

# 2019 Southeast New England Program (SNEP) for Coastal Watershed Restoration Technical Assistance Network

REQUEST FOR APPLICATIONS INFORMATIONAL WEBINAR

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JUNE 6, 2019 | 2:00PM – 3:30PM

**Adobe Connect:** <http://epawebconferencing.acms.com/snep/>

**Audio:** Dial-In Number: 202-991-0477, Conference Code: 3567353



# Webinar Logistics

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- Questions will be addressed at the end of the presentation
- Please mute your phones for the duration of the presentation
- Slides will be emailed to all participants and posted on SNEP website
- A Q&A will also be developed and posted on the SNEP website

# Webinar Agenda



- SNEP Background
- Section I: Funding Opportunity Description
- Section II: General RFA Information
  - Process and Timeline
  - Funding, Match, & Project Period
- Section III: Eligibility
  - Eligible applicants
  - Match Requirements
  - Threshold Eligibility Criteria
- Section IV: Proposal Submission
  - Format
  - Required Materials
- Section V: Evaluation Criteria
- Questions

# SNEP Background

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- Program Vision:

**We envision a resilient ecosystem of clean water, healthy diverse habitats, and sustainable communities in southeast New England's coastal watersheds.**

- Encourage an ecosystem-based approach to increase effectiveness of long-term regional restoration efforts
- Build resilient ecosystems and connect communities through action, collaboration and innovation.

# SNEP Background

## Program Goals

	<p><b>WATERSHED RESILIENCE</b></p>	<p>Restore water quality and physical processes that support ecosystem function and watershed resilience</p>
	<p><b>SUSTAINABLE COMMUNITIES</b></p>	<p>Bolster sustainable communities by protecting and enhancing ecosystem services that support local economies in the SNEP region</p>
	<p><b>ASSESS, TRACK &amp; COMMUNICATE</b></p>	<p>Assess, track, and communicate change in condition and the effectiveness of actions</p>
	<p><b>INNOVATIVE SOLUTIONS</b></p>	<p>Enable innovative solutions that facilitate new technologies and approaches to improve habitat, aquatic life, and water quality</p>
	<p><b>LEVERAGING EXISTING EFFORTS</b></p>	<p>Build on existing geographic programs and foster new programs in to advance solutions to regional environmental issues</p>

# Section I: Funding Opportunity Description



- SNEP priorities
  - Advance ecosystem resiliency
  - Protect and restore water quality, habitat and ecosystem function
  - Develop and apply innovative policy, science and technology to environmental management
  - Build capacity of local communities, tribes and organizations to address environmental issues



# Section I: Funding Opportunity Description

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- One cooperative agreement will be awarded to an eligible entity to establish and manage the SNEP Technical Assistance Network
- Services and expertise should focus on the needs of the SNEP region
- Offer customized advice, consultation, and services to communities, tribes and organizations seeking to improve their capability to address environmental issues
- Applicants may propose a variety of approaches to manage the Network (see Section I.B. for examples)

# Section I: Funding Opportunity Description

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- Recipient could offer a range of services to service recipients\* to assist with funding and planning of water quality, habitat and stormwater management programs and projects (see Section I.B.).
- The recipient could provide a range of expertise to build capacity of service recipients, municipalities, and other environmental implementers to:
  - Identify watershed problems
  - Develop viable solutions
- Note: final design, construction, and implementation of plans are NOT eligible

\*local communities, tribes and organizations





# Section I: Funding Opportunity Description

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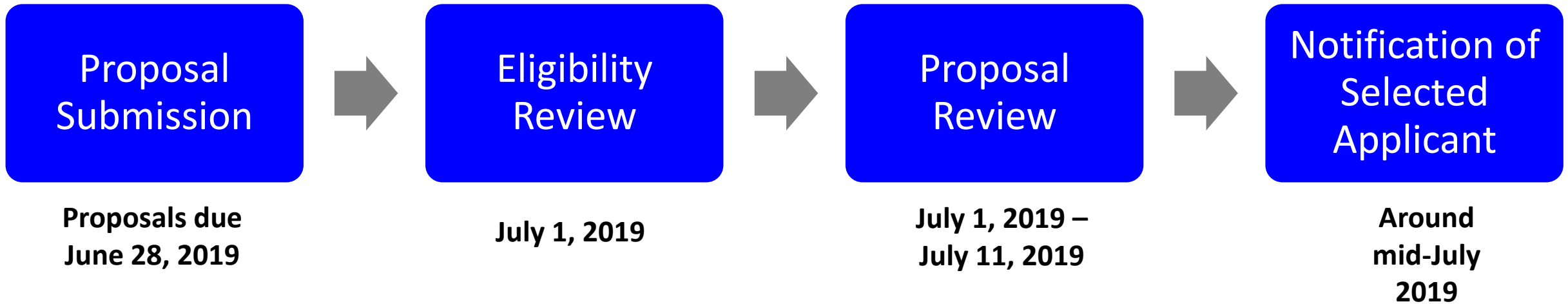
## Section I.C.

- **EPA FY 18-22 Strategic Plan Goal 1 Core Mission:** “Deliver real results to provide Americans with clean air, land, water, and ensure chemical safety, Objective 1.2, Provide for Clean and Safe Water”
- **Outputs:** Qualitative or quantitative environmental activities, efforts, and/or associated work products related to an environmental goal or objective that will be produced or provided and measured during the project period.
- **Outcomes:** Results, effects or consequences that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Must be quantitative and do not have to be achieved within the project period.
- **Performance Measures:** Measures developed and described by the applicant that are expected to be achieved through administration of the SNEP Technical Assistance Network.

# Section II: General RFA Information



## ■ Process and Timeline



- Awards made early September 2019
- Expected project start date: October 1, 2019

# Section II: General RFA Information

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## Funding Availability

- One cooperative agreement for up to \$1.75 million in FY19
- Up to \$2 million/year in future years – incremental funds
- Up to \$6 million over 5 years (through 2024)

## Match (More in Section III.B.)

- Minimum of 15% of total federal request

## Project Period

- Up to 5 years
- Starts October 1, 2019

# Section III: Eligibility Information

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## Eligible applicants (Section III.A.)

- Types of eligible applicants:
  - State, local, territorial and Tribal governments
  - Institutions of higher education
  - Nonprofit institutions and organizations
  - Intertribal consortia
  - Interstate agencies

## Ineligible Applicants:

- Private businesses, federal agencies, and individuals
  - *(These entities can partner with an eligible applicant)*

# Section III: Eligibility Information

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## Cost Sharing/Match (Section III.B)

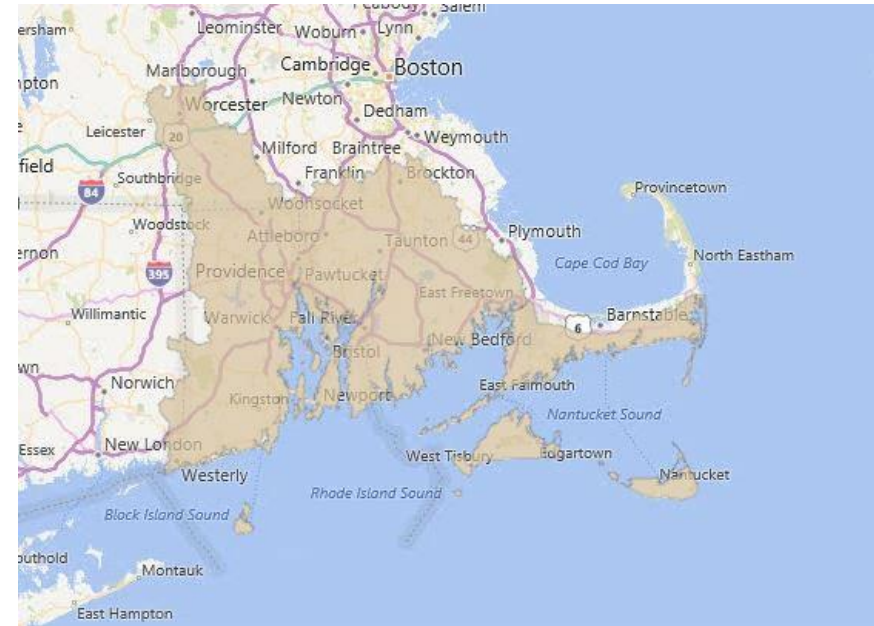
- All applicants must demonstrate how the cost share requirement will be met
- **Requirement: a minimum non-federal cost share/match of 15% of the federal request**
- Can be cash, in-kind contributions or unrecovered indirect costs
  - Applicants with a negotiated indirect cost rate may choose to provide a percentage of their indirect costs as match (See Appendix C).
  - Indirect Cost Guidance: <https://www.epa.gov/grants/rain-2018-g02>
  - Use of Unrecovered Indirect Costs (page 7): <https://www.epa.gov/sites/production/files/2018-08/documents/indirect-cost-policy-guidance-for-recipients-of-epa-assistance-agreements.pdf>
- Other federal grants cannot be used as match unless there is specific statutory authority

# Section III: Eligibility Information



## Threshold Eligibility Criteria (Section III.C)

- Projects must be carried out within the SNEP geographic area and alignment with program priorities (Section I)
- All proposals must comply with submission instructions in Section IV (by June 28 at 11:59 EDT and via Grants.gov)
- Must support EPA's Strategic Plan Goal 2 (Section I.C.)



<http://www.epa.gov/snecwrp/background-information-southeast-new-england-coastal-watershed-restoration-program>

# Section IV: Proposal Submission



## Format & Content (Section IV.A., Appendix B and Appendix C)

### ■ Required Materials:

- Forms: SF-424, SF-424A, SF-424B, Grants.gov lobbying form, EPA Key Contacts Form (5700-54), EPA Form 4700-4: Pre-award Compliance Review Report
- Proposal Narrative (12-page limit, single-spaced): See Appendix B
- Budget Detail – See Appendix C for example of expected format
- Supporting Materials/Other Attachments
  - Resumes or curriculum vitae of staff **who** will be working to develop the Technical Assistance Center
  - Letters of commitment from any partners identified in the proposal in order to confirm the partnership. If no partners are identified, letters of commitment are not required.
  - List documenting past or ongoing federally and/or non-federally funded assistance agreements administered by the applicant, including documentation supporting grant performance and meeting of reporting requirements.
  - Documentation of non-profit status if appropriate

# Section IV: Proposal Submission

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## Submission Instructions

- Must be submitted via Grants.gov (with limited exceptions listed in Section IV.C.)
- The 12-page limit is for the narrative proposal and **does not** include the listed supporting materials, the budget narrative and detail, and the required forms
- The 12-page narrative proposal limit **does** include the cover page
- **Applications are due by 11:59pm EDT on June 28, 2019**



# Section V: Evaluation Criteria

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Maximum score: 135 points

1. Technical Assistance Network Description (45 points)
2. Programmatic Capability (30 points)
3. Past Performance (10 points)
4. Cost Effectiveness (15 points)
5. Tracking and Measuring Environmental Results (20 points)
6. Transferability of Results (10 points)
7. Timely Expenditure of Grant Funds (5 points)

# 1. Technical Assistance Network Description (45 points)



Proposals will be evaluated based on:

- How well the applicant demonstrates their ability to establish and manage the Network (10 points)
- Skill, experience, resources and ability to (25 points):
  - Identify, secure and oversee sources of expertise and knowledge,
  - Create and administer a system to efficiently respond to, coordinate, track and oversee requests for assistance
  - Manage multiple providers of targeted assistance under a variety of fiscal and institutional arrangements
  - Communicate and interact with a variety of audiences
- Familiarity with institutional and historical conditions and with local environmental challenges in the SNEP region (10 points)

## 2. Programmatic Capability (30 points)

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- Proposals will be evaluated based on how well the application demonstrates the applicant's programmatic capability to successfully perform the proposed activity considering organizational experience and staff expertise, including:
  - Relevant staff expertise/qualifications and ability to successfully achieve the proposed environmental goals (10 points)
  - Relevant organizational and administrative capabilities (10 points)
  - Demonstrated ability to work with appropriate partners\* to effectively and efficiently implement the Network (10 points)

\*Applicants that do not plan on collaborating with other groups in project performance will be evaluated based on the extent to which they demonstrate how they will be able to effectively perform and complete the project without such collaboration

## 3. Past Performance (10 points)

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Proposals will be evaluated based on:

- Past performance in successfully completing federal- and non-federally-funded assistance agreement (5 points)
- Extent and quality to which they adequately documented and/or reported on their progress in achieving the expected results (e.g., outcomes and outputs) under federal agency assistance agreements and contracts performed within the last three years (5 points)

*NOTE: Applicants who do not have any relevant past performance must indicate this in the proposal and will receive a neutral score for subcriteria 1 and 2. If past performance is not addressed, applicants will receive a score of zero for each subcriteria 1 and 2.*

## 4. Cost-effectiveness (15 points)

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Proposals will be evaluated based on the degree to which the application is cost-effective considering the following factors (15 points):

- Organizational overhead
- Indirect costs
- Approach to choosing funding vehicles
- Costs versus anticipated results of services
- Prudent costs over the life of the award
- Organizational and partner resources
- Ability to meet match requirements
- Consistency with requested budget narrative
- Ability to perform duties within SNEP geographic area

# 5. Tracking and Measuring Environmental Results (20 points)



Proposals will be evaluated based on the applicant's ability to:

- Assess effectiveness of its approach responding to requests for assistance and providing appropriate resources (10 points)
- Characterize specific environmental results that will be targeted for technical assistance by activities proposed within the SNEP region. (10 points)

*NOTE: Applicants who do not have any relevant past performance must indicate this in the proposal and will receive a neutral score for subcriteria 1 and 2. If past performance is not addressed, applicants will receive a score of zero for each subcriteria 1 and 2.*

## 6. Transferability of Results (10 points)



- Proposals will be evaluated based on the degree to which the proposal will plan to:
  - Gather, assess and develop information to support lessons learned from the proposed activities
  - Transfer documentation/information/data/results/recommendations to SNEP partners and stakeholders in the SNEP watershed

## 7. Timely Expenditure of Grant Funds (5 points)

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- Proposals will be evaluated based on the approach, procedures, and controls for ensuring that awarded grant funds will be expended in a timely and efficient manner



# More Information...

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- Basics On Competing for EPA Assistance Programs
  - how to find and apply for grant opportunities; EPA's new Grants.gov requirement; and preparing a proper budget detail
  - Live webinar: June 18, 2019 2:00 – 3:30pm
  - <http://www.epa.gov/grants/epa-grants-award-process-webinars>



# Questions?

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WEBSITE: [WWW.EPA.GOV/SNECWRP](http://WWW.EPA.GOV/SNECWRP) | EMAIL: [SECOASTALNE@EPA.GOV](mailto:SECOASTALNE@EPA.GOV)