

**South Carolina Department of Health and Environmental Control
Office of Ocean and Coastal Resource Management
Coastal Access Improvement Funds**

REQUEST FOR GRANT APPLICATIONS

The South Carolina Department of Health and Environmental Control's Office of Ocean and Coastal Resource Management (DHEC-OCRM) is soliciting grant applications for coastal access improvement funding from eligible applicants. Applications for funding will be evaluated to determine if the project meets eligibility requirements and then ranked according to the five considerations listed below in the Funding Selection Criteria.

DHEC-OCRM has federal funding available for coastal access improvement projects under the FY15 Coastal Zone Management Award. Coastal access improvements funded under this grant award must occur on public property, must demonstrate a public recreational benefit and have minimal environmental impacts. Typical projects include, but are not limited to, dune walkover repair/replacement, beach access site enhancements, renovation of public boat landings and the creation of new or enhanced access sites at public park locations.

This call for applications is being released pursuant to the South Carolina statutes and regulations (1976 Code Section 48-40-10 *et seq* and S.C. Code of Regulations 30-18). The final awards will be made to local municipalities and counties and are hereby exempted from the South Carolina Consolidated Procurement Code. DHEC-OCRM is subject to the Coastal Division Regulations (S.C. Code of Regulations 30-1 *et seq*).

ELIGIBLE APPLICANTS

Any county or municipality within the eight-county coastal zone of South Carolina is eligible to apply for funding. Applications from community-based organizations, neighborhood groups, non-profit groups and other organizations may be considered if the application involves the participation of, and is submitted by, an appropriate local government sponsor, with jurisdiction over the project area.

APPLICATION SUBMISSION

An eligible applicant may submit applications for more than one project. Each project must be submitted as a separate application, bound individually and clearly labeled as separate applications. Three paper copies (including one signed original) and one electronic copy (in Adobe® Acrobat® Portable Document Format - PDF) of each application must be submitted. PDF documents must be submitted on a labeled CD-R type CD, and contain the complete application package in a single PDF file. All applications must be delivered to:

South Carolina Department of Health and Environmental Control
Office of Ocean and Coastal Resource Management
Attn: Marian Page
1362 McMillan Avenue, Suite 400
Charleston, SC 29405

For general questions on this funding opportunity, please contact Marian Page, Coastal Services Division at (843) 953-0231 or via e-mail at Marian.Page@dhec.sc.gov.

Questions will be accepted until 5:00 P.M. on **November 6, 2015**. All questions received and subsequent answers will be posted online at

<http://www.scdhec.gov/HomeAndEnvironment/Water/CoastalManagement/CoastalZoneManagement/CoastalPI>

[anning/](#). DHEC reserves the right to answer questions submitted past this deadline if deemed materially relevant to the application process.

Applications must be RECEIVED BY 5:00 P.M. ON FRIDAY, NOVEMBER 20, 2015 at the address above. Fax and e-mail submissions will not be accepted.

APPLICATION PROCESS AND REQUIREMENTS

To request the available funding, eligible applicants must submit an application that includes the following sections:

- A. Applicant Information
- B. Project Narrative and Maps
- C. Budget Summary
- D. Engineering Studies and Post Project Monitoring, if applicable
- E. Copy of Approved Permit, if applicable. If a permit application is pending, funding will be awarded and released contingent on final permit approval.

Incomplete applications or those which do not include the required information will not be considered.

A. Applicant Information

The applicant must submit the following information:

- 1. The name, address, telephone number, and e-mail address of the designated local government contact.
- 2. The contact information for the financial officer or grant administrator.
- 3. Federal Employer Identification Number.

The Chief Executive Officer of the governing body, or his or her designee if designated in accordance with the applicable local government lawful procedures, must sign the original application.

B. Project Narrative and Maps

The applicant must submit a narrative description of the project which includes discussion of the following:

- 1. Geographic scope of the project with corresponding maps.
- 2. Project construction schedule with time of year.
- 3. A detailed scope of work, including a justification for how the project will enhance public access to coastal resources.
- 4. A statement as to the source and availability of all local, state, and federal funds for the project.
- 5. Any potential environmental impacts.

The applicant must also submit a map or maps showing the following information relevant to the proposed project:

- 1. Ownership of property, indicating federal, state, local, or private ownership.
- 2. Public access points in the project area.
- 3. Public and private parking areas.
- 4. Beachfront baseline and setback line(s), if applicable.

C. Budget Summary

The applicant must submit a budget summary using the attached form. The budget should include an itemized breakdown of anticipated expenses for both the state assistance and local share of the total project cost.

D. Engineering Studies and Post-Project Monitoring (If Applicable)

The applicant must submit any engineering studies that have been completed for the project and site plans, if applicable.

E. Permit Application or Copy of Approved Permit

The applicant must submit a DHEC-OCRM regulatory permit application for the proposed project if required under the Coastal Division Regulations, S.C. Code of Regulations, R.30-1 et seq. If the applicant has already received an approved permit for the proposed project, then the applicant must submit a copy of the approved permit with the funding application.

The applicant should submit all relevant approvals, permits, or permit applications that have been submitted to or received from other regulatory agencies for the proposed project as part of the funding application.

Additional Information

The applicant may submit additional information, including but not limited to letters of support, discussion of relevant nearby projects, studies, inventories, analysis, or planning documents discussing or applicable to the proposed project. Germane additional information received will be considered as part of the funding review process.

FUNDING SELECTION CRITERIA

All applications will be evaluated within 30 days of the close of this Request for Grant Applications by a DHEC-OCRM review panel to determine if the proposed activity meets the eligibility requirements and then ranked on a relative basis according to the five considerations listed below. DHEC reserves the right to make final funding decisions based on the merit, scope and scale of individual proposals. Typical project awards will range between \$10,000 and \$50,000. However, applicants are encouraged to submit all eligible projects for consideration.

The considerations and criteria are:

- 1. Environmental impact of project**
- 2. Public recreational benefit**
- 3. Expected useful life of project**
- 4. Protection benefit of project**
- 5. Extent of support for project**

FUNDING RESTRICTIONS

Local Share

Requests for assistance cannot exceed 50% of the total eligible costs for the project. Project narratives should include a description of non-federal, local funds that will be expended in support of the proposed project.

Eligible Costs

Only costs directly associated with the project will be allowed under this funding.

Ineligible Costs

The following costs will not be paid with state funds nor used to provide the required local share:

- **Costs incurred outside of the contract period.**
- **Costs associated with the preparation of permit applications and any necessary modifications.**
- **Indirect or overhead costs of the municipality**, such as rent, telephone service, and general administrative support.
- **Salaries and other expenses of elected officials**, whether incurred for purposes of project direction, execution, or legislation, are not an eligible cost.

REPORTING REQUIREMENTS

Municipalities must provide quarterly progress reports to DHEC-OCRM for the duration of the contract, including a summary of all expenses incurred during the reporting period.

OTHER GRANT REQUIREMENTS

In addition to responsibility for compliance with local regulations, the applicant is responsible for complying with applicable State and Federal laws including, but not limited to:

- DHEC-OCRM statutes, policies, and regulations
- DHEC Bureau of Water 401 Water Quality Certification
- SC Department of Natural Resources
- US Army Corps of Engineer permits
- US Fish and Wildlife Service
- National Marine Fisheries Service

BUDGET SUMMARY

Budget Category	State Funding	Local Match	Federal/ Other Sources	Total
Contractual Services				
Equipment				
Supplies				
Travel				
Salaries				
Other (please specify below)				
Total				

Other Costs: _____
