

Public Advisory Council Support Grants for Michigan's Areas of Concern

REQUEST FOR PROPOSALS

July 2008

Distributed by the Great Lakes Commission
in Cooperation with the
Michigan Department of Environmental Quality

SUMMARY

The Great Lakes Commission (GLC), in cooperation with the Michigan Department of Environmental Quality (MDEQ), is administering grant funding to support public advisory councils (PACs) in Michigan's 14 Great Lakes Areas of Concern (AOC), with a specific focus on determining the status of specific Beneficial Use Impairments (BUIs) within an AOC, developing and implementing AOC restoration criteria for the BUIs, and formally removing individual impairments and delisting AOCs. Up to \$80,000 is available under this request for proposals. Eligible applicants must be nonprofit organizations, units of government, local agencies, or colleges and universities. Grants will be awarded on a competitive basis and funding is not guaranteed for each PAC. While there is no formal limitation on the size of grants, they are expected to range from \$5,000 to \$20,000 to benefit as many PACs as possible. Each proposal must be endorsed by the PAC it will support. **The deadline for submitting proposals is Friday, October 3, 2008.** Projects will be conducted between December 2008 and April 2010. The grant funding is provided by the U.S. Environmental Protection Agency via a grant for Michigan's AOC program.



BACKGROUND

The Great Lakes Water Quality Agreement between the United States and Canada established an Area of Concern program for the Great Lakes. A total of 43 Great Lakes AOCs have been designated where degraded water quality has impaired one or more of 14 beneficial uses. Remedial Action Plans (RAP) are being prepared and implemented for each AOC. The RAP documents take a comprehensive, ecosystem approach to restoring and protecting beneficial uses in the AOCs. Public involvement is a key component of the RAP process. Community-based public advisory councils have been established in each of Michigan's AOCs to facilitate public participation in the RAP process, identify key issues, develop cleanup goals, and guide the development and implementation of restoration activities. Fourteen AOCs are located within Michigan's jurisdiction (see map). Michigan's AOC program is administered by the MDEQ in cooperation with local communities and other state and federal agencies.

In early 2006 MDEQ completed the *Guidance for Delisting Michigan's Great Lakes Areas of Concern (Guidance)* which establishes restoration criteria for 12 of the 14 beneficial use impairments (BUIs) considered under the AOC program. The *Guidance* also outlines a process to formally remove individual impairments once the criteria have been met, and delist AOCs once all impairments have been removed. PACs from individual AOCs may adopt the statewide criteria or develop local AOC-specific criteria that are functionally equivalent or more protective than the statewide criteria. These criteria will need to be approved by MDEQ. Since 2006, most of the PACs for Michigan's 14 AOCs have made formal decisions to either adopt the statewide restoration criteria or develop local criteria. MDEQ's *Guidance* is available online at <http://glc.org/spac/pdf/Delisting-Guidance-FINAL-1-10-06.pdf>.

MDEQ's *Guidance* requires that local AOC-specific restoration criteria be developed for the two fish and wildlife impairments (i.e., loss of fish and wildlife habitat and degradation of fish and wildlife populations). The *Guidance* outlines a process for developing these criteria, but requires that each PAC, in collaboration with MDEQ staff and other partners, develop criteria that respond to the unique conditions, and potential for

restoration, in its AOC. (See page six of the *Guidance*, referenced above, for a table listing the BUIs for each of Michigan's AOCs, including those that need to develop local criteria for one or both of the two fish and wildlife impairments.)

Implementing MDEQ's *Guidance* is a major focus of Michigan's AOC program, including the following activities:

- assisting PACs in applying the *Guidance* in each AOC;
- assessing BUIs based on the criteria articulated in the *Guidance*;
- documenting beneficial uses that have been restored and formally removing the impaired designation;
- assisting PACs that are developing local restoration criteria, including reviewing them once completed; and
- developing local AOC-specific restoration criteria for the two fish and wildlife impairments.

The PACs play a critical role in this process and the grant funding is intended to support their activities directed toward this end.

GRANT SPECIFICATIONS

Funding Available: Up to \$80,000 is available under this request for proposals.

Grant Amount: Grants will be awarded on a competitive basis. Funding is not guaranteed for each PAC. There is no formal limit on the amount of grants awarded; however, grants are expected to range from \$5,000 to \$20,000 in order to benefit as many PACs as possible.

Matching Funds: Matching funds are not required. However, matching funds and in-kind support will be viewed favorably in reviewing proposed projects.

Project Period: The project period could begin as soon as Dec. 1, 2008 and continue through April 2010. The final project period will be contingent upon the review and selection of qualified projects and finalization of contractual agreements with the grantees.

Eligible Recipients: Nonprofit organizations, units of government, local agencies, and colleges and universities. PACs that are not incorporated as a nonprofit need to work with an eligible recipient which can serve as fiscal agent for the grant.

PAC Endorsement: All proposals must be endorsed by the PAC specific for that AOC. PAC chairs or Statewide Public Advisory Council (SPAC) contacts are listed in Attachment B and should be contacted to discuss prospective projects. PAC endorsement shall take the form of written or email correspondence from the PAC chair or SPAC representative to the point of contact with the GLC indicating that the PAC supports and will assist in implementing the proposed project.

Eligible Projects: Projects should include a PAC support component; outline operations and activities directed toward the development and implementation of restoration criteria; if applicable, propose the formal removal of individual impairments; or the delisting of an AOC. Examples of eligible activities include, but are not limited to, convening meetings, workshops, presentations and associated PAC operations; technical support for fish and wildlife criteria development (e.g., GIS mapping and analysis, research, expert consultation); document preparation; and public outreach and education. Successful applicants proposing environmental sampling will be required to submit an approvable Quality Assurance Project Plan (QAPP) to the MDEQ prior to any sample collection and analysis.

EVALUATION CRITERIA

Proposals will be evaluated and selected by MDEQ with input from the GLC. Priority will be given to projects

that can be directly linked to: 1) the removal of BUIs in an AOC or the delisting of an entire AOC; 2) determination of the current status of a BUI in an AOC; or 3) the development and implementation of restoration criteria. Proposed project activities must achieve at least one of the following:

- develop and implement a project that may be used by a technical committee to formally assess the status of a BUI;
- secure scientific/technical review of, or support for, activities related to removing a BUI or delisting an AOC using the criteria in the *Guidance* or local AOC-specific criteria developed by the PAC and approved by MDEQ;
- document the restoration of a beneficial use in an AOC based on MDEQ's *Guidance* (pg. 7);
- facilitate AOC delisting, per the process outlined in MDEQ's *Guidance* (pg. 8), once all beneficial uses have been restored;
- inform and educate the public on restoration criteria and AOC delisting goals; or
- finalize and/or implement local restoration criteria for the two fish and wildlife impairments.

General selection criteria include the applicant's:

- technical qualifications related to water quality, contaminant sources and loadings, fish and wildlife populations, ecological monitoring, and related issues;
- experience in the areas of watershed management, remedial action planning, and stakeholder involvement;
- involvement in the Great Lakes AOC program, including understanding of MDEQ's *Guidance* and contributions to specific RAP activities;
- ability and willingness to work collaboratively with the PAC and other local stakeholders, including specific indication of support from the PAC and local groups;
- overall cost, matching support and level of effort relative to funding requested; and
- ability to develop and follow quality assurance/quality control (QA/QC) procedures for sample collection and analysis, if the proposal includes environmental sampling.

MDEQ, through the GLC, reserves the right to reject all or part of any workplan, and to negotiate specific work products and project budgets with applicants.

PROPOSAL GUIDELINES

Proposals should be no longer than five pages in length (excluding the budget and attachments) and shall provide all of the following information:

- 1) Project Title and Abstract: Provide a descriptive title for the proposed project (including the AOC being addressed) and a one-paragraph abstract summarizing the proposed project.
- 2) Applicant Information: Name, address, phone, and fax number of applicant, including the primary contact (name, phone number, and email address).
- 3) Applicant Background: Brief description of the applicant (e.g., type of organization, nonprofit status).
- 4) Statement of Qualifications: Summarize the applicant's professional qualifications and experience as they relate to the general selection criteria listed above.
- 5) Project Team: Names and professional qualifications of the individuals who will conduct the work; their specific responsibilities; and the approximate amount of time each person will devote to the project.
- 6) Workplan: Description of the major workplan tasks that will be undertaken to complete the project.
- 7) Project Outcomes and Deliverables: Describe the outcomes from the proposed project and list specific products and materials that will be produced. Materials produced must be made available to the MDEQ

electronically, in a user friendly format.

- 8) Project Schedule: Indicate the workplan tasks in a timeline format, with the project period beginning no sooner than Dec. 1, 2008 and concluding no later than April 30, 2010.
- 9) Project Budget: Use the budget sheet included as Attachment A to itemize the following project costs: salaries, benefits, travel, supplies, consultant work, other direct costs, and indirect costs. Indirect costs are limited to 20 percent of salaries and benefits. If matching support is being provided, the budget should indicate how it will be distributed among the budget categories.
- 10) Matching Support: Indicate the source of any matching support that will be allocated to the project. Federal funds cannot be used for matching support.

SCHEDULE

August 1, 2008:	Request for Proposals released
October 3, 2008:	Deadline for submitting proposals to the GLC
November 14, 2008:	Anticipated announcement of funding decisions
December 1, 2008:	Initiation of project activities
April 30, 2010:	Conclusion of project activities

FUNDING DISBURSEMENT

Funding will be dispersed by the GLC in two installments: One-half upon receipt of the signed contract letter from the grantee and the remaining funding at the end of the project period upon receipt of a final report that demonstrates completion of all workplan tasks.

APPLICATION DEADLINE AND POINT OF CONTACT

Proposals must be received by the GLC by 5:00 p.m. on Friday, October 3, 2008.

The point of contact for this request for proposals is Matt Doss, Program Manager, Great Lakes Commission, 734-971-9135, mdoss@glc.org.

Electronic submittals are encouraged. Proposals may be submitted by email to mdoss@glc.org.

Proposals may also be submitted by mail to:

Matt Doss, Program Manager
Great Lakes Commission
Eisenhower Corporate Park
2805 South Industrial Highway, Suite 100
Ann Arbor, MI 48104-6791

ADDITIONAL INFORMATION

Background information on Michigan's Great Lakes Areas of Concern is available online via the Statewide Public Advisory Council's web site at: <http://www.glc.org/spac/>.

PUBLIC ADVISORY COUNCIL CONTACTS

Contacts for Michigan's 14 AOCs are listed in Attachment B.

ATTACHMENT A

Public Advisory Council Support Grants for Michigan's Areas of Concern

July 2008

BUDGET INFORMATION

(This form is available in electronic format from the Great Lakes Commission)

Applicant's Name: _____ Date _____

BUDGET CATEGORIES	GRANT FUNDS	MATCHING SUPPORT	TOTAL PROJECT COSTS
SALARIES: (# hours X rate of pay)			
Subtotal:			
BENEFITS: (___%)			
Subtotal:			
INDIRECT COSTS (if applicable, limited to 20% of salaries and benefits)			
CONTRACTOR/SUBCONTRACTOR SERVICES:			
Subtotal:			
BUDGET CATEGORIES	GRANT FUNDS	MATCHING SUPPORT	TOTAL PROJECT COSTS

BUDGET CATEGORIES	GRANT FUNDS	MATCHING SUPPORT	TOTAL PROJECT COSTS
SUPPLIES AND MATERIALS (including telephone, postage, supplies, etc.)			
Subtotal:			
OTHER DIRECT COSTS: (including printing and reproduction, meetings, etc.)			
Subtotal:			
TRAVEL:			
Subtotal:			
GRAND TOTAL (add subtotals)			

SOURCES OF MATCH:

DOLLAR VALUE COMMITTED:

ATTACHMENT B

Public Advisory Council Contacts for Michigan's Great Lakes Areas of Concern

August 2008

Clinton River

Mark Richardson, Chair
Clinton River Public Advisory Council
c/o Clinton River Watershed Council
101 Main St., Suite 100
Rochester, MI 48307
248-601-0606
248-601-1280
Mark.Richardson@macombcountymi.gov

Deer Lake

Diane Feller, Chair
Deer Lake Area of Concern Public Advisory
Council
Route 1 Box 22
Ishpeming, MI 49849
906-486-9967
dkfeller@aol.com

Detroit River

Charlie Bristol, Chair
Detroit River Area of Concern Public Advisory
Council
Friends of the Detroit River
P.O. Box 725
Trenton, MI 48183
313-282-6339
river@detroitriver.org

Kalamazoo River

Jeff Spoelstra, Vice Chair
Statewide Public Advisory Council
Kalamazoo River Watershed Council
408 E. Michigan Ave.
Kalamazoo, MI 49007
269-978-4606
krwc@kalamazooriver.org

Manistique River

Corey Barr, Chair
Manistique River Public Advisory Council
Water/Wastewater Superintendent
300 N. Maple Street
Manistique, MI 49854
906-341-2281

Fax: 906-341-4176
mstqutil@charterinternet.com

Menominee River

*Note: The Menominee River AOC does not currently
have an active public advisory council. Questions
should be directed to the following contacts:*

Sharon Baker
Water Bureau
Michigan Dept. of Environmental Quality
P.O. Box 30273
Lansing, MI 48909
517-335-3310
bakerSL@michigan.gov

Steve Galarneau
Wisconsin Department of Natural Resources
Stephen.Galarneau@wisconsin.gov
920-892-8756 ext.3051

Muskegon Lake

Cynthia Price, Chair
Muskegon Lake Public Advisory Council
Editor, Norton-Lakeshore Examiner
950 W. Norton Ave., Suite 402
Muskegon, MI 49441
231-578-0873 or 231-739-6397
skyprice@gmail.com

River Raisin

Dan Stefanski, Chair
River Raisin Public Advisory Council
Monroe County Drain Commissioner
1005 South Raisinville Rd.
Monroe, MI 48161
734-240-3110
dstefanski@monroemi.org

Rouge River

Bill Craig, Chair
Rouge River RAP Advisory Council

20050 Milburn
Livonia, MI 48153-1615
248-476-5127
envirowhc@sbcglobal.net

Saginaw River/Bay

Warren Smith
Vice Chair
Partnership for the Saginaw Bay Watershed
1817 Center Ave.
Bay City, MI 48708
wfsmith@sbcglobal.net

St. Clair River

Janice Littlefield, U.S. Chair
St. Clair River Binational Public Advisory
Council
923 Michigan Street
Port Huron, MI 48060
810-985-4841
bythequay@comcast.net

St. Marys River Binational Public Advisory Council
Chippewa Ottawa Resource Authority
Albert LeBlanc Bldg.
179 West Three Mile Rd.
Sault Ste. Marie, MI 49783
(906) 632-0072
mripley@sault.com

Torch Lake

James Trevethan
Statewide Public Advisory Council
17463 Osma Plat Rd.
Houghton, MI 49931
906-482-4951

White Lake

Norm Ullman, Chair
White Lake Public Advisory Council
524 E. Colby
Whitehall, MI 49461
231-894-9385
nullman524@aol.com

St. Marys River

Mike Ripley
Statewide Public Advisory Council
Representative