

# Coastal Management Assistance Grant Program

**October 2016  
Cycle 21/ FY 2018  
Pre-Proposal Guidance**

**Deadline for Submission: 5:00 p.m., Friday, November 28' 2016**

Required for Submission:

- 1 complete electronic copy by e-mail, CD or USB drive. The electronic copy may be e-mailed to [yetty.lombardo@dnr.state.oh.us](mailto:yetty.lombardo@dnr.state.oh.us)
- Paper copies will not be accepted

**Grant pre-proposals may be e-mailed or hand delivered (on CD or USB) to:**

Yetty Lombardo, Local Liaison  
ODNR Office of Coastal Management  
105 West Shoreline Drive  
Sandusky, OH 44870  
Ph: 419-626-7986



Ohio Department of  
**NATURAL RESOURCES**  

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**OFFICE OF COASTAL MANAGEMENT**

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## Introduction

The purpose of the Ohio Coastal Management Program (OCMP) is to integrate management of Ohio's Lake Erie coastal area in order to preserve, protect, develop, restore and enhance its valuable and sometimes vulnerable resources. The OCMP 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 citizens of the State of Ohio. The OCMP 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 OCMP. The ODNR implements the OCMP through its Office of Coastal Management (OCM).

ODNR recognizes the valuable initiatives and actions of local governments, educational institutions, nonprofit organizations, state agencies and others aimed at achieving the goals of wise and sustainable coastal resource management. The Department also recognizes that such entities require additional resources and partnership mechanisms to facilitate continued efforts in this regard. Therefore, ODNR is making approximately \$400,000 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). On May 16, 1997, ODNR obtained federal approval of the OCMP which makes it eligible for this grant. NOAA will be providing grant oversight and final approval of project selections.

Sustainability has been defined as "Meeting the needs of the present without compromising the ability of future generations to meet their own needs." It is the goal of the OCMP to promote the sustainability of our coast and coastal communities by encouraging natural resource-based planning that will improve the economy, protect and restore ecological systems, and enhance our quality of life.

Pre-Proposal application packets will be made available in October with the Pre-Proposals due November 28, 2016. Full applications will be due February 3, 2017. Award announcements are expected to be made in May 2017 and in effect on July 1, 2017. 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](http://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 FY 2018 **priority categories are 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 and villages
- 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
- School districts
- Park districts, conservancy districts and port authorities
- Nonprofit organizations that are legally constituted as 501(c)(3) organizations 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.*

### **What Types of Projects Are Eligible?**

Ohio Revised Code §1506.02(C) specifies that Coastal Management Assistance grants may be used for the purposes listed below. Annually established priorities and preferences will guide the competitive selection process.

- A. Feasibility studies and engineering reports for projects that are consistent with the policies in the OCMP document;
- B. Protection and preservation of wetlands, beaches, fish and wildlife habitats, minerals, natural areas, prime agricultural land, endangered plant and animal species, or other significant natural coastal resources;
- C. Management of shoreline development to prevent loss of life and property in coastal flood hazard areas and coastal erosion areas, to set priorities for water-dependent energy, commercial, industrial, agricultural, and recreational uses, or to identify environmentally acceptable sites for dredge spoil disposal;
- D. Increasing public access to Lake Erie and other public places in the coastal area;
- E. Protection and preservation of historical, cultural, or aesthetic coastal resources;
- F. Improving the predictability and efficiency of governmental decision making related to coastal area management;
- G. Redevelopment of deteriorating and underutilized waterfronts and ports;
- H. Other purposes approved by the director.

### **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 large scale, hard erosion control structures along Lake Erie
- Dredging, beach nourishment, and large scale, hard erosion control structures
- Maintenance
- Construction of, or improvements to, buildings used primarily for rental or lodging
- 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 or other regulatory action, including projects at mitigation banks or in fulfillment of NPDES Phase II Stormwater regulations.

### **Within What Geographic Area Are Projects Eligible?**

Projects must be located entirely within the Ohio Coastal Management Area boundary as defined in the Ohio Coastal Management Program document and Final Environmental Impact Statement (*maps available under the ‘Publications & Maps’ dropdown at [coastal.ohiodnr.gov](http://coastal.ohiodnr.gov)*) unless the applicant can demonstrate that the project will have direct substantial benefits within the Ohio Coastal Management Area boundary. All construction and acquisition projects must be within the Ohio Coastal Management Area boundary without exception.

## **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. The CZMA can be found at: [coast.noaa.gov/czm/act/](http://coast.noaa.gov/czm/act/). The grant priorities are reviewed and selected on an annual basis. The first three categories are priorities for FY 2018 funding.

### **Coastal Planning - *Priority Category***

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 program also encourages coastal communities to follow the [Smart Growth Coastal and Waterfront Elements](#) listed in Appendix A.

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 must emphasize the importance of 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 - *Priority Category***

Lake Erie is Ohio's primary region for recreation and tourism, and the CMAG program is committed to providing additional opportunities for public access. The program may fund low-cost construction projects such as parks, recreational trails, walkways, piers, viewing decks, fishing piers, water trail/paddle access sites, removal of pilings, historic building restorations 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 the designated Coastal Management Area (*maps available at [coastal.ohiodnr.gov/dcma](http://coastal.ohiodnr.gov/dcma)*).
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. In general, user fees should not be charged to access the project. If user fees are desired the fee must be described and justified in the full application project checklist. All user fees, income or other revenues derived from a project shall revert to the maintenance or management of the federally funded project (An example of this situation would be a fee paid for the use of a boat ramp).
4. Construction projects must be designed to provide access for the handicapped, and comply with the Architectural Barriers Act of 1968 (P.L. 90-480) and with the Americans with Disabilities Act of 1990.
5. Public access planning projects should be submitted under the coastal planning category.
6. Funds may not be used for maintenance projects of any kind.
7. Public access funds may be used to purchase materials and pay labor and management costs for construction.
8. **Preference** will be given to projects that target enhancements for the purpose of providing new access for the handicapped.
9. **Preference** will be given to projects that integrate habitat and water quality enhancements such as "green infrastructure" that reduces and/or improves stormwater runoff.
10. **Preference** will be given to projects that are part of an adopted waterfront or community plan.

11. **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. The project must strengthen the capacity of local governments to undertake effective coastal management that integrates water quality improvement and nature-based shoreline management techniques.
2. **Preference** will be given to projects that improve the coordination of activities undertaken by federal, state and local governments to address nearshore and coastal water quality.
3. **Preference** will be given to projects that promote the beneficial use and/or processing of dredged materials
4. **Preference** will be given to projects that contribute to the attainment of state water quality standards within the designated Coastal Management Area (*maps available at [coastal.ohiodnr.gov/dcma](http://coastal.ohiodnr.gov/dcma)*).

### 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 citizens to participate 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 plan.

### Coastal Land Acquisition

Coastal land acquisition from willing sellers is eligible 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.

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 the designated Coastal Management Area (*maps available at [coastal.ohiodnr.gov/dcma](http://coastal.ohiodnr.gov/dcma)*).
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. Projects must include an educational or resource protection component.
5. Only government entities may apply for coastal land acquisition funding.
6. **Preference** will be given to projects that protect coastal wetlands, and/or areas identified as high quality resource waters under the Ohio Administrative Code Chapter 3745-1.
7. **Preference** will be given to projects that increase or enhance direct public access to Lake Erie.

### Habitat Restoration and Demonstration of Innovative Practices

Habitat restoration within nearshore, coastal wetland, and upland areas is needed to support effective management of coastal resources. These habitats contribute to improved water quality and are necessary to maintain coastal biodiversity and a healthy Lake Erie fishery. 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 planning of restoration or demonstration projects 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 management area.
3. A restoration project must make a strong effort toward restoring or managing diversity in wetland and upland plant communities or in nearshore habitat.
4. Restoration and demonstration projects must incorporate a quantitative or qualitative evaluation of project impacts.
5. A maintenance plan must be developed, and the restoration or demonstration project must be maintained for at least five years.
6. **Preference** will be given to projects that have a direct impact on Lake Erie water quality and/or enhancement of wildlife or fisheries.
7. **Preference** will be given to restoration or demonstration projects that improve or enhance nearshore habitat in Lake Erie.
8. **Preference** will be given to projects that demonstrate the beneficial use of dredged material.
9. **Preference** will be given to projects that demonstrate progress towards attainment of Ohio water quality standards for coastal watersheds and nearshore areas.

### 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, and riparian corridors. Data collection grants will be directly applicable to and foster sustainable coastal community development.

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. Projects must explain how the research/data will be used to foster sustainable coastal community development and support Ohio Coastal Management Program goals.
5. **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.
6. **Preference** will be given to projects that incorporate social science research and further understanding of the human dimension of coastal management.
7. **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**

### **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 \$400,000. Funding requests are suggested to range from \$50,000 to \$250,000, 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.

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 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 minimus rate of 10% of total direct costs. A budget example is provided in Appendix B.

### **Are a DUNS Number and a SAM Registration Required to Apply for a Grant?**

Yes, if the grant application is for \$25,000 or more. In order to be compliant with the Federal Funding Accountability and Transparency Act of 2006 implementation, applicants requesting \$25,000 or more in grant funds must have a Dun and Bradstreet Data Universal Numbering System (DUNS) number and maintain a current registration in the System for Award Management (SAM) database.

A nine-digit DUNS number may be obtained from Dun and Bradstreet by telephone at 1-866-705-5711 or the Internet at [www.dnb.com](http://www.dnb.com). The registration procedures for SAM can be found at [sam.gov/portal/public/SAM](http://sam.gov/portal/public/SAM).

### **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 schedules and deliverables are not met. Reimbursements 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 the OCMP policies as described in the OCMP document (available by contacting the OCM and online at [coastal.ohiodnr.gov/OCMP](http://coastal.ohiodnr.gov/OCMP)).
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 (OCM) by the close of business (5:00 p.m.) November 28, 2016.

The pre-proposal application and the optional one-page attachment are to be submitted electronically via email to [yetty.lombardo@dnr.state.oh.us](mailto:yetty.lombardo@dnr.state.oh.us).

Digital application submissions provided on a compact disk (CD) or thumb drive will be accepted if email submission is not feasible and may be delivered to:

ODNR - Office of Coastal Management  
Coastal Management Assistance Grant Program  
105 West Shoreline Drive  
Sandusky, Ohio 44870

Driving directions for the purpose of hand delivering digital pre-proposals are available by contacting OCM or online at [coastal.ohiodnr.gov/ContactUs](http://coastal.ohiodnr.gov/ContactUs).

The pre-proposal and guidance document may be downloaded and printed from the ODNR Coastal Management Assistance Grants webpage at [coastal.ohiodnr.gov/CMAGrants](http://coastal.ohiodnr.gov/CMAGrants). These documents are provided in a Portable Document File (.pdf) format.

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. On/by December 21, 2016, 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 by December 21, 2016 and will be due by February 3, 2017. 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 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 2017), 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, 2017).
10. OCM will provide a Procedural 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

### 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 as a result of this project as follows: A) one (1) paper copy; B) one CD with a complete set of any final reports or documents as Portable Document Format (.pdf) files and as Word (.doc) or Rich Text Format (.rtf) files. Applicants should plan and budget accordingly.
- IMPORTANT: Per 2 CFR Section 200.319, "All procurement transactions must be conducted in a manner providing full and open competition consistent with the standards of this section. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements."
- Costs associated with 'hospitality' activities such as lunches and related refreshments or refreshment supplies for meetings, workshops, conferences, etc. 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 the Ohio Department of Natural Resources.
- 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).
- 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?

You are encouraged to coordinate with OCM staff in advance of submitting your pre-proposal. However, favorable staff comments on preliminary discussions of potential projects are not to be construed as guarantees of positive final decisions. Please contact the following:

Yetty M. Lombardo, Local Liaison  
ODNR - Office of Coastal Management  
105 West Shoreline Drive  
Sandusky, Ohio 44870  
Phone: 419-626-7986 (direct) or 7980 (main)  
Fax: 419-626-7983  
[yetty.lombardo@dnr.state.oh.us](mailto:yetty.lombardo@dnr.state.oh.us)

### Resources available online:

- Ohio Coastal Management Program Document [coastal.ohiodnr.gov/OCMP](http://coastal.ohiodnr.gov/OCMP)
- Lake Erie Protection & Restoration Plan 2016 Implementation Strategy [lakeerie.ohio.gov/Portals/0/Reports/2016%20LEPR%20FINAL.pdf](http://lakeerie.ohio.gov/Portals/0/Reports/2016%20LEPR%20FINAL.pdf)
- Ohio Balanced Growth Strategy – 2011 [balancedgrowth.ohio.gov/BalancedGrowthStrategy.aspx](http://balancedgrowth.ohio.gov/BalancedGrowthStrategy.aspx)
- Grants from the Ohio Department of Natural Resources [ohiodnr.gov/Grants](http://ohiodnr.gov/Grants)

## Appendix A

### Smart Growth Coastal and Waterfront Elements

SMART GROWTH PRINCIPLES	SMART GROWTH COASTAL AND WATERFRONT ELEMENTS
1. Mix land uses	1. Mix land uses, including water-dependent uses
2. Take advantage of compact building design	2. Take advantage of compact community design that enhances, preserves, and provides access to waterfront resources
3. Create a range of housing opportunities and choices	3. Provide a range of housing opportunities and choices to meet the needs of both seasonal and permanent residents
4. Create walkable communities	4. Create walkable communities with physical and visual access to and along the waterfront for public use
5. Foster distinctive, attractive communities with a strong sense of place	5. Foster distinctive, attractive communities with a strong sense of place that capitalizes on the waterfront's heritage
6. Preserve open space, farmland, natural beauty, and critical environmental areas	6. Preserve open space, farmland, natural beauty, and the critical environmental areas that characterize and support coastal and waterfront communities
7. Strengthen and direct development toward existing communities	7. Strengthen and direct development toward existing communities and encourage waterfront revitalization
8. Provide a variety of transportation options	8. Provide a variety of land- and water-based transportation options
9. Make development decisions predictable, fair, and cost effective	9. Make development decisions predictable, fair, and cost effective through consistent policies and coordinated permitting processes
10. Encourage community and stakeholder collaboration in development decisions	10. Encourage community and stakeholder collaboration in development decisions, ensuring that public interests in and rights of access to the waterfront and coastal waters are upheld

*“Smart growth is defined by 10 principles. These principles provide a framework for making growth and development decisions that yield better economic, environmental, community, and public health results. Developed in 1996 by the Smart Growth Network, a coalition of national and regional organizations that believe where and how we grow matters, the principles are based on the characteristics and experiences of thriving, diverse, and successful communities. These principles help guide growth and development in communities that have a clear vision for their future and understand the values they want to sustain.*

*The coastal and waterfront elements...augment the existing smart growth principles to reflect the specific challenges and opportunities characterizing the waterfront, be it on a coast, a river, or a lake.”*

From *Smart Growth for Coastal and Waterfront Communities*, September 2009 [coastalsmartgrowth.noaa.gov](http://coastalsmartgrowth.noaa.gov)

**Appendix B****Preliminary Project Budget- SAMPLE**

<b>Category</b>	<b>Federal</b>	<b>Non-Federal</b>	<b>Total</b>
Personnel	20,000	20,000	40,000
Fringe	5,200	5,200	11,000
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	141,100
Indirect Charges	14,742	14,742	29,484
<b>Grant Totals</b>	<b>84,942</b>	<b>85,042</b>	<b>170,584</b>

## State of Ohio Travel Rules

The travel cost per diems (maximum daily reimbursement) and mileage rates listed under the state of Ohio travel rules must be followed if travel costs are included in a grant application for reimbursement or as match.

**Costs associated with ‘hospitality’ activities such as lunches and related refreshments or refreshment supplies for meetings, workshops, conferences, etc. are not eligible grant costs and cannot be used as match.**

**MEAL PER DIEM:** The Office of Budget Management (OBM) travel rule establishes daily maximums for meal and incidental expense reimbursement in accordance with the per diem rates established by the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov)). The rates are based on the lodging location. Reimbursement for meals and incidental expenses is authorized only when overnight lodging is required and the traveler is either:

- Greater than 45 miles from both the traveler’s residence and headquarters or;
- Greater than 30 miles from both the traveler’s residence and headquarters for conference purposes.

The per diem is designed to offset the additional cost of travel, not to entirely pay for the traveler's meal. The amount of reimbursement shall be adjusted on departure and return days based on the time of departure and return. Travelers are expected to pro-rate per diem on travel days based upon their travel schedule. Please refer to the OBM travel rule for the prorated meal and incidental expense reimbursement schedule according to your lodging location. The OBM travel rule may be obtained at the web link listed below or by contacting the Office of Coastal Management at 419-626-7986.

**Meal Gratuities:** Travelers may not request reimbursement for gratuities. Gratuities are included in the per diem rates established by OBM.

**MILEAGE:** An explanation must be provided for all mileage claimed for reimbursement or as match that includes the number of miles traveled per trip, the purpose of each trip, the traveler, and the date.

The reimbursement rate is reviewed quarterly by the director of the Ohio Office of Budget and Management who may authorize a rate up to the Internal Revenue Service’s business standard mileage rate.

Reimbursement rate is 52 cents per mile as of July 22, 2016. The mileage reimbursement rate effective at the time of travel will be the maximum rate eligible for reimbursement or to be counted as match.

**MISCELLANEOUS:** The State will reimburse for actual fare costs such as tolls, subway, boat and taxi. Receipts are required for all transportation expenses exceeding \$10.

Refer to Rule 126-1-02 of the Ohio Administrative Code for complete travel rules.

A complete summary of the state of Ohio Travel Rules can be found at [obm.ohio.gov/TravelRule/default.aspx](http://obm.ohio.gov/TravelRule/default.aspx).



**John R. Kasich, Governor  
James Zehringer, Director**

**A publication of the Ohio Department of Natural Resources pursuant to National Oceanic and Atmospheric  
Administration Award No. NA16NOS4190094**

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