the following criteria and point value (total of 100 points):

- a) **Project Title**
- b) **Applicant Information**

- i. Name, organization, address, and contact information
- c) Project Type, Goals, and Objectives (15 pts)**
- i. Identify your project category or categories (capacity-building, assessment, planning, and/or design).
 - ii. Provide the project goal statement.
 - iii. List the project's measurable objectives.
- d) Project Description & Integration of Guiding Principles (40 pts)**
- i. In 2-3 paragraphs, describe the proposed work.
 - ii. Provide *thoughtful* descriptions for how the project addresses each of the following guiding principles.⁶ Points will be deducted if the applicant does not provide a thoughtful response to each of the guiding principles listed below.
 - Avoids greenhouse gas emissions that contribute to coastal flood risks.
 - Uses consistent, best available climate science and guidance for relative sea-level rise (RSLR), coastal storms, RSLR-induced groundwater rise, and extreme precipitation.⁷ If applicable, select flood risk scenarios based on tolerance for flood risk. Projects should use or improve upon existing and available datasets, including but not limited to: [sea-level rise](#), [groundwater rise](#), [sea level affecting marshes modeling](#), [resilient tidal crossings](#), [Tides to Storms](#) and/or [C-RiSe](#), and living shoreline site suitability assessment ([report](#); [mapping tool](#)). All datasets and data communication projects must be made publicly accessible in user-friendly formats.
 - Prioritizes equity and justice of socially vulnerable populations.
 - Protects natural, cultural and historic resources, and public access.
 - Enables a bold approach and encourage immediate, incremental, and opportunistic action.
 - Considers the full suite of actions and the effectiveness and consequences of those actions.
 - Adopts a flexible adaptation approach and enables continuous monitoring of performance.
 - Coordinates and collaborates with private, local, state, and federal decision-makers.
 - Considers the possible liability of not taking action.
- e) Project Personnel and Partners (20 pts)**
- i. Identify the principal in charge of implementing the grant award and describe the relevant expertise and roles of specific personnel on the project team, including project partners. Points will be awarded based on the expertise of the project team as it relates to the proposed work and how clearly project team roles are described.
 - ii. Describe how key stakeholders were involved in proposal development and how key stakeholder interests are represented in the project design.
 - iii. List letters of support provided by relevant coastal community(ies), partners, and other stakeholders. Letters of support should demonstrate the need for the project work as well as the commitment to participate in the project process by key team members and stakeholders. Attach letters of support at the end of the proposal (Attachment 2). Letters of support do not count toward the proposal page limit.

⁶ For more information about the guiding principles, see pages 3-5 of the NH Coastal Flood Risk Summary: Guidance for Using Scientific Projections. <https://scholars.unh.edu/ersc/211/>.

⁷ Applicants should access information about relative sea-level rise (RSLR), coastal storms, RSLR-induced groundwater rise, and extreme precipitation from the 2019-2020 New Hampshire Coastal Flood Risk Summary Part I: Science (<https://scholars.unh.edu/ersc/210/>) and Part II: Guidance for Using Scientific Projections (<https://scholars.unh.edu/ersc/211/>).

f) Project Work Plan (15 pts)

NOTE: The NHDES Coastal Program recognizes that applicants may face constraints and uncertainty as they develop project proposals in the midst of the COVID-19 outbreak. Applicants are encouraged to design project proposals that can accommodate public health recommendations and related constraints that may be in place during the grant period. If applicable, applicants should consider identifying contingency options within their project proposals to allow for completion of the project within the designated timeframe.

- i. Provide a task-based work plan that describes project tasks with realistic timeframes for each task within an 18-month time period starting January 2021 and ending June 2022. Include semi-annual and final reporting as distinct tasks. Semi-annual reports are due June 30, 2021 and December 31, 2021. A final report (with remaining deliverables) is due June 30, 2022.
- ii. List project deliverables with expected completion dates.

g) Project Budget and Match (10 pts)

- i. Provide an estimated budget for the proposed work by project task in the following format:

Task from section "f)i."	Estimated grant budget	Estimated match
Task 1		
Task 2		
Add additional rows as needed		

- ii. Describe how match in non-federal cash and/or in-kind services will be provided, including a detailed description of the source(s) of match. A four-to-one federal grant funds to non-federal match through cash or in-kind services is required. For example, a project requesting \$40,000 in grant funding would provide at least \$10,000 in non-federal matching contributions for a total project budget of \$50,000.
- iii. Provide an estimated budget for the proposed work, match amounts, and match type (in-kind, cash, or both) by federal budget categories (use Attachment 1 Table Template). Federal budget categories are: Personnel, Fringe Benefits, Equipment, Travel, Supplies, Sub-Contractual, Other, Indirect Charges. Attachment 1 does not count toward the proposal page limit.

5. Important Notes and Dates

NOTE: Due to the COVID-19 State of Emergency, the NHDES Coastal Program office is currently closed to the public. Please see the [NHDES website](#) for updates on this closure.

- Please contact NHDES Coastal Program Resilience Coordinator Kirsten Howard at kirsten.howard@des.nh.gov or 603-559-0020 prior to Friday, July 17, 2020 with any questions about this RFP.
- Proposals must be emailed as a PDF or Word Document (file size limitation of 10MB) to kirsten.howard@des.nh.gov by **4:00 pm EDT on Friday, July 31, 2020**.
- Upon review of proposals, selected applicants will be **notified by Monday, August 17, 2020**. Selected applicants will be invited to negotiate final scopes of services and budgets with NHDES Coastal Program staff. Selected applicants are expected to finalize scopes of services and budgets by Monday, September 28, 2020.
- Projects will begin upon New Hampshire Governor and Executive Council contract approval around January 2021, and projects must be completed by June 30, 2022.

6. Terms and Conditions

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

7. Contact

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

Attachment 1: Federal Budget Category Table Template

Note: (double-click the table below to open Excel table format and enable editing)

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