



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

# Nonpoint Source Program Request for Proposals

November 15, 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 119 of 2023, Section 103. There is \$600,000 available through this RFP to support watershed groups. Grant awards should be announced spring 2024.

*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. 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)).
- Certify they and their contractors are not an Iran-based business as defined in [MCL 129.312](#).

*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 areas statewide.

### **General Requirements for All Proposals**

- The time frame for projects is generally 12 months.
- 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 within 90 days or prior to September 13, 2024.
- Projects selected for funding will be required to minimize the risk of spreading terrestrial and aquatic invasive species. Additional information is available from [Nonpoint Source \(NPS\) staff](#).
- All outreach and education materials must:
  - Meet current Americans with Disabilities Act best practices for publications and web content The State of Michigan standards are linked below:
    - [SOM - SOM Applications and Site Standards \(michigan.gov\)](#)
    - 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, tribal, 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. 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](mailto: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](mailto:SweetR@Michigan.gov) prior to submitting a proposal including social monitoring.

### **Proposal Evaluation Criteria**

- The ability of the applicant, partners, and contractors to carry out the project.
- Expectation that the project will contribute to 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 communities with environmental justice impacts.

The Nonpoint Source Program is 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 \(geoplatform.gov\)](#)
- [Justice40 Analysis \(cnt.org\)](#)

Applicants can contact Bob Sweet or Autumn Mitchell, NPS Unit, SWAS, WRD at [SweetR@Michigan.gov](mailto:SweetR@Michigan.gov), 517-512-9765 or [MitchellA24@Michigan.gov](mailto:MitchellA24@Michigan.gov), 517-388-6662 respectively for questions about these criteria.

## Areas of Focus for Funding

Projects that will (in no particular order):

- Support capacity building or staff training.
- 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.
- Translate and distribute environmental information to non-English speaking communities.
- Assess the feasibility of or result in the adoption of water quality ordinances.
- Make progress toward reducing barriers to surface water protection or restoration in communities with environmental justice concerns:

## Proposal Selection

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

## Process, Schedule, and Deadline

Please read this information package carefully. A complete proposal package will consist of an electronic copy of all required components. Extraneous information will not be 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.

The checklist on page four of the [Instructions](#) should be used to ensure you have a complete application package. Proposal evaluation will be based on the information received by the due date. An electronic copy of your complete proposal package must be emailed to: [EGLE-NPSGrants@Michigan.gov](mailto:EGLE-NPSGrants@Michigan.gov). EGLE will reply to all proposals submitted to this 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](mailto:SweetR@Michigan.gov) or 517-512-9765; or Rob Selesky, NPS Unit, SWAS, WRD at [SeleskyR1@Michigan.gov](mailto:SeleskyR1@Michigan.gov) or 517-331-7690 for assistance. Faxed or mailed proposals will not be accepted. Full applications must be received **by 11:59 p.m., Friday, January 19, 2024**. 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](http://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 Tuesday November 28, 2023, from 10:00 to 11:00 a.m. to present details of this grant program, the application process and to answer questions from the audience. The webinar will be recorded, and a link will be

posted on the [NPS Program Web page](#) for those that can't attend the live event. To register, please visit the following Zoom registration page: [https://us06web.zoom.us/webinar/register/WN\\_tt15B6pPSGKQR4UAGFZzKw](https://us06web.zoom.us/webinar/register/WN_tt15B6pPSGKQR4UAGFZzKw).

### **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](mailto: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](mailto:EGLE-Accessibility@Michigan.gov) or call 800-662-9278.

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