



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

Nonpoint Source Program Request for Proposals

March 30, 2023

Applications are requested for proposals for administration and conservation and education efforts by watershed councils.

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Funding

Source and Availability - This Request for Proposal (RFP) contains information concerning funding authorized under Michigan Public Act 166 of 2022, Section 103. There is \$600,000 available through this RFP to support watershed groups. Grant awards should be announced summer 2023.

Required Match - Local match is not required for this funding opportunity.

Minimum and Maximum Funding Amounts - There is no minimum request, the maximum request is \$40,000.

Eligibility

Eligible Applicants - Watershed councils and watershed alliances established under state law as well as other local units of government, tribal entities, colleges, universities, and entities with 501(c)(3) status working to improve water quality on a watershed basis. In addition, all applicants must:

- Be in good standing with Michigan Department of Environment, Great Lakes, and Energy (EGLE) programs. Within the 24 months immediately preceding the application due date:
 - No EGLE grant revoked or terminated.

- No demonstrated inability to manage a grant or meet the obligations in a project contract with EGLE.
- Not appear on the Federal Debarment and Suspension List. The list can be searched through the System for Award and Management ([SAM.gov](https://sam.gov)).

Successful applicants and all contractors will be required to certify they are not an Iran-based business and contractors must also certify they are not an Iran-linked business as defined in [MCL 1329.312](#).

Ineligible Applicants - Federal and state agencies, individuals and groups without 501(c)(3) status, and entities that cannot meet the bulleted eligibility elements above. However, these entities may be able to serve as project partners or receive grant funds as subcontractors to eligible grantees.

Eligible Activities - General organizational administration as well as conservation and educational efforts are eligible in all watersheds statewide.

General Requirements for All Proposals

- The time frame for projects is one (1) year. However, this time frame may include portions of two of the state’s fiscal years. The state’s fiscal year begins October 1.
- Applicants must be able to enter into a grant contract with EGLE and register as a vendor in the State’s SIGMA system located at [SIGMA.Michigan.gov/webapp](https://sigma.michigan.gov/webapp). EGLE retains the right to withdraw funding if a contract has not been signed prior to September 13, 2023.
- All projects selected for funding will be required to take steps to minimize the risk of spreading terrestrial and aquatic invasive species. Selection of project-appropriate measures should be dependent on the type of work being conducted and the specific situation. Additional information is available from [Nonpoint Source \(NPS\) staff](#).
- All outreach and education materials must:
 - Meet current Americans with Disabilities Act criteria for publications,
 - Be consistent with the copyright clauses in the EGLE boilerplate,
 - Be consistent with the Nonpoint Source Program’s [Acknowledgement Guidance](#),
 - Be reviewed and approved by EGLE prior to use.
- All projects implementing physical Best Management Practices (BMP) must:
 - Design BMPs consistent with Nonpoint Source Program Guidance [NPS BMP Manual, Other BMP Design References, and Pollutants Controlled \(michigan.gov\)](#).
 - Have all sites and site plans approved by EGLE prior to construction beginning.
 - Secure all required local, state, and federal permits prior to construction beginning.
- Projects that will collect physical, chemical, biological, or social data will be required to develop an approvable Quality Assurance Project Plan (QAPP) prior

to data collection. An approved QAPP is not a required element of a proposal and QAPP development is an eligible project cost.

- Guidance for environmental monitoring is available from the [Environmental Monitoring Guidance Web page](#). Applicants proposing to perform environmental measurements (water quality, macroinvertebrate populations, stream morphology, inventories, modeling, etc.) must include the environmental monitoring table in the Project Description, Section D as detailed in the [Instructions](#). Applicants are encouraged to contact Caroline Keson, Nonpoint Source Unit, Surface Water Assessment Section, Water Resources Division (WRD), at 517-512-0892 or KesonC1@Michigan.gov prior to submitting a proposal including environmental monitoring.
- Guidance for social monitoring can be found online at the [Social Monitoring and Evaluation](#) Web page. Applicants proposing to perform social monitoring (social surveys or focus groups) must include the social monitoring table in the Project Description, Section D as detailed in the [Instructions](#). Applicants are encouraged to contact Bob Sweet, Nonpoint Source Unit, Surface Water Assessment Section, WRD, at 517-512-9765 or SweetR@Michigan.gov prior to submitting a proposal including social monitoring.

Proposal Evaluation Criteria

- The ability of the applicant and the partners and contractors to carry out the project.
- Expectation that increased organizational capacity will result in future water quality improvement or protection.
- The anticipated water quality benefits of the project in relation to the cost (although a thorough cost/benefit analysis is not required).
- Expectations for water quality improvement or protection especially in environmental justice, disadvantaged, marginalized, underserved, and or overburdened communities. The Nonpoint Source Program is not defining these terms, rather, we are asking applicants to demonstrate the applicability of this criterium to their proposal utilizing one of the following tools, other data or other means.
 - [MiEJScreen DRAFT \(arccgis.com\)](#)
 - [EJScreen \(epa.gov\)](#)
 - [Climate & Economic Justice Screening Tool \(geoplatform.gov\)](#)

Applicants can contact Bob Sweet, NPS Unit, SWAS, WRD at SweetR@Michigan.gov or 517-512-9765 for questions about these criteria

Funding Priorities

Projects that will in no particular order:

- Support capacity building or staff training within eligible grant entities.
- Purchase equipment and supplies to support new or existing water quality efforts.
- Develop proposals or proposal elements for other water quality funding opportunities.
- Update or develop elements of existing or new watershed management plans.
- Develop and distribute outreach materials using traditional and electronic formats.
- Translate and distribute environmental information to non-English speaking communities.
- Assess the feasibility of or result in the adoption of water quality ordinances.
- Demonstrate environmental justice as a project priority.
- Especially in environmental justice, marginalized, underserved, and or overburdened communities:
 - Make progress toward identifying and removing barriers to restoring and protecting water quality.
 - Support or expand existing water quality improvement efforts.
 - Enhance community outreach or community involvement.

Proposal Selection

Proposals will be selected based on the above Evaluation Criteria and how well they meet the Funding Priorities of this RFP.

Process, Schedule, and Deadline

Each project should be applied for separately with a complete proposal package consisting of an electronic copy of all required components. Please read this information package carefully. Extraneous information will not be accepted or included in the grant proposal review process.

The project description, work plan, timetable, and budget must be submitted using Microsoft Office compatible formats or a searchable PDF. The Cover Sheet (signed), maps, graphics, and photographs can be submitted as PDF or similar files.

Instructions for the grant proposal should be downloaded and followed. The checklist on page four of the [Instructions](#) should be used to insure you have a complete application package. Proposal evaluation will be based on the information received by the due date. An electronic copy of all elements of your proposal must be emailed to: EGLE-NPSGrants@Michigan.gov. EGLE will reply to all proposals submitted to the listed address. If you do not receive a reply within two hours during regular business hours, please contact Bob Sweet, NPS Unit, SWAS, WRD at SweetR@Michigan.gov or 517-512-9765; or Rob Selesky, NPS Unit, SWAS, WRD at SeleskyR1@Michigan.gov or 517-331-7690 for assistance. Faxed or mailed proposals will not be accepted. Full applications must be received **by 4:00 p.m., Wednesday, May 17, 2023**. Late proposals will not be considered for funding.

All required forms for this grant proposal are available from the NPS home page at Michigan.gov/NPS (under "Grant Applicant Information"). Forms should be downloaded and saved to your computer, completed, and then submitted with the other components

of the grant proposal. **Do not use forms from previous years or from other programs.**

A free webinar hosted by EGLE staff will be held Thursday April 13, 2023, from 10:00 to 11:00 a.m. to present details of the grant program, the application process and to answer questions from the audience. The webinar will be recorded and a link posted on the [NPS Program Web page](#) for those that can't attend the live event. To register, please visit the [GoToWebinar Registration Page](#).

Project Clarification/Revisions

EGLE may request additional information for clarification purposes. EGLE can offer grant amounts other than those requested and request changes to the proposed work plan.

Confidentiality - Submitted proposal information is not confidential. Grant proposals are considered public information under the Freedom of Information Act, PA 442 of 1976, as amended.

Acceptance of Contract Content

Successful applicants will be required to enter into a project contract with EGLE. A project contract consists of standard "boilerplate" language (an example is available from [NPS staff](#)), the applicant's project description, work plan, timeline, and budget information. Failure of a successful applicant to accept these obligations will result in cancellation of the grant award.

Contacts

For questions about this RFP and its contents or general grant or grant process questions, contact Bob Sweet, Nonpoint Source Unit, Surface Water Assessment Section, WRD, at 517-512-9765 or SweetR@Michigan.gov.

Potential applicants are strongly encouraged to contact the appropriate [NPS Staff](#) about specific project ideas.

If you need this information in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.

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