

MICHIGAN GREAT LAKES PROTECTION FUND
REQUEST FOR PROPOSALS:

INNOVATION IN WATER CONSERVATION BEST MANAGEMENT PRACTICES

I. **Overview**

This is a request for proposals for a project to identify innovations and technological advancements in water conservation best practices that can benefit Michigan's water sectors, contribute toward Michigan's goals under the [MI Healthy Climate Plan](#), and support long-term sustainability of Michigan's water resources. The MI Healthy Climate Plan, a comprehensive plan meant to protect public health and the environment while helping to develop new clean energy jobs by making Michigan fully carbon-neutral by 2050, provides an opportunity to make greater advancements in water conservation and efficiency through the intersection of water, climate, and energy.

This project will inform the State of Michigan Water Use Program and Michigan's Water Conservation and Efficiency Program and advance progress toward achieving Michigan's water conservation and efficiency goals and objectives established under the Great Lakes Compact and Agreement.

Approximately \$100,000 will be provided to one chosen applicant. This grant will be co-funded by the Michigan Great Lakes Protection Fund (MGLPF) and funding appropriated by the Michigan Legislature to the Water Use Advisory Council through the American Rescue Plan Act. The grant will be administered by the Department of Environment, Great Lakes, and Energy's (EGLE) Office of the Great Lakes (OGL).

Project tasks include:

- A. Develop and implement an engagement and dissemination strategy to involve Michigan water sectors in the project to maximize the benefits of the project results and findings.
- B. Summarize existing Michigan water sectors' processes to review and/or change water conservation best management practices (BMPs).
- C. Research innovation and technological advancements in water sector water conservation BMPs and their impacts within the business and industry sectors in other Great Lakes states and provinces and other innovative jurisdictions.
- D. Summarize findings that will advance Michigan water sectors' water conservation BMPs within the business and industry sectors to help contribute to Michigan's water conservation and efficiency program goals as well as practices that may also contribute toward achieving Michigan's climate and carbon neutrality goals.

- E. Present project results and findings to the Water Use Advisory Council and its Water Conservation and Efficiency Committee and Michigan's business and industry sectors to inform and advance innovation in their sector's water conservation and efficiency practices and contribute toward achieving Michigan's climate and carbon neutrality goals.

II. **Background**

Michigan's water sectors were required under Public Act 35 of 2006 of the Natural Resource and Environmental Protection Act (NREPA) to design guidelines for generally accepted water management practices or environmentally sound and economically feasible water conservation measures within 12 months after the effective date of the Act. In 2008, [Michigan's water sectors including public water supply, agriculture irrigation and non-irrigation sector, and the business and industry sectors adopted generally accepted water management practices or environmentally sound and economically feasible water conservation measures.](#)

Since then, agriculture and public water supplies have established processes to conduct reviews of their sector-specific water conservation practices on a periodic basis to reflect advancements and innovations in science, research, and technology.

Other sectors, primarily from business and industry, may be advancing their practices. However, they do not have an established process to review and update conservation measures to reflect advancements achieved since the practices were developed.

In addition, Michigan's and other state water sectors may be experiencing changes to their practices due to climate impacts and climate migration that may be influencing water use and demand. This funding opportunity will benefit Michigan's water conservation efforts by gathering and sharing the latest information on innovative practices for the business and industry sectors to support advancements in achieving Michigan's water conservation and efficiency goals and objectives.

III. **Deliverables**

The deliverables of the project should be:

- A. A strategy to engage the water sectors in the project and disseminate results.
- B. A summary of Michigan water sectors' processes to review and/or change water conservation BMPs adopted and approved under Public Act 35 of 2006 of NREPA.
- C. A summary of research findings of innovative and technological advancements in water sector water conservation BMPs and their impacts

within the business and industry sectors in other Great Lakes states and provinces and other innovative jurisdictions.

- D. A summary of overall project findings that will advance Michigan water sectors' water conservation BMPs within the business and industry sectors to help contribute to Michigan's water conservation and efficiency program goals as well as practices that may also contribute toward achieving Michigan's climate and carbon neutrality goals.
- E. Presentations of project findings to the WUAC, the WUAC Water Conservation and Efficiency Committee and business and industry project partner organizations.

IV. **Funding Availability**

A. Eligible Applicants

- For-profit entities.
- Nonprofit entities.
- Educational institutions.
- Federal, state, tribal, and local units of government.

Note: Grants cannot be made out to individuals.

B. Ineligible Applicants

An applicant for whom any of the following conditions existed in the 12 months prior to the application deadline for this RFP is not eligible for funding:

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

C. Grant Amount

A maximum of \$100,000 will be made available for one grant.

D. Match Requirement

Match is not required but will be considered. Match may be in the form of cash, in-kind services, or donations.

E. Project Award Period

December 2023 – November 2024. Projects will be evaluated on project readiness and feasibility for completion within a 12-month time frame starting in **December 2023.**

F. Ineligible Uses for Grant Funds

This grant cannot be used to fund professional development activities, large-scale purchasing of equipment, or construction activities. Travel expenses should be appropriate for the project tasks and built into the proposal budget.

G. Application Deadline

Complete applications must be received no later than **5:00 pm, Monday, Aug. 28, 2023.**

H. Application Submittal

Applications must be submitted by email using the email subject "Water Conservation BMP Application." Attach the application package in Portable Document Format (PDF). The combined size of the files attached to the email cannot exceed 10 megabytes. Applications should be sent to:

Kimber Frantz
FrantzK@Michigan.gov
517-275-0829

If you are unable to submit applications by email, please contact Kimber Frantz to make alternative arrangements.

V. Information for Applicants

Proposal information will not be kept confidential. Grant proposals are considered public information under the Michigan Freedom of Information Act, PA 442 of 1976, as amended.

The successful applicant will be required to enter into a grant agreement with EGLE with standard terms and conditions which are not subject to modifications. Failure of a successful applicant to accept these obligations will result in cancellation of the grant award.

Successful applicants will also be required to provide proof of a successful financial audit for a period ending within the 24 months immediately preceding the proposal due date.

VI. Application Package

Applications can be no more than **10 single-sided pages** in length with text no smaller than 11-point font size and standard 1-inch margins. Maps and illustrations may be included but will be subject to the overall application length limit. A cover letter signed by an authorized representative of the applicant on the applicant's letterhead must accompany the application. Applications should be addressed as described above.

A. Application Cover Page

The cover page should list the project title and information about the applicant. It must clearly state the grant amount requested, match amount provided, if relevant, and total project cost, if greater than the sum of the grant and match amounts. Information about the applicant must include:

- Applicant agency or organization name and mailing address.
- Authorized representative's name, email address, and telephone number.
- Applicant Federal ID number.
- Applicant DUNS number.
- Name, title, and contact information of contact person, if different from that of applicant's authorized representative.
- Congressional district, state Senate district, and state House district numbers of applicant's location.

B. Proposed Project Summary

Provide a brief summary (300 words or less) of the proposed project including the name of the applicant organization and partners, engagement strategy and collaborative participatory approach, and the focus and primary outcomes of the project.

C. Detailed Proposed Project Description

The following information is required in the detailed proposed project description:

- Project scope, why the project is needed, and how it addresses the focus of the grant request.
- A brief overview of the body of literature that will inform the project.
- A brief overview of planned approach and methodology for carrying out the project.
- List of deliverables.
- Source of match, if applicable.

D. Project Tasks and Schedule

Display timelines for major tasks, target milestones for critical intermediate and final products, and key project outcomes/deliverables. The schedule must show that all tasks will be completed within the project period. Progress will be reported **semi-annually** according to the table below.

Tasks	[DATE]	[DATE]	[DATE]	[DATE]	Outcome/ Deliverable
1.					

2.					
3.					

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. Provide a brief overview of individual(s)' publications, programs, and projects on related topics.

F. Budget Narrative

Provide a budget narrative that briefly describes the purpose of each line item in the budget form described in line item "G," below.

G. Detailed Project Budget

Please use the budget form available on the Office of the Great Lakes' [Michigan Great Lakes Protection Fund webpage](#). Reimbursement of indirect costs is optional and at the discretion of the grantee. Should the grantee choose to request reimbursement of indirect costs, rates will be calculated according to EGLE policy 10-005, described below:

- The indirect rate established for the grantee organization, up to a maximum of 20% of the salary plus fringe costs. Please enter a rate between 0-20% in cell **D96** of the form.
- EGLE maintains the right to ask for verification of how indirect rates are determined.

The completed budget spreadsheet file should be included in the email with the application and will **not** count toward the 10-page application limit.

H. Project Outcomes and Deliverables

Provide a description of the expected results of the project and project deliverables.

VII. Attachments

- A. Proof of successful financial audit.
- B. Proof that applicant is not on the federal debarment list (sam.gov).

VIII. Evaluation Criteria

The OGL invites 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:

- A. Detailed description of water sector engagement and dissemination strategy.

- B. Overall approach demonstrates an understanding of Michigan, Great Lakes, and Eastern United States water policy contexts.
- C. Detailed description of proposed methodology and overall strategic approach to research innovative and technological advancements in water sector water conservation BMPs and their impacts within the business and industry sectors in other Great Lakes states and provinces and other innovative jurisdictions.
- D. Likelihood of success that the overall approach will result in findings that will inform Michigan water sectors' water conservation BMPs within the business and industry sectors to help to identify practices that may also contribute toward Michigan's water conservation and efficiency program goals as well as achieving Michigan's climate and carbon neutrality goals.
- E. Overall quality and clarity of the application.
- F. Organizational capability of the applicant to complete the project as proposed.
- G. Project readiness and feasibility for completion within the specified grant period.
- H. Cost-effectiveness.
- I. Extent to which the project leverages other resources.

IX. **Reporting Requirements and Funding Disbursement**

The grantee must complete and submit semi-annual financial and progress reports according to a form and format prescribed by the State and must including supporting documentation of eligible project expenses.

X. **Program Contact**

If you have any questions or comments regarding the program or the application process, please contact:

Emily Finnell, Great Lakes Senior Advisor and Strategist
Office of the Great Lakes
Michigan Department of Environment, Great Lakes, and Energy
(c): 517-599-1330
FinnellE@Michigan.gov

Simon Bélisle, Great Lakes Policy Specialist
Office of the Great Lakes
Michigan Department of Environment, Great Lakes, and Energy
(c): 517-331-6390
BelisleS@Michigan.gov