

**EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS**

**Matthew Beaton, Secretary**

**Grant Announcement**

**ENV 15 CZM 08**

**Dated: March 17, 2015**

**Buzzards Bay Watershed Municipal Mini-grant Program FY15**

**1. GRANT OPPORTUNITY SUMMARY:**

**A. PROPOSALS SOUGHT FOR:** Projects that implement a recommendation or recommendations in the Buzzards Bay Comprehensive Conservation and Management Plan, as they relate to the permanent protection or restoration of wetlands, uplands, and important habitat. Projects must be principally located within the Buzzards Bay Watershed.

**B. OVERVIEW AND GOALS:** The Executive Office of Energy and Environmental Affairs (EEA), through the Buzzards Bay National Estuary Program in the Massachusetts Office of Coastal Zone Management (CZM), is making available funding through the FY15 Buzzards Bay Watershed Municipal Mini-grant Program for the protection and restoration of open space and important habitat. The Buzzards Bay Watershed Mini-grant Program provides financial and technical resources to municipalities for projects that help meet the Buzzards Bay National Estuary Program's goals to protect and restore water quality and living resources in Buzzards Bay and its surrounding watershed. The sources of funds for this solicitation are federal and provided in accordance with a Cooperative Agreement with the U.S. EPA. The focus of this particular grant round is land protection and habitat restoration.

**C. ELIGIBLE PROJECTS:** Funds from this grant program may be used to help permanently protect or restore wetlands or upland open space for the purposes of habitat protection, wildlife protection, water quality protection, conservation, and passive recreation purposes.

**D. ELIGIBLE APPLICANTS:** This solicitation is open to all municipalities within the Buzzards Bay Watershed. However, specific restoration and protection projects must lie principally within the Buzzards Bay watershed boundary (see map in Attachment D and detail on eligible applicants in section 2A).

**E. APPLICATION DEADLINE: Monday, May 11, 2015 by 4:00 PM** (See further detail on deadlines and grant program calendar in section 4).

**F. FUNDING AVAILABILITY:** It is anticipated that a total of \$40,000 in federal funds will be available through this solicitation. Should the amount of available funding change, EEA reserves the right to increase or decrease the amount of available grant funding. Final funding amounts subject to approval. Exceptions may be made at the Secretary's discretion (see further detail on Funding Availability in section 2C).

**G. MATCH REQUIREMENT:** Applicants must provide a non-federal match that will equal or exceed 33 percent of requested funds. (Please see further detail on match requirement in section 2D).

Funds from other federal sources or grants, and funds committed to match other federal grants, are not eligible to be used as matching funds.

**H. TOTAL ANTICIPATED DURATION OF CONTRACT(S):** The contract period begins on the date EEA executes the contract. Contracts will last approximately 11 months, with an anticipated start date of July 2015 and an end date of June 30, 2016. However, where needed, and with the approval of EEA, contracts may be written or extended to December 31, 2016. (See further detail on anticipated duration of contract(s) in section 2F).

**I. REGULATIONS, STATUTES, OR AUTHORIZATION GOVERNING THIS GRANT PROGRAM:** The award of grants to municipalities is subject to the regulations in 815 CMR 2.0.doc. Additional state policies and guidelines on municipal grants can be found on the Operational Services Division website. This grant program is also governed by cooperative agreements between the Commonwealth of Massachusetts and the U.S. EPA in support of the Buzzards Bay National Estuary Program (See further detail in Attachment B).

**J. CONTACT INFORMATION:** Sarah Williams  
Buzzards Bay National Estuary Program/CZM  
2870 Cranberry Highway  
East Wareham, MA 02538  
Phone (508) 291-3625 ext 13  
Fax (508) 291-3628  
sarah.williams@state.ma.us  
Website: buzzardsbay.org

## 2. Performance and Contract Specifications

**A. ELIGIBLE APPLICANTS:** This solicitation is open to municipalities within the Buzzards Bay Watershed, including: Fall River, Westport, Dartmouth, New Bedford, Acushnet, Fairhaven, Rochester, Mattapoisett, Marion, Wareham, Middleborough, Carver, Plymouth, Bourne, Falmouth, and Gosnold. However, all projects must be located principally within the Buzzards Bay watershed. Projects that straddle the watershed boundary, enhance greenway linkages both inside and outside the Buzzards Bay watershed, or applications that include linked complimentary areas within and outside the watershed boundary may be considered (see Attachment D).

**B. ELIGIBLE PROJECT(S)/SCOPE(S) OF WORK:** Funds from this grant program may be used to help permanently protect or restore wetlands or upland open space for the purposes of habitat protection, wildlife protection, water quality protection (including groundwater), and passive recreation purposes. Work may be conducted in partnership with land trusts.

Funds may be used for a variety of purposes that meet these goals, including, but not limited to:

- Appraisals, site evaluations, or professional land surveys on parcels that are expected to be available for public land purchases, permanent conservation restrictions or easements, or purchase by land trust organizations.
- Outright purchase of conservation land. Cost effectiveness for this category will be based on cost per acre as defined in the scoring criteria.

- Municipal acquisition of conservation restrictions to permanently protect a parcel from development.
- Startup or seed money for restoration of wetlands (including surface water quality), including survey, assessment, and development of designs.
- Improved tidal flushing of bays and salt marshes to restore tidally restricted salt marshes (see the *Atlas of Tidally Restricted Salt Marshes in the Buzzards Bay Watershed* at <http://www.buzzardsbay.org/smatlasmain.htm>), or achieve other improvements in water quality and benthic or other habitat.
- Removal of fill or other alterations to inland and coastal wetlands. Municipalities are encouraged to review the *Selected Inventory of Potential Wetland Restoration Sites in the Buzzards Bay Watershed. Phases I and II* at <http://www.buzzardsbay.org/filledwetlandatlas.htm>.
- Projects to detect and monitor non-native invasive species.

Projects not eligible under this solicitation include those that are required by wetland enforcement orders because of a wetlands violation, sites under adjudicatory review, or projects required as mitigation under an existing Order of Conditions.

For direct land acquisition projects, where the municipality proposes the use of Buzzards Bay NEP funds for the purchase of land in fee or conservation restrictions, the municipality must stipulate that they will protect the property in perpetuity under Article 97 of the Constitution when recorded at the Registry of Deeds.

In addition, if signage is planned for the property, it must acknowledge that funding was provided by the Buzzards Bay NEP, EEA, and the U.S. EPA. Any press releases, articles, informational brochures, etc. about the project should also acknowledge the Buzzards Bay National Estuary Program funding.

All land protection projects must include a map showing areas of wetlands and uplands on the property proposed for protection, as well as existing protected lands either abutting the property or in close proximity. A map of existing NHESP habitat is highly encouraged but not required.

All projects occurring on private property need to provide, with their application, a letter from the landowner stating there is a commitment on their part to either permanently protect the property or allow the restoration that is being proposed.

For wetlands restoration projects pre-restoration and post-restoration photos of the site will be required as deliverables. Photos should be taken from multiple, but consistent angles and perspectives (i.e. using the same camera (if possible) and standing in the same position). The dates photos were taken must be provided. Digital photos are preferred.

In Part II of your application, explicitly state the purpose of your request.

**C. FUNDING AVAILABILITY, BUDGETING GUIDELINES & ALLOWABLE EXPENDITURES:** It is anticipated that a total of \$40,000 in federal funds will be available through this solicitation. Should the amount of available funding change, EEA reserves the right to increase or decrease the amount of available grant funding. Final funding amounts subject to approval. Exceptions may be made at the Secretary's discretion.

- *Subcontracting:* Municipalities may subcontract any portion of their grant award. Massachusetts General Law Chapter 30 governs the procurement of goods and services by municipalities.
- *Multiple Applications:* Municipalities may submit any number of applications and they may receive more than one grant; however, no single grant award may exceed \$40,000. If a municipality submits several proposals, and the cumulative request of the applications exceeds \$40,000, only the highest ranked proposal(s) from that municipality will be considered for funding. Partial funding may be offered to the lowest ranked proposal where feasible. Communities are encouraged to submit multiple projects, even if the cumulative request exceeds \$40,000. Please do not self-select proposals or limit budgets of individual projects so the combined municipal request stays under the \$40,000 threshold. It is impossible to predict how applications will fare against projects from other towns, so municipalities should always submit all of their good proposals and ask for what is necessary to complete the projects.

All contracts shall be subject to available funding, whether through the appropriation and authorization of sufficient funds or the receipt of sufficient revenues. If available funding ceases for any reason, a contract shall be deemed under suspension and contract performance must halt. A contractor will not be entitled to compensation for any performance provided during the period of contract suspension. EEA may lift the suspension if available funding is received. In the absence of foreseeable available funding, EEA may terminate the contract.

**D. MATCH REQUIREMENT:** The Grantee will provide a non-federal match that will equal or exceed 33 percent of requested funds. This match can be satisfied with cash or in-kind services, or a combination of both. Cash contributions are those funds used to purchase goods or services associated with the project. In-kind contributions represent the value of non-cash contributions provided by the applicant. Any match expenditures made by the municipality after January 1, 2015 can be credited to the municipality's match requirement. **Funds from other federal sources or grants, and funds committed to match other federal grants, are not eligible to be used as matching funds.** All municipalities must complete a match reporting form when requesting final reimbursement.

Federal funds under this solicitation may be used to leverage other state grants and such projects will receive higher ratings for match provided. Where feasible, municipalities are encouraged to form partnerships with private lands trusts and other organizations to make proposals more cost effective by leveraging additional support.

**E. PROJECT TERMS:** A final contract is subject to successful negotiation of a Final Scope of Services. If selected for a grant award, failure to submit any of the required forms prior to contract signing may be grounds for disqualification. Please note that EEA does not guarantee that any contracts may result from this solicitation or that any particular funding level will be awarded. It is anticipated that projects could commence immediately upon EEA's decision. The awarded contracts will be reviewed during their course and, upon request by the Contractor, may be extended or

otherwise amended at the sole discretion of EEA. Any extensions granted will not necessarily change, or increase, the monetary value of the contract.

**F. ANTICIPATED DURATION OF CONTRACTS:** Contracts are anticipated to last for approximately 11 months, with contract expected to be issued in July 2015 and closing on June 30, 2016. However, where deemed necessary by the Buzzards Bay NEP, and with the approval of EEA, contracts may be written or extended to December 31, 2016. Contracts must be completed in their entirety by their contract end date. Awarded contracts will be reviewed during their course, and upon request by the contractor, may be extended, at the sole discretion of EEA and subject to constraints of the funding source. Contractors must make all extension requests in writing to the Buzzards Bay NEP no later than 60 days prior to contract expiration.

**G. DELIVERABLES, OWNERSHIP, AND CREDIT DUE:** All materials, software, maps, studies, reports, and other products or data, regardless of physical form or characteristics, produced as a result of this solicitation and funded, in whole or in part, under a contract with EEA shall be considered in the public domain and available to the Commonwealth and its municipalities, and the U.S. Environmental Protection Agency (EPA) at the reasonable cost of reproduction in any of the formats in which it is stored or maintained. The contractor shall not obtain, attempt to obtain, or file for a patent, copyright, trademark or any other interest in any such materials, software, maps, reports, and other products or data without the express, written consent of the EEA and subject to any other approvals required by state or federal law. Reports and other deliverables will credit the Buzzards Bay NEP, EEA, and EPA for any work completed under the grant award.

**H. REPORTING:** Brief progress reports will be required at least quarterly via email or written correspondence describing the progress status or impediments to progress. Additionally, a one-page final report will be required, which should describe the activities completed under the contract, the impact the activities have had on the environment, before and after pictures (where appropriate), and the project budget (expenditures and match).

**I. INVOICING:** Contract funds are awarded on a **reimbursement basis** for expenditures made during the period of the contract. Only those tasks/deliverables completed after contract execution, and identified in the scope of work, are eligible for reimbursement. Expenditures made outside of the period of the executed contract are ineligible for reimbursement. Per Commonwealth of Massachusetts policy, reimbursement is made within 42 days subsequent to the receipt of a correctly executed invoice with appropriate backup. Reimbursement requests shall not be made more than monthly.

### 3. Instructions for Application Submission

**A. EVALUATION CRITERIA:** A review committee composed of Buzzards Bay NEP staff and or other EEA staff will evaluate all proposals on a competitive basis. The review committee may include a non-governmental representative to serve in an advisory role to the committee.

Using the Selection Criteria presented below, the review committee will judge all qualified proposals on a competitive basis and assign a score to each, and based on these scores, assign a rank order to each proposal. The average rank score among all reviewers shall be the basis of proposal selection, with the highest mean-ranked proposal(s) receiving funding. In the case of a tie rank score, funding will go to the proposal with the lowest cost. The review committee reserves the right to reject any or all proposals that do not meet the goals and terms of this bid solicitation. EEA and the Buzzards Bay NEP intend to fund only the higher-ranking projects, those that demonstrate clear and significant benefits to Buzzards Bay and its environment. Lower ranking projects or those with marginal benefits to the bay may not be funded, even if an excess of funding is available. The scoring sheet is located in Attachment E of this solicitation.

Selection Criteria:

- 1) Documentation of need or degree of environmental impairment: 5 points max
- 2) Expected environmental benefits of proposed work: 10 points max
- 3) Estimated cost effectiveness for implementation: 6 points max
- 4) Match provided: 3 points max
- 5) Partnerships formed: 1 points max

NOTE: Incomplete or incorrectly submitted applications may be disqualified. If there are insufficient qualifying eligible proposals to utilize all funds, remaining funds will be directed to the next Buzzards Bay NEP Municipal Mini-grant round.

**B. APPLICATION SUBMISSION INSTRUCTIONS:** Failure to provide any of the materials listed below may result in the disqualification of the proposal.

Project proposals must include the following:

- A brief cover letter on town stationary, signed by a municipal official, stating that the city/town:
  - Is applying for funds under this program,
  - Commits to a non-federal match of 33% of the total project cost;
  - And acknowledges that funding is provided on a reimbursement basis;
- The four-page application form;
- Any other optional or required supplemental or supporting materials attached to the application form. For site-specific projects, a locus map of the project must be attached. Projects undertaken in partnership with other organizations must include support letters stating their specific commitments. For projects taking place on private property, a letter from the landowner agreeing to the proposed activities, should be included with the application.

When submitting applications, please double-side them where practicable, and minimize/eliminate the use of non-recyclable materials such as plastic or vinyl binders, folders, and covers.

**Four** complete copies of the application form and any attachments must be submitted no later than **4:00 PM Monday, May 11, 2015** to:

**Sarah Williams  
Buzzards Bay National Estuary Program/CZM  
2870 Cranberry Highway  
East Wareham, MA 02538**

Proposals received after the deadline for any reason will be automatically rejected. Fax and/or email submissions will not be accepted. Additionally, postmarks are not accepted as verification of date of submission.

**C. ADDITIONAL REQUIRED DOCUMENTATION:**

If selected, the Respondent will be required to submit the following forms to complete a contract:

- Commonwealth Standard Contract Form, signed and dated by the Respondent
- Scope of Services and Budget Attachments
- Commonwealth Terms and Conditions filled out and signed by the Respondent
- \*Commonwealth W-9 tax information form filled out and signed by the Respondent.
- Completed Contractor Authorized Signature Verification Form.
- Prompt Payment discount form
- Electronic Funds Transfer Authorization form

\*Note: Pursuant to the *Federal Funding Accountability and Transparency Act (FFATA)* and Massachusetts state finance law, respondents, if selected, must submit the most current W-9 form listing the respondent's tax identification and DUNS numbers.

Respondents are encouraged to review these forms prior to submission of a Response. They are available on COMMBUYS as part of this solicitation.

## 4. Deadlines and Procurement Calendar

**A. RELEASE OF BID:** March 17, 2015

**B. INFORMATION SESSION:** There is no bidders conference. The Question and Answer period will close 4:00 PM, Friday, April 24, 2015.

**C. INQUIRIES ABOUT THE SOLICITATION:** The Municipal Grants Coordinator will accept questions about this solicitation in writing by mail, fax, or email through 4 PM, Friday, April 24, 2015. Responses to questions, if any, will be sent in writing and posted on the Buzzards Bay NEP website <http://www.buzzardsbay.org/funding.htm> by Wednesday, April 29, 2015, and on COMMBUYS <https://www.commbuys.com/bs/>. These answers are for clarification purposes only and do not constitute an amendment to the solicitation unless expressly stated as such.

**D. APPLICATION DUE DATE: Monday, May 11, 2015 by 4:00 PM**

**E. ESTIMATED AWARD DATE:** Awards are estimated to be announced on or about 60 days after grant application deadline, with contract negotiations to begin immediately thereafter.

**F. ESTIMATED CONTRACT START DATE:** The estimated contract start date resulting from this solicitation is July 2015. Notwithstanding any verbal representations by the parties, or an earlier start date listed in the Standard Contract Form, and only after an award is issued and a final scope of services has been negotiated, the effective start date of a contract shall be the latest of the following dates: the date the Standard Contract Form has been executed by an authorized signatory of the contractor and the procuring department; the date of secretariat or other approval(s) required by law or regulation; or a later date specified in the Standard Contract Form.

## 5. Miscellaneous

**A. TYPE OF PROCUREMENT:** Grant

**B. USE OF THIS PROCUREMENT BY SINGLE OR MULTIPLE DEPARTMENTS:** This solicitation is a single department procurement. All contracts awarded under this solicitation will be utilized solely by EEA.

**C. REQUEST FOR SINGLE OR MULTIPLE CONTRACTORS:** Multiple contracts may be awarded under this solicitation.

**D. BID DISTRIBUTION METHOD:** This Bid Solicitation has been distributed electronically using the COMMBUYS system. It will also be posted on the Buzzards Bay NEP website at <http://www.buzzardsbay.org/funding.htm>. Notices about the availability of the Bid will also be mailed to all eligible Buzzards Bay municipalities including boards of selectmen/mayors, planning boards, boards of health, conservation commission, and public works directors. It is the responsibility of every applicant to check COMMBUYS for any addenda or modifications to a Bid to which they intend to respond. The Commonwealth of Massachusetts and its subdivisions accept no liability and will provide no accommodations to applicants who fail to check for amended Bids

and submit inadequate or incorrect responses.

**E. LIST OF ATTACHMENTS:**

- A. Application Form
- B. Policies/Statutes/Legislation Guiding this Grant Program
- C. EEA Supplemental Terms and Conditions
- D. Geographic Limits of Eligible Projects
- E. Scoring Sheet for Buzzards Bay Mini-grants

Attachment A - Application Form

**BUZZARDS BAY WATERSHED MUNICIPAL MINIGRANT PROGRAM  
SPRING 2015  
ENV 15 CZM 08**

**Directions:**

A complete application consists of: 1) a brief cover letter on town stationary, signed by a municipal official, committing to a 33% non-federal match and acknowledging that funds are provided on a reimbursement basis, 2) the four-page application form, and 3) any other optional or required supplemental materials attached to the application form. Four copies of your application must be submitted. For site-specific projects, a locus map of the project must also be attached. Projects undertaken in partnership with other organizations must include support letters stating their specific commitments. For projects taking place on private property, a letter from the landowner agreeing to the proposed activities, should be included with the application. If the municipality is submitting more than one application to this grant program, Parts I-III of the application must be submitted separately for each proposal.

**PART I- Proposal Overview**

Proposal title: \_\_\_\_\_

Location of Proposed Work: \_\_\_\_\_  
\_\_\_\_\_

Municipality to administer grant: \_\_\_\_\_

Participating municipality (-ies): \_\_\_\_\_

Other participating entity (-ies): \_\_\_\_\_

Proposal contact: \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Project manager (if different): \_\_\_\_\_ Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Amount requested: \_\_\_\_\_ Total Match: \_\_\_\_\_

(Match must be 33% of requested funds)

Amount Requested + Total Match = \_\_\_\_\_

**Disclosure of concurrent or complimentary grant funding requests**

(This section must be accurately completed or the proposal may be disqualified as non-responsive. Non-federal sources of funds from other granting entities can be used to meet BBNEP match requirements if used for tasks not funded by the BBNEP)

Have you requested funding for this project from another granting agency or organization?

No                       Yes

If yes, check the appropriate boxes below and provide any needed explanations.

Name of granting agency and requested amount: \_\_\_\_\_  
\_\_\_\_\_

- If we receive funding from the other entity, we will withdraw our request for funding from the BBNEP
- Our request for funding is conditional upon receipt of other grant funds. If we do not receive complimentary funding from the other granting agency, our project will not be viable, and we will withdraw our funding request.
- Our request for funding to the other entity is to cover tasks not proposed for funding by the BBNEP
- Other:

Explanations, if any:

**PART II- Proposal Detail**

Please provide a narrative summarizing your project's merits. Be sure to include all the required information necessary to evaluate your request, using the Scoring Sheet in Attachment E as a guide and the required information as stated in Section 2B. Eligible Project(s)/Scope(s) of Work of this solicitation.

All site specific projects should include a locus map, and all land protection projects must include an additional map(s) showing areas of wetlands and uplands on the property proposed for protection, as well as adjacent or nearby existing protected lands. In addition, all applications for land protection projects must complete the information below:

Land Protection Project Details:

Total Acreage of Project: \_\_\_\_\_ acres

Total Acres of Wetland on the property: \_\_\_\_\_ acres

Linear feet of frontage on a water body, river, or stream: \_\_\_\_\_ acres

Portion of property within DEP Zone II \_\_\_\_\_ acres

Portion of the property that lies within or abuts MA Natural Heritage and Endangered Species Program designated areas:

BioMap2 Core Habitat: \_\_\_\_\_ acres

BioMap 2 Critical Natural Landscape: \_\_\_\_\_ acres

Priority Habitats of Rare Species: \_\_\_\_\_ acres

**Part III Budget and Match**

**A. Budget** Break down how you will spend the grant money budget by categories. Enter \$0 if category is not applicable:

Personnel\*: \$ \_\_\_\_\_  
 Position: \_\_\_\_\_ Hours: \_\_\_\_\_ Rate: \_\_\_\_\_

\* Funds should not be requested for positions already appropriated in the municipal budget. Municipal administration services should be included in the match section.

Contractual: \$ \_\_\_\_\_ Explain: \_\_\_\_\_  
 \$ \_\_\_\_\_ Explain: \_\_\_\_\_  
 \$ \_\_\_\_\_ Explain: \_\_\_\_\_

(e.g. land appraisers, equipment rentals, hired private firms)

Supplies & Materials: \$ \_\_\_\_\_ Explain: \_\_\_\_\_  
 \$ \_\_\_\_\_ Explain: \_\_\_\_\_  
 \$ \_\_\_\_\_ Explain: \_\_\_\_\_

(e.g. culvert pipe, fencing, equipment rentals, etc.)

Other: \$ \_\_\_\_\_ Explain: \_\_\_\_\_  
 \$ \_\_\_\_\_ Explain: \_\_\_\_\_  
 \$ \_\_\_\_\_ Explain: \_\_\_\_\_

**B. Proposed Match:** (Note: Any match expenditures made by the town after January 1, 2015 may be credited to the town's match requirement). Please note that any match claimed below will be considered estimates and not a commitment at this time. Final match will be documented in awarded contracts between the Commonwealth and the municipality.

**Cash:** \_\_\_\_\_ (a) Source: \_\_\_\_\_

**In kind:** \_\_\_\_\_ (b)

- i: Materials and supplies: \_\_\_\_\_
- ii: Administrative and Direct Costs \_\_\_\_\_
- iii. Personnel (list by title, hourly rate, etc.) \_\_\_\_\_

	Hours	Rate	Total
1) _____	_____	_____	_____
2) _____	_____	_____	_____
3) _____	_____	_____	_____
4) _____	_____	_____	_____
5) _____	_____	_____	_____

TOTAL MATCH (Cash + In kind): \_\_\_\_\_ (a+b)

Explanations, if any:

End of application

**Attachment B**

**Policies/Statutes/Legislation Guiding this Grant Program**

The award of grants to municipalities is subject to the regulations in 815 CMR 2.0.doc. Additional state policies and guidelines on municipal grants can be found on the Operational Services Division website. This grant program is also governed by cooperative agreements between the Commonwealth of Massachusetts and the U.S. EPA in support of the Buzzards Bay National Estuary Program. Any state funds issued under this solicitation are considered match to these Cooperative Agreements. A description of the authorization and purposes of the National Estuary Program funding is available at:

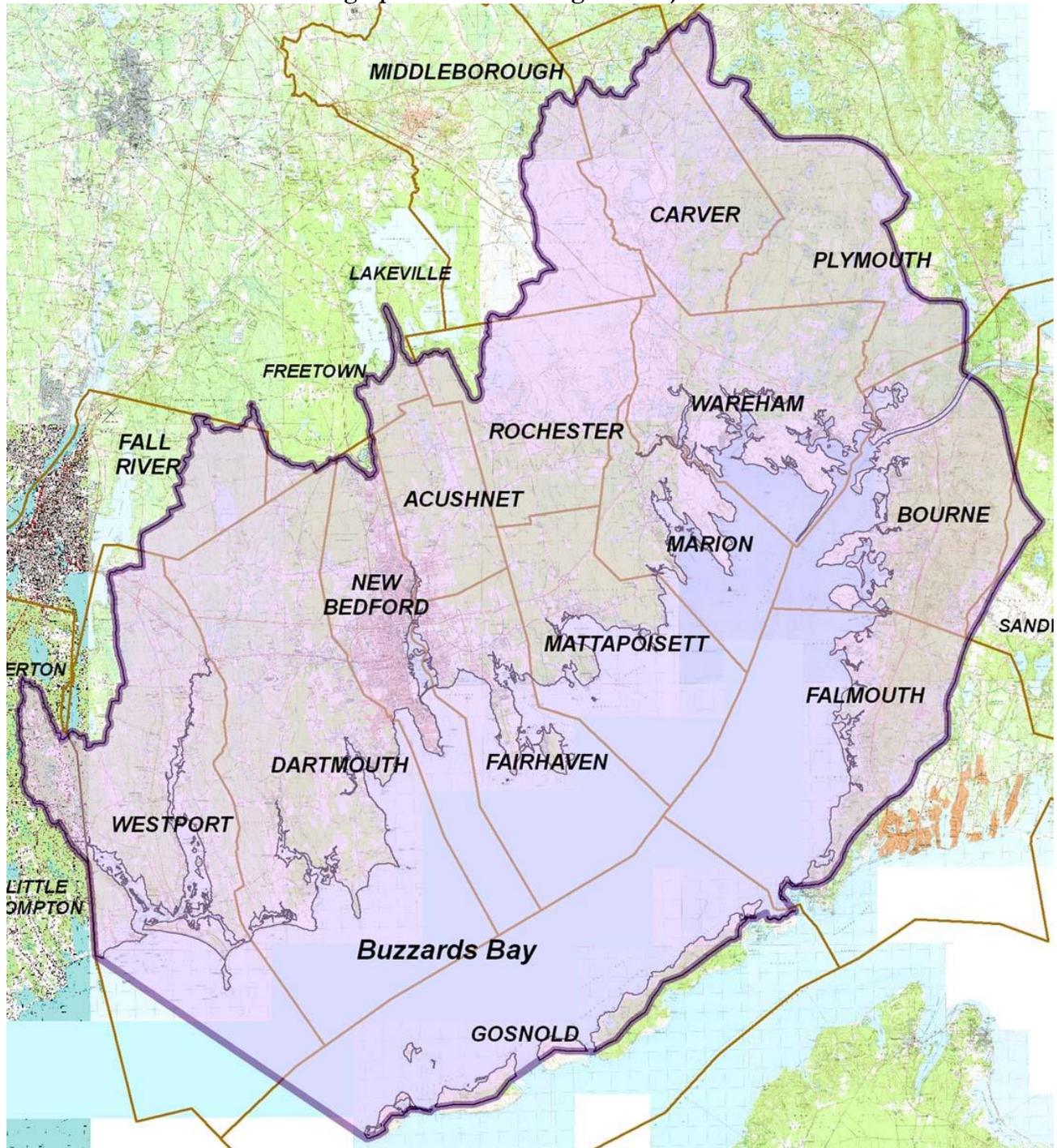
<https://www.cfda.gov/index?s=program&mode=form&tab=step1&id=5dad0d18acc9fb603e8cbc46c8efa07d>

**Attachment C**

**EEA Supplemental Terms & Conditions**

See attached sheet on COMMBUYS solicitation under “File Attachments.”

**Attachment D**  
**Geographic Limits of Eligible Projects**



Projects must be located principally within the Buzzards Bay watershed as delineated by the purple shaded area above, although broader components of projects, such as education and outreach, can be town-wide. Projects in Gosnold must be on the Buzzards Bay half of the island. Projects that straddle the watershed boundary, enhance greenway linkages both inside and outside the Buzzards Bay watershed, or applications that include linked complimentary areas within and outside the watershed boundary may be considered. A larger version of this map is available at <http://www.buzzardsbay.org/bayshed.htm>

**Attachment E**

*This scoring sheet is provided for informational purposes. It does not need to be filled out or submitted by the applicant.*

**Scoring Sheet for Buzzards Bay Minigrants ENV 15 CZM 08**

**Municipality Applying:** \_\_\_\_\_ **Project:** \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_ **Reviewer:** \_\_\_\_\_ **Total Pts** \_\_\_\_\_ (25 max)  
Rank among all proposals received: \_\_\_\_\_ (1= best) of \_\_\_\_\_ (total)

1) Documentation of Need or Degree of Environmental Impairment \_\_\_\_\_ pts (5 points max)  
**Scoring: 1(low) to 5 points based on a review of seriousness and magnitude of the identified environmental impairments or potential threats to the environment or natural resources. Is action really needed to protect or restore living resources, water quality, or wetlands?**

**Reviewer Comments:**

2) Expected Environmental Benefits of Proposed Work \_\_\_\_\_ pts (10 points max)  
Score according to only one set of criteria described, a or b. In your scoring, consider whether the proposal benefits or contains documented Natural Heritage Endangered Species Program areas, such as BioMap2, Priority Habitat, or if salt marsh, wetlands, shellfish or other resources are important at the site.

a) Expected Environmental Benefits of Restoration Projects  
**Scoring: 0 = "none" to 10 = "considerable". Evaluate the degree that implementation of the project will restore water quality, living resources, or habitat.**

b) Expected Land and Habitat Protection Benefits of Land Acquisition and Protection Projects  
**Scoring: 0 = "none" to 10 = "considerable". Evaluate the degree that land acquisition or protection is expected to help municipalities in their efforts to protect or restore water quality, living resources, or habitat.**

**Reviewer Comments:**

3) Estimated Cost Effectiveness for Implementation \_\_\_\_\_ pts (6 points max)  
Except for land purchases, divide the funding request amount by the number of points awarded in item 2 to help guide your evaluation. The lower this number, the higher the points awarded should be. Evaluate whether the expenditures principally relate to achieving environmental benefits. (\$ requested/exp. benefit points=\_\_\_\_\_). For land purchases, >\$20,000/acre = 0 points, \$16-20,000/ac = 2 point, \$12-16,000/ac = 4 points, \$8-12,000/ac 5 points, <\$8,000/ac 6 points.

**Reviewer Comments:**

4) Match Provided \_\_\_\_\_ pts (3 points max)  
(1 to 3 points, based on cash, in-kind, and land value contributions. Required match must be non-federal sources. Meets required 33% of requested funds =1 point; 40% to 100% of requested funds = 2 points; more than 100% of requested funds or requested funds will be used to match other state grants = 3 points).

5) Partnerships Formed \_\_\_\_\_ pts (1 point max)  
Where partnerships are established with other municipalities, lands trusts, citizens groups or other organizations, 1 point is awarded.

**Reviewer Comments:**

**Overall Comments:**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_