



2024 BAY AND WATERSHED RESTORATION FUND (BWRF) GRANTS

Announcement of Request for Proposals (RFP)

December 12, 2023

BWRF Grant Category	Grant Proposal Due Date
Riparian Buffer & Aquatic Habitat Restoration (including Aquatic Invasive Plant Control Projects)	February 2, 2024 4:00 p.m.
Non-point Source & Stormwater Pollution Control	February 28, 2024 4:00 p.m.
Flood Prevention and Mitigation	

The Rhode Island Department of Environmental Management (DEM) is pleased to announce the availability of grants to assist in the implementation of projects that promote restoration of Rhode Island's waters and watersheds. Specifically, this Request for Proposals (RFP) associated with the Narragansett Bay and Watershed Restoration Fund (BWRF) is seeking proposals that will 1) reduce and manage stormwater and nonpoint sources (NPS) of water pollution; 2) reduce or eliminate the long-term risk of flooding and enhance functioning of natural ecosystems or (3) protect and/or improve aquatic habitat. Unlike point source pollution that comes from specific, identifiable discharges, NPS pollution is diffuse and generated from many diverse sources including stormwater runoff, failing septic systems and erosion from disturbed sites. Funding is anticipated to be made available from proceeds of the voter-approved state environmental bonds including \$3.0 Million approved as part of the 2022 Green Bond. Grants will be awarded on a competitive basis pursuant to this Request for Proposals (RFP) and the rules governing the BWRF. Grants awards will be made on a reimbursable basis.

1. Purpose of 2024 Bay and Watershed Restoration Fund (BWRF) Grants

The purpose of the BWRF grants is to protect and enhance the designated uses of our waters: swimming, fishing, shellfishing, drinking water supply, and healthy aquatic life by supporting restoration of the quality of Rhode Island waters including aquatic habitats. Project proposals are being solicited for three (3) sub-fund categories as described below and in the BWRF rules (<https://rules.sos.ri.gov/regulations/part/250-150-20-5>):

- (1) Nonpoint Source & Stormwater Pollution Control Fund
- (2) Riparian Buffer and & Aquatic Habitat Restoration Fund and
- (3) Flood Prevention and Mitigation fund.

More specifically, these grants are targeted to water quality protection and restoration actions that abate nonpoint sources of pollution, improve stormwater management, improve aquatic habitats, or prevent or mitigate the impacts of flooding in an ecologically beneficial manner. The management strategies employed to control and reduce such pollution, as well as the mitigation of flooding, often involve local actions to implement a variety of site-specific best management practices (BMPs) with an emphasis on the use of green infrastructure approaches. Similarly, activities employed to control aquatic invasive plants in lakes and ponds should be specifically tailored to conditions at each location, prescribed especially for the invasive plant(s) targeted, and often used in combination with other methods under a long-term management approach. DEM will award grants to reimburse of up to fifty percent (50%) of eligible costs and, at its discretion, will consider funding up to seventy-five percent (75%) of project costs.

The BWRF Program seeks three types of proposals for grant funding described below:

- (1) Nonpoint Source & Stormwater Pollution Control Sub-funds: Reduce pollutant loadings entering Narragansett Bay and RI watersheds by abating nonpoint source pollution and enhancing stormwater management. Grant amounts are generally between \$25,000 and \$400,000.
- (2) Riparian Buffer & Aquatic Habitat Restoration Sub-funds: Improve conditions of lake or riverine habitats, including in-lake native plant communities (by control of invasive plants) or establish or restore shoreline vegetation to improve or protect water quality. For Invasive Aquatic Species projects, grant amounts are generally between \$7,500 and \$75,000. Riparian buffer and other aquatic habitat restoration projects will generally be between \$25,000 and \$400,000.
- (3) Flood Prevention and Mitigation Sub-funds: Reduce or eliminate the long-term risk of flooding while also providing ecological co-benefits for natural ecosystems. Grant amounts are generally between \$25,000 and \$400,000.

Narragansett Bay and Watersheds Restoration Fund (BWRF) – Nonpoint Source & Stormwater Pollution Control Sub-fund

State BWRF grants available under the Water Pollution Control Sub-fund provide financial assistance to a range of projects that will improve or abate water pollution associated with stormwater runoff as well as other nonpoint sources of pollution, e.g. erosion and sedimentation.

DEM is encouraging projects that implement actions recommended in TMDL water quality restoration plans (e.g., pavement removal and planting projects or stormwater retrofitting projects at several locations in a prioritized manner within a shared watershed). DEM is also seeking capital projects that strengthen local stormwater management programs including projects that enhance local capacity for stormwater management through acquisition of vehicles

and equipment used for maintaining stormwater infrastructure. DEM prefers to fund stormwater management projects that significantly reduce the discharge of untreated stormwater to surface waters by retaining stormwater through upland attenuation, infiltration, or other green infrastructure means. Within this category, DEM will also consider other water quality improvement projects, including but not limited to recommended TMDL implementation actions that target NPS sources, for example, in-lake treatment of nutrients.

Narragansett Bay and Watersheds Restoration Fund (BWRF) – Riparian Buffer & Aquatic Habitat Restoration/Aquatic Invasive Plant Control Sub-fund

Grants available under the Riparian Buffer & Aquatic Habitat Restoration Sub-fund of the BWRF provide financial assistance to projects that enhance aquatic habitats. DEM is giving priority to projects that enhance freshwater lake and riverine habitat conditions through management of aquatic invasive species (AIS), in particular plants, including chemical control or physical removal of invasive plant species from aquatic habitats. DEM is also encouraging riparian buffer restoration projects which may involve removal of pavement and re-planting native vegetation. For a list of examples and eligible projects, please see Table 2 on page 6.

All proposed projects submitting proposals for control of aquatic invasive plants must demonstrate consistency with a written, scientifically, and technically sound lake management plans, or invasive plant management program recommended in writing by a qualified consultant and based on an inspection of the waterbody.

Narragansett Bay and Watersheds Restoration Fund (BWRF) – Flood Prevention and Mitigation Sub-fund

Grants available under the Flood Prevention and Mitigation Sub-fund of the BWRF provide financial assistance to projects that will address the flooding of coastal or inland waters in a manner that incorporates or enhances natural ecosystems and hydrology. For examples of projects eligible for the Flood Prevention and Mitigation Sub-fund, please see Table 2.

All proposed projects submitting for this funding must demonstrate consistency with approved local hazard mitigation plans or updated hazard mitigation plans that have been formally submitted to the Federal Emergency Management Agency (FEMA) and for review and approval.

2. Applicant Eligibility – who can apply?

Eligibility of applicants varies with the type of project being proposed. Use Table 1 below to determine if you are eligible to apply. BWRF sub-funds grants are primarily targeted for local, state, and regional governmental agencies, tribes, and non-profit organizations (e.g., watershed councils or lake associations). Note: non-profit organizations must have status as an IRS 501(c)3 organization. Individuals are not eligible to receive funding from any sub-fund grant programs.

In general, applicants for projects involving construction, including nonpoint BMPs, should own the project site or clearly demonstrate partnering with the entity that does legally control the project site. Private consultants are not eligible to receive grant awards directly on behalf of clients.

Applicants must demonstrate administrative capacity to manage their grant funds and comply with applicable state fiscal requirements including accounting, record-keeping, procurement and reporting procedures (see Section 11 Project Administration). Applicants must also

demonstrate ability to manage their project, document match and report on progress of deliverables specified in a grant agreement. Table 1 identifies who is eligible in relationship to the funding category.

Table 1. Eligibility to Apply for Grants

Sub-fund Category	Governmental	Non-governmental		
	Municipal/State/regional government, quasi-state agencies, public schools and universities	Non-profit watershed organizations, environmental organizations, conservation districts, lake associations, land trusts	Other non-governmental entities: for profit business, private schools, non-profit organizations	Private citizens
Nonpoint Source & Stormwater Pollution Control Sub-fund	Yes/ Eligible	Yes/Eligible	Yes/Eligible	No
Riparian Buffer & Aquatic Habitat Restoration/Aquatic Invasive Plant Control Sub-fund	Yes/ Eligible	Yes/ Eligible	Yes/Eligible	No
Flood Prevention and Mitigation Sub-fund	Yes/Eligible	Yes/Eligible	No	No

Compliance Actions Pertaining to Grant Applicants

It is DEM’s policy that financial assistance shall neither directly or indirectly benefit parties whose willful action or inaction has resulted in damage to the environment. At the Director’s discretion, DEM may restrict, delay, or limit funding due to the occurrence of criminal, civil enforcement actions, or compliance matters. To be eligible for grants, applicants must disclose any existing violations and compliance actions related to their proposal. This includes issuance of any notice of intent to enforce.

3. Project Eligibility - What type of projects are eligible for 2023

The matching grants will provide financial assistance to reimburse up to fifty percent (50%) of eligible project costs for projects that address objectives listed under Section 1. At its discretion, DEM will consider funding reimbursements up to seventy-five percent (75%) of eligible project costs. Please see Table 2 for detailed information regarding eligible project types. DEM is seeking proposals from applicants that are ready to commit to initiating and managing their projects in a timely manner. DEM welcomes the opportunity to help applicants determine whether a project would be eligible for a grant, and to provide guidance in preparing a project proposal. For assistance, contact the individual listed as program contact in Section 10.

Additional guidance regarding specific project types is outlined below:

Stormwater Abatement Best Management Practices (BMPs): DEM will give priority to projects which involve the **construction** of BMPs recommended by TMDLs or identified in local resiliency or hazard mitigation plans and that deliver water quality benefits. Projects that have already been planned and are partially or fully designed are desired. Proposals for construction should be based on prior evaluations of site-specific field conditions that are sufficiently thorough and identify any constraints or potential significant permitting issues that might affect the project. The proposal should describe or reference prior planning and design work as well

as an approach to dealing with any site constraints that arose during planning and design. For major BMPs, DEM prefers that prior planning or design work will have identified in advance conditions such as high groundwater tables, constraints to soil infiltration, likely presence of ledge, potential significant soil contamination, general locations of existing utilities, and constraints to access or land availability. DEM will consider support for expenses related to final design and permitting for a site-specific project, provided it is part of the construction of the project. All stormwater projects supported by DEM grants will be expected to be planned, designed, and constructed in accordance with the requirements, as applicable, of the [Rhode Island Stormwater Management, Design, and Installation Rules](#) adopted in 2018 and for retrofit projects, that emphasis will be placed on treatment of stormwater to achieve water quality goals and encourage infiltration practices.

Stormwater Phase II Implementation (BWRF NPS & Stormwater Governmental Entities Only): DEM will consider capital projects that assist municipalities in the implementation of their Phase II stormwater management program. This includes assistance for the construction of BMPs, such as salt storage facilities and the purchase of equipment, such as vacuum-assisted street sweepers, that will enhance and augment a community's local stormwater management program. DEM is encouraging communities to consider equipment-sharing arrangements in order to improve equipment utilization rates.

Other Water Quality Restoration Projects: In addition to stormwater BMPs described above, DEM will consider projects that implement other types of best management practices to address water quality impairments. This may include but is not limited to erosion and sedimentation control projects, streambank stabilization, and in-lake treatments for nutrient management among others.

Aquatic Habitat Restoration/Aquatic Invasive Species Management:

DEM is seeking proposals for projects to implement actions to control aquatic invasive plants in freshwater lakes, ponds, reservoirs, and rivers that are:

- Classified as a surface water of the State of Rhode Island;
- Known to be infested with one or more aquatic invasive plants;
- Publicly accessible for recreation or considered a source of invasive plants that could spread to other accessible waterbodies (e.g.: drifted in streamflow to a downstream lake that is publicly accessible or carried to another lake by waterfowl or wildlife).

It is preferred that projects be consistent with a previously developed management plan (in the form of a multi-year aquatic plant management strategy, lake management plan or lake water quality restoration plan) that provides the technical basis for embarking on the proposed invasive control project. The plan should draw together relevant information, including waterbody specific data on the identification and distribution of aquatic invasive plants, to specify a recommended course of action for managing aquatic invasive species. The plan should identify the stage of infestation and the actions needed to pursue **lasting** control of the invasive species that are causing degradation of lake conditions. Project proposals should be consistent with the plan associated with the lake. All projects shall include quantifiable goals to facilitate evaluation of project effectiveness such as monitoring the project outcomes. The costs of monitoring activities to assess the success of an invasive control action are an eligible expense when proposed in conjunction with the implementation of the control action.

Consistent with the regulations governing the BWRF, projects solely to conduct lake surveys, design a control strategy, or prepare a lake management plan are not eligible for grant funds. Organizations interested in having a lake management plan prepared should email katie.degoosh@dem.ri.gov for alternate options.

To be eligible for this grant funding, projects must have a goal of reducing the adverse impacts of aquatic invasive plants in a manner that can be expected to lead to improved lake conditions, including restoration of native plant communities. Within this context, projects that are designed as maintenance projects to provide temporary control for only one season will be deemed ineligible. Awards will be made to projects on a prioritized basis. First priority will be given to projects designed to manage new infestations of aquatic invasive plants (if the plant has recently been found in the lake or pond). Second priority will be given to projects to prevent or control the further spread of aquatic invasive plants.

Table 2 provides further details on eligible projects. If there is question on project eligibility, please contact DEM for clarification. See page 11 for contact information.

Table 2. Eligible Projects in each BWRP Sub-fund Category

Grant Type	Example Eligible Projects*	Restrictions
<p>Nonpoint Source & Stormwater Pollution Control Sub-Fund</p>	<p><i>Water Quality Restoration Actions:</i> Construction or implementation of:</p> <ul style="list-style-type: none"> • Stormwater BMPs that mitigate, control, or eliminate the effects of nonpoint source pollution to the waters of the state; • Erosion and sedimentation projects that abate existing sources of NPS pollution; • Other types of water quality restoration projects recommended by TMDLs. <p><i>Improved Stormwater Management:</i></p> <ul style="list-style-type: none"> • Capital expenditures for additional or upgraded equipment to enhance implementation of best management practices identified in DEM approved local stormwater management program plans: purchase of additional street sweeping equipment, catch basin cleaning equipment. 	<ul style="list-style-type: none"> • Land acquisition is ineligible as a grant expense but may be allowed as a matching contribution. • Projects designed to address solely drainage or flooding problems are not eligible. Projects in this category must provide for water pollution abatement. • May not be used for on-site sewage disposal systems serving single-family residences.
<p>Riparian Buffer & Aquatic Habitat Restoration (including Aquatic Invasive Plant Control Projects) Sub-Fund</p>	<p><i>Aquatic Habitat Restoration Actions:</i></p> <ul style="list-style-type: none"> • Application of chemical treatments to control aquatic <i>invasive</i> plants by licensed professionals as permitted under a DEM Permit to Control Aquatic Nuisances Using Pesticides; • Mechanical or physical control actions to control and manage invasive species where appropriate (requires a Freshwater Wetlands Permit, or eligibility under an applicable DEM Exemption) including manual hand pulling projects, placement of benthic barriers, or diver assisted suction harvesting (DASH). • Permitted mechanical removal of water chestnut, where appropriate, coupled with a planned follow-up program of hand-pulling (volunteer or paid) accompanied by an approved DEM Freshwater Wetlands Permit. 	<ul style="list-style-type: none"> • Projects must demonstrate consistency with scientifically, and technically sound lake management plans, or invasive plant management recommendations written and developed by qualified consultants (lake or wetland professionals) • Project activities subject to DEM permitting requirements must be accompanied by the appropriate approved permit. Include permit applications as a project task and report permit approvals in project progress reports as a deliverable.
<p>Flood Prevention and Mitigation Sub-Fund</p>	<ul style="list-style-type: none"> • Removal of physical structures and the revegetation of floodplains. • Removal of impervious surfaces and revegetation in coastal and riparian areas prone to flooding to increase retention of stormwater runoff. • Creation of increased vegetated storage capacity in floodplains to mitigate downstream flooding. • Removal/replacement of culverts that prevents flooding through improved management of peak flows and improves watercourse continuity. • Dam removal where it can be demonstrated that the risk of flooding will be reduced in flood-prone areas. • Enhancement of the resiliency of vulnerable coastal and inland habitats in specific locations that mitigate flooding risks to infrastructure, buildings, or other structures. • Aquifer recharge in locations where the diversion of surface water results in reduced flooding while maintaining a more natural hydrologic regime. 	<ul style="list-style-type: none"> • Hardening of existing structures is ineligible. • Land acquisition is ineligible as a grant expense. • The construction of any physical structure(s) without a direct, measurable ecological improvement(s) is ineligible.

* All applications must provide fifty percent (50%) match of project costs to match grant awards. DEM will award grants to reimburse of up to fifty percent (50%) of eligible costs and, at its discretion, will consider funding up to seventy-five percent (75%) of project costs. Reductions of match from fifty percent (50%) to forty percent (40%) or to no less than twenty-five (25%) are discretionary and subject to the approval of the DEM Director (see Section 6).

4. Eligible Grant Expenses – what costs are allowable?

Eligibility of activities may vary with the type of grant application. Eligible expenses may include the costs of personnel salary and fringe, travel, supplies, construction, equipment use, and contractual services directly related to project implementation. With respect to personnel, DEM generally will not subsidize salaries of existing governmental staff, but rather encourages such expenses to be allocated as match (the proposing organization's monetary/in-kind services or other contributions toward the project—see Section 6 below). Restrictions on the use of funds are noted in Table 2.

Projects *solely* focused on activities such as technical assistance, education, training, technology transfer, community planning, and water quality monitoring will *not* be considered eligible. However, such activities may be eligible as tasks in projects where they are directly associated with implementing a restoration action that meets BWRP objectives listed in Section 1. Routine maintenance of existing structural BMPs are not eligible activities for reimbursement or to serve as match to the grant. Research projects specifically designed to test experimental techniques are not eligible for reimbursement, however costs for environmental monitoring activities to track and measure project objectives are allowable. Stormwater projects aimed solely at addressing drainage or flooding problems that do not meet objectives of water quality or habitat restoration are not eligible.

For a specific project, DEM will support certain costs associated with planning, feasibility, and design of the project, provided it is associated with the construction of the project. A specific project means that the site location(s) and concept of what will be constructed have been identified. For example, projects that involve a single site and BMP should result in the installation of that BMP. Larger, more complex projects that may involve the installation of multiple BMPs within a sub-watershed area may be approached in phases. To be eligible, the project must result in installation of one or more BMPs as part of multi-year phased implementation strategy.

DEM and the State of Rhode Island take no responsibility for project work done outside the term or scope of a valid grant agreement or prior to full approval of an agreement. Applicants should NOT anticipate any funding for work that is done before the formal authorization approval of a grant agreement. Agreements are not valid until the Rhode Island Department of Administration issues the appropriate encumbrance (i.e., purchase order or PO release). All agreements must be signed and dated by an authorized agent of the sponsor and DEM.

5. Project Time Periods

The grant awards will be authorized via grant agreements for a limited period of time. Due to greater emphasis being placed on the timeliness of expenditures by the State, projects that will be completed within a **one-to two-year time period** will be favored. With adequate supporting justification, DEM will consider three-year project time periods for larger, more complex projects. Proposed project schedules should be provided in the [BWRP Grant Application Package](#) with tasks and budget details. Projects not promptly initiated or that fall substantially behind schedule once underway may have their grant awards rescinded or reduced. DEM encourages applicants to take into consideration and to plan adequate time for procurement and obtaining permits or other approvals in their project schedule.

6. Match Requirements

All applications must provide fifty percent (50%) “match” of project costs to match the grant award amount. The applicant must provide match in an amount equal to or exceeding the requested grant amount*. “Match” refers to funds *or services* used to conduct a project that are not borne by grant funds. All project match must: (1) relate directly to the project for which the match is being applied; (2) be reasonably valued; and (3) be supported by documentation. Match is an indicator of local commitment to a project and is considered in proposal eligibility and ranking.

Match may include: (1) cash; (2) the value of non-cash, in-kind contributions (e.g., value of equipment donated for use the project); or (3) the value of goods and services directly contributed to the project. Third-party in-kind contributions are allowed. Volunteer services provided to the sponsor for project activities and travel costs may be valued as match at rates consistent with rates ordinarily paid by employers for similar work. General volunteer time is currently valued at \$31.96 per hour.

Examples of actions that might be used as eligible match include the following:

- Cost of labor donated to the project or value-per-hour rate multiplied by the number of hours performing work associated with the project proposal tasks, such as labor to install BMPs, bid or subcontract development, development of BMP designs and permit reviews, including attending meetings pertaining to such, conducting public meetings or similar work relating to the project but not directly funded by the grant.
- Cost of materials, supplies or equipment rentals contributed to and/or used for the project.
- Cost of construction of approved BMPs (including labor, equipment, and materials).
- Costs of contractual services used in the project.

*DEM will, at its sole discretion, consider reducing the match requirement to 25% of total project cost for BWRP nonpoint source abatement grants. Applicants should apply using the applicable 50% match commitment and indicate on the bottom of the Budget Detail that they would like to be considered for reduced match. The proposals should provide sufficient justification for the reduction by adequately describing the expected pollutant reductions and expected improvement in ambient water quality, lake or habitat conditions.

Projects that are eligible and wish to apply for funding under this BWRP RFP and the [Section 319 Nonpoint Source RFP](#) should inform DEM of their intention (see contacts in Section 10).

7. Preparing Selected Proposals for Final Approval

For projects that are selected, DEM *may* request the applicant to modify project proposals based on comments received during project evaluations and the selection process. The applicant must submit the revised project proposal/scope of work to the DEM prior for final approval. DEM will conduct a final review of the proposal in coordination with appropriate agencies to ensure review comments have been adequately addressed. The final proposal or scope of work will become the basis for DEM development of a draft grant agreement contract that will be shared with the grantee and then executed by DEM and the grantee to formalize the grant award.

8. Public Workshops

Two public workshops will be held to review the RFP process and clarify guidance for potential grant applicants will be held in a hybrid in-person/Zoom format. The in-person option for the workshops will be held at DEM Headquarters, Room 300, 235 Promenade Street, Providence RI 02908.

Workshop #1: January 4, 2024, 10:00 a.m. – 12:00 p.m.

[Click here to register for the workshop via Zoom](#)

Workshop #2: January 16, 2024, 2:00 p.m. – 4:00 p.m.

[Click here to register for the workshop via Zoom](#)

Potential applicants unsure about whether their project is eligible for funding under this RFP are advised to contact DEM in advance of filing a proposal. In advance of filing a proposal, DEM can also address questions concerning your eligibility as a potential applicant, eligibility of certain project costs, and issues regarding the technical merit of water pollution abatement strategies. Applicants are encouraged to contact DEM as indicated in Section 10 in advance of filing a proposal.

8. Updated RFP Information

During the application period, as the need arises, DEM may post additional information concerning this RFP and funding opportunity on its website. This may include clarification of commonly asked questions. Potential applicants are advised to periodically check the DEM website on the [financial assistance page of the DEM Office of Water Resources](#).

9. Proposal Evaluation Criteria

Project proposals will receive an initial screening by representatives of the DEM Office of Water Resources for basic eligibility criteria. To be awarded a grant, applicants must possess adequate fiscal and project management capabilities as described in Section 11. Past performance on prior DEM grants will be taken into account when assessing organizational capacity to effectively manage a project. Eligible proposals will be referred to a review team for each sub-fund. The review teams will evaluate the eligible proposals consistent with ranking criteria developed in conjunction with rules governing the BWRP in order to make recommendations subject to final decision by the DEM Director.

Ranking criteria address:

- Severity and magnitude of the problem;
- Value of resource to be protected and public benefits derived;
- Beneficial impact to waters of the state;
- Beneficial impact to aquatic or riparian habitat;
- Technical merit and likelihood of success;
- Consistency with approved plans; e.g. TMDL, lake management plan, etc.
- Readiness to proceed.

10. How to Apply - Final Submittal Deadlines

BWRF Grant Sub-fund	Grant Proposal Due Date
Riparian Buffer & Aquatic Habitat Restoration (including Aquatic Invasive Plant Control Projects)	February 2, 2024 at 4:00 pm
Non-point Source & Stormwater Pollution Control	February 28, 2024 at 4:00 pm
Flood Prevention and Mitigation	

1.) Applicants should download and fully complete each section of the [BWRF Grant Application Package](#).

2.) Applicants should visit [the BWRF Grant Submission Portal](#) to complete project information and to upload their completed aforementioned BWRF Grant Application Package.docx, along with any other supporting documentation (maps, letters of support, etc).

Final proposals must be submitted online **no later than 4:00 p.m. on the dates provided in the table above.**

Note: If you are unsure about whether the project you are interested in is eligible for funding under this RFP, please contact DEM as indicated below for further guidance. DEM can also address questions concerning your eligibility as a potential applicant, eligibility of certain project costs and issues regarding the technical merit of water pollution abatement strategies. You are encouraged to contact the DEM-OWR as indicated below for feedback in advance of filing a proposal.

Grant Sub-fund Category	Primary BWRF RFP & Program Contacts	Additional Contact
Nonpoint Source & Stormwater Pollution Control Sub-fund Flood Prevention and Mitigation Sub-fund	Sean McCormick Environmental Scientist III DEM Office of Water Resources 235 Promenade St. Providence, RI 02908 (401) 537-4254 sean.mccormick@dem.ri.gov	Sue Kiernan Administrator DEM Office of Water Resources (401) 537-4246 sue.kiernan@dem.ri.gov
Riparian Buffer & Aquatic Habitat Restoration Sub-fund (including Aquatic Invasive Plant Control Projects)	Katie DeGoosh-DiMarzio Environmental Scientist III DEM Office of Water Resources 235 Promenade Street Providence, RI, 02908 (401) 537-4217 Katie.degoosh@dem.ri.gov	

Bay and Watershed Restoration Fund Timeline	
Announcement of RFP	December 12, 2023
Public Workshops	January 4, 2024 & January 16, 2024
Final Grant Proposals Due to DEM – Office of Water Resources	February 2, 2024 at 4:00 pm EST (Aquatic Habitat) February 28, 2024 at 4:00 pm EST (Nonpoint/Stormwater/Flood Mitigation)
Review of Proposals/ Announcement of Grant Awards	February-March 2024
Projects can be initiated after grant agreements are formally executed and Purchase Orders have been created by the Rhode Island Department of Administration. DEM expects projects to be completed within 12-24 months of the project start date specified in the grant agreement.	

11. Project Administration

11a. Grant Agreement Contracts - It is anticipated that grant awards will be announced in the Spring (March 2024). Development of grant agreement contracts (hereafter “agreements”) will follow after the announcements with projects starting at various times. For projects selected to receive grants, DEM may request the applicant to modify the project scope of work based on comments received during project evaluations and the selection process as part of developing, finalizing, and signing the grant agreement contract.

Grant recipients must enter into a grant agreement contract with DEM to establish mutually agreeable terms for completing the project. Items in the agreement include, *but are not limited to*:

- Scope of work including tasks, schedules, and deliverables. (The approved project proposal is usually incorporated into the grant agreement contract as the scope of work.)
- DEM and grant recipient responsibilities, including interim and final reporting requirements.
- Statement of the project’s total budget, matching budget, and grant.
- Statutory and regulatory requirements grant recipients must follow for project procurement and contracting such as competitive bidding, fair-share allotments, i.e., minority-owned and women-owned business enterprises (MBE/WBE).
- Requirements for subcontracting.
- Project payment schedule and payment terms.
- DEM and grant recipient record-keeping and reporting requirements.

For BMP projects and others, as applicable:

- Estimate of reductions in pollutant loadings.
- Maintenance plan.
- Coordination of permitting with the DEM Water Quality and Wetland Restoration Team.


Payments will be made to grantees on a reimbursement basis in accordance with the payment schedule and terms contained in the project agreement contract. Reimbursement is tied to performance targets and payments are not scheduled more frequently than once a month.


Grant recipients will be required to provide regular progress reports to DEM. Projects are expected to be completed in the timeframe of the grant agreement. Timeframes will be negotiated in the range of 12-24 months. Time extensions will not be granted without specific and appropriate justification.


- 11b. Pre-project and Pre-contract Costs - **DEM and the State of Rhode Island take no responsibility for project work done outside the timeline, term or scope of the grant agreement or prior to full approval of a grant agreement contract. Applicants should NOT anticipate any funding for work that is done before approval of a grant agreement.** Agreements are not valid until the Rhode Island Department of Administration issues the appropriate encumbrance (i.e., purchase order). All agreements must be signed and dated by an authorized agent of the sponsor and DEM.
- 11c. Procurement- The expenditure of funds pursuant to these grants is subject to state law governing procurement, including requirements for grant recipients to complete competitive bidding and meet goals for participation by minority or woman business enterprises (MBE/WBE) which are currently 15% of certain project costs. In general, where consultant, engineering, or construction services are to be obtained, a competitive process is required. Where a municipality has retained engineering or consultants under a prior competitive solicitation, DEM may allow that arrangement to be utilized for a project, provided adequate documentation is provided that the services sought were within the anticipated scope of services under the original solicitation, and that the manner of pricing is consistent with applicable requirements. DEM reserves the right to review and approve the award of any contract or subcontract.
- 11d. Permitting - Many grant projects will require a permit from DEM or CRMC or review by another governmental agency to proceed. For water quality and significant habitat restoration projects, DEM may require via the grant agreement that permitting matters be coordinated via the Water Quality and Wetland Restoration Team. Applicants should consider the time needed to acquire permits and other agency reviews and plan projects accordingly. Failure to obtain and comply with permits is generally considered a material breach of a grant agreement and may jeopardize project funding.
- 11e. Fiscal Assurances – Grant recipients will be subject to fiscal assurances per terms of the project agreement. Fiscal assurances include but are not limited to the audit requirements established by the State of Rhode Island as amended and as appropriate. The grant recipient must have fiscal systems that operate in accordance with these circulars.


Appendix A: Final Application Content

Your completed application should include the following:

-  1. Download [BWRP Grant Application Package](#) and Complete Each Question.

-  2. Submit Required Applicant and Project Information Online and Upload Completed [BWRP Grant Application Package](#) through the [BWRP Grant Submission Portal](#).

-  3. Upload Site/Location Map through the [BWRP Grant Submission Portal](#).

-  4. Upload Other Supporting Material(s) through the [BWRP Grant Submission Portal](#) (pictures, data, letters of support, etc.).

(recommended)