



New Hampshire Setting SAIL

Technical Assistance Grants for Great Bay Municipalities to Implement Coastal Risk and Hazards Commission Recommendations

Durham • Exeter • Greenland • Madbury • Newfields • Newington • Newmarket • Rollinsford • Stratham

1. Background

The *New Hampshire (NH) Setting SAIL* project is seeking proposals for technical assistance grants to support municipal implementation of the Coastal Risk and Hazards Commission (CRHC) final report and recommendations, [Preparing New Hampshire for Projected Storm Surge, Sea-Level Rise, and Extreme Precipitation](#) (2016). **Approximately \$6,000 in customized technical assistance is available for nine Great Bay municipalities to prioritize and implement CRHC recommendations that meet their unique needs.**

2. Eligible Projects

The goal of the *NH Setting SAIL* Technical Assistance Grant program is to support municipal efforts to adopt climate adaptation strategies, improve community resilience to coastal flooding, protect public health and safety, and increase awareness of coastal flood risks.

Examples of eligible project activities are listed in the table below.

Project Types	Example Activities	Relevant CRHC Recommendation
Zoning Ordinance / Building Code Amendments	Prepare warrant article(s) to amend zoning ordinance and/or building code (e.g., increased freeboard requirements)	BL2, BL4
Site Plan / Subdivision Regulations Amendments	Prepare amendments to site plan/subdivision regulations (e.g., open space, flood hazard areas, stormwater management and erosion control)	BL4, NR4
Master Plan Chapter – Coastal Hazards	Prepare a Coastal Hazards and Adaptation Master Plan Chapter, including public outreach and visioning sessions	CC7, NR4, H2, H4
Natural Resource / Land Conservation Planning	Prepare new, or revise existing, land conservation plans; map priority natural resources/potential areas for conservation; consider long-term protection mechanisms (e.g., conservation easements); identify buffer enhancement options	NR1, NR2, NR3, NR4
Municipal Policies/Practices	Prepare new, or revise existing, municipal policies and practices to reduce coastal flood risk and protect assets and facilities (e.g., climate adaptation policy, town/city council or select board goals, capital improvement and emergency response plans)	CC7
Community Outreach	Conduct outreach to raise local awareness of coastal flood risks and build support for adaptation strategies (e.g., programs to educate and engage the public, schools, and other interest groups; FEMA High-Water Mark Initiative)	S4
Grant Writing	Identify funding opportunities and prepare grant applications for implementation projects (e.g., site-specific vulnerability assessments, priority infrastructure improvement projects, and other activities needing funding)	CC1

Requests for technical assistance can include support for one or several ongoing or new projects, provided the project(s) can be accomplished within the grant period and within the \$6,000 available funding limits. **Other activities not listed will be considered** providing they meet project goals and can be accomplished within the grant timeframe and budget. **Non-federal cash or in-kind match is not required to participate in the program**, but can be used to expand the scope of a project beyond the \$6,000 available funding limit.



The NH Setting SAIL project is funded by the National Oceanic and Atmospheric Administration under the Coastal Zone Management Act (CZMA) Enhancement Program Projects of Special Merit for FY 2016, authorized under Section 309 of the CZMA (16 U.S.C. § 1456b).

3. Eligible Applicants

Municipal departments, boards, and commissions from the following nine Great Bay municipalities are eligible to apply for the *NH Setting SAIL* Technical Assistance Grant program: Durham, Exeter, Greenland, Madbury, Newfields, Newington, Newmarket, Rollinsford, and Stratham. Please note that the City of Dover has already selected a technical assistance project as part of *NH Setting SAIL* and is not eligible to apply.

4. Grant Period

The NH Setting SAIL Technical Assistance Grant period is **10 months** from **May 2017** to **February 2018**. All projects must be completed by **February 28, 2018**.

5. Application Instructions

Please complete the application form below and return to Nathalie Morison, NHDES Coastal Program, at nathalie.morison@des.nh.gov by **Friday, April 28, 2017**.

ONLY ONE (1) APPLICATION PER MUNICIPALITY MAY BE SUBMITTED FOR CONSIDERATION.

Applicants are strongly encouraged to work together to develop a proposal that reflects the collective interests and priorities of their municipality.

Applicants are also encouraged to contact their respective Regional Planning Commission staff to discuss project ideas prior to submitting an application:

Rockingham Planning Commission: Julie LaBranche | (603) 658-0522 | jlabranche@rpc-nh.org

Strafford Regional Planning Commission: Kyle Pimental | (603) 994-3500 | kpimental@strafford.org

In addition to completing the application form below, applicants are required to submit a **letter of commitment** signed by their municipality's governing body. A template letter of commitment is provided in Section 7 below.

Following review of applications, project staff will work with each municipality to refine a scope of work and develop a memorandum of agreement to be signed by both providers and recipients of the technical assistance.

6. Application Form

Please type your responses below using as much space and attaching any supporting documentation as needed.

Municipality:

Project Manager:

Title:

Affiliation:

Address:

Phone:

Email:

1. Briefly describe your proposed project (max. 400 words or less):

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2. Describe specific technical support requested to complete your proposed project:

(Note: Technical assistance will be provided by the Rockingham Planning Commission, Strafford Regional Planning Commission, NH Department of Environmental Services Coastal Program, Great Bay National Estuarine Research Reserve, University of NH Cooperative Extension, and NH Sea Grant).

3. Provide a draft task-based work plan and schedule of completion for proposed project:

(Note: Projects must be completed by February 28, 2018).

4. Provide an estimated project budget and, if applicable, a description of non-federal cash / in-kind match:

(Note: Non-federal cash or in-kind match is not required, but can be used to expand the scope of a project. Please provide dollar amount and source of non-federal cash match; staff name(s) and estimated hours, materials, equipment, etc. for non-federal in-kind match).

5. List other project ideas that your municipality considered in response to this request for proposals:

7. Letter of Commitment

Please submit a Letter of Commitment signed by the Town Manager/Administrator or Selectmen/City Council as part of your application. Sample text for a Letter of Commitment is provided below.

Sample Text for Letter of Commitment:

The [name of town/city] hereby supports the [entity submitting proposal]'s application for *NH Setting SAIL* technical assistance through the [Rockingham/Strafford Regional Planning Commission]. This proposal will assist the [name of town/city] in our ongoing efforts to implement climate adaptation strategies and increase awareness of coastal flood risks and hazards.

The [name of town/city] agrees to fully participate in this process and to make a good-faith effort to fully implement the project. Any regulatory recommendations produced during this process will require full [governing body, board or commission] approval.

The [name of town/city] commits to making available its resources through personnel participation that will provide input, guidance, and local data throughout the project to ensure consistency with other related municipal projects and overall goals.

[If proposed] The [name of town/city] commits to providing in-kind match (cash or staff time, equipment, resources etc.) as described in the draft project work plan and budget to support completion of the proposed project/initiative.