GULF CONSORTIUM

SEP Project Implementation – updates and Q&A

June 30, 2022 – GoToMeeting

Can join from computer, tablet or smartphone.

https://meet.goto.com/738620973

You can also dial in using your phone.

United States: +1 (646) 749-3129

Access Code: 738-620-973

Objectives:

- Improve efficiency in project implementation by sharing lessons learned
- Identify challenges and solutions in project implementation

Draft Agenda

1 PM: Welcome and Round Robin; Treasury Updates

Recommendation on what to highlight – focus on what the group could learn from:

- Things learned (techniques, procedures, docs, etc) that could benefit other counties
- Problems county RESTORE programs are running into that others might have faced, might face in the future
- New types of projects that may benefit from different approaches in the RESTORE process
- What are you dealing with now that you have questions about or could use help with?

County list: Escambia, Santa Rosa, Okaloosa, Walton, Bay, Gulf, Franklin, Wakulla, Jefferson, Taylor, Dixie, Levy, Citrus, Hernando, Pasco, Hillsborough, Pinellas, Manatee, Sarasota, Charlotte, Collier, Lee, Monroe

1:45 PM: RESTORE Council and FDEP updates as needed

2 PM: SEP project implementation discussion

- Grant application reminders, examples; templates
- Procurement reviews
- Post-award reporting and monitoring meetings
- BABA updates

2:30 PM: Recommendations for next meeting – what to focus on, topic of interest?

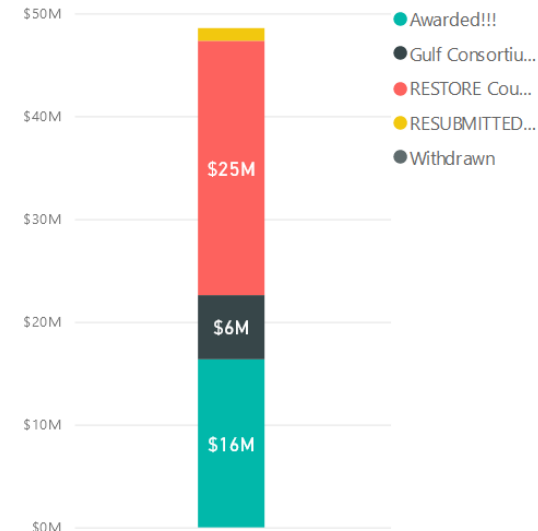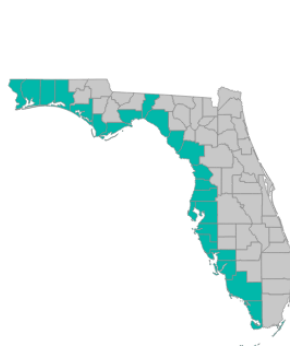# Where's my application, when will an award be made?
http://datavisual.balmoralgroup.us/GulfConsortiumProjects
(p. 8, navigation arrows at bottom)

Plan for **at least** 12 months from the time you submit to Gulf Consortium to the time RESTORE Council makes an award

12 months

Application submission to Consortium

→

Award from RESTORE Council

What is needed to submit a subaward application?

- See guidance documents and templates at
https://www.gulfconsortium.org/grant-resources

1. Project Abstract
2. Project Narrative (BAS)
3. Project Map (can be picture of pdf or word doc)
4. Milestone information (spreadsheet; **include deliverables**)
5. Budget Narrative
6. Budget Table (spreadsheet; SF 424 object class categories)
7. Leveraged Funding form (don't need drawdown schedule)
8. Metrics information (BAS)
9. Observational Data Plan (BAS)
10. Environmental Compliance Checklist
11. GIS shapefiles – or map/picture (don't let this hold you up – we can quickly make these)

Recommended order

New eODP spreadsheet form – easier to work with than the word doc version

What is needed to submit a subaward application?
https://www.gulfconsortium.org/grant-resources

Please use templates:
more complete applications = less management cost

Save each of the blank templates; then save as project-specific name and fill them in

Templates
Abstract
Project Narrative
Budget Narrative
Subrecipient Budget
Milestone Information
Metrics Information
Environmental Compliance
Data Management Plan
Observational Data Plan
Cash Drawdown and Leveraged Funding

IMPORTANT for reducing overhead:

- Don't separate projects into smaller pieces than necessary… every grant/project needs an application and twice-annual performance and financial reports

Next suggested date to submit applications by: 8/12/2022

- **Summary of SEP projects and milestones at:**
http://datavisual.balmoralgroup.us/GulfConsortiumProjects

ask us for help or suggestions if you're uncertain about what can proceed

Deadlines for grant applications to be approved at upcoming Gulf Consortium Board meetings

Submit materials by this date:

- 8/12/2022 ← NOTE: SEP amendment intentions should be made known by this date

  Board meeting: Sep 21 – 23 (TBD), 2022

- 10/21/2022 ← NOTE: SEP amendment materials should be delivered by this date

  Board meeting: Nov 30 – Dec 2 (TBD), 2022

How to get costs right at grant application stage...

- Don't rely on SEP estimated $
- Do internal cost analysis
- If you have an engineer's estimate of construction costs – can(should) it be updated?

Goal: minimize amendments to awards and to the SEP

How to submit a subaward application? Online at:

https://webportalapp.com/sp/gulfconsortium_sep_projects

Welcome, ddourte@balmoralgroup.us   Logout

Homepage

Profile

Please click "+Create a Profile to Get Started" to begin your Profile.

Please click the edit "Pen & Paper" icon to complete your Profile. You can always view your Profile by clicking the "Eye" icon.

The Profile is always editable. You cannot start your application until you have completed the Profile.

Profile	⊘ Complete	👁 ✎

To begin your application, click "+Get Started" on the Submission Card below. This will bring you to the application.

When you return to this Homepage, you can see the status of your application because the Submission Card will have a colored status bar at the bottom.

If the status bar is gray, in color, their application is in review status, and no action needs to be taken at the moment. If the status bar is orange, that means that there is an action/step that the applicant needs to take. A form needs to be filled out, etc. If the status bar is red, that means that there is an error and the applicant should reach out to you or an administrator.

12

How to submit a subaward application? Grants mgmt. system

https://webportalapp.com/sp/gulfconsortium_sep_projects

1) Make a profile
2) Add an application
3) Fill out and submit an application
   - Use templates locally or on your servers to make complete application attachments before submittal (budget, budget narrative, etc.)

See procurement FAQs doc at
https://www.gulfconsortium.org/grant-resources
- Follow county policies
- Be sure procurement is federally compliant (2 CFR 200)

Let Gulf Consortium legal and management contractors know about procurement plans
- **Send to ddourte@balmoralgroup.us AND erosenthal@ngn-tally.com**

- Existing (CCNA) procurements may be allowed, but these need case-by-case review
- **See "Procurement Information" section at https://www.gulfconsortium.org/grant-resources**

Compliance with: 2 CFR § 200.317 - 326

These procurement documents need to be provided to Gulf Consortium management and legal:

Send this **BEFORE** releasing procurements publicly:
- Draft RFP/RFQ/ITB/other

Gulf Consortium contractors will review draft procurement docs and suggest any edits needed for 2 CFR 200 compliance.

Send this **AFTER** procurement is complete:
- Final RFP/RFQ/ITB/other
- Ranking/scoring sheet
- Resulting contract
- Documentation of MBE outreach

NEW requirements

- UEI (Unique Entity Identifier): Transition from DUNS to UEI - all subs/contractors need a UEI

Existing/established domestic preference procurement requirements:

- 2 CFR 200.322 – "Domestic preferences for procurements" – this has been part of uniform guidance for about 1.5 years

NEW requirements – for awards after 5/14/2022:
Build America, Buy America (BABA)

- BABA is Public Law 117-58 from the Infrastructure Investment & Jobs Act (IIJA) – also called the Bipartisan Infrastructure Law (BIL) – under Title IX, Subtitle A, Part I – "Buy America Sourcing Requirements"

Build America, Buy America (BABA)

- Projects awarded after 5/14/2022
- Relevant to federal funding of infrastructure projects
- Relevant to iron and steel, manufactured products, construction materials
- Oversight of this law will ultimately be coming from Made in America Office (MIAO)
- More guidance coming soon

Post-award Reporting and Invoicing

Important Links:

- Performance Report - https://webportalapp.com/webform/performancereport
- Financial Report - https://webportalapp.com/webform/financialreport
- Invoicing - https://webportalapp.com/webform/paymentrequest
- Deliverables - https://webportalapp.com/webform/deliverables ; plans, permits, reports, data

Post-award Reporting and Invoicing

- **Performance Report** template at
  https://www.gulfconsortium.org/grant-resources
- Let us know right away if you're behind schedule or if there's a major change in your project
- Update your ODP
- **Financial Report template provided to subrecipients by email for 1st report**, then it is updated for future reports

- Performance Reports: minimum 1/year
  - o NEW – yearly project status meetings (6 months away from the yearly, written submission)
  - o More detailed project performance interviews – based on milestones review and evidence of progress on milestones (for moderate and high risk projects)

Schedule for these coming soon at:

http://datavisual.balmoralgroup.us/GulfConsortiumProjects

- Financial Reports: minimum 2/year
  - o **NEW – more frequent, detailed financial reviews** for moderate or high risk counties

Closeout Reporting

Important Links:

- Final Performance Report with ODP closeout template at **https://www.gulfconsortium.org/grant-resources**

Public Access to Gulf Consortium Project Outputs:

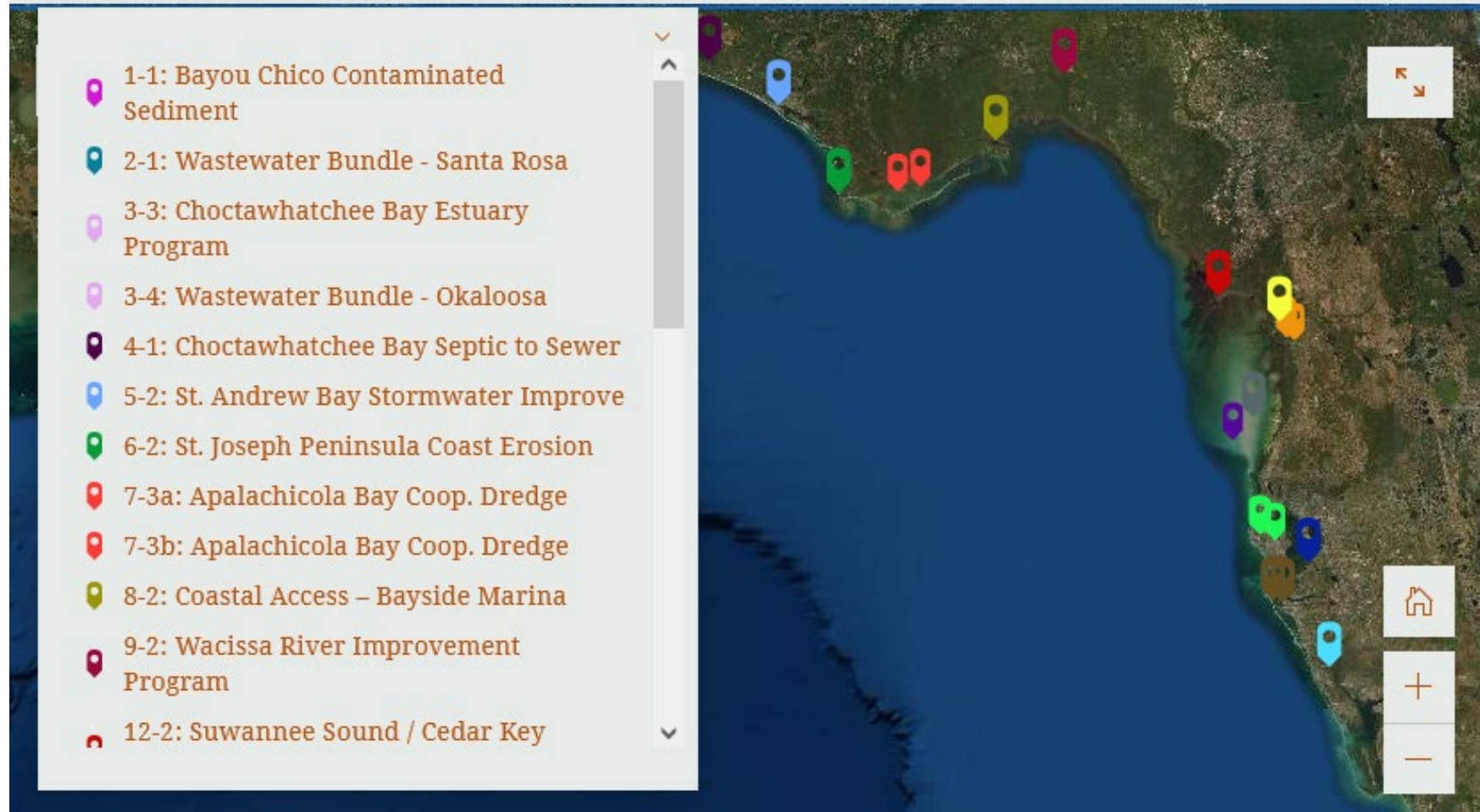[Gulf Consortium StoryMap](#)

What's here:

- Project scopes and abstracts
- Deliverables – plans, permits, data, as-built documentation

Why?

- Public projects should have easily accessible information on what the project is and what the outputs are
- Required by RESTORE awards

Gulf Consortium Project Data and Deliverables

Gulf Consortium StoryMap

Map and Deliverables of Awarded Projects

- 1-1: Bayou Chico Contaminated Sediment
- 2-1: Wastewater Bundle - Santa Rosa
- 3-3: Choctawhatchee Bay Estuary Program
- 3-4: Wastewater Bundle - Okaloosa
- 4-1: Choctawhatchee Bay Septic to Sewer
- 5-2: St. Andrew Bay Stormwater Improve
- 6-2: St. Joseph Peninsula Coast Erosion
- 7-3a: Apalachicola Bay Coop. Dredge
- 7-3b: Apalachicola Bay Coop. Dredge
- 8-2: Coastal Access – Bayside Marina
- 9-2: Wacissa River Improvement Program
- 12-2: Suwannee Sound / Cedar Key

Public Access to Gulf Consortium Project Outputs:

- Gulf Consortium Board meeting presentations on completed projects or major milestones

Questions…

Contact:
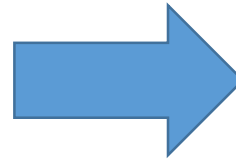**Daniel Dourte**
407.629.2185 ext. 113
ddourte@balmoralgroup.us

Dashboard for Project Data

State of Florida
STATE EXPENDITURE PLAN

milestones, start years, cost, goals, funding sources

http://datavisual.balmoralgroup.us/GulfConsortiumProjects
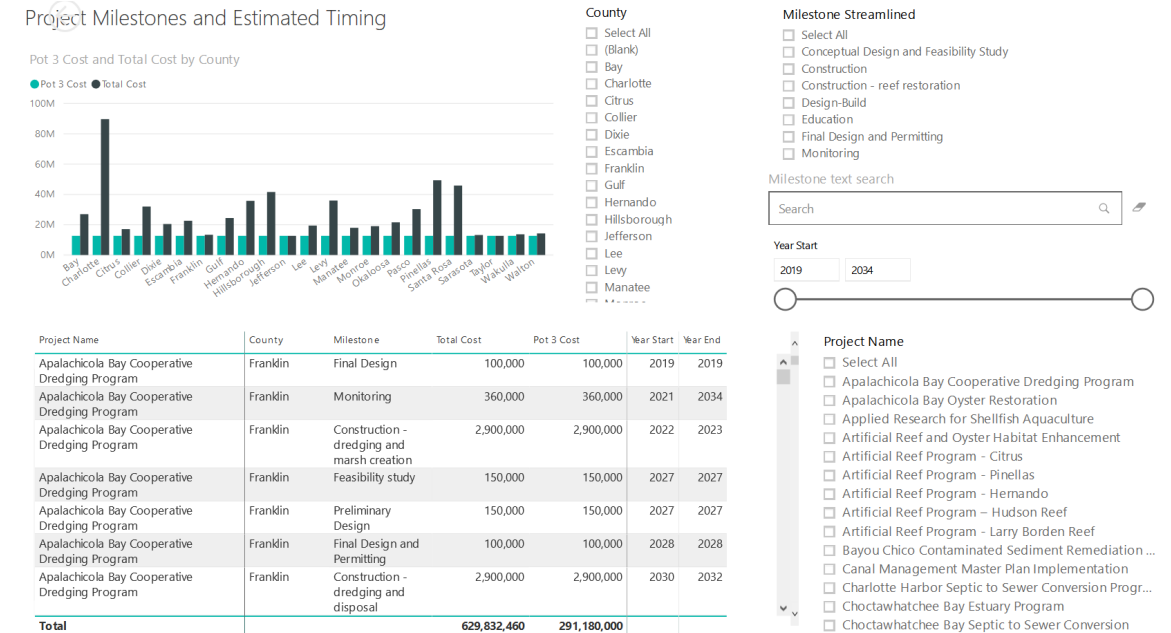
Interface for project details

GOAL:
Efficient, accurate grant application preparation

- **Better, faster decisions on grant timing, readiness, bundling**
- **Transparent tracking of progress and changes**