



Special Release Date: November 22, 2019
Due Date: First Come, First Served While
Resources Last; Project Completion No Later
Than December 2020

SPECIAL REQUEST FOR PROPOSALS COASTAL COMMUNITY RESILIENCE MATCHING GRANTS

With generous matching funding from *Michigan's Coastal Management Program (CMP)*, the nonprofit Land Information Access Association (LIAA) is collaborating with coastal communities in Michigan to develop master plan content that will contribute to **greater coastal and community-wide resilience**. These planning efforts focus on ways to build a better and more reliable local economy, manage social and environmental changes, respond to a changing climate with more severe storms, and respond and adapt to dynamic changes in Great Lakes water levels.

LIAA has years of experience helping communities chart a path towards a more resilient future. Through funding from CMP, our team has worked with communities along Lake Michigan and Lake Huron to help them better understand overall vulnerabilities as well as the problems unique to coastal areas. The mission of this current service grant is to help coastal municipalities collect and analyze data related to environmental, coastal, economic and social sustainability; facilitate stakeholder meetings to identify action strategies to address sustainability issues; and provide an updated Master Plan, a Master Plan Coastal Resilience chapter, or a Sustainability Framework to inform future Master Plan updates. Each of these options provides a flexible set of deliverables to assist localities at any stage of the planning process.

There are five key requirements for participation in the *Coastal Community Resilience Matching Grant* program:

1. The municipality(s) must be located on a Great Lake coastline.
2. The municipality(s) must be committed to adopting the project's deliverables into its Master Plan (or if the community does not have a Master Plan, to adopt the Master Plan drafted during this effort).
3. The municipality must provide a direct contact (elected, appointed or staff) to assist in developing the project during the specified timeframe.
4. The municipality(s) must commit to providing half the cost of the services provided by LIAA (a 1:1 cash match).
5. Projects must be completed by December 2020.

To be considered for a grant of services under this Request for Proposals (RFP) a municipality must submit an application to:

Coastal Community Resilience Service Grants
Land Information Access Association (LIAA)
324 Munson Avenue
Traverse City, MI 49686

You may also submit applications as PDF documents to zvega@liaa.org.

The *Coastal Community Resilience* program is meant to assist municipalities located on the Great Lakes to prepare for short-term and long-term risks to their overall sustainability. LIAA understands that each community will require a different set of tools and approaches to help it ready for the future. For this reason, this program features three levels of project assistance, consistent with the needs described by the selected communities. These planning services are as follows:

For all of the options: LIAA has developed a *Community Sustainability Self-Assessment Tool* to help localities identify what is working well and what could be considered a gap in resilience for the future. The tool incorporates best practices for Economic, Social, Coastal and Environmental sustainability. LIAA will work with stakeholders (i.e., planning commissions, council members, community members) to complete the self-assessment.

All options require a 1:1 cash match between LIAA and the applicant.

Full Master Plan

This service option is for communities that either do not have an existing Master Plan or have a plan that they wish to update in accordance with the Michigan Planning Enabling Act (2008). LIAA will guide the planning process by facilitating public meetings to gather citizen input, collecting relevant data needed to inform the community's direction going forward, and delivering a full Master Plan (or update) that includes a chapter on coastal resilience.

Estimated Cost for the Full Master Plan option: \$40,000–\$100,000 (\$20,000–\$50,000 funded by the client)

Coastal Resilience Master Plan Chapter

For communities only wanting to amend their Master Plan to address coastal resilience, LIAA can create a plan addendum that would include flood risk mapping, shoreline erosion mapping, and best practices to improve sustainability as it pertains to Michigan's dynamic coasts. LIAA will also present on the science of Michigan's coasts and facilitate stakeholder discussions to identify action strategies and preferred best practices to inform future zoning changes, policies and/or projects.

Estimated Cost for the Coastal Resilience Chapter option: \$5,000–\$10,000 (\$2,500–\$5,000 funded by the client)

Sustainability Framework

For communities that have recently updated their Master Plan, LIAA can work to create a Sustainability Framework. Municipalities across the U.S. and Michigan now use frameworks as a way to assess overall community sustainability prior to embarking on their next Master Plan update. The framework succinctly summarizes all existing relevant plans from the local level to regional entities and other associations such as conservancies or non-profits. In addition to the analysis of existing plans, LIAA will also host community meetings on local sustainability and educate residents and local officials on the potential threats facing coastal jurisdictions. This process is meant to inform the planning categories for the next Master Plan update and to assess what is and is not working/being implemented in the existing plans.

Cost for the Sustainability Framework option: \$5,000–\$10,000 (\$2,500–\$5,000 funded by the client)

LIAA can collaborate with applicants to decide on the option most suitable to the community's needs.

Application Requirements

Municipalities or multi-jurisdictional partners are encouraged to submit a clear and concise proposal, no more than five (5) pages (not including attachments).

Proposals must contain all of the following:

1. **Purpose Statement.** In a sentence or two, describe the community's need for improved coastal resilience and/or overall sustainability.
2. **Background.** Please provide a brief history of your local planning efforts. Also, please describe your need for assistance pertaining to coastal resilience planning, education and community engagement.
3. **Project Goals.** In a brief statement, please identify project goals. What do you hope to achieve?
4. **Participant Information.** Who would LIAA be working with as a main contact during the entirety of the project timeline (e.g., Planning commission? Municipal staff?). How will the participating stakeholders contribute? For example, the participants could take responsibility for all meeting notifications, provide meeting rooms, handle mailings, or other support. Please include a list of key project contacts.
5. **Project Area.** Please provide a brief description and/or map of the project area(s).
6. **Project Commitment.** The proposal must include a commitment to provide the required 1:1 cash match within one month of project start up. Resolutions and/or meeting minutes that document the participants' commitments to meet project obligations must be attached to the proposal (not included in the five-page limit).

Selection Criteria

This grant opportunity was created to assist coastal communities in their efforts to develop land use policies and programs that promote coastal resilience in addition to economic, social and environmental sustainability. Therefore, selected communities will demonstrate a commitment to planning for and implementing best practices that further sustainability principles. This is best represented by communities that adopt goals and objectives related to these topics into their Master Plan language.

All applications received will be evaluated in a timely manner on a first come, first served basis. Project proposal selection criteria include: proposal completeness; clarity of purpose; the likelihood of project success; the level of commitment offered by each applicant; and the availability of remaining grant resources.

Applicants must represent a municipality located adjacent to one of the Great Lakes.

Based on the interests of our program funders, LIAA will give special consideration to projects:

1. In communities demonstrating an immediate need for coastal planning efforts.
2. Communities with a demonstrated interest in reducing local impacts on the Great Lakes.

Questions

Questions may be communicated to Community Planner Zach Vega at zvega@liaa.org.