



**Request for Proposals  
Coastal Storms Program  
Community Risk and Resiliency**

The Mississippi-Alabama Sea Grant Consortium (MASGC), in cooperation with the National Oceanic and Atmospheric Administration (NOAA) Coastal Storms Program (CSP), is seeking proposals to fund community resiliency related projects. Local governments, non-profits, homeowner associations, business organizations, and community/university partnerships are eligible.

The CSP is a nationwide effort to help coastal residents reduce the impacts that storms have on their families, communities, property and environment. The program has a history of providing an array of tools and services in the pilot areas, which have included improved observing systems, forecast models, decision support tools, and outreach and extension activities to enhance community resilience.

Locally, the Gulf of Mexico Coastal Storms Program (GoMEX CSP) is one of 4 national project areas, established to serve Alabama, Mississippi and southeastern Louisiana. The goal of the GoMEX project area is to provide financial and technical assistance to improve communications, awareness, and understanding of issues surrounding land use development and how planning decisions affect hazard impacts through education and product transition, specifically with regards to:

- Ecological impacts of coastal storms on aquatic ecosystems
- Hazard and climate mitigation and adaptation, evacuation, etc.
- Community best practices in mitigating hazard impacts and related problems (evacuation, runoff, etc.)

**Priority Funding Areas**

The MASGC will fund projects that help coastal communities plan for, respond to, and recover from coastal storms. Proposed projects should support community resiliency efforts in the coastal counties of Alabama, Mississippi and Louisiana east of the Mississippi River in either one or more of the following ways:

- Improve planning for, response to, and recovery from coastal hazards and climate associated risks.
- Determine hazard impacts and hazard mitigation techniques through conducting risk and vulnerability assessments.
- Demonstrate the connections between planning decisions (e.g. land use, infrastructure siting) and hazard impacts
- Promote best management practices for storm related water quality issues
- Develop tools and information related to the human dimensions of resiliency (i.e., economic, social, and cultural factors)
- Create land-use and land-cover change maps, floodplain and flood-elevation maps, and/or topography (land elevation) and bathymetry (water depth) maps
- Determine pre-storm damage estimates
- Determine rates of shoreline change from human and natural impacts
- Investigate availability of self-insurance

- Promote cultural and historical resiliency
- Develop safer storm harbor models
- Develop tools to aid in navigation safety
- Improve weather observations and predictions
- Determine socioeconomic impacts of climate change and sea level rise on coastal resilience (population dynamics, demographic shifts, infrastructure, commerce/shipping centers and needs-changes)
- Investigate sea level rise and storm surge interactions (salt water intrusion, cultural change, change in ecosystems, change in coastal flooding, agriculture, human health, wetland composition)
- Determine rate of sea level rise and subsidence and its effects on coastal shorelines and ecosystems
- Develop real time predictive models that include meteorological data, appropriate land use/ land cover, and improved boundary data.
- Improve hazard awareness by engaging citizens via community outreach and education
- Other (Contact MASGC with questions.)

Note: Disaster resilience is defined as the capacity of a community exposed to hazards to adapt, by resisting or changing, in order to reach and maintain an acceptable level of functioning and structure. Resilience is determined by the degree to which the community is capable of organizing itself to increase its capacity for learning from past disasters. (Definitions are taken from the Subcommittee on Disaster Reduction, 2005 <http://www.sdr.gov/GrandChallengesSecondPrinting.pdf>)

Funding under this grant program may not be used for: routine program implementation, regulatory compliance or mitigation, land acquisition, on-the-ground restoration or construction. More information on the Mississippi-Alabama Sea Grant Consortium Coastal Storms Program can be found at: <http://masgc.org/coastalstorms>.

### **Funding Levels**

Total funding available is \$500,000. One-year projects that fall into the following two categories are requested.

Category 1: \$5,000- \$20,000 (will award 5-10 in this category)

Category 2: \$20,000- \$100,000 (will award 3-4 in this category)

The projects will begin on April 1, 2009 and end March 31, 2010.

### **Eligibility**

Local governments, non-profits, homeowner associations, business organizations, and community/university partnerships are eligible. Project leaders must conduct business in the coastal counties of Alabama (Baldwin, Mobile, Washington, Clarke, Monroe, and Escambia counties), Mississippi (Harrison, Hancock, Jackson, Pearl River, Stone and

George counties) or eastern Louisiana (Plaquemines, St. Bernard, Orleans, Jefferson, St. Charles, St. John, St. Tammany, Washington, and Tangipahoa parishes).

The target audiences of the GoMEX CSP include:

- Managers (example: Emergency and Flood Plain, Natural Resource, Land- and Estuarine-use managers, Port authorities)
- Planners (example: State and local planners, developers)
- Local Governments (example: elected officials)
- Chambers of Commerce
- Homeowners Associations
- Community organizations
- Academic research communities

Community based projects that are both highly matched and include a university partner will be given preference. The strongest proposals will be funded first; however, there will be efforts made to balance the awards among states.

### **Presentation of Findings**

Project leaders will be required to participate in outreach and extension events including but not limited to the biennial MASGC sponsored Bays and Bayous Symposium in 2010. Knowledge gained from your project is expected to be shared with other communities and interested businesses as well as with MASGC. Project leaders will also be expected to participate in a culminating event organized by the Coastal Storms Outreach Coordinator to share their findings and discuss best practices in coastal resiliency.

### **Reporting Expectations**

Project leaders are required to submit a completion report. Additionally, either a technical report or a peer-reviewed publication will be required once the project has concluded.

### **Submission Guidelines**

The instructions provided for submitting letters of intent and proposals must be followed.

#### **Letter of Intent**

A letter declaring your intentions to submit a full proposal is required for this competition. The purpose of the Letter of Intent process is to provide applicants with information regarding the relevance of their project idea to the program objectives in advance of preparing a full proposal. It also serves to inform the funding agency of the anticipated range of topics proposed and budget requirements of project proposal submissions. A Letter of Intent is required prior to submitting a full proposal. Letters of Intent are due by 4:30 p.m. Central Time on October 20, 2008. Letters will be reviewed and project leaders will receive either an encouraged or not encouraged declaration by November 24, 2008. A “not encouraged” declaration does not preclude an applicant from submitting a full proposal.

Project leaders should be prepared to discuss their potential project and its application to the priority areas at any time during this review period. A meeting or conference call may be arranged for this session. The purpose of this is to assist potential project leaders with developing their projects, identifying potential partners, and maintaining an alignment with the priority areas.

**Cover:** The Letter of Intent should include the following information on a cover page

1. Project Title
2. Names and agencies of the project leader/principal investigator and associates. Identify project leader or principal investigator.
3. Contact information for the project leader/principal investigator (include full name, title, address, telephone number, fax number and email address).
4. Estimated requested budget total.
5. Projected category (see page 2) of funding level.

Proposers may use the provided MASGC Title/Cover Form. This form can be found at <http://www.masgc.org/forms.htm>. Instructions for this form are below in the proposal guidelines. Adobe PDF format, hard copies and signatures are not required for the Letter of Intent.

**Letter body:** The Letter of Intent should provide both a concise description of the proposed work and its relevance to the priorities outlined. The body of the Letter of Intent should be 1-2 pages long and single-spaced. An 11-point or larger font such as Times New Roman or an equivalent serif typeface should be used with 1-inch margins. Page numbering of the letter body and the last name of the project leader should be on each page. The letter should include:

1. Statement of the purpose: state the intent, goal, and output of the proposed work.
2. Summary of how funding will be used including the methodology, products and approximate cost.
3. Description of the intended benefits
4. Relevance of the project to the Coastal Storms Program priority areas outlined in this request for proposals.
5. Description of the partnerships to be employed in the development and completion of the proposed work.

**Letter submission:** Letters of Intent are due by 4:30 p.m. Central Time on October 20, 2008. Letters must be submitted as e-mail attachments to Loretta Leist ([loretta.leist@usm.edu](mailto:loretta.leist@usm.edu)) in MS Word or WordPerfect format. An additional copy may be provided in Adobe PDF.

### **Full Proposal Instructions**

Proposals are due by 4:30 p.m. Central Time on January 9, 2009. Each of the sections identified below must be included in the proposal. The maximum number of pages allowed for each section must not be exceeded. An 11-point or larger font such as Times New Roman or an equivalent serif typeface should be used with 1-inch margins. The text in the narrative may be single- or double-spaced. Page numbering is required. Proposals may be submitted as e-mail attachments to Loretta Leist ([loretta.leist@usm.edu](mailto:loretta.leist@usm.edu)). The e-mail attachment should include the individual files as described in the checklist. If the project leader chooses to submit the proposal as a hard copy, one unbound original and

one electronic copy on compact disc, must be submitted. An original signature on the title/cover page is required before the funding results are announced. Incomplete or inappropriately prepared proposals will not be considered and will be returned.

You may download a complete version of our handbook at:

<http://www.masgc.org/communications/pubs/masgp/07-006.pdf>. The handbook will provide guidance for preparing the MASGC Title/Cover Form, abstract, 90-2 Project Summary Form, budget and budget justifications and other forms that will be required upon funding. Insert the project leader's name for Principal Investigator on all forms.

### **MASGC Title/Cover Form**

This form can be found at <http://www.masgc.org/forms.htm>. Detailed guidance for completion of this form can be found in our handbook on pages 2-3. Additionally, prefix your title with "CSP- ", and after your title, declare which category of funding you are applying for (Category 1, Category 2). For your digital submission, please send an Adobe PDF scanned copy of the cover page by the due date with a follow up original by mail. Please insert the project leader's name as Principal Investigator. Your institutional or signatory authority is the head of your organization. If you are the organization head, you need to sign the form twice.

### **Project Abstract or 90-2 Project Summary Form**

The current version of this form can be found at: <http://www.masgc.org/forms.htm> . You can submit an abstract for your project or fill out the 90-2 Project Summary Form. Please be advised that if the project is funded, the 90-2 Project Summary Form will be requested. Maximum length for the project abstract is 500 words, single spaced. Detailed guidance for completion of the 90-2 Project Summary Form can be found on pages 3-5 of the handbook.

### **Project Narrative**

The maximum length for the narrative is **10 pages either single- or double-spaced**. Additional pages will not be considered. The narrative should provide a brief description of the work being proposed by clearly stating the priority to be addressed and identifying the resources available, the utility and ultimate value of the work, and the benefit to the public. Existing or preliminary data that serve as a foundation to advance the proposed research should be included and described. The project narrative must include the following subsections: rationale, objectives, approach, outreach and education plan, expected outcomes, and expected impacts. Project duration, literature cited, budgets, budget justification, curriculum vitae and letters of support are not included in the 10-page limit. A description of the required contents of each subsection is provided below:

1. **Rationale and societal benefits.** Provide a description of the need for the proposed research, background information, and how the proposed project addresses one or more of the MASGC priority areas listed in this RFP. It is very important to describe the anticipated societal benefits to resource managers, industry, the general public, or other constituent groups.
2. **Objectives.** List the objectives of the proposed work. Include a brief statement on the context of the proposed research in relation to other related work.

3. **Approach.** Outline the methods, approaches, and techniques that will be used to meet the stated objectives. The proposer should demonstrate the technical qualities of the proposed approach so that the Review Panel can adequately assess the salient/unique features of the proposed work. Be sure to describe the collaboration structure between the public and private sector.
4. **Outreach/education plan.** Specific information about the outreach and/or education plan for publicly disseminating and communicating the project's results must be included. The proposer is required to collaborate with the Coastal Storms Outreach Coordinator and/or the Gulf of Mexico Alliance working group team members.
5. **Expected outcomes.** *An outcome is defined as a consequence emanating from the research results; ...that which comes out of or results from something; a visible, practical, or measurable result, effect, or product.* Describe the outcomes that will be realized during the project and how these outcomes relate to current knowledge of the proposal's topic or research area(s).
6. **Expected impacts.** *An impact is defined as an impelling or compelling effect.* Impacts are higher order, usually long-term, results that yield significant scientific, economic, or social benefits. Impacts may involve behavioral, policy, or economic changes. Seminal contributions to science are considered impacts especially if the research findings lead to major progress in a particular field, implementation of new technologies, or have a substantive bearing on an economic or societal issue. Describe possible impacts that may result from this research.

### **Project schedule**

Include a project schedule of milestones anticipated for the project. You may use your own format or download the standard MASGC project schedule form provided at <http://www.masgc.org/forms.htm>.

### **Current and pending support**

Include information on current and pending sources and amount of support/funding relevant to or associated with the proposed work. Clearly distinguish how the proposed work does not duplicate any research either currently funded or pending funding. If you have no current and pending support relevant to or associated with the proposed work, please state so.

### **Facilities, equipment, personnel, and other resources**

Include information about facilities, equipment, personnel, management, and reliance on or interactions with other institutions or other resources that are directly applicable to the proposed work. Please include the facilities, equipment, personnel, and other resources provided by the private partner.

### **Literature cited**

References are required if cited in the text of the proposal; citation of literature is essential to establish the familiarity and expertise of the project leader(s) to the subject in the proposal. Include full citation: name of authors, title, and location in the literature (no maximum length, single-spaced.)

**Budget**

You must use the latest version of the MASGC Budget Form, 90-4. The form is available at <http://www.masgc.org/forms.htm>. There is no match requirement for this competition; however non-federal or federal matching support is encouraged. Detailed guidance for MASGC budgets can be found in our handbook:

<http://www.masgc.org/communications/pubs/masgp/07-006.pdf> (pages 10-14).

**Budget Justification**

Use the latest version of the MASGC Budget Justification Form. The form is available at <http://www.masgc.org/forms.htm>. Specific clarification of budget items will strengthen the proposal, including itemized amounts within categories and use in the project.

Detailed guidance for MASGC budgets can be found in our handbook:

<http://www.masgc.org/communications/pubs/masgp/07-006.pdf> (pages 10-14).

**Curriculum Vitae**

The maximum length is one page for each project leader and co-leader, and private collaborator. The vitae must provide evidence of the proposer's education, qualifications, and experience in the field.

**Letters of support**

The MASGC requires letters of support from any stated collaborators. As applicable, the MASGC encourages letters of support from potential user groups such as state or federal natural resource agencies, fisheries or fishing organizations (commercial and/or recreational), industry, and marine extension educators. The best examples of letters of support are those that include a formal commitment by end-users to apply the results of the proposed research.

**If funded, you will be required to submit:**

MASGC Consent Form

CD 512

90-2 Project Summary Form (if not included in proposal)

## Evaluation Procedure

### Evaluation Criteria

MASGC uses three criteria for evaluating full proposals: (1) rationale and societal benefits, (2) professional merit, and (3) integration of research and outreach/education.

1. **Rationale, societal benefits, and impacts (30%)**
  - The degree to which the proposed project addresses the important issues identified in this RFP
  - Likelihood project will contribute to improved understanding of coastal resiliency
  - Likelihood of contribution to the development, wise use, and management of the communities' resources or identification of new or improved coastal resiliency tools or services
2. **Professional merit of the proposed project (50%)**
  - Potential impact on a community's ability to plan for, respond to, and recover from coastal storms
  - Likelihood that the proposed project will attain the stated objectives
  - Qualifications of the project leader(s)
  - Technical and practical soundness of the proposed approach
  - Degree to which either state-of-the-art methods or novel approaches are used to solve problems or focus on new resources, timely issues, or opportunities
  - Potential for significant advancements for local and regional collaborations
  - Adequacy of the resources available
3. **Outreach and/or education plan (20%)**
  - The level of collaboration with MASGC's Coastal Storms Outreach Coordinator and Gulf of Mexico Alliance Resilience Team members. The proposer is required to work with MASGC outreach and education personnel to develop outreach implementation and evaluation plans. Information on MASGC outreach and education may be obtained at: <http://www.masgc.org>. Information about the Gulf of Mexico Alliance Resilience Team can be found at: [http://www2.nos.noaa.gov/gomex/coastal\\_resil/welcome.html](http://www2.nos.noaa.gov/gomex/coastal_resil/welcome.html).

Community based projects that are both highly matched and include a university partner will be given preference. The strongest proposals will be funded first; however, there will be an emphasis on balancing the awards between states.

### Funding decision

Proposals will be reviewed by a subcommittee of the Coastal Storms Program Advisory Council and MASGC managers. Funding decisions will be based on the previously described evaluation criteria.



## **Deadlines and Timetables**

### **Deadlines**

Letters of Intent are due to the MASGC by 4:30 p.m. Central Time on October 20, 2008. Proposals are due to the MASGC by 4:30 p.m. Central Time on January 9, 2009. If submitting by hard copy, proposals should be sent to:

Loretta Leist  
Mississippi-Alabama Sea Grant Consortium  
703 East Beach Drive  
Ocean Springs, MS 39564  
Telephone: 228-818-8835

E-mail submissions for both Letters of Intent and full proposals should be addressed to: [loretta.leist@usm.edu](mailto:loretta.leist@usm.edu).

### **Timetable**

The following dates provide milestones throughout the process:

RFP released:	September 22, 2008
Letter of Intent due:	October 20, 2008
(Potential project meetings)	October 21, 2008 to November 10, 2008
Letter of Intent notification:	November 24, 2008
Proposals due:	January 9, 2009
Notification of project selection:	February 20, 2009
Project Initiation:	April 1, 2009
Final Report due	May 1, 2010

### **Additional Information**

For additional information please contact:

- Mrs. Tracie Sempier, CSP Outreach Coordinator ([tracie.sempier@usm.edu](mailto:tracie.sempier@usm.edu)),
- Ms. Loretta Leist, Research Coordinator ([loretta.leist@usm.edu](mailto:loretta.leist@usm.edu)) on proposal and competition requirements,
- Mrs. Devaney Cheramie, Fiscal Officer ([devaney.cheramie@usm.edu](mailto:devaney.cheramie@usm.edu)) on fiscal matters

## **Proposal Checklist**

1. MASGC Title/Cover Page (must be signed by institutional/signatory authority)
2. Project Abstract or 90-2 Summary Form
3. Project Narrative
  - a. Rationale and Societal Benefits
  - b. Objectives
  - c. Approach
  - d. Outreach/Education Plan
  - e. Expected Outcomes
  - f. Expected Impacts
4. Project Schedule
5. Current and Pending Support
6. Facilities, Equipment, Personnel and Other Resources
7. Literature Cited
8. MASGC Budget Form
9. Budget Justification
10. Curriculum Vitae
11. Letters of Support