



Coastal Management Assistance Grants Pre-Proposal Guidance

September 2022

Cycle 27/ SFY 2024

Deadline for Submission: 5:00 p.m., Friday, October 14, 2022

Required for Submission: One complete electronic grant pre-proposal

Optional: One-page attachment of photos or a location map

- Submit by e-mail to coastal.grants@dnr.ohio.gov
- Paper copies will not be accepted



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Introduction

The purpose of the Ohio Coastal Management Program is to integrate management of Ohio’s Lake Erie coastal area to preserve, protect, develop, restore, and enhance its valuable and sometimes vulnerable resources. The Ohio Coastal Management Program is a cooperative action of the state and its political subdivisions to manage coastal resources, control activities that affect them, and foster their sustainable use for the benefit of all residents of the State of Ohio. The Ohio Coastal Management Program is a networked program that relies on the authorities and programs of many state agencies. The Ohio Department of Natural Resources (ODNR) is the statutorily designated lead agency for implementation of the Ohio Coastal Management Program.

ODNR implements the Ohio Coastal Management Program through its Office of Coastal Management and is making \$300,000 - \$500,000 available to local communities, educational institutions, nonprofit organizations and others for completion of projects that will protect Lake Erie coastal resources and/or support their sustainable use. This funding is being made available to ODNR through a grant from the U.S. Department of Commerce, National Oceanic and Atmospheric Administration (NOAA). NOAA will be providing grant oversight and final approval of project selections. Applicants should be familiar with the requirements and procedures that apply to the use of federal grant funds, including the federal [Uniform Grant Guidance 2 CFR Part 200](#), “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.”

Pre-Proposal information can be obtained from the Office of Coastal Management. Pre-proposals are due by 5:00 PM Friday, October 14, 2022. Full applications will be due December 18, 2022. Award announcements are expected to be made in May 2023 and in effect on July 1, 2023. This is a competitive, matching grant program.

The following information provides answers to questions you may have about how the grant process works and how your agency or organization can seek funding under this program. You will also need the separate Pre-Proposal application form to apply for funding under the Coastal Management Assistance Grants (CMAG) Program. You may visit our website at coastal.ohiodnr.gov to view additional information about the Ohio Coastal Management Program or download the grant Pre-Proposal application and this guidance document.

Grants are available in the seven categories listed below and the **SFY 2024 priority category** is in **bold**. Details are provided on the following pages.

1. Coastal Planning
2. Public Access
3. **Water Quality**
4. Coastal Resource Management Education and Outreach
5. Coastal Land Acquisition
6. Habitat Restoration and Demonstration of Innovative Practices
7. Research and Data Collection

Eligibility

Who is Eligible?*

- Units of local government, including municipalities, townships, counties, school districts, park districts, conservancy districts, and port authorities.
- Area-wide agencies, including county and regional planning agencies
- State agencies whose activities affect or are affected by activities in the coastal area
- Colleges, universities, and other institutions of higher learning
- Nonprofit organizations that are legally constituted as 501(c)(3) corporations and have been nominated to undertake the proposed project by one of the other eligible entities listed above

Note: Nonprofit organizations are only eligible for non-construction/non-acquisition projects. The term “nonprofit organization” includes land trusts, development corporations/quasi-governmental units and other non-public not-for-profit entities.

**All eligible entities must include with their Pre-proposal a copy of their SAM.gov active registration certificate, showing their Unique Entity Identifier Number (UEI#) and expiration date of that active registration.*

What Types of Projects Are Eligible?

A variety of project types may be funded through the CMAG program, including feasibility studies and engineering reports, protection and preservation of significant coastal resources, increasing public access to Lake Erie, and redevelopment of underutilized waterfronts. A complete list of project types that may be funded can be found in Ohio Revised Code §1506.02(C). Annually established priorities and preferences will guide the competitive selection process.

Are There Any Types of Projects That Are Not Eligible?

YES. The following types of projects are not eligible:

- Restroom facilities
- Design or construction of hard erosion control structures along Lake Erie
- Dredging and beach nourishment
- Maintenance activities
- Construction of, or improvements to, buildings used primarily for rental, lodging, or other commercial uses
- Active recreational facilities such as playgrounds, ball fields and courts, etc.
- Road and parking lot construction
- Water and sewer line construction
- Any project or activity that is the result of a permit condition, consent decree, or other regulatory action, including mitigation projects.

Within What Geographic Area Are Projects Eligible?

All construction and acquisition projects must be within the Ohio’s designated Coastal Area without exception.

All other projects must be located entirely within Ohio’s designated Coastal Area unless the applicant can demonstrate that the project will have direct substantial benefits to Lake Erie coastal resources (i.e. not only local impacts).

Grant Category Descriptions and Grant Priorities

The following seven grant categories have been developed based on the description provided in the Ohio Revised Code Section 1506.02(C), Ohio Coastal Management Program priorities, and the goals and objectives of the Coastal Zone Management Act (CZMA) of 1972 (see “Resources Available Online” on Page 9). The third category (Water Quality) is the priority for FY 2024 funding.

Coastal Planning

The CMAG program encourages communities and organizations to protect natural coastal resources, protect and preserve historical, cultural, and aesthetic coastal resources, manage shoreline development in coastal flood hazard and erosion areas, increase public access to Lake Erie, and address redevelopment of deteriorating and underutilized waterfronts and ports as part of local and regional planning and coordination efforts.

The following principles guide the selection and eligibility of coastal planning and coordination projects:

1. Projects must protect natural resources such as wetlands, wildlife habitat, flood plains, groundwater, woodlands, farmlands and forests. Planning and coordination efforts will preserve open space, community character, local amenities, and cultural, historical and archaeological sites.
2. Applicants must demonstrate how the project will be coordinated with any local watershed initiatives and how results will be incorporated into the local comprehensive plan, if applicable.
3. Projects should public participation in the planning process.
4. **Preference** will be given to projects that address the integration of nutrient management, nearshore habitat enhancement and public access.
5. **Preference** will be given to projects that incorporate planning for economic and environmental resilience.
6. **Preference** will be given to projects that focus on waterfront community planning.

Public Access

The CMAG program may fund low-cost construction projects such as parks, recreational trails, walkways, piers, viewing decks, fishing piers, water trail/paddle access sites, and other public access facilities to improve public access to Lake Erie and other public places in the Coastal Area.

The following principles guide the selection and eligibility of public access projects:

1. All public access projects must have a direct relationship to Lake Erie and be located within Ohio’s Designated Coastal Area (see “Resources Available Online” on Page 9).
2. Construction must be done on publicly owned or controlled land where public access can be assured. Only government entities may apply for public access funding.
3. Projects must be open to the public on an equal basis. User fees should not be charged to access the project.
4. Construction projects must comply with the Architectural Barriers Act and the Americans with Disabilities Act.
5. Public access planning/feasibility projects should be submitted under the “Coastal Planning” category.
6. Funds may not be used for maintenance activities.
7. Funds can be used to purchase materials and pay labor and management costs for construction.
8. **Preference** will be given to projects that integrate habitat and water quality enhancements such as green infrastructure that reduces and/or improves stormwater runoff.
9. **Preference** will be given to projects that are part of an adopted waterfront or community plan.
10. **Preference** will be given to projects with finalized design plans and all necessary authorizations secured.

Water Quality - *Priority Category*

The focus of the water quality grants will be on addressing nearshore and coastal water quality in Lake Erie. Nearshore is that area along the perimeter of a lake between the land and the deeper offshore waters of the lake.

The following principles guide the selection and eligibility of water quality projects:

1. All water quality projects must either improve Lake Erie and/or tributary water quality directly or contribute to the attainment of improved water quality.
2. **Preference** will be given to projects that improve nearshore water quality.
3. **Preference** will be given to projects that promote the beneficial use and/or processing of dredged materials.

Coastal Resource Management Education and Outreach

Coastal resource management encompasses a wide array of issues and is most successful when decision-makers and the public are well informed and engage in meaningful communication about those issues. The CMAG program encourages education and outreach efforts on coastal issues that foster sustainable development in coastal communities. Eligible education projects include workshops, videos, experiential education and other innovative public outreach efforts.

The following principles guide the selection and eligibility of coastal education and outreach projects:

1. Projects must support public information and education efforts that address one or more of the following coastal issues: nonpoint pollution/water quality, natural stream flow regime restoration, invasive species, climate adaptation and economic and environmental resilience, and nutrient management principles.
2. Projects must increase opportunities for public participation in decisions or stewardship activities affecting Lake Erie.
3. Projects must identify the audience targeted and the intended outcome.
4. **Preference** will be given to projects that are replicable by other organizations and agencies.
5. **Preference** will be given to projects that incorporate a media and/or public relations strategy.

Coastal Land Acquisition

The CMAG program provides funds for coastal land acquisition from willing sellers in order to increase or enhance public access to Lake Erie, protect and preserve historical, cultural, or aesthetic coastal resources for public benefit, and to protect and preserve significant coastal resources and enhance their environmental resilience.

The following principles guide the selection and eligibility of coastal land acquisition projects:

1. All acquisition projects must have a direct relationship to Lake Erie and be located within Ohio's designated Coastal Area (see "Resources Available Online" on Page 9).
2. Acquisition projects must include a public access component.
3. Projects must be open to the public on an equal basis and for direct use with no membership fee or reservation required.
4. Only government entities may apply for coastal land acquisition funding.
5. **Preference** will be given to projects that protect coastal wetlands.
6. **Preference** will be given to projects that increase or enhance direct public access to Lake Erie.

Habitat Restoration and Demonstration of Innovative Practices

The CMAG program encourages the restoration of sensitive natural resources, including nearshore habitats and coastal wetlands. The CMAG program also encourages the implementation of demonstration projects that highlight innovative techniques and technology to address coastal hazard issues such as sand by-passing and non-structural bluff stabilization, and best management practices for stormwater runoff control.

Projects solely for project planning should be submitted under the "Coastal Planning" category.

The following principles guide the selection and eligibility of on-the-ground habitat restoration and demonstration of innovative practices projects:

1. Restoration and demonstration projects must be done on publicly owned land or land where public access can be assured. Only governmental entities may apply for habitat restoration or demonstration project funding.
2. All restoration and demonstration projects must have a direct relationship to Lake Erie and be located within the

designated Coastal Area.

3. Restoration and demonstration projects must incorporate a quantitative or qualitative evaluation of project impacts.
4. A maintenance plan must be developed, and the restoration or demonstration project must be maintained for at least five years.
5. **Preference** will be given to projects that have a direct impact on Lake Erie water quality and enhance wildlife or fisheries.
6. **Preference** will be given to restoration or demonstration projects that enhance nearshore habitat in Lake Erie.
7. **Preference** will be given to projects that demonstrate the beneficial use of dredged material.
8. **Preference** will be given to projects that evaluate and incorporate environmental resilience into the project design.

Research and Data Collection

Understanding the human dimension of coastal management and having accessible data are important tools for effective land use planning and decision-making. The CMAG program encourages social science research on topics including social impacts of resource use, non-market valuation of environmental resources, and coastal economics. Additionally, the CMAG program encourages data collection on coastal resources such as water quantity and quality, wetlands, nearshore habitat, environmental resilience and riparian corridors.

The following principles guide the selection and eligibility of research and data collection projects:

1. Research and data collection projects must include an outreach or distribution plan.
2. Projects must identify the end-user and the intended applicability of the data/research for the end-user.
3. Projects must explain how the research/data collection will fill a void in current research/data available and that the proposed project does not duplicate other research/data.
4. **Preference** will be given to projects that address a need identified by a local, state, or federal resource management or land use decision-making agency and clearly outline how the knowledge/data acquired will be applied to address the need.
5. **Preference** will be given to projects that relate to the enhancement, development, refinement or implementation of the coastal management policies of the Ohio Coastal Management Program.

Application Requirements

Are a Unique Entity Identifier Number (UEI#) and an **ACTIVE SAM Registration Required to Apply for a Grant?**

Funds cannot be awarded until the applicant has complied with all applicable UEI and SAM requirements. Grant applicants must:

- (1) Be registered in the federal System for Award Management (SAM), which may be accessed online at <https://www.sam.gov/SAM/> before submitting an application;
- (2) Provide an active registration certificate from SAM.gov showing their 12-digit UEI# and expiration date of their registration (UEI# has replaced the DUNS# and DUNS#s are no longer accepted); and
- (3) Continue to maintain an active SAM registration with current information at all times during which it has an active federally funded award. **Note: Applicants must submit a copy of the organization's active SAM.gov registration in order for the Pre-proposal to be considered complete.**

Is There a Ceiling Amount on Funding Requests?

No. Grant funding requests are not restricted as to the amount that may be requested. Total grant cycle funding is approximately \$300,000 - \$500,000. Funding requests are suggested to range from \$50,000 to \$150,000, although there is no minimum or maximum grant size other than those exceeding the total amount available.

What Level of Matching Funds Is Required?

A minimum 1:1 federal to non-federal match is required, meaning the applicant will need to provide at least 50 percent of the total project cost as match. No federal funding may be used as the match, except for Community Block Development Grant funds.

Match includes the direct expenditure of funds for salaries, travel expenses, and purchase of equipment, supplies and other reasonable items associated with the project. Match may also include the use of equipment and volunteer time. Volunteer time may be used as match if it is charged at the rate paid for the type of work being done. Match does not include the use of items donated by a third party. Gifts and donations are acceptable, but only if they are made during the grant period.

Are Indirect Costs Allowable?

Yes, the budget may include indirect costs if the applicant has an established indirect cost rate with the Federal government. Indirect costs claimed must be based on the applicant's federally approved indirect cost rate and may only be applied to the categories identified in the applicant's current, approved negotiated indirect cost agreement with the Federal government. A copy of the agreement must be included with the full application. If the applicant has never obtained a negotiated indirect cost rate from a federal agency such as the Department of Commerce or the Department of Transportation, the applicant may elect to charge a de minimis rate of 10% of modified total direct costs. A budget example is provided on page 9.

When Do Projects Have to Be Completed?

Grantees should plan to complete their projects within **12 - 18 months**. Projects should be able to stand alone and not be dependent upon the completion of other work that may or may not be completed. All projects must be designed using sound environmental and engineering principles and be consistent with current federal, state and local laws. Construction projects must obtain all necessary federal, state and local permits before construction may begin.

Project Selection and Implementation

How Will Funds Be Made Available?

The OCM will pay project expenditures on a reimbursement basis. Payments will be linked to project performance, and payment will be withheld if project timelines and deliverables are not met. Reimbursements, also known as Draws, will be based on the ratio of federal grant funds to non-federal match funds identified in the original grant application. For example, if your grant application indicates that you are only requesting 40 percent of the total project costs from grant dollars and will provide 60 percent of the total project costs in non-federal match, you will only be reimbursed for up to 40 percent of the total project costs that you document; not 50 percent.

What Criteria Will Be Used to Evaluate the Projects?

Qualifying criteria - Each of the following criteria must be met for an application to be eligible:

1. The proposed project is consistent with one or more of the 41 management policies outlined in the Ohio Coastal Management Program Document (see "Resources Available Online" on Page 9).
2. The proposed project addresses a category described under "eligible projects."
3. The proposed project is eligible to receive federal grant funds under NOAA regulations and policies.
4. The applicant is eligible as described above.
5. The applicant demonstrates the administrative capacity to manage the grant and the legal authority to implement the project.
6. For construction projects, public access is incorporated and compliance with the Americans with Disabilities Act is demonstrated.
7. For construction and acquisition projects, broad and lasting public benefits are demonstrated.

General criteria -The following criteria will be considered in evaluating projects:

1. The degree of impact on Lake Erie coastal resources.
2. The degree of public benefit from the project.
3. The ability of the applicant to maintain the proposed project.
4. The degree to which project results are transferable, have impacts throughout Ohio's Lake Erie Watershed or are shared through education and outreach strategies.
5. Measurability of project results.
6. The feasibility of the project; sound methods and science.
7. Evidence of public support for the project, where applicable.
8. The degree to which the local community has been involved in the development of the project or will be involved in its implementation.
9. Degree to which public/private or other public partnerships are entailed.
10. The degree to which the proposed activity reflects an innovative or creative approach to resolving a coastal resource management problem.
11. Reasonableness of timelines.
12. Cost effectiveness.
13. The level of match provided.
14. Leverages other financial resources.

How Will the Application Process Proceed?

1. The applicant submits a complete pre-proposal to the Office of Coastal Management **by 5:00 PM on Friday, October 14, 2022.**

The pre-proposal application and the optional one-page attachment are to be submitted electronically via email to coastal.grants@dnr.ohio.gov. Paper copies will not be accepted.

The pre-proposal and guidance document may be downloaded and printed from the ODNR Coastal Management Assistance Grants website (see “Resources Available Online” on Page 9).

2. Late or incomplete pre-proposals (no exceptions) will be returned to the applicant. Applicants will be sent an email confirming receipt of their pre-proposals.
3. OCM staff will review all pre-proposals to determine eligibility based on the qualifying criteria described above. If the pre-proposal is ineligible, OCM will notify the applicant.
4. **By November 4, 2022**, applicants will be notified of the status of their pre-proposals (encouraged or discouraged from submitting a full application).
5. Applicants with pre-proposals that receive a favorable recommendation from OCM may prepare a Full Application. Full Application forms will be made available online **by November 4, 2022**, and will be due 11:59 PM on Sunday, **December 18, 2022**. At this time, all applicants will submit for intergovernmental review and applicants for site-specific projects will also apply for Ohio Historic Preservation Office Section 106 approval.
6. OCM Grant Review Team members will conduct an initial rating of all complete and eligible proposals, using the general criteria described above. Rating is based on the following: Impact on Coastal Resources- 50 percent; Methods, Budget, and Timetable- 50 percent. OCM staff may seek additional review and input, as needed, on the scientific, engineering and other technical merits and details of proposed projects.
7. The Grant Review Team will meet to discuss and evaluate the projects and will submit recommendations based on ratings and the Team evaluation to the OCM Chief and ODNR administration. Upon ODNR approval, the top ranked projects will then be submitted to the National Oceanic and Atmospheric Administration (NOAA) for final funding approval.
8. Once ODNR is notified by NOAA that the projects are approved (est. May 2023), ODNR will announce projects approved for funding and notify unsuccessful applicants.
9. OCM and the grantee will sign an agreement. The grantee will receive a signed copy of the agreement and may begin the project at that time (est. July 1, 2023).
10. OCM will provide a Subrecipient Guide to assist in the administration and completion of the project and will hold a Project Start-up Meeting with the grantee’s project manager and fiscal manager.

Application Tips and Requirements

General Projects

- Non-construction project timelines should allow ODNR time to review and comment on the draft deliverable before it is finalized. A minimum of two weeks is recommended.
- Final Report Requirements will include the submission of any final reports or documents developed because of this project as follows: one electronic copy of any final reports or documents, sent by email (preferred) or uploaded to the ODNR Intranet site (instructions will be provided upon request).
- Pursuant to 2 CFR Section 200.319, all procurement transactions must be conducted in a manner providing *full and open competition* consistent with the standards described in that section.
- Food and beverage purchases are not eligible grant costs and cannot be used as match.

Acquisition Projects

- Acquisition applications may include direct costs associated with the acquisition of land, including appraisal costs but exclude such costs as legal fees and court costs. If an actual appraisal completed after award of funds results in a purchase price higher than the amount applied for, the grant award will reimburse only the originally estimated amount.
- No land may be purchased until after written approval is given by ODNR.

- Do not sign any agreements concerning the acquisition of any project until written approval has been given by ODNR. Any such contractual agreements made prior to approval may result in ineligibility for that portion of the project.
- Budget enough funds to cover the cost of a permanent grant acknowledgement sign for any site acquired.

Construction Projects

- Incorporate time into project timelines for ODNR review and approval of project plans and specifications (45 days minimum) if plans have not already been completed. Note: projects with final design plans ready at the time of grant application will be more competitive.
- Budget enough funds to cover the cost of a temporary and a permanent grant acknowledgement sign for the site.
- Do not sign any agreements concerning the development of any project until written approval has been given by ODNR. Any such contractual agreements made prior to approval may result in ineligibility for that portion of the project.

Contacts and Resources

Who May We Contact If We Have Questions?

Tina M. Sevenbergen, Local Liaison
 ODNR Office of Coastal Management
 (419) 433-4601

tina.sevenbergen@dnr.ohio.gov or coastal.grants@dnr.ohio.gov

Ressources Available Online :

- [Coastal Management Assistance Grants Website](#)
- [Ohio Coastal Management Program](#)
- [Ohio Coastal Management Program Document](#)
- [Lake Erie Protection & Restoration Plan](#)
- [Grants Available from the Ohio Department of Natural Resources](#)
- [2 C.F.R. 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)
- [Coastal Zone Management Act of 1972](#)
- [Ohio Coastal Atlas Interactive Map Viewer](#) (includes the designated Coastal Area boundary)

Preliminary Project Budget- SAMPLE - Minimum 1:1 match; overmatch is accepted

Category	Federal	Non-Federal (Match)	Total
Personnel	20,000	20,000	40,000
Fringe	5,200	5,200	10,400
Volunteer Time		100	100
Travel			
Equipment			
Supplies	5,000		5,000
Contractual	40,000	45,000	85,000
Other			
Total Direct Charges	70,200	70,300	140,500
Indirect Charges	14,742	14,742	29,484
Grant Totals	155,142	155,342	310,484

Mike DeWine, Governor
 Mary Mertz, Director

A publication of the Ohio Department of Natural Resources pursuant to National Oceanic and Atmospheric Administration
 Award No. NA22NOS4190092

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