



MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
 OFFICE OF THE GREAT LAKES
 COASTAL ZONE MANAGEMENT PROGRAM GRANT FUNDING OPPORTUNITY

The State is authorized to provide grant assistance pursuant to the Coastal Zone Management Act of 1972, as amended.

COASTAL ZONE MANAGEMENT PROGRAM
GRANT FUNDING OPPORUNITY
FISCAL YEAR 2019

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I. Introduction

Bordered by four Great Lakes, Michigan is graced with the world's longest freshwater coastline. The Michigan Coastal Zone Management (CZM) Program, housed in the Office of the Great Lakes, promotes wise management of the cultural and natural resources of Michigan's Great Lakes coastal areas by fostering environmental stewardship through the development and application of tools, science-based policies, and effective regulation.

The CZM Program provides grant funds to assist in the development of vibrant and resilient coastal communities through the protection and restoration of our sensitive coastal resources and biologically diverse ecosystems, and development of coastal recreation and tourism opportunities. These grant funds are made available by the National Oceanic and Atmospheric Administration (NOAA), pursuant to the Coastal Zone Management Act (CZMA) of 1972. The CZM Program anticipates \$700,000 in grant funds will be available in the funding cycle covered by this Grant Funding Opportunity (GFO).

The CZM Program encourages interested applicants to contact program staff early in the proposal development process for assistance and guidance. Complete applications will be evaluated for funding based on the following considerations:

- CZM Program Focus Area preferences.
- Overall quality and clarity of the application.
- Organizational capability of the applicant to complete the project as proposed.
- Project readiness and feasibility for completion within the specified grant period.
- Degree of public benefit to be derived from the project.
- Measurability of project outcomes.

Please contact the following program staff for the following project types:

Public Access	Weston Hillier	517-284-5038	hillierw@michigan.gov
Coastal Habitat	Karen Boase	517-284-5037	boasek@michigan.gov
Coastal Hazards	Matt Warner	517-284-5051	warnerm1@michigan.gov
Coastal Water Quality	Ronda Wuycheck	517-284-5040	wuycheckr@michigan.gov
Coastal Community Development	Matt Smar	517-284-5049	smarm@michigan.gov

II. CZM Program Focus Area

The CZM Program will be accepting applications for the following focus areas: Public Access, Coastal Habitat, Coastal Hazards, Coastal Water Quality, and Coastal Community Development.

A. Public Access

The Great Lakes are a primary focus for recreation and tourism in Michigan. The CZM Program protects, restores, creates, and enhances public access to the Great Lakes using approaches that support coastal communities, foster appreciation of our natural resources, and create tourism opportunities.

Examples of projects include: plans for non-motorized trails and water trails; mapping and assessments of existing trails to identify and analyze gaps in access, signage, and user amenities; development of engineering/design plans; and low-cost construction of universally accessible pathways, boardwalks, floating docks, pervious launching areas, canoe/kayak storage racks, or other site amenities.

Preference will be given to projects that:

- Increase and improve universal public access to the Great Lakes with the use of low-impact development techniques and environmentally-friendly and sustainable materials for construction.
- Link recreational trails with tourism opportunities through the development of a Trail Town Master Plan that provides a framework for capital improvement, or implement Trail Town Master Plan recommendations.
- Develop, enhance, and promote place-based identities for communities' coastal tourism efforts based on uniquely regional or local characteristics, cultural identity, natural resources/eco-tourism, etc.

B. Coastal Habitat

The CZM Program is committed to protecting, preserving, and restoring healthy coastal wetlands, beaches and dunes. As the first defense against storm surge reducing the risk of flooding and coastal erosion, the natural infrastructure is critical for coastal communities' resilience as well as maintaining beneficial ecological plant and animal communities.

Examples of projects include: research and assessment of existing plants and animals in various habitat types; inventories of natural features; and planning for habitat protection, restoration, and resource management.

Preference will be given to projects that:

- Identify, assess, quantify, and communicate the value of coastal ecosystem management and how changes in these ecosystems impact coastal communities.
- Improve the understanding of the methodologies, effectiveness, costs, and challenges associated with implementing nature-based coastal infrastructure projects.
- Incorporate place-based approaches into restoration and conservation projects.

C. Coastal Hazards

The CZM Program is committed to increase coastal communities' understanding of the risks resulting from coastal erosion and flooding and to build the ability to respond and adapt to coastal storms and Great Lakes water levels variabilities (e.g. the highs and the lows).

Examples of projects include: coastal engineering designs used as basis to develop a no-build zone; and plans for the movement of infrastructure back from eroding shorelines.

Preference will be given to projects that:

- Improve the technical assistance and guidance on best management practices and policies that minimize the risks to coastal hazards and adapt to changes in the climate.
- Build the knowledge of local coastal decision-makers by connecting them to available data, information, tools, and funding.
- Seek to sustain natural dune and beach systems to leverage their protective assets and take steps to avoid the need for hard shore protection now and in the future.

D. Coastal Water Quality

The CZM Program is committed to the protection of high quality waters. There are important water quality benefits and potential cost savings from protecting high quality waters and preventing impairments in waters that currently meet water quality standards. Protection, restoration, and enhancement of critical coastal resources such as wetlands and beaches are essential for the

protection of high quality waters.

Examples of projects include: development of ordinances, policies, and/or plans addressing management of coastal nonpoint source pollution; and implementation activities to protect and improve beach health at publicly-owned Great Lakes beaches.

Preference will be given to projects that:

- Implement activities that are part of an adopted waterfront or coastal community plan that incorporate green infrastructure practices that reduce storm water runoff and that utilize environmentally friendly materials.

E. Coastal Community Development

The CZM Program is committed to plan and manage future growth and development on lands adjacent to the coast, while protecting coastal natural resources, maritime heritage resources, water-dependent livelihoods and recreation, and other assets and activities that contribute to the community's sense of place.

Examples of projects include: port and waterfront redevelopment plans, form-based codes and zoning overlays; and other research designed to inform community planning, zoning, and development efforts.

Note: Community land use plans and zoning ordinances must be developed in accordance with the requirements of applicable state planning and zoning enabling statutes.

Preference will be given to projects that:

- Encourage water-dependent commercial and recreational uses that diversify the community or regional economy.
- Develop coastal community resilient master plans and/or implement local policies to effectively prepare, respond, and adapt to the coastal hazards such as storms, flooding, erosion, and Great Lakes level variability.
- Create regional or multi-jurisdictional tourism development and marketing plans based on asset inventories of coastal natural resources, water-based recreation resources, and maritime cultural resources.

III. Funding Availability

A. Who is Eligible

- Coastal units of government including cities, counties, villages, and townships.
- Regional planning agencies.
- Universities and school districts.
- Tribal governments.
- Nonprofit organizations.

B. Who is Ineligible

An applicant for whom any of the following conditions existed in the 24 months prior to the application deadline for this GFO is not eligible for funding:

- DEQ grant contract terminated.
- Unresolved DEQ enforcement actions.
- History of inability to manage or meet DEQ contractual terms and conditions.

Note: Nonprofit organizations are not eligible to propose nor be part of low-cost construction projects.

C. Grant Amounts

No less than \$10,000 and no greater than \$100,000.

Project Location

Low-cost construction projects (e.g., footprint) must be located entirely within the approved Michigan's CZM Program coastal boundary. Other projects must lead to improved coastal management within the CZM boundary. Please refer to the [coastal zone boundary maps](http://www.mi.gov/coastalmanagement) available through www.mi.gov/coastalmanagement.

D. Match Requirement

A one-to-one non-federal match is required for all projects. Applicants are to provide documentation of committed match funds. Match may be in the form of cash, in-kind services, or donations.

E. Project Award Period

The anticipated project start date is October 1, 2018, and no more than 15-months from the start date of the project. Projects will be evaluated on project readiness and feasibility for completion within this time frame.

F. Ineligible Uses for Grant Funds

- Land acquisition projects.
- Plans and designs for general recreational and athletic facilities such as playground equipment, ball fields, and courts.
- Plans and designs for restroom facilities.
- Dredging projects including removal of contaminated sediments.
- Roadway, parking lots or other transportation related projects.
- Purchase of general purpose equipment such as computers, cameras, and/or printers.
- Large-scale beach renourishment projects.
- Shoreline hardened erosion control structures (e.g. groins, seawalls, etc.)
- Private resident benefit.
- Permit fees.

G. Application Deadline

Complete applications must be postmarked, or hand-delivered, no later than December 15, 2017.

H. Application Submittal

Provide an electronic copy of the application (MS Word or text file) and associated materials as described below on a CD or USB flash drive (non-returnable) with a hardcopy cover letter signed by an authorized representative of the applicant on the applicant's letterhead.

Note: Faxed or e-mailed submissions will not be accepted and late or incomplete applications will not be considered for funding.

IV. Information for Applicants

Applications are considered public information under the Michigan Freedom of Information Act, PA 442 of 1976, as amended.

Successful applicants will be required to enter into a grant agreement with the DEQ which includes standard terms and conditions which are not subject to modifications. Failure of a successful applicant to accept these obligations will result in withdrawal of grant offer.

V. Application Package

Applications can be no more than 12-pages in length with text no smaller than 11-point font size. Maps, photographs, illustrations, letters of resolution and support are not subject to overall application page limit.

A cover letter signed by an authorized representative of the applicant and on the applicant's letterhead must accompany the application. Applications are to be submitted to the following:

Ronda Wuycheck, Program Manager
Michigan Coastal Zone Management Program
Office of the Great Lakes
Department of Environmental Quality
P.O. Box 30473
Lansing, Michigan 48909-7973

A. Application Cover Page

The cover page should list the project title, location (e.g., city, township, village), county, and the relevant Great Lake or connecting waterway. It must clearly state the grant amount requested, match amount provided, and total project cost. Information about the applicant must include:

- Applicant agency or organization name.
- Applicant mailing address.
- Authorized representative's e-mail address.
- Authorized representative's telephone number.
- Authorized representative's fax number.
- Applicant Federal ID#.
- Applicant DUNS #.
- Name, title, and contact information of an organization contact person, if different from that of the applicant's authorized representative.

Additionally, the Applicant must identify the CZM Program Focus Area the application fits within, and the Congressional District, State Senate District, and State House District numbers of the project location.

B. Proposed Project Summary

Provide summary (150 words or less) of the proposed project to explain the scope, coastal resources which are the focus of the effort, coastal significance, and primary outcomes of the project.

C. Detailed Proposed Project Description

Provide the following information in the detailed proposed project description:

- Project scope, why the project is needed, and how it addresses the CZM Program Focus Area preferences.

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- List of key project tasks and the outcome(s) of each task.
- List of work products.
- Project schedule showing the progress and completion of key project tasks by quarter. The schedule must show that all tasks will be completed within the project period.
- Source of secured match.
- Project coordinates in decimal degree format or degrees, minutes, seconds format. If there is no specific project point location (e.g., regional or statewide study), please provide coordinates for the location of your organization and label as such.

Additional information is required for low-cost construction projects (e.g. earth moving activities including but not limited to construction of public access, installation of signage, habitat restoration, and/or plantings). Applicants must provide the following:

- Exact location of construction project (e.g., county and, where available, coordinates or street address).
- Current site conditions (e.g., natural habitat, already disturbed, brownfield, degraded, etc.).
- Timing of construction activities.
- Proposed construction materials.
- Construction operation practices (e.g., what type of equipment will be used, how construction impacts will be avoided and/or minimized, etc.)
- How the site will be accessed during and after construction.
- Whether there will be any tree clearing for the project and, if so, the extent of clearing.
- Indication and brief explanation of best management practices to be implemented to avoid the introduction and/or spread of invasive species; soil erosion and off-site sedimentation; and non-point source pollution.
- List and Describe Direct, Indirect, and Cumulative Impacts of the following:
 - ▶ Coastal uses.
 - ▶ Marine mammals (provide list of mammals present and activities, noise, etc. that would result in the “take” of marine mammals. “Take” under the Marine Mammal Protection Act (MMPA) means the act or attempt to harass, hunt, capture, kill, or collect).
 - ▶ Essential Fish Habitat (list essential fish habitat present and describe the project’s impact to reduce the quantity or quality as designated by NOAA’s National Marine Fisheries Service NMFS).
 - ▶ List historic properties, including archeological resources and historic structures of traditional religious and cultural importance to federally-recognized American Indian Tribal Governments and any potential adverse impacts or otherwise detrimental effects to these resources and structures, or to the long-term conservation of fish, wildlife, and other natural resources.
 - ▶ If the project is located in a Special Flood Hazard Area, as depicted on a National Flood Insurance Rate Map, identify the specific flood zone(s) (e.g., V1-30 zone, A1-30 zone), and indicate whether the community is participating in the National Flood Insurance Program.
- Documentation of Low-construction Property Ownership Type:
 - ▶ Public Ownership Affidavit. If the property on which construction will occur is not subject to easements or other encumbrances held by a party other than the applicant, prepare and submit a hard copy or a PDF version of a Public Ownership Affidavit. Example can be found at www.mi.gov/documents/deq/deq-ogl-czmp-PublicOwnershipAffidavit_407110_7.doc.
 - ▶ Attorney Title Opinion. If property on which construction will occur is subject to easements or other encumbrances held by a party other than the applicant, prepare and submit a hard copy or a PDF version of an Attorney Title Opinion. Example can be found at www.mi.gov/documents/deq/deq-ogl-czmp-AttorneyTitleOpinion_407108_7.doc.

- Project Site Map/Plan and Photographs.** Submit an 8 ½” x 11” drawing of the project site map/plan including project dimensions (e.g., size and height) along with photographs of the proposed construction location. If the proposed project includes low-cost construction (or other physical alteration) activities on the project site, it must show the footprint of the project, the relationship of the project to other facilities, and significant natural features such as slope, access points, wetlands, dunes, floodplains, etc. Distinguish between existing and proposed site conditions of the site. A master plan for the site, if one exists, and sketches necessary to fully explain the project should be included.
- Documentation of Endangered or Threatened Species.** Conduct a review and provide a list of threatened or endangered species or critical habitat located in or that may potentially be located in the project footprint. Documentation must verify that either none exist in the project area or, if species or habitats are present or would potentially be impacted, that the project will not likely have an adverse impact on endangered or threatened species or habitat (i.e., a letter or e-mail from the relevant service(s) stating no adverse impacts with an explanation).

Additional information is required for project proposals utilizing unmanned-vehicles (e.g. drones). Applicants must provide the following:

- Specific geographical location of deployment/area of operations map(s) with brief narrative.
- Timing for the deployment of the unmanned-vehicles, e.g., month, day or date range, time of day.
- Evaluation of deployment coincidence with animal migration.
- Federal Aviation Administration license of the operator and unmanned-vehicle registration
- Deployment/area of operations site access
- Indication and brief explanation of best management practices to be implemented to avoid the introduction and/or spread of invasive species.

D. Project Tasks and Schedule

Display time lines for major tasks, target milestones for critical intermediate and final products, and key project outcomes/deliverables.

Tasks	Oct- Dec 2018	Jan- Mar 2019	Apr- June 2019	Jul- Sep 2019	Oct- Dec 2019	Work Products/Performance Metrics
1.						
2.						
3.						
4.						
5.						

E. Organizational Capability

Describe the qualifications of the individual(s) anticipated to work on the project and the past experience of the applicant in managing grant projects.

F. Detailed Project Budget

Download and use one of the following budget forms based on your organization’s approach towards project indirect costs:

Use this budget form if the project does not require any reimbursement of indirect costs.

[OGL Project Budget Worksheet – Federal and Non Federal Funds](http://www.michigan.gov/documents/deq/deq-ogl-BudgetProposal-FedandNonFedFunds_536539_7.xlsx)

(www.michigan.gov/documents/deq/deq-ogl-BudgetProposal-FedandNonFedFunds_536539_7.xlsx).

- Use this budget form if the project requires reimbursement of indirect costs, but the applicant does not have a Negotiated Indirect Cost Rate Agreement (NICRA). This budget form will calculate the indirect costs utilizing a 10% de minimis rate.

[OGL Project Budget Worksheet - 10 Percent De minimis](http://www.michigan.gov/documents/deq/deq-ogl-Budget_Proposal-10percent-de-minimis_536541_7.xlsx)

(www.michigan.gov/documents/deq/deq-ogl-Budget_Proposal-10percent-de-minimis_536541_7.xlsx).

- Use this budget form if the applicant has a NICRA and is asking for reimbursement of indirect costs.

[OGL Project Budget Worksheet – \(NICRA\) Federally Negotiated Indirect Cost Rate](http://www.michigan.gov/documents/deq/deq-ogl-Budget-Proposal-NICRAFederally-Negotiated-Rate_536547_7.xlsx)

(www.michigan.gov/documents/deq/deq-ogl-Budget-Proposal-NICRAFederally-Negotiated-Rate_536547_7.xlsx).

The completed budget spreadsheet file should be included in the CD or USB flash drive with the application and will not count toward the application page limit.

Applicants must provide proof of a successful audit for a period ending within the 24 months immediately preceding the proposal due date and, as appropriate, the organizational NICRA.

VI. Resolution of Support

Applications from local units of government must include a resolution of support or equivalent authorization from the legislative body. The resolution of support may be included in the submittal as a hardcopy or PDF file and will not count toward the 10-page application limit. An example can be found at www.mi.gov/documents/deq/deq-ogl-czmp-ResolutionofSupport_407111_7.doc

VII. Supporting Information

A. Information Required for Projects Creating Geospatial and Environmental Data

Environmental Data are defined as recorded and derived observations and measurements of the physical, chemical, biological, geological, and geophysical properties and conditions of the oceans, atmosphere, space environment, sun, and solid earth, as well as correlative data such as socio-economic data, related documentation, and metadata.

Applicants with projects that include such data must submit a completed [NOAA Data Sharing Plan](http://www.michigan.gov/documents/deq/FINAL_NOAA_Data_Sharing_Plan_Document_-_MTW-GB_434732_7.doc?20130930092422) (http://www.michigan.gov/documents/deq/FINAL_NOAA_Data_Sharing_Plan_Document_-_MTW-GB_434732_7.doc?20130930092422) for each data set to be developed through the project.

The OGL may, at its discretion, make publicly visible the NOAA Data Sharing Plan from funded proposals, or use information from the NOAA Data Sharing Plan to produce a formal metadata record and include that metadata in an online inventory to indicate the pending availability of new data.

Projects creating new geospatial or environmental data, if funded, must comply with NOAA data sharing and quality control requirements summarized below.

B. Data Sharing and Quality Control Requirements

- Geospatial data and environmental data collected and/or created under the project are posted online.
- Data are provided free of charge or available at a minimal cost (not to exceed the cost of distribution to the user).
- Data are made available in a timely manner (typically no later than two (2) years after creation except when limited by law, regulation, policy, or security requirements).
- Data are understandable to users and available in a form that permits further analysis or reuse.
- Data are in a machine-readable format, and sufficiently documented using open metadata standards to enable users to independently read and understand the data.
- Data undergo quality control provisions and a description of the QC process and results are referenced in the metadata.

The following information, if relevant, is encouraged to increase the competitiveness of the application:

- Explanation of how the proposed project is consistent with existing plans and ordinances.
- Indication of local support for the project, and identification of agencies or organizations partnering on the project. Letters of support from the public and letters of commitment from project partners may be included in the application submittal as hardcopies or Portable Document Format (PDF) files and will not count toward the application page limit.
- A letter from each entity contributing match, with amount specified, must be received and will not count toward the application page limit.
- Description of how the proposed project leverages other technical or financial resources.

The Michigan Department of Environmental Quality will not discriminate against any individual or group on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation. Questions or concerns should be directed to the Quality of Life – Office of Human Resources, P.O. Box 30473, Lansing, MI 48909-7973.