

SPECIAL REQUEST FOR PROPOSALS

2020 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 updated municipal planning tools and documents. This matching grant program 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(ies) must be located on a Great Lake coastline.
2. The municipality(ies) 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(ies) must provide a direct contact (elected, appointed or staff) to assist in developing the project during the specified timeframe.
4. The municipality(ies) 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 suggested levels of project assistance, consistent with the needs described by the selected communities. These suggested planning services are listed below.

For all of the suggested 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 at a public meeting to help build community consensus around this planning issue to make action strategy planning easier for the municipality moving forward.

Estimated Cost for the Coastal Resilience Chapter option: \$5,000–\$40,000 (\$2,500–\$20,000 funded by the client)

Action Strategy

LIAA will facilitate a discussion with key stakeholders and decision makers in the community to build consensus around coastal land use management. Similar to the Master Plan Chapter option, LIAA will compile flood scenario data and mapping to inform the discussion. The deliverable for this option is an Action Strategy that summarizes the results of the input session, as well as identifies and prioritizes short-, mid- and long-term action steps towards sustainability. This option can be added on to the Coastal Resilience Master Plan Chapter option.

Estimated Cost for the Action Strategy option: \$5,000–\$15,000 (\$2,500–\$7,500 funded by the client)

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

Please note that all costs are estimates. Final costs are dependent on factors such as travel distance, data availability and the scope of the project's deliverables.

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.