



RI DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

Announcement of Request for Proposals (RFP)

June 13, 2024

Climate Resilience Fund (CRF)

All proposals due Friday, July 26th, 12PM

Submit proposals via email to: kimberly.korioth@dem.ri.gov

Please look for confirmation email within 24 hours of submittal. If you do not receive confirmation, please reach out by phone at (401) 633-4578 for assistance.

**Applicants may submit proposal requests up to
\$350,000 (up to \$750,000 if also submitting as an MRP
Action Grant request).**

The Rhode Island Department of Environmental Management (the Department or RIDEM) is pleased to announce the availability of grants from the Climate Resilience Fund to implement climate resilience projects for climate-driven challenges facing Rhode Island communities, both inland and coastal. In accordance with the Rules and Regulations for the Climate Resilience Fund 250-RICR-170-05-1 (Fund Regulations), this Request for Proposals (RFP) is seeking proposals for projects that will support governmental and non-profit entities in restoring and improving the climate resilience of vulnerable coastal habitats, as well as river and stream floodplains and related habitats, including projects that improve community resilience and public safety. The grant program and the criteria for evaluating and prioritizing applications are designed to enhance environmental sustainability and resilience across Rhode Island's communities as described in Rhode Island's first statewide resilience action plan, [Resilient Rhody](#). Grants will be awarded on a competitive basis pursuant to this RFP.

1. Purpose of Available Grants

The purpose of the grant program created by the Climate Resilience Fund is to receive, hold and administer the use of the \$5,000,000 portion of the 2018 RI Green Economy and Clean Water Bond and any future bond allocations earmarked for the same purposes. The funds will provide grants to governmental and non-profit entities for restoring and improving the climate resilience

of vulnerable coastal habitats, as well as river and stream floodplains and related habitats, including projects that improve community resilience and public safety.

The grants issued pursuant to these regulations will stimulate investments in climate resilience projects and help reduce risk across Rhode Island's communities. The grant program, and the criteria for evaluating and prioritizing applications, are designed to implement climate resilience projects for climate-driven challenges facing Rhode Island communities, both inland and coastal. In general, these funds should be used to enhance environmental sustainability and resilience across communities. Please note that resilience is defined as follows in the Fund Regulations: "the capacity of individuals, institutions, businesses and natural systems within Rhode Island to survive, adapt and grow no matter what chronic stresses and weather events they experience."

2. Applicant Eligibility

Applicants eligible to apply for grants pursuant to this RFP include governmental and non-profit entities that are proposing climate resilience projects to restore and/or improve the resilience of vulnerable coastal zones and rivers and stream floodplains and related habitats, in the face of climate change impacts (e.g. increasing precipitation, sea level rise, increasing temperatures, and severe weather events).

Applicants for funding:1) must be the entity that legally controls the site where the project will be executed; or 2) must be partnering with an entity that has legal control of the site (with such partners clearly identified in the application). Private consultants are not eligible to receive grant awards directly on behalf of their clients. For projects involving land acquisition in accordance with Section 1.7 of the Fund Regulations, legal control of the site is not required and RIDEM shall require additional verification from property owners concerning the proposed climate resilience project.

Applicants must demonstrate administrative capacity to manage their grant funds and comply with applicable state and federal fiscal requirements including, but not limited to, accounting, recordkeeping, procurement, and reporting procedures. Applicants must also demonstrate ability to manage their project, document matching funds, and report on progress of deliverables specified in a grant agreement.

Please be aware that it is RIDEM'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, the Department 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 the issuance of any Notice of Intent to Enforce.

3. Project Eligibility

As outlined in the Fund Regulations, the following types of costs are eligible to receive grant monies from the Climate Resilience Fund:

- Environmental consulting
- Engineering consulting
- Permitting
- Plantings, reforestation, landscaping

- Construction
- Materials
- Professional survey services
- Land acquisition in accordance with §1.7(A) of the Fund Regulations
- Monitoring
- Personnel costs directly related to the performance of the project
- Community engagement

Examples of types of costs that are ineligible to receive grant monies from the Climate Resilience Fund include:

- Pre-award costs, unless incurred within ninety (90) days of application approval and pre-approved by the Department.
- Administrative costs including clerical support, monthly utility expenses, the purchase of office equipment, personnel costs associated with fundraising for the nongovernmental entity, etc.
- Lobbying costs.
- State or federal penalties or fines.
- Land acquisition activities that do not meet the requirements set forth in §1.7(A) of the Fund Regulations.
- Response costs for emergency response actions caused or exacerbated solely by the applicant or their agents or assigns.
- Proposed projects associated with unresolved litigation (administrative or judicial) with the Department or conditions or activities that have violated or are violating statutes or regulations administered by the Department shall be ineligible to receive Fund monies without the express written consent of the Director and the resolution of said litigation or violation(s).

Please be aware that the Department 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. Agreements are not valid until the Rhode Island Department of Administration issues the appropriate encumbrance (i.e. purchase order (PO) or PO release). All agreements must be signed and dated by an authorized agent of the applicant and the Department.

Eligibility of expenses may vary with the type of grant application. Eligible expenses may include the costs of personnel salary and fringe, travel, supplies, constructions, and contractual services directly related to the project. With respect to personnel, the Department generally will not subsidize salaries of existing governmental staff, but rather encourages such expenses to be allocated as match.

4. Available Grant Categories

In accordance with the Fund Regulations and the goals of this RFP, a “climate resilience project” shall mean projects that restore and/or improve the resilience of vulnerable coastal zones and rivers and stream floodplains and related habitats, in the face of climate change impacts (e.g. increasing precipitation, sea level rise, increasing temperatures, and severe weather events).

The following categories of grants for Climate Resilience Projects will be considered either alone or in combination:

1. **Nature-Based Solutions** - projects that protect or enhance Rhode Island's natural systems in the face of projected climate change impacts. Projects can include green infrastructure projects that utilize vegetation and pervious surfaces to manage coastal, riverine, and inland flooding, erosion and storm damage. Projects can also include the restoration of natural shorelines and riparian habitats so as to enhance the protection of communities.
2. **Removal, Relocation or Redesign of Infrastructure** - engineering and construction projects to redesign, relocate or remove vulnerable facilities and infrastructure (e.g., culverts, dams, buildings/facilities, roadways/evacuation routes in both coastal and riverine areas).

Climate resilience projects should show a clear nexus between climate change impacts to the ecological/environmental and community health of the area that is the subject of the application and the proposed resilience actions and outcomes. All projects are encouraged to consider the use of nature-based strategies or relocation strategies to address climate change impacts, and projects that do so will receive higher scores on their applications.

Climate resilience projects shall be designed to demonstrate tangible, on-the-ground solutions to climate driven challenges facing RI communities, both inland and coastal. Proposed climate resilience projects must demonstrate that a project conducts on-the-ground implementation through design, engineering, and/or construction, not solely research or planning.

Applications for funds to support resilience planning processes will not be considered. Necessary resilience planning processes that have identified possible resilience projects should be completed before the project start date. However, projects that have a minor amount of planning remaining that is needed to inform final siting or design of climate resilience projects may be considered.

Climate resilience projects that involve the acquisition of land shall be considered so long as the acquisition is deemed part (50 percent or less) of the overall cost of the project. Projects focused solely on land acquisition will not be considered.

Climate resilience projects with the primary purpose to undertake scientific research, data analyses or vulnerability assessments will not be considered. However, funds can be utilized for data collection as part of monitoring activities to track progress and determine the effectiveness of the implemented climate resilience project.

Applicants should clearly demonstrate how the projects have been designed to better respond to changing climate conditions and to incorporate new climate change data. Projects must include full consideration and incorporation of climate change projections and data that align with the anticipated lifespan of the project and the risk tolerance of the asset. Eligible projects must improve the ability of the site or asset to respond to current or anticipated climate change impacts.

Applications for funds should highlight:

- the specific climate change impacts that the project is designed to address;
- the climate change projections and data being utilized (design storms, sea level rise projections, etc.) including the site's current capacity/risk level and anticipated future capacity/risk level of the site after project implementation;

- *Ex. The project will increase site capacity from a 100yr storm event to a 500yr storm event; the site is currently vulnerable to 3' SLR, and the project will ensure site capability to address up to 7' SLR; etc.*
- Data sources may include but are not limited to [STORMTOOLS Maps](#), [Coastal Hazard Analysis & Viewer](#), [FEMA Flood Maps](#), and [Shoreline Change Maps](#), among others
- for redesign of grey infrastructure (including floodproofing and elevation), the lifespan of the current structure;
- both the expected near-term (0-10 years) and long-term (10-25 years) benefits to improve ecosystems and community resilience; and
- how the project is consistent with state resilience plans, local hazard mitigation plans, and all applicable laws.

5. Project Time Periods

Selected applicants must enter a grant agreement with DEM within 90 days of announcement of the award or risk losing funding. The grant awards will be authorized via grant agreements for a specified period of time. Due to greater emphasis being placed on the timeliness of expenditures by the State, projects that will be completed in one or two year time periods will be favored. With adequate supporting justification, the Department will consider longer project time periods for larger, more complex projects. Projects not initiated within a reasonable timeframe or that fall substantially behind schedule once underway may have their grant awards rescinded or reduced. The Department encourages applicants to take into consideration and to plan adequate time for procurement and obtaining permits and other necessary approvals in their project schedule.

6. Match Requirements

“Match” refers to the funds or services used to conduct a project that are not borne by grant funds. All projects 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 commitment to a project and is considered in proposal eligibility and rank.

Applicants must provide at least 25% of the grant award amount as their match. Grants for less than the proposed grant award ask may be awarded at the discretion of Rhode Island Department of Environmental Management.

Match may include: (1) cash; (2) the value of non-cash, in-kind contributions (e.g. value of equipment donated for use of the project); or (3) the value of goods and services directly contributed to the project.

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

- Cost of value-per-hour rate multiplied by the number of hours performing work associated with the project proposal, tasks such as labor to undertake resilience measure(s), bid or subcontract development, development of designs of resilience measure(s), permit reviews including attending relevant meetings, conducting public meetings, or similar work relating to the project but not directly funded by the grant;
- Cost of materials, supplies, or equipment rentals used for the project; and
- Cost of construction of approved resilience measure(s), including labor, equipment, and materials.

7. Updated RFP Information

During the application period, as the need arises, the Department 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 Department's website.

8. Proposal Evaluation Criteria

Project proposals will receive an initial screening by representatives of the Department for basic eligibility criteria. To be awarded a grant, applicants must possess adequate fiscal and project management capabilities. Past performance on prior Department grants will be taken into account when assessing organizational capacity to effectively manage a project. Eligible proposals will be referred to the Review Committee as described in the Fund Regulations. The Review Committee will evaluate the eligible proposals consistent with the scoring criteria listed below in order to make recommendations (subject to final decision by the Director).

EVALUATION CRITERIA: A review committee consisting of five members, one from each of the following agencies, Rhode Island Department of Environmental Management, Rhode Island Infrastructure Bank, Coastal Resources Management Council, Rhode Island Department of Health, and the Rhode Island Division of Statewide Planning, will evaluate all proposals on a competitive basis and select projects provided that applications meet the criteria set forth in this RFP. The review committee reserves the right to reject any or all proposals that do not meet the goals and terms of this RFP. Projects recommended by the review committee are subject to final approval by the RIDEM. Each proposal will be reviewed based on the following criteria:

1. Vulnerability to Hazards & Need for Climate Change Adaptation (10 points) -- Description of climate change impact(s) or vulnerability(s) in the municipality. Include an explanation of potential future vulnerability and risk to public safety, infrastructure, vulnerable populations, public health, and natural resources from extreme weather and other climate change impacts, as well as the primary drivers (e.g., economic, environmental, political, or other) for engaging in climate change adaptation and resilience activities. Proposals must rationale for why the project was selected for this proposal, and metrics for how success will be measured.

2. Project Description and Rationale (10 points) -- Detailed description of the proposed climate change adaptation project and rationale for project selection broken down by specific project tasks and subtasks (where appropriate), as well as the selected climate projections or scenarios if applicable. Each proposed task must describe work that will be completed, including details on methodology, deliverables, and project team members assigned to complete the task.

Information about how climate change projections and data will be considered and incorporated into the project design must be provided. Projects must increase the site or assets' ability to respond to climate change driven impacts. Projects that will be sustainable in the long term and will not contribute to future hazards are strongly prioritized (in particular, those implementing habitat restoration, nature-based solutions, green infrastructure, relocation, and/or clean energy approaches). The description must include information on how the proposed project supports implementation of priority actions (identified through MRP Workshop, Annual Resilience Update, HMP process, etc.) to reduce key vulnerabilities. Project rationale should explain why this project

was submitted (e.g., top ranked MRP action, highest benefit cost ratio, most feasible project given timeframe, etc.).

3. Community Need & Public Benefits (10 points) – Description of how the project will improve community resilience at, adjacent to, and beyond the project site, and how the outcomes will benefit the public and public interests. Description of any Environmental Justice communities; underserved, marginalized, or otherwise adversely affected groups; or other disadvantaged populations that may be particularly vulnerable to the climate change impacts and natural hazards addressed by the project that will specifically benefit from project implementation.

Inclusion of the project address, block group, and census tract, so that the review team may further assess the community need and potential for benefit within the project area. Description of any other area, block group, or census tract beyond the project location that should also be considered in this evaluation of need and benefit, and if so, why (or, if the entire municipality should be considered). Projects with multiple co-benefits (ex. habitat restoration, public access, nature-based solutions or green infrastructure techniques that build resilience while also improving quality of life, etc.) will receive preference.

4. Project Feasibility (10 points) and Transferability (5 points) – Likelihood of project success based on factors such as landowner, public, and partner support; technical feasibility; funding feasibility; technical, financial, and management capacity and qualifications of project team; and regulatory hurdles. Applicants must legally control the site or be partnering with the entity that legally controls the site with their written permission included as a part of the application. Description of transferability of the proposed project including how the project approach, techniques, and products can be used by or serve as models for other areas facing similar issues within and/or beyond the municipality. The description should include any planned details of education and outreach efforts to communicate goals, progress, and lessons learned from the project. Efforts not only to develop transferable, feasible projects, but also to actively share results with other communities will be prioritized.

5. Community Outreach, Education, and Engagement (10 points) – Description of how the project will engage and educate communities and stakeholders in a creative and equitable way with a detailed approach to the community outreach, education, and engagement process. Description should also include specific stakeholder groups that will be engaged in the project, how feedback will be collected and synthesized to inform the project, the specific information that will be conveyed to the communities and how it will be shared, and the socially vulnerable communities that this project will directly impact. Projects that enhance outreach to and engagement of Environmental Justice communities; underserved, marginalized, or otherwise adversely affected groups; or other disadvantaged populations will be prioritized. A detailed description of how priority communities and populations will be fully engaged as participants in the process, project benefits to communities, and the number and variety of learning opportunities offered should be included.

6. Incorporation of Nature-Based Solutions and Long-Term Approaches (10 points) – Description of how the project will incorporate principles such as low impact design, green infrastructure, habitat restoration, natural flood protection, relocation strategies, clean energy adaptation approaches (solar + battery backup), or increased awareness of these types of techniques should be included. Projects that harness the natural environment through focus on soft infrastructure, combined relocation and restoration approaches, or other innovative solutions will receive priority. If hard infrastructure solutions are proposed, projects should build to

enhanced standards using climate change projections, and should where possible incorporate nature-based or green infrastructure techniques in combination with proposed hard infrastructure.

7. Timeline (10 points) – Detailed timeline with anticipated completion dates for the project, including deliverables by June 30, 2026. Timelines with anticipated completion dates beyond June 30, 2026 will be considered and evaluated in coordination with the scope of the proposed work. Preference will be given to projects that demonstrate readiness to proceed (for design/engineering applications, conceptual designs and cost estimates in hand, and for construction applications, final designs and permits in hand) or demonstrate ability to be completed within the project period.

8. Scope and Budget (10 points) – Detailed budget, broken down by grant funds and matching funds, for the components of each project task and an explanation of how the funding and other support provided by project partners will ensure success of the project. The in-kind and cash match (at least 25% of total grant amount) that has not been used for other government-supported projects must be documented (please complete and submit Attachment B).

9. Project Management and Partners (10 points) – The name and qualifications (please include resume and summary of experience) of an employee to serve as the local project manager and point of contact for the grant. Signed support letters from all relevant partners - boards, departments, commissions, conservation groups, local businesses, or others, with a commitment for these entities to participate, as necessary, in the project. Projects that involve multiple partners are preferred. Description of applicant's ability to complete long-term maintenance of the project will also be considered.

10. Project & Proposal Quality (5 points) – The overall quality of the grant application as determined by staff reviewers. For reviewer reference, please include a list of resources you utilized to develop this proposal. Consider staff members, partners, and consultants who contributed to the planning and active writing of the document.

Please note that a good geographic distribution of projects is desired by RIDEM and the Review Committee.

9. How to Apply – Final Submission Deadline – Friday, July 26th, 12pm

Final proposals must be received by the Department no later than 12pm p.m. on Friday July 26, 2024. The proposal must include mandatory application forms, and other supporting materials as appropriate; e.g. letters of support, photographs, etc. The Department encourages that proposals be sent electronically. Please refer to the Appendix for details and final application forms.

Applicants may request a de-briefing on their application package scoring after awards are announced. At least one member of the Review Committee shall be present for the de-briefing.

10. Preparing the Proposal for Final Approval

For projects that are selected, the Department 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 Department prior to final approval. The Department will conduct a final review of the proposal in coordination with appropriate agencies and, if satisfied that all review comments have been adequately addressed,

the final proposal or scope of work will become the basis for the grant agreement that will be executed to formalize the grant award.

11. Project Administration

11.1 Grant Agreements

Grants will be awarded on a competitive basis. Successful applicants will receive a Grant Agreement template within 30 days of award from RIDEM specifying the amount, duration and conditions of the award. The Grant Agreement will be in the form of a binding contract. Grantees must fill out the applicable information where prompted in the Grant Agreement template electronically and submit the completed Grant Agreement via email for final Department approval within forty-five (45) days of receiving their Grant Agreement template. Other requirements to secure funding shall include the following:

- Recipients will be required to sign, accept, and return the original signed Grant Agreement to the Department within forty-five (45) days of the date of approval. Failure to execute the agreement within the forty-five (45) days may result in the cancellation of the grant award and may result in these funds being awarded to the next highest rated project. Recipients are allowed to submit a written request for an extension beyond forty-five (45) days;
- Recipients will have ninety (90) days from the date of the acceptance of the Grant Agreement to provide proof of the necessary grant match by letters of credit, letters from city/town councils, loan agreements, dedicated escrow accounts or any other pre-approved proof of matching funds. Recipients are allowed to submit a written request for an extension beyond ninety (90) days to provide proof of the necessary Grant match; and
- The recipient is responsible for obtaining all necessary permits or approvals from any federal, state, or local agency with authority over the project or project area. Copies of these permits/approvals must be submitted to the Department for inclusion in the project file before the first payment request.

All grant payments will be paid in the form of reimbursement payments for eligible expenses incurred in accordance with an approved project. Please refer to Section 3 above for examples of eligible and ineligible costs. In general, up-front costs or prepayment will not be allowed; however, if, at the sole discretion of the Director, such costs are small compared to the overall value of the project or are clearly demonstrated to be necessary for the success of the project, and sufficient documentation and collateral are presented, they may be considered.

Please note that for organizations with limited funds available for upfront payments, the RI Infrastructure Bank has established a Stormwater Project Accelerator program that offers upfront capital for green stormwater infrastructure projects that will eventually be funded through reimbursable state or federal grants. For more information about the Stormwater Project Accelerator see <https://www.riib.org/spa> or contact the RI Infrastructure Bank. If you intend to utilize this program, you must incorporate your SPA loan administration fee as a part of your grant budget request included in this application.

Requests for reimbursement must include an invoice and documentation of the incurred, eligible costs. The type of documentation required to receive reimbursement will be detailed in the grant offer and/or grant agreement. Grant recipients must enter into an agreement with RIDEM 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 as the scope of work);
- RIDEM and grantee responsibilities, including interim and final reporting requirements;
- Statement of the project's total budget, matching budget, and grant;
- Statutory and regulatory requirements for 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; and
- Record-keeping and reporting.

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

For grant awards less than \$100,000, there will only be one (1) reimbursement payment which will occur at the completion of all performance targets outlined in the Grant Agreement.

For grant awards greater than \$100,000, no more than three (3) reimbursement payments will be permitted. Each payment shall be at the completion of the approved performance targets as outlined in the Grant Agreement.

Grant recipients will be required to provide regular progress reports to RIDEM. If selected for an award, the Applicant will be required to submit semi-annual progress updates and a final project report which includes a brief project summary communicating lessons learned and project photos. The Applicant will be required to be in communication with a point of contact from RIDEM throughout the course of the project. Other deliverables and timelines are project specific and will be identified at the time of grant agreement. Projects are expected to be completed in the timeframe of the grant agreement. Timeframes will be negotiated in the range of 6-24 months. Time extensions will be granted with specific/appropriate justification.

11.2. Pre-project and Pre-contract Costs - RIDEM and the State of Rhode Island take no responsibility for project work done outside the term or scope of the grant agreement or prior to full approval of a grant agreement. 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 grantee and RIDEM.

11.3 Procurement - The expenditure of funds pursuant to these grants is subject to state law governing procurement, including requirements for competitive bidding and goals for participation by minority or woman business enterprises (MBE/WBE). 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, RIDEM 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. RIDEM reserves the right to review and approve the award of any contract or subcontract.

- 11.4 **Permitting** - Many grant projects will require a permit from RIDEM or CRMC or review by another governmental agency (e.g. RI Historical Preservation & Heritage Commission) to proceed. 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.
- 11.5 **Suspension, modification or revocation** - The Director may suspend, modify or revoke any awards in the event that subsequent examination reveals any data included in an application form, submittal, reimbursement request, plan or sketch to be incorrect or not in compliance with this RFP.
- 11.6 **Indirect (Overhead) Costs** - Indirect costs are costs that are not readily attributable with a specific project; e.g. rent, heat, utilities, etc. Entities proposing to use an indirect rate must have an approved current rate.
- 11.7 **Fiscal Assurances** - Sponsors 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.
- 11.8 **Stop Payment** - The Director may take appropriate action to stop payment of and/or seek the return of grant funds expended for any project where: (1) the applicant has obtained said grant based upon incomplete, false, misleading or erroneous information; or (2) the applicant has not completed the work approved under the grant in accordance with any and all conditions of approval issued by the Director in the grant award.

Appendix A: Final Application Content & Forms

Your completed application should include the following:

REQUIRED:

FORM A: Climate Resilience Fund Application

FORM B: Budget Detail

Statement of Match (see instructions on Form B)

Site/Location Map (ex. Google Maps)

Projects for which Applicant is not Site Owner – Letters of Permission from Property Owner(s)

Projects Charging Indirect – A copy of your agreement noting your approved Indirect Rate

SUPPLEMENTAL MATERIALS:

Additional Site Maps & Photos

Existing Project Documents (Studies, Plans, Designs)

Letters of Support