



United Way of Collier and the Keys Reef Revitalization Request for Proposals

Initial Details for Request for Proposals Released: December 9, 2020

Full Request for Proposals Released and Grant Proposal Application Opens: January 6, 2021

Submission Deadline: February 15, 2021

Funding Cycle: 5 years

Overview

United Way of Collier and the Keys (UWCK) is pleased to announce the release of the 'Reef Revitalization' Request for Proposals (RFP) to support Mission: Iconic Reefs. This grant opportunity is part of UWCK's larger initiative-- 'Revitalizing the Florida Keys through Reef Restoration and Beyond'.

About UWCK:

The United Way of Collier and the Keys creates thriving communities by improving the financial stability of families living paycheck to paycheck and by strengthening health and education. Our vision is to foster the well-being of Collier and Monroe County residents, helping them to succeed by enhancing the overall quality of life across both counties. As part of that commitment, UWCK invests in both internal programs and high performing non-profit agencies that provide services that align with our strategic priorities. In regard to the Reef Revitalization initiative, these non-profit agencies are local reef restoration practitioners who share our goals of restoring the Florida Keys reefs for the future of our community.

About "Restoring the Florida Keys through Reef Restoration and Beyond":

In February of 2020, the United Way of Collier and the Keys announced a \$3.5 million gift from the United Arab Emirates (UAE). The gift is intended to fund cutting-edge and innovative projects in support of reef restoration and education, including the first significant funding towards Mission: Iconic Reefs, a bold plan to restore and protect seven iconic reefs in the Florida Keys. This gift is the final part of the UAE's pledged \$10 million assistance to the State of Florida in response to Hurricane Irma in 2017; ultimately, the gift presents an opportunity to communicate the larger message of the UAE's commitment to assist communities in the United States during their time of need and to help them be stronger moving forward. *With these restoration funds, UWCK's goal is to restore the very lifeblood of the Florida Keys community, by*

both physically restoring the local coral reefs to bolster coastal protection, and consequently, by providing economic stability for struggling residents.

Scope

PROJECT COMPONENTS AND PRIORITIES

As part of the commitment to strengthen the community, UWCK aims to create an environment for Keys residents to thrive. From creating jobs, to providing opportunities for education, to rebuilding the backbone of the community - the coral reefs can help our Florida Keys residents achieve financial stability through this initiative. With this goal in mind, the most competitive applications under this funding opportunity will directly implement projects in the following priority categories.

Priorities include:

- Ecological restoration of *Acropora palmata* and *Acropora cervicornis*, with focus (in terms of percent cover) on *A. palmata*
 - Proposals should reference the number of corals in terms of clusters/mature colonies that will be outplanted. Proposals should also address what level of outplant mortality is expected and how mid-course corrections will be addressed.
 - Proposals should reference estimated square meters of restorable area in each reef site or segment and indicate the expected percent cover target annually from outplanting. Proposals should detail plans to increase efficiencies in outplanting.
 - Restoration projects must have the potential to produce and document tangible benefits in less than five years by showing progress towards the expected 5-year percent cover and square meter coverage. Anticipated percent cover at 10 years from outplanting will also be requested but recognized that this is for future planning purposes only.
- Working collaboratively with other organizations in the community to minimize duplication of services and maximize resources. This is primarily in regard to restoration, but also other activities such as outreach, education, etc.
- Serving the ALICE (Asset Limited, Income Constrained, Employed) population in Monroe County and improving the lives of and empowering working residents. (If needed, see the Monroe County ALICE Report in the e-CImpact Resource Center).
 - Creating Blue economy jobs for Florida Keys residents and support of ancillary occupations.
 - Short-term financial impact on the Florida Keys community -- Providing data and statistical analyses on economic improvements due to economic and natural resource improvements within the Phase 1A timeframe.
 - Long-term financial impact on the Florida Keys community -- Providing data and statistical analyses on economic improvements due to natural resource enhancements and progress within the entire Mission Iconic Reefs timeframe.
- Creating and maintaining jobs within the applicant's agency.

- Utilizing thoroughly trained volunteers who are supervised by qualified individuals and maximizing engagement of other community resources to increase impact.
 - Use of existing agency (practitioner) volunteer system.
 - Use of FKNMS volunteer system, including active participation in the Iconic Reefs Volunteer Working Group.
 - Partnerships or initiatives targeting local volunteers or other engagement opportunities for Monroe County stakeholders.
- Providing paid internship opportunities for Florida Keys students who have enrolled in a Florida higher educational institution that is actively engaged in coral reef restoration in the Florida Keys.
- Creating additional outreach and education opportunities for the Florida Keys community.

Projects with components that either fall outside of or that only indirectly address these priority categories are potentially still eligible for funding but are considered lower priority.

RESTORATION REQUIREMENTS

The following link contains the [Phase 1A A. *palmata* and A. *cervicornis* requirements](#) for Sombrero, Looe Key, Horseshoe, North Carysfort, and South Carysfort.

Proposals should address how the project will work towards achieving the restoration goals identified in the Phase 1A A. *palmata* and A. *cervicornis* requirements tables, reflecting percent cover goals at 5 years. As this grant funding cycle will not encompass the 10-year mark of full Phase 1 execution, proposals describing intended coverage at 10 years based on extrapolation are helpful for future brainstorming.

Based on these restoration goals, proposals should identify how many clusters will be outplanted per species, including details on the number of fragments per cluster, approximate fragment size, and the relative spacing of fragments within each cluster (see more details on required inclusions in the below section, ‘Deliverables, Metrics, and Reporting Requirements’).

Overall, proposals should aim to achieve restoration targets, as outlined in the above-referenced tables, by outplanting a number of corals (i.e., coral clusters) that would achieve these targets.

PHASE 1A DESCRIPTION

Phase 1 of Iconic Reefs (IR) focuses on outplanting rapidly growing coral species, specifically elkhorn corals (*Acropora palmata*) and staghorn corals (*Acropora cervicornis*), to restore the reefs to an average of 15% coral cover across the seven sites over 10 years. Phase 1 is further broken out into Phase 1A focusing on restoring elkhorn and staghorn corals and Phase 1B improving diversity with additional massive species such as star, brain and pillar corals, and the addition of grazers.

This RFP focuses on outplanting elkhorn (*A. palmata*) and staghorn (*A. cervicornis*) at two to three of the five Iconic Reef locations that have historically had these species (*Sombrero, Looe*

Key, Horseshoe, North Carysfort, and South Carysfort). For the purposes of this RFP, the northern-most Iconic Reef site, Carysfort, will be separated into two components, *North Carysfort* and *South Carysfort*. The Iconic Reefs site of *Eastern Dry Rocks*, which is also part of Phase 1A, is not included in this funding opportunity as Phase 1A has been fully resourced for that site. The sites of Newfound Harbor and Cheeca Rocks are not included as they are not suitable habitats for *A. palmata*.

Elkhorn and staghorn corals provide reef biomass and structural complexity, which serve as: natural infrastructure to attenuate wave action during storms and extreme events (primarily, *A. palmata*); shelter infrastructure for associated species; population centers that will help reseed other reef habitats; and, major contributors to reef growth, allowing these reefs to track with rising sea level. Additionally, *A. palmata* and *A. cervicornis* are not susceptible to the current deadly Stony Coral Tissue Loss Disease (SCTLD) plaguing the Florida Keys. The restoration requirements developed for Phase 1A of Iconic Reefs already factor in expected mortality and the growth of the corals over 10 years when considering the estimated number of clusters/mature corals necessary to achieve the restoration goals.

- Proposal applications will be accepted for work at a maximum of three of the following Iconic Reef sites;
 - *North Carysfort, South Carysfort, Horseshoe, Sombrero, Looe Key.*
- An agency (practitioner) may apply for more than one site but must complete location specific components in the online application, for each site. More than one award per site may be made and/or an agency may be selected to conduct work at only 1 site, even if multiple sites are proposed.
- Applicants should communicate planned work for proposals through the *Mission: Iconic Reefs* Implementation Manager prior to submission. This pre-submittal communication will ensure efficacy of comprehensive work and reduce any potential duplicity of practitioner efforts.

Deliverables, Metrics, and Reporting Requirements

The total community impact of UWCK and our partner agencies (practitioners) is much greater than any single organization alone. Stakeholders are increasingly interested in seeing how local organizations are working together to change lives in our community, and the collective impact that results from this collaboration. To accomplish this, UWCK and our partners must work together to effectively measure and consistently communicate our shared value to the community.

All reports will be completed in the e-CImpact link provided in the Timeline section. Applicants should be prepared to report on the following:

DELIVERABLES

Ecological:

- Number of coral clusters/mature colonies to be outplanted
 - *A. palmata*
 - *A. cervicornis*

- Square meters of restored area to be addressed and the anticipated annual percent cover that will be achieved.

Socio-economic:

- Impact on the Monroe County Asset Limited Income Constrained Employed (ALICE) population
 - Jobs continued and created as a direct result of this grant
 - Within applicant’s organization
 - Indirectly within community
 - Financial impact on the community
 - Short term (within Phase 1A time frame)
 - Long term (within full Mission: Iconic Reefs time frame)
- Volunteers
 - Number of volunteers
 - Number volunteer hours
 - Description of volunteer tasks
- Internships created
- Outreach and Education

CORAL METRICS AND MONITORING

- In addition to tracking the number of outplants (i.e., corals / coral clusters by species, segment, and habitat zone), proposals should also address the following information:
 - Fragment / cluster attachment method
 - Spacing within and between clusters
 - Numbers of genotypes proposed--both site-wide and for each segment
 - Coral maintenance methodologies
 - Site preparation methodologies
 - Plans to address mortality and disturbance events, including any midcourse corrections that would be undertaken
- Proposals should include a plan for monitoring progress during and after the proposed project period to track project success and adaptively address new challenges and opportunities as they arise. Monitoring plans should include coral cover and health assessments, benthic attributes, and coral reef rugosity. Additional monitoring may include, or be coordinated with other partners, for coral bleaching protocols, post-disturbance monitoring (storms, hurricanes), stony coral tissue loss disease monitoring and assessment of ecosystem recovery through fish and motile invertebrate surveys. This may or may not reflect the monitoring requirements associated with state and federal permits.
- It is expected that project monitoring will be coordinated with the monitoring metrics to be established by the Iconic Reefs Monitoring Working Group. Monitoring for Iconic Reefs projects will be founded on the metrics established in the Coral Restoration Consortium’s [Coral Reef Restoration Monitoring Guide](#).

- Coral monitoring will be included in interim and final progress reports.

REPORTING PROCESS

Interim Progress Reports (including progress updates, technical and financial accountability) will be due quarterly after the grant award date until the end of the grant period. Annual Reports will also be built into this timeline. A detailed Final Report including all the above will be due at the grant period conclusion. The exact timing of these reports will be set forth in the grant agreement. Acceptability of the reports will be at the sole discretion of United Way of Collier and the Keys.

Reports will also include:

- Collaboration with other agencies
- Number of boat trips to accomplish work
 - Within organization
 - With Blue Star Operators
- Challenges and success stories
 - Ecological
 - Socio-economic
- Photos
 - Control/before/after photos of restoration
 - Volunteers and interns engaged in work
 - Outreach and education events

Eligibility

Eligible applicants must meet all of the following:

- Non-profit organizations recognized by the IRS as a 501 (c) (3) tax-exempt organization
- Florida-based organizations or those organizations who have substantial operations existing in Monroe County, but may have international partners; however, all in-water work must take place within the U.S. Florida Keys National Marine Sanctuary Mission: Iconic Reefs geographic focus areas.
- Organizations that operate in accordance with a Non-discrimination Policy, in writing, that outlines how the organization does not discriminate in hiring, providing services, or collaboration on the basis of race, color, veteran status, religion, gender, sexual orientation, national origin, age, or disability
- Organizations that have completed the RFP requirements in their entirety, and have submitted all required documentation (or provided a satisfactory reason why the information is not applicable)

Ineligible applicants or activities include:

- U.S. Federal government agencies and for-profit entities
- Individuals
- Endowment or capital campaigns

- Fundraising events, testimonial events or dinners and related activities such as silent auctions, raffles, and walk-a-thons
- Lobbying efforts designed to influence legislation
- Direct support for travel or tours by individuals or groups unless such travel is a critical component of the project
- Advertising

INELIGIBLE USE OF GRANT FUNDS

- UWCK funds and matching contributions may not be used to support general facilities expenses, travel outside of the Florida Keys, promotional material, political advocacy, fundraising, lobbying, litigation, terrorist activities or Foreign Corrupt Practices Act violations.
- UWCK funds may not be used to support ongoing efforts to comply with legal requirements, including permit conditions, mitigation, and settlement agreements.

ELIGIBLE USE OF GRANT FUNDS

- Only expenses directly related to the execution of the project (such as coral propagation, outplanting, supplies, equipment, labor, monitoring, etc.), as approved in your application budget, will be allowed.
- All indirect costs should be included as direct expenses and be directly tied to project execution. Fixed or percentage based indirect rates are not permitted.

Award Availability, Leverage Funding, and Funding Process

AWARD AVAILABILITY

This primary UWCK 'Reef Revitalization' initiative will offer a 5-year grant cycle. UWCK's total investment in coral restoration is expected to be approximately \$2,500,000 over the course of the next five years and may be awarded to one or more agencies.

The amount and approval/denial of funding for each proposal will depend on the number of eligible applications received, the amount of funds requested for each project, the merit and ranking of the proposals and the review of individual tasks/projects. Publication of this notice does not obligate UWCK to provide any available funds to projects. There is no guarantee that sufficient funds will be available to make awards for all top-ranked applications.

LEVERAGE FUNDING

Unduplicated leverage funds from additional private sector sources (non-governmental) are required at a 1:1 ratio for all proposed projects. Proposals must only request a level of funding that will be able to obtain direct 1:1 leverage. Applicants are permitted to combine contributions for allowable costs from multiple partners to meet the 1:1 leverage requirement. In-kind contributions such as time/labor, volunteer time, services, or offset indirect rates will not be eligible leverage for this funding.

Applicants should specify the confirmed or anticipated source(s) of leverage in the budget narrative. Up to 50% of total grant award will be leveraged at the time of initial funding. Applicants must provide documentation of this initial leverage including confirmation of restricted fund designation on financial statements or letters of commitment to confirm stated leverage contributions in the grant application. Applicants will be asked to sufficiently document leverage contributions according to the schedule below, for up to 30% in grant fiscal year-2 and the remainder of funds in fiscal year-4. The Interim Progress Report prior to the next draw request must document proof of leveraged funds.

Funding Timeline:

- Initial funds (up to 50%): June 2021
- Second draw of funds (up to 30%): March 2023
- Last draw of funds (balance available): March 2025

UWCK funds of up to \$2,500,00 leveraged with private sectors sources will yield \$5,000,000 for on-the-ground restoration. Using this approach, applicants can then utilize the \$5,000,000 funds for future potential funding that requires non-federal leverage. This will allow agencies to secondarily double this funding with available governmental funding sources for a possible total \$10,000,000 impact.

FUNDING PROCESS

The final payment schedule will be determined upon review of the proposals recommended for funding. Funds awarded will be determined by UWCK at the recommendation of the grants committee with specific negotiations during the grant period as applicable. In general, funded projects will receive up to 50% of the funds upon contract execution and documentation of leverage, and subsequent funding upon approval of interim reports and continued documentation of remaining leveraged funds.

For continued funding, the agency will provide written reports quarterly as described in the reporting timeline. Funding may cease if adequate progress is not made toward specified program goals as detailed in the grant application. UWCK reserves the right to request reimbursement or determine reallocation of funds if sufficient progress is not accomplished in a satisfactory manner or if leveraged funds requirement is not met.

UWCK is investing in these multi-year projects with the utmost confidence, however, it is understood if an agency is not able to fulfill their commitment, they may be asked to surrender assets obtained through this grant to UWCK or a UWCK designated agency.

Timeline

- Submission Deadline: Applications must be submitted through our grant management system, e-CImpact by 11:59 p.m. Eastern Time on February 15, 2021
- Committee Reviews: February - April 2021
- Announcement/Award Date: May 2021
- Initial Funds Issued: June 2021
- Secondary Funds Issued: March 2023
- Final Funds Issued: March 2025
- Quarterly Interim Reports (including progress updates, technical and financial accountability)
- Annual Report Due: June 2022, June 2023, June 2024, June 2025
- Grant Ends: March 2026
- Final Report Due: June 2026

Review Process

United Way of Collier and the Keys will administer the ‘Reef Revitalization’ funding to support Mission: Iconic Reefs. Applicants will undergo an initial administrative screening to determine if they are eligible and their applications are complete. The final decision as to which proposals will be funded, and under what conditions, will be made by the United Way of Collier and the Keys Board of Directors.

To assist in the review process, UWCK has assembled a Grants Advisory Committee of individuals with broad and diverse backgrounds in coral reef research, education, conservation and management, and community service. The Committee will evaluate and rank each of the proposals submitted. Outside experts will also be consulted to peer review the proposals as necessary. The Committee will make recommendations to UWCK, who will have ultimate discretion as to which proposals should be selected and to suggest appropriate funding levels.

How to Apply

All grant activities including the proposal application will utilize the e-CImpact grant management platform. Submit the completed proposal and all required documents via the [e-CImpact online portal](#) on or before February 15, 2021, by 11:59 p.m. EST. Late applications will not be considered for funding.

Please contact UWCK if you have questions about applying for Reef Revitalization funding via email or phone:

For questions regarding the RFP:

Jessica Dockery, Reef Revitalization Project Liaison
jdockery@keysunitedway.org or 305-619-6605

For questions regarding working in the e-CImpact portal:

Rebecca Zehr, Operations Director

admin@keysunitedway.org or 305-735-1929

Additionally, applicants should communicate planned work for proposals through the Iconic Reefs Implementation Manager, Megan Fraser (megan.fraser@noaa.gov), prior to application completion. This pre-submittal communication will ensure efficacy of comprehensive work and reduce any duplicity of practitioner efforts.

Evaluation Criteria

United Way of Collier and the Keys has a transparent, empirical scoring process used in making its funding decisions. As always, demonstrating the greatest impact is a UWCK priority, and we will be evaluating a project based both on technical restoration as well as impacts on the Florida Keys community.

UWCK volunteer board members and a Grants Advisory Committee of community volunteers who read proposals will rate eligible programs for funding. In person or virtual site visits of each agency requesting funding may be requested by UWCK to occur between February and April 2021. Applications that score in the lowest 20% may not be eligible for funding.

Reviewers will assign scores to applications ranging from 0 to 100 points based on the following evaluation criteria and respective weights specified below.

| | | |
|--|-------|------|
| Importance and applicability of proposal | ___ | 0-25 |
| Technical/Scientific merit | _____ | 0-35 |
| Overall qualification | _____ | 0-10 |
| Project costs | _____ | 0-15 |
| Outreach | _____ | 0-15 |

Applications that best address these criteria will be most competitive.

1.) Importance and Applicability of Proposal (Score = **0-25**):

This criterion ascertains whether there is intrinsic value in the proposed work and/or relevance to UWCK and Mission: Iconic Reefs. Applications will be evaluated on how well the project aligns with the program priorities listed.

Reviewers will consider:

- a.) The extent the proposed work directly meets the priorities listed in the funding announcement - **0-15** points. Technical reviewer score guidance:
 - 0 - the proposal does not meet any of the priorities,
 - 5 - the proposal tangentially meets the priorities,
 - 10 - the proposal adequately meets the priorities, and
 - 15 - the proposal clearly meets the priorities.
- b.) The likelihood that the proposed work will reach the priorities listed in the funding announcement. - **0-10** points; technical reviewer score guidance:

- 0 - the proposed work is unlikely to reach the priorities listed, and will not create efficiencies in outplanting;
- 5 - the proposed work may reach the priorities listed, and
- 10 – the proposed work will definitely reach the priorities listed; and

2.) Technical/Scientific Merit (Score = **0-35**):

This criterion assesses whether the approach is technically sound, if the methods are appropriate, and whether there are clear project goals and objectives. Applications will be evaluated on whether there are clear identification of project goals, objectives, and methods; the level of innovation of the proposed work; technical soundness of the methods; and the likelihood of project success.

Reviewers will consider:

- a.) The extent to which the work is truly innovative in developing new techniques or methods to increase efficiency and effectiveness of coral reef restoration, - **0-5** points. Technical reviewer score guidance:
 - 0 – the proposal is not innovative,
 - 3 - the proposal demonstrates some innovation,
 - 5 - the proposal is completely innovative;
- b.) The extent to which the application is complete and clearly describes the project, objectives, and methodology that will be implemented (**0-10** points); technical reviewer score guidance:
 - 0 - the proposal does not clearly describe the overall project, objectives, and methodologies, and
 - 5 - proposal provides adequate detail, is relatively clear, and
 - 10 – the proposal provides extraordinary detail, is entirely clear;
- c.) Whether the application includes a realistic implementation plan, timeline, milestones, and effective mechanisms to evaluate the progress of project tasks and project success (e.g., steps describing the expected stages of laboratory experimentation or moving from laboratory-based work to in-water field-work), and the likelihood of meeting these milestones -**0-10** points; technical reviewer score guidance:
 - 0 - the proposal does not include an implementation plan and timeline, and does not include any measures to evaluate the progress of tasks or project success,
 - 5 - the proposal includes a basic implementation plan and timeline with some measures to evaluate the progress of tasks and project success,
 - 10 – a clear and detailed implementation plan and timeline that includes appropriate measures to evaluate the progress of tasks/logical steps and the overall success of the project); and
- d.) The extent to which the project's overall technical approach is feasible and sound and is likely to achieve the project's goals and objectives (including any designs for field implementation and monitoring of field work) - **0-10** points; technical reviewer score guidance:

- 0 – project is not feasible/technically sound and will not achieve the stated goals and objectives,
- 5 - project uses appropriate techniques with reasonable confidence in ability to achieve goals and,
- 10 - project is technically sound and has clear objectives and goals, complete confidence in ability to achieve goals.

3.) Overall Qualification of Applications (Score = **0-10**):

This criterion ascertains whether the applicant possesses the necessary education, experience, training, facilities, and administrative resources to accomplish the project.

Reviewers will consider:

- a.) The capacity of the applicant and associated project personnel (and proposed contractors, if activities are subcontracted) to conduct the scope and scale of the proposed work, as indicated by the qualifications and descriptions of past experience of the project leaders and/or partners in designing, implementing and effectively managing and overseeing similar projects - **0-5** points; technical reviewer score guidance:
 - 0 - no technical experience or documentation or access to technical assistance,
 - 2.5 - adequate experience and/or access to good technical assistance, and
 - 5 - experts in the field as demonstrated by summaries of experience with similar projects; and
- b.) The facilities and administrative resources and capabilities available to the applicant for sufficient capacity to successfully manage the project. Internal or access to technical expertise for laboratory and restoration work, including the availability of NOAA or other expertise to guide the project to successful completion - **0-5** points; technical reviewer score guidance:
 - 0 – no facilities/resources/capacity,
 - 1 - minimal facilities/resources/capacity,
 - 3 - moderate facilities/resources/capacity, and
 - 5 - significant levels of demonstrated facilities/resources/capacity to support and successfully manage coral reef conservation work.

4.) Project Costs (Score = **0-15**):

This criterion evaluates the budget to determine if it is realistic and commensurate with the project needs and the proposed time frame.

Reviewers will consider:

- a.) Whether the budget is cost-effective, reasonable and reflects the ability of the work to be completed for the funding proposed - **0-5** points; technical reviewer score guidance:

- 0 – not cost effective, unreasonable costs that do not support the applicant’s ability to complete the work,
 - 2.5 – appears moderately cost-effective for anticipated benefit and will likely be able to complete the work for described costs, and
 - 5 – reasonable costs, extraordinarily cost effective, and can definitely be completed with the requested funds;
- b.) Budget Detail. Has the applicant demonstrated a realistic understanding of costs by providing a budget that provides sufficient detail and credible cost estimates? Requests should include annual/interim milestones that correspond to logical funding request increments. - **0-10** points; technical reviewer score guidelines:
- 0 – proposal does not provide a realistic budget narrative,
 - 4 – proposal provides some budget narrative details with some questionable cost estimates,
 - 6 - the proposal provides an adequate budget narrative with realistic cost estimate, and
 - 10 – proposal provides an extraordinarily detailed budget narrative with realistic cost estimates;

5.) Outreach, Education, and Community Impact (Score = **0-15**):

This criterion assesses whether the project provides opportunities for Florida Keys students and residents to learn about, participate in, and assistance with restoration activities.

Reviewers will consider:

- a.) Whether the proposal offers paid internships to students enrolled in a Florida university that is engaged in coral restoration activities - **0-2** points. Technical reviewer score guidelines:
- 0 – no internship offered
 - 1 – internship offered
 - 2 – paid internship offered
- b.) Whether the proposal outline plans to utilize volunteer resources - **0-3** points; technical reviewer score guidelines:
- 0 – no volunteer system
 - 1 – volunteer system organized in-house
 - 3 – in house volunteer system and FKNMS volunteer system utilized
- c.) Whether the proposal outline plans to engage in public outreach and education of the ongoing restoration project - **0-5** points; technical reviewer score guidelines:
- 0 – no outreach and education programs
 - 3 – minimal outreach and education programs
 - 5 – extensive outreach and education programs

- d.) Whether short- and long-term financial impact is projected in the proposal (0-5 points; technical reviewer score guidelines:
- 0 – no financial impact projected
 - 3 – minimal short- and long-term projections
 - 5 – significant short- and long-term projections

2020 UWCK Reef Revitalization Grant Application Components

Below are some of the components that you will be addressing/including in the proposal application process:

Uploads (to be uploaded on e-CImpact):

- A copy of your organization's IRS determination letter.
- A copy of your organization's most recent Annual Report for the Florida Department of State Division of Corporations (sunbiz.org)
- A copy of your organization's State Solicitation of Contributions registration (DOACS).
- A full Board of Directors roster including board members' names, addresses, email addresses and telephone numbers.
- A copy of your organization's non-discrimination policy that outlines how the organization does not discriminate in hiring on the basis of race, religion, gender, sexual orientation, national origin, age, or disability.
- Pages 9 and 10 of the last IRS Form 990 filed (if your organization is required to file an IRS Form 990).
- A copy of your organization's CPA Management Letter (if your organization is required to have an annual audit, review or compilation performed).

Agency (practitioner) level information (details provided and to be completed on e-CImpact):

- Agency Information
- Overall agency operating budget
- Team roles and qualifications
- Education and outreach information
- Internship information
- United Way agency obligations and commitments
 - The agency has read and agrees to all aspects of this RFP, including but not limited to, leveraged funds, scope of work and reporting.
 - The agency will provide written reports every 3 months as described in the reporting timeline. Note that funding may cease if adequate progress is not made toward specified program goals as of the 2nd progress report, and United Way of Collier and the Keys may request that funds be refunded if not used toward the specific stated program in the.
 - The contact person for the grant, as well as individuals signing the application (if different) will respond to communication from UWCK in a timely manner and make themselves available to discuss the progress of the program being funded.

- UWCK funded agencies will be required to have the UWCK logo and a [UWCK link](#) on their website, as well as a supplied UWCK sign displayed in their lobby within two months of notification of funding.
- The UWCK logo and/or mention of UWCK shall be made with all communication about the project in publicity, social media, articles, press releases, presentations, etc. Computer-ready marketing materials can be obtained from UWCK.
- All successful applicants may be requested from UWCK to make one or more presentation(s) of their project or provide other materials as needed for members of the Grants Advisory Committee, UWCK and Mission: Iconic Reefs stakeholders, and interested members of the public.
- The agency will submit a press release and/or create a social media post after accepting the grant, defining the program goals and support United Way is offering.
- The agency will invite United Way of Collier and the Keys to a staff meeting during the funding period to share with employees about the work we do.
- United Way Agency Agreements
 - To the best of our knowledge and belief, the information contained in this proposal and attachments is true and correct. United Way of Collier and the Keys (UWCK) is hereby authorized to verify all information contained herein, and we understand that any inaccuracies, omissions, or any other information found to be false may result in rejection of this proposal or elimination of funding after it is awarded.
 - This certifies that this request for funding is consistent with our organization's Articles of Incorporation and Bylaws and has been approved by a majority of the Board of Directors.
 - We affirm that our Agency operates in accordance with a Non-discrimination Policy in writing that outlines how the organization does not discriminate in hiring, service delivery or volunteer services on the basis of race, religion, gender, sexual orientation, national origin, age, or disability.
 - We affirm that the Agency will use UWCK funds for the purposes as submitted in this Proposal for Funding. Any change will require written approval from UWCK. We understand that funding may cease at any time if adequate progress is not made toward the project for which we applied for funding.
 - We understand that the Agency must meet the eligibility criteria to be considered for UWCK funding and that an incomplete application and/or omitting required attachments will disqualify the Agency's application.
 - We further understand that meeting the eligibility criteria in no way ensures that the Agency will receive funding from UWCK. Funding awards are determined by service needs of the community, availability of funds, and other factors.
 - In compliance with the USA PATRIOT Act and other counterterrorism laws, we hereby certify that all UWCK funds and donations will be used in compliance with all applicable anti-terrorist financing and asset control laws, statutes, and executive orders.

Program (project/site) specific information (details provided and to be completed on e-CImpact):

- Program information
- Program timeline

- ALICE information
- Program volunteer information
- Program collaborations
- Program coral numbers
- Program scientific methods
- Program additional strategies
- Program budget
- Program budget narrative
- Program leveraged funds

Thank you for your interest in partnering with United Way of Collier and the Keys. We look forward to reading your proposals and are excited to work on these endeavors with you to serve the needs of our Monroe County community and environment. Please contact us if you have questions as you review this document and complete the application.

For questions regarding the RFP:

Jessica Dockery, Reef Revitalization Project Liaison
jdockery@keysunitedway.org or 305-619-6605

For questions regarding the e-CImpact portal:

Rebecca Zehr, Operations Director
admin@keysunitedway.org or 305-735-1929