



STATE OF MICHIGAN
DEPARTMENT OF NATURAL RESOURCES & ENVIRONMENT
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

REBECCA A. HUMPHRIES
DIRECTOR

February 2010

Dear Grant Applicant:

The Michigan Coastal Management Program (MCMP) of the Michigan Department of Natural Resources and Environment is pleased to announce the availability of Coastal Zone Management (CZM) grant funds in January 2011 for coastal projects that further the objectives of the program. Since 1978, the MCMP has provided financial assistance to eligible applicants to plan community land use and manage growth; protect, manage and restore coastal habitats; restore historic maritime structures; revitalize urban waterfronts; and increase recreational opportunities along Michigan's Great Lakes coast.

If you are interested in participating in this grant program, please submit one copy of the completed application, **postmarked no later than May 15, 2010**. To assist you in completing the grant application, we have also posted a sample completed grant application to the website.

All requested information must be submitted by the deadline date. Grant applications that are incomplete may not be evaluated for funding consideration. Project proposal reviews, which may include a site visit, will be conducted by staff during June and July. Please be advised that you may be encouraged to revise the scope of work or budget for your project to better meet the objectives and resources of the MCMP.

Requests for funding are limited to a maximum of \$60,000 of grant funds for all projects not involving construction. Low-cost construction projects have a minimum requested amount of \$5,000 and a maximum limit of \$50,000 of grant funds. With one limited exception, applicants must provide a 1:1 non-federal match, which may include in-kind services, donations, or cash. The exception is non-construction projects that promote specific MCMP initiatives outlined in the attached "Grant Information" document. Even in these cases, grant applicants are strongly encouraged to provide 1:1 match as this increases MCMP options for funding the projects.

I encourage you to take advantage of the funding opportunities available through the MCMP, and partner with us in managing, protecting, and restoring our state's valuable coastal resources.

If you have any questions or encounter problems downloading this application, please contact us at 517-335-3168.

Sincerely,

Matt Smar, Acting Chief
Michigan Coastal Management Program
Land and Water Management Division
Michigan Department of Natural Resources and Environment
Smarm@michigan.gov

Enclosure

MICHIGAN DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT
LAND AND WATER MANAGEMENT DIVISION
COASTAL MANAGEMENT PROGRAM

GRANT INFORMATION

Funds are being made available to encourage projects that reflect Michigan's Coastal Management Program (MCMP) objectives which include:

- * Create and enhance coastal public access
- * Protect, manage, and restore coastal resources, habitats, and watersheds
- * Control development in erosion and flood hazard areas
- * Research and educational outreach on Great Lakes and coastal issues
- * Preserve and restore historic coastal structures important to Great Lakes maritime heritage
- * Redevelop urban waterfronts, brownfields, and ports
- * Protect coastal water quality and reduce nonpoint source pollution in coastal watersheds
- * Minimize the adverse impacts of coastal growth and development
- * Research, planning and zoning initiatives addressing the siting of wind energy facilities in the context of ensuring coastal resource protection

Who is eligible to apply?

- * Coastal units of government including cities, counties, villages, and townships
- * Area-wide agencies including regional planning agencies and conservation districts
- * State agencies
- * Universities and school districts
- * Tribal governments
- * Nonprofit organizations (non-construction projects only)

Important: Nonprofit organizations are not eligible to receive funding for construction. Nonprofit organizations wishing to use grant funding for construction projects on public lands, must apply through an eligible public entity. This eligible entity must provide assurance of public ownership.

What kinds of coastal projects are eligible for funding?

A. Studies, Designs and Land Use Plans: \$60,000 maximum grant request. 1:1 non-federal match required for all projects except those specifically outlined in the Waiver of Match Requirements section. Projects may include:

- * Site design, planning, and engineering for recreational sites and waterfront redevelopment
- * Habitat restoration and resource management plans
- * Maritime history interpretation, and historic structure restoration planning
- * Coastal educational materials
- * Natural features inventories
- * Research on Great Lakes and coastal issues
- * Studies for economic development planning, including ports and harbors
- * Community master planning and zoning addressing management of coastal resources
- * Watershed management plans
- * Geographic Information System data development and mapping for coastal management
- * Feasibility studies

Waiver of Match Requirements

The MCMP will consider waiving the 1:1 match requirement for proposals in specific categories of non-construction projects eligible for funding under Section 309 of the Coastal Zone Management Act, including:

- * Development of community land use plans and zoning ordinances based on Smart Growth principles for coastal and waterfront communities (see <http://coastalsmartgrowth.noaa.gov> for information). Joint (multi-community) plans and ordinances are preferred
- * Development of multi-community plans for protecting and managing coastal habitats and habitat corridors, including the associated research, inventories, and GIS data. Plans that include management of state-designated High Risk Erosion Areas, Environmental Areas, and Critical Dune Areas are preferred
- * Development of multi-community plans for establishing coastal greenways, blueways, and other trail systems for non-motorized recreation and public access, including the associated research, inventories, and GIS data

- * Research, inventories, GIS data development, plans, and other projects that inform the planning and siting of coastal and offshore alternative energy infrastructure, and support the protection and management of natural, cultural, and historic resources
- * Research, studies, and education/outreach efforts regarding the feasibility of low impact alternatives (i.e. beach nourishment, bio-engineering) to traditional shoreline armoring approaches.
- * Development of coastal GIS parcel data in communities that contain designated High Risk Erosion Areas, Environmental Areas, and/or Critical Dune Areas

Competition for grant funds with no match requirement is expected to be intense. Applicants submitting proposals with substantially less than 1:1 match identified should understand that this significantly limits MCMP options for funding the projects. We urge all applicants to submit proposals including 1:1 match.

All land use planning and GIS proposals must have a direct connection to coastal planning and/or coastal resource protection. This connection, along with ways in which the project will improve local coastal management, should be clearly described in the grant application.

B. Construction: \$5,000 minimum and \$50,000 maximum grant request. 1:1 non-federal match required for all projects. Projects may include:

- * Habitat restoration and coastal resource protection
- * Barrier-free retrofitting
- * Low-cost construction projects, for example: boardwalks, scenic overlooks, educational and/or interpretive displays, trails, and bio-engineering shore protection demonstration projects
- * Lighthouse restoration and preservation

Allowable construction projects are defined under Section 306A of the Coastal Zone Management Act. A project that involves any physical change to a site or existing structure is considered construction. All construction projects must be open to the general public, located on public land or secured through long-term lease (20 years minimum), and barrier-free accessible. MCMP project signs, (supplied by MCMP) acknowledging funding and displaying appropriate NOAA and state logos, must be permanently placed at project sites.

What kinds of coastal projects are NOT eligible for funding?

- * Restroom facilities
- * General recreational facilities (e.g., playground equipment, ball fields and courts)
- * Maintenance of existing structures
- * Hard shoreline armoring (rip-rap, sheet pile, gabions, etc.)
- * Brick and mortar construction
- * Dredging
- * Design or construction of roadways
- * Water and sewer line construction
- * GIS-purchase of hardware
- * GIS-maintenance activities (maintaining data)
- * GIS-parcel mapping outside of coastal areas
- * Demolition
- * Chemical treatment and mechanical or manual removal of invasive species
- * Recreation plans
- * Dam improvements
- * Drain improvements

Where projects must be located to be eligible for funding?

All construction projects must be within Michigan's coastal boundary that generally lies 1,000 feet inland from the ordinary high water mark of the Great Lakes. Included within the boundary are coastal cities, state parks, coastal lakes, coastal floodplains, Great Lakes connecting waters, coastal river mouths, bays, and designated sand dune areas. Coastal boundary maps are available at www.michigan.gov/deqcoastal or you may call staff of the MCMP at 517-335-3168.

All project areas for studies, designs, land use master plans, local ordinances, GIS data development, and nonpoint source pollution control must directly relate to protection or management of coastal resources or water quality.

When will funds be available?

Upon receipt of the grant application in May, site visits are conducted in June and July for all applications received. The grant selection process takes place in July and August. The grant funds are available beginning January 1 of each year and ending March 31 of the following year. Approved projects must be started and completed within this time period. Projects may consist of one discrete component or phase of a long-term effort, but grant funding for one phase in no way guarantees that funding will be provided for future phases. Changes in the availability of funds, MCMP priorities, and relative strength of competing projects are considered on an annual basis.

Additional Requirements

All CZM grant projects must be consistent with state, regional, county, and local statutes, ordinances, and plans. Recommended projects in the grant amount of \$25,000 (not including match) or more will require clearance from the State Administrative Board. Final approval is required by the U.S. Department of Commerce, National Oceanic and Atmospheric Administration. Recommended projects that involve construction also require clearance from the State Historic Preservation Office and Department of Natural Resources and Environment, Wildlife Division. The grantee must obtain and submit to the MCMP copies of all local, state, and/or federal permits before construction may commence.

How to apply?

MAIL COMPLETED APPLICATION WITH NECESSARY ATTACHMENTS TO:

Attn: Matt Smar
MICHIGAN COASTAL MANAGEMENT PROGRAM
LAND AND WATER MANAGEMENT DIVISION
MICHIGAN DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT
PO BOX 30458
LANSING MI 48909-7958

STREET ADDRESS (FOR OVERNIGHT DELIVERY, ONLY)

SOUTH TOWER, 1ST FLOOR
525 WEST ALLEGAN STREET
LANSING, MI 48933

*****ALL GRANT APPLICATIONS MUST BE POSTMARKED NO LATER THAN MAY 15, 2010*****



**DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT
COASTAL MANAGEMENT PROGRAM GRANT APPLICATION
COMPLETION INSTRUCTIONS AND APPLICATION CHECKLIST**

FOR ALL PROJECTS

- 1. **Completed Grant Application form** (see page five of the application);
- 2. **Detailed Project Description:**
 - Describe purpose of the project. Why is this project needed?
 - Describe essential elements of the project
 - Explain how the project is consistent with applicable local or regional land use plans, community master plans, development plans, recreation plans, zoning, etc.
 - List approvals that will be necessary to implement the project (permits, etc.)
 - If construction, describe relationship to existing facilities
- 3. **Detailed Budget:**
 - Itemize project components, and provide a cost estimate for each component, round to the nearest hundred dollars. Distinguish between grant funds and local funds to be spent on each component (see EXAMPLE grant application for budget format)
 - Indicate how the grant will be matched (cash, in-kind services)
 - If applicable, include source AND amount of additional or leveraged funding other than local funds

If the proposed project is a site planning, design, or engineering project, include a statement as to the source of funds to construct the project once the plans and specifications are completed.

- 4. **Schedule for Completion:**
 - Provide a schedule for completion of the project components based on a grant year starting January 1 and ending March 31 of the following year (See EXAMPLE grant application package for schedule format).
- 5. **Resolution of Support** (ONLY if grant applicant is a local unit of government).
- 6. **Project Location Map** (form provided in application package).

FOR CONSTRUCTION PROJECTS ONLY

- 7. **Completed Checklist** (form provided in application package).
- 8. **8½" x 11" drawing of the project site** (site plan, relationship to property lines, and other facilities on the site). Distinguish between existing and proposed components of the site.
- 9. **A master plan for the site, if one exists**, and sketches or drawings necessary to fully explain the project.
- 10. All construction projects must be either located on public land or land secured through a long-term lease (20 years minimum). The project must be open to the general public and barrier-free accessible. To document public ownership, please submit **either** a completed **a** or **b** document.
 - a. ATTORNEY TITLE OPINION** (Form provided in grant application package)
This form must be completed and signed by an attorney. Please be sure the issue of easements or encumbrances is addressed.

OR



b. PUBLIC OWNERSHIP AFFIDAVIT

This document may be completed by a local official who has the authority and knowledge to attest that the property where the project is located is publicly owned. **Do not fill out the form in the grant application package. The form in the grant application package is provided to illustrate the required format. SUBMIT ON A SEPARATE PIECE OF PAPER:**

- Explain your authority to certify that the property on which the proposed project is located is publicly-owned
- Provide a legal description of the property on which the proposed project is located
- State that the property is publicly owned and whether there are encumbrances, easements, liens, etc. on the property and whether they would interfere with it being used for the proposed project



DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT
LAND AND WATER MANAGEMENT DIVISION

COASTAL MANAGEMENT PROGRAM GRANT APPLICATION

Authorized by the Federal Coastal Zone Management Act, PL 92-583 of 1972, as amended.

Application must be completed for project to be considered for funding.

Project Type: (Check One) <input type="checkbox"/> Master Plan/Zoning Ordinance <input type="checkbox"/> GIS			
<input type="checkbox"/> Design or Study <input type="checkbox"/> Construction <input type="checkbox"/> Both Design & Construction <input type="checkbox"/> Other			
Project Title:			
Project Location:			County:
Great Lake or Connecting Waterway:			
Congressional District #:		State Senate District #:	State House District #:
Amount of Grant Applied for: \$_____ (Round to nearest \$500)			
Amount of Match: \$_____			
Estimated Total Project Cost: \$_____			
Applicant Name:			Federal ID #:
Street Address:			City:
State:	Zip Code:	Fax #:	Telephone # ()
E-mail Address (if applicable):			
Authorized Representative Name:			Title:
Project Contact: (if different from above)			Telephone#:
Project Location: (Land Description)			
Town_____ Range_____ Section_____ N/A_____			
CERTIFICATION: I certify that all statements in this application, including all requested supplemental information, are true, complete and accurate to the best of my knowledge.			
Authorized Representative Signature _____ Date _____			

MAIL COMPLETED APPLICATION WITH NECESSARY ATTACHMENTS TO:

COASTAL MANAGEMENT PROGRAM
LAND AND WATER MANAGEMENT DIVISION
MICHIGAN DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT
PO BOX 30458
LANSING MI 48909-7958

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DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT
LAND AND WATER MANAGEMENT DIVISION

CHECKLIST – complete ONLY if a construction project

Authorized by the Federal Coastal Zone Management Act, PL 92-583 of 1972, as amended

1. Public Benefit:

- a. This project is on public land or on publicly controlled easement and is for public benefit. The project does not improve private property and is not for private or commercial gain. Yes No

If the answer to 1a is NO, the project is not eligible for construction funding.

- b. The facility will be open to the general public. Yes No N/A

- c. If the answer to 1b is NO, the project is not eligible for construction funding, unless access to the facility will be limited for one or more of the following reasons:

N/A Public Safety Resource Protection

School Outings Scientific Research Other

- d. A deed, lease, or easement will be needed to conduct the activity. Yes No

- e. If the answer to 1d is YES, what is the life of the document (provide duration, i.e., years, or specify if in perpetuity). _____

- f. The document in 1d contains a reversionary clause. Yes No

If YES, attach the reversionary clause to this checklist.

- g. A subcontract with a nonprofit organization is needed to complete part or this entire project.

Yes No

If YES, the name of the nonprofit is _____

2. National Flood Insurance Program:

- a. The project is located in a designated floodway or “v” zone on a National Flood Insurance Program Floodway Map. Yes No (If the answer is No, go to item 3. National Environmental Policy Act)

- b. A coastal community proposing a construction project that includes the construction in special flood hazard areas shown on an FIA map is participating in the Flood Insurance Program. Yes No

If the answer for 2b is NO, the project is not eligible for construction funding.

3. National Environmental Policy Act:

- a. The proposed project may significantly affect the human environment. Yes No

- b. The proposed project involves unresolved conflicts concerning alternative uses of available resources. Yes No

- c. This action would have significant adverse effects on public health and safety. Yes No

- d. This action will have highly controversial environmental effects. Yes No

National Environmental Policy Act - continued

- e. This action will have highly uncertain environmental effects or involve unique or unknown environmental impacts. _____Yes _____No
- f. The project will have significant adverse impacts on other natural resources, e.g., beaches and dunes, wetlands, estuarine areas, wildlife habitat, wild or scenic rivers, reefs, or other coastal resources. _____Yes _____No
- g. The project will have insignificant effects when performed separately, but will have significant cumulative effects. _____Yes _____No

If the answer to any one subpart of 3 is YES, then an Environmental Assessment (EA) may be required. If YES, attach a description of the resource(s) affected and the nature and scope of the effects.

4. Handicapped Accessibility:

- a. The proposed project is handicapped accessible. _____Yes _____No _____N/A

If the answer to 4 is NO, attach to this checklist an explanation as to why the project is not handicapped accessible.

5. User Fees:

- a. The public will be charged a user fee for the proposed project. _____Yes _____No _____N/A

If the answer to 5 is YES, please attach a description of the user fee that includes how much, differential fees (if any), the need for the fees, and proposed use of the revenue.

6. Environmental Justice:

- a. The project will not have disproportionately high and adverse human health or environmental effects on minority or low-income populations. _____Yes _____No

7. State, Local, and Tribal Laws:

- a. The project is consistent with state, local and tribal laws to protect the environment. ____Yes ____No

If the answer to either 6 or 7 is NO, the project will not be approved.

If you have any questions or require assistance in completing this checklist, please feel free to contact the Coastal Management Program staff at 517-335-3168.

Michigan Coastal Management Program





DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT
LAND AND WATER MANAGEMENT DIVISION

ATTORNEY TITLE OPINION

Authorized by the Federal Coastal Zone Management Act, PL 92-583 of 1972, as amended.

Date: _____		
RE: _____		
I hereby certify that I am a member in good standing of the bar of Michigan, and have been requested to determine record of ownership for the parcel(s) of property on which the above-reference project will be constructed.		
_____ (name or brief description of land)		
After thoroughly examining the public land records or other appropriate records in accordance with the laws of Michigan, I certify that the record title to the parcel is held by:		
_____ (public entity)		
in (check one):		
<input type="checkbox"/> Fee simple absolute		
<input type="checkbox"/> Other (specify) _____		
I have determined that there are: (check one)		
<input type="checkbox"/> no easements or encumbrances on the property.		
<input type="checkbox"/> easements or encumbrances on the property, but they would not interfere with it being used for the project which is the subject of this Coastal Management Program grant application. They are:		

<input type="checkbox"/> easements or other encumbrances on the property that may interfere with it being used for the project that is the subject of this Michigan Coastal Management Program grant application. They are:		

Signature _____		
Name (Printed or Typed) _____		
Address _____		
City	State	Zip Code
Bar Number	Telephone Number ()	



DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT
LAND AND WATER MANAGEMENT DIVISION

COMPLETION INSTRUCTIONS ONLY
PUBLIC OWNERSHIP AFFIDAVIT

Authorized by the Federal Coastal Zone Management Act, PL 92-583 of 1972, as amended.

ON A SEPARATE SHEET OF PAPER, prepare an affidavit and explain your authority to certify that the property on which the proposed project is located is publicly owned. The person signing this affidavit should be an official with knowledge and authority to certify ownership. Use the title "Public Ownership Affidavit", and the language provided below.

PUBLIC OWNERSHIP AFFIDAVIT

I solemnly affirm upon personal knowledge that the following statements are true:

I (*name of official*), being duly sworn, state that:

1. (*Official must explain what authority he/she has to certify that the property on which the proposed project is located is publicly owned. Provide official title, if appropriate.*)
2. (*Provide the name or brief description of the property on which the proposed project is located.*)
3. (*If appropriate, state that the property is publicly owned and there are no encumbrances, easements, liens, etc., on the property that may interfere with it being used for the proposed Michigan Coastal Management Program project as stated in the attached Michigan Coastal Management Program grant application.*)

If there are encumbrances, easements or liens on the property that may interfere with the project, do not use this form. Instead, have an attorney complete the enclosed "Attorney Title Opinion". Submit it with your grant application.

Signature _____
(signature of authorized official)

Name _____
(printed or typed name of authorized official)

Subscribed and sworn before me on this _____ day of _____, 20____.

My Commission Expires:

(expiration date)

(Notary Public signature)