



# Boating Infrastructure Grant Program Grant Application

APPLICANT INFORMATION		
Applicant/Organization: Brian Crabtree / City of Madeira Beach		
Project Title: Transient Docks at Recreation Center		
Federal Employer ID Number: 59-600366	DUNS Number:	
Official with Signature Authority:	Signature Authority Title:	
Address:	City: Madeira Beach	Zip: 33708
Telephone:	Email:	
Project Contact: Brian Crabtree	Project Contact Title: Marina Manager	
Address: 503 150 <sup>th</sup> avenue	City: Madeira Beach	Zip: 33708
Telephone: 727-399-2631	Email: bcrabtree@madeirabeachfl.gov	
Type of Application (New or Reconsideration): New		
Federal Grant Amount Requested:	Total Project Cost:	

PROJECT LOCATION	
Latitude (Degrees and decimal minutes, N ##°##.###') N: _____ ° _____ ,	Longitude (Degrees and decimal minutes, W -##°##.###') W: - _____ ° _____ ,
Township: _____ Range: _____	Section: _____
Facility Name:	
County: Pinellas	Body of Water: Boca Ciega Bay
Facility Street Address:	
Legislative District Numbers: U.S. House: _____ U.S. Senate: _____ State Senate: _____ State House: _____	

OWNERSHIP INFORMATION	
Upland: <input checked="" type="checkbox"/> Public, Fee Simple <input type="checkbox"/> Public, Lease _____ Years remaining on lease <input type="checkbox"/> Private, Fee Simple <input type="checkbox"/> Private, Lease _____ Years remaining on lease	Is there a Submerged Land lease: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Public <input type="checkbox"/> Yes, a permit has been submitted to DEP. _____ What date was permit submitted? <input type="checkbox"/> Private
Name of Owner: City of Madeira Beach	Name of Operator:
Is the facility open to the public? <input type="checkbox"/> Yes <input type="checkbox"/> No	Overnight Moorage Fee: \$
Has an appraisal been completed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Overnight Dockage Fee: \$
What is the assessed property value: \$	What is the current property zoning:

**PARTNERSHIPS (IF APPLICABLE)**

If you have project partners, please list the partners and their roles:

- 1.
- 2.
- 3.

**LOCALITY INFORMATION**

List the closest recreational, historical, cultural, natural attractions, public transportation, shopping and other necessities used by transient boaters.

Name of attraction:	Distance from project:
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

List the nearest adjacent transient boating facilities, public and private.

Name of facility:	Distance from project:
1.	
2.	
3.	
4.	
5.	

**DESIGN, ENGINEERING & PERMITTING (IF APPLICABLE)**

Who will complete the project design/engineering?  Staff  Consulting Engineers  Other  N/A

What is the level of completion?  Conceptual  Preliminary  Final (Ready to Bid)  Bid Out  N/A

Has a preliminary or final engineer's cost estimate been developed for this project?  Yes  No

If yes, please attach a copy of detailed engineer's cost estimate to this application package.

Has an application been submitted to the following? <b>NOTE:</b> Permit not necessary to submit a grant application.	NO	YES	DATE SUBMITTED	DATE APPROVED
1. Florida Department of Environmental Protection				
2. U.S. Army Corps of Engineers				
3. Local/Others:				

PROJECT COMPONENTS	
Will grant project work be on a new or existing dock:	
<input type="checkbox"/> Wood dock, fixed with wood piles	How many feet of side-tie dockage exists? _____ feet
<input type="checkbox"/> Wood dock, fixed with concrete piles	How many feet of side-tie dockage is planned? _____ feet
<input type="checkbox"/> Concrete dock, fixed with concrete piles	How many current transient slips exist? _____ slips
<input type="checkbox"/> Aluminum dock, fixed with wood piles	How many new transient slips are planned? _____ slips
<input type="checkbox"/> Aluminum dock, fixed with concrete piles	Do you have pump-out facilities? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Floating dock, wood frame	Is the pump-out fixed at the fuel dock? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Floating dock, aluminum frame	Is the pump-out system at all slips? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Floating dock, concrete frame	Do you have transient-only restrooms? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Concrete floating docks	Do you have transient-only shower facilities? <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Concrete floating docks, wave attenuation	Other:
What are the primary needs for this project:	<input type="checkbox"/> Safety <input type="checkbox"/> Age-end of Useful Life <input type="checkbox"/> Lack of Capacity <input type="checkbox"/> High User Demand

**APPLICANT ACKNOWLEDGEMENT AND SIGNATURE**

Application is hereby made for the activities described herein. I certify that I am familiar with the information contained in the application and written proposal, and, to the best of my knowledge and belief, this information is true, complete and accurate. I further certify that I possess the authority, including the necessary property interests, to undertake the proposed activities.

I also certify that the Applicant’s Governing Body is aware of and has authorized the person identified as the official representative of the Applicant to act in connection with this application and subsequent project as well as to provide additional information as may be required. By signature below, the Applicant agrees to comply with all applicable federal, state, and local laws in conjunction with this proposal and resulting project so approved.

\_\_\_\_\_

Print/Type Name

Title

\_\_\_\_\_

Applicant Signature

Date

WARNING: “Whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree, punishable as provided in s. 775.082 or s. 775.083.” § 837.06, Florida Statutes.

Note: Instruction and further information regarding this application and the Boating Infrastructure Grant Program may be found in the Boating Infrastructure Grant Program Guidelines or contact the Program Administrator, Florida Fish and Wildlife Conservation Commission, 620 South Meridian Street, Tallahassee, FL 32399-1600, telephone: 850-488-5600.

## WRITTEN PROPOSAL

**The written proposal section is required for all applications. To be considered for national funding under this opportunity, the written proposal must contain the following information and be formatted as follows:**

- Formatted to fit on 8.5” x 11” paper
- 1” margins (top, bottom and both sides)
- 12-point Arial or Times New Roman font
- Submitted in Microsoft Word
- Page numbers at the bottom of each page

In accepting Federal funds, you must comply with all applicable Federal laws, regulations, and policies. If we select the application for award, you will need to provide evidence of compliance with the National Environmental Policy Act (NEPA), the Endangered Species Act (ESA), the National Historic Preservation Act (NHPA), and other Federal laws as part of the post-award approval process.

### **A) Title Page:**

*Please include the following information on a title page.*

- Name of Marina/Municipality
- Project Title
- Funding Opportunity Title and Tier; Example: BIGP Tier 1 or Tier 2
- Catalog of Federal Domestic Assistance (CFDA) number: 15.622
- Date submitted to COMMISSION
- Owner(s) name, mailing address, phone and fax number(s), and email

### **B) Project Summary:**

*The project summary shall be no more than one-page long. Title this section “Project Summary.”*

Applicants must provide a brief overview of the project goal(s), objectives, specific project activities and anticipated outputs and outcomes. Note that the project is dedicated for transient (those staying at the facility 15 days or less) recreational vessels at least 26 feet long that are used primarily for pleasure.

### **C) Project Statement:**

*The project statement components shall be no more than 10-pages long. Title this section “Project Statement.”*

Applicants must write about each of the following elements listed below (needs statement, project purpose, project objectives, expected results and benefits, approach, relationship to other grants and responses to evaluation criteria).

### Need Statement:

- Explain why the project is necessary and how it fulfills the purpose of the Boating Infrastructure Grant. This element is critical.
- Describe the existing facilities available for eligible vessels at your location and near the proposed project.
- Describe how the proposed project fills a need or offers a benefit not offered by existing facilities, include supporting data.
- Provide information to support the number of transient boats expected to use the facilities in the proposed project area and demonstrate why existing facilities are insufficient to meet demand.

### Project Purpose:

- State the ultimate purpose for the proposed project and link the purpose to the demonstrated need. Be specific and focus on the benefits to the transient boater.

### Project Objectives:

- Objectives state desired outcomes that are specific and quantified.
- Objectives are written in an active tense and use action verbs such as construct, survey, train, research, establish, repair, conduct, provide, restore, acquire, etc.
- Identify specific, measurable, attainable, relevant, and time-bound objectives to be accomplished during the project period.
- What benchmarks must be achieved to meet the need?

### Expected Results or Benefits:

- Describe the expected results or benefits for the transient boater and the larger community from accomplishing the objectives.
- Describe each capital improvement (refer to 50 CFR §86.3), service or product that will result from the project.
- Describe how the structures, service, or other products will address the need(s) and benefits for eligible users (transient boaters).

### Approach:

- Describe the approach to be used in meeting the objectives.
- Describe the methods, designs, and/or procedures to be used to achieve the objectives. Include information on the status of required permits or other compliance requirements (National Environmental Policy Act, Section 7 of Endangered Species Act, and Section 106 of the National Historic Preservation Act).
- Identify the contact who has or will have detailed knowledge of the project, (such as the coordinator for the county or marina contact), provide contact information, and state whether they have signatory authority for committing the grantee to a course of action;
- Give name, contact information, qualifications, and role of each known concessioner or subgrantee;
- Explain how you will operate, maintain and manage the proposed project to ensure the BIG-funded facility continues to achieve its authorized purpose during the useful life of the facility;
- Provide timeline of activities. Include permitting, design, engineering, other regulatory clearances, bidding, material fabrication, construction, etc.

Relationship with Other Grants:

- Describe any relationship between the proposed transient project and other related work funded by other grants that are planned, anticipated, or underway.

Responses to Evaluation Criteria Questions: **Applicable to Tier 2 – National applications only.**

- Will the proposed boating infrastructure meet a need for more or improved facilities (50 CFR §86.52)?
- Will eligible users receive benefits from the proposed boating infrastructure that justify the cost of the project (50 CFR §86.53)?
- Will the proposed boating infrastructure accommodate boater access to significant destinations and services that support transient boater travel (50 CFR §86.54)?
- The minimum cash match is 25%. The contribution may be from a State, a single source, or any combination of sources. The higher the match amount, the more points awarded. What is the match (50 CFR §86.56)?
- Do you have any project partners? Will they commit to a financial contribution, an in-kind contribution, or to take a voluntary action during the grant period (50 CFR §86.56)?
- Will the proposed project include physical components, technology, or techniques that improve eligible-user access (50 CFR §86.58)?
- Will the proposed project include innovative physical components, technology, or techniques that improve the BIG-funded project (50 CFR §86.59)?
- Has the facility where the project is located demonstrated commitment to environmental compliance, sustainability, and stewardship and been officially recognized by an agency or organization (50 CFR §86.60)?

**D) Budget:**

*The project budget must fit into the cost categories listed below. You may explain what was entered into each cost classification in the budget narrative section or in a schedule of values.*

<b>Cost Classification</b>	<b>a. Total Cost</b>	<b>b. Not Allowable</b>	<b>c. Allowable Costs (Colum a-b)</b>
1. Administrative and legal			
2. Land, structures, rights-of-way, appraisals, etc.			
3. Relocation expenses and payments			
4. Architectural and engineering fees			
5. Other architectural and engineering fees			
6. Project inspection fees			
7. Site work			
8. Demolition and removal			
9. Construction			
10. Equipment			
11. Miscellaneous (describe in budget narrative)			
<b>12. SUBTOTAL (Sum of 1-11)</b>			
13. Contingencies			
<b>14. SUBTOTAL</b>			
15. Project (program) income			
<b>16. TOTAL PROJECT COSTS (Subtract 15 from 14)</b>			

<b>Federal Funding Calculation</b>	<b>Amount</b>	<b>Percentage</b>
Applicant’s Allowable Cost Share/Match:		
Federal Assistance Requested:		
<b>TOTAL ALLOWABLE</b>		

**E) Budget Narrative:**

*Title this section “Budget Narrative.” There is no page limit for this section.*

Applicants must explain and justify all requested budget items/costs listed in the project budget completed in this application. Demonstrate a clear connection between costs and the proposed project activities. It is recommended to submit a schedule of values broken out by deliverable.

***EXAMPLE:*** *The total estimated budget for the project is \$1,000,000, 90% or \$900,000 of which is eligible for funding through the BIG program. Anytown Marina, LLC and their contributing partners will provide \$459,000 in local cost share funds for the project. This is equivalent to 51% of the total eligible project costs. The remaining \$441,000 of eligible costs would be funded through the BIG program.*

**BASIS OF COST ESTIMATE**

*The following points describe the methods used to calculate the estimated project costs.*

- *The proposed expansion of the docks has included considerations such as required channel offsets, navigational requirements, turning radii, depth, etc.*

- *Unit costs for the floating docks have been estimated based on experience with marine construction and industry standards in the region.*
- *The per slip costs for marina utilities are estimated based upon recent, similar installations at other nearby marinas.*
- *Note that the number of standard slips has been estimated as follows: The total length of new side-tie dock created (2,000 ft) has been divided by an average slip size of 33 ft to determine that sixty (60) new slips will be created (2,000ft ÷ 33 ft/slip = 60 slips). The average slip size is based on data collected by Crystal Waters Marina and other boating facilities in the region regarding the average size of transient vessels that frequent their marinas.*
- *The soft costs as a percentage of total construction costs have been estimated based upon commonly accepted industry standards and recent marine construction projects in the project region.*

**Match, Cost Share and Partner Contributions:** Applicant must identify the amount of cash and the value of in-kind contributions that you, a partner, and/or entity will contribute to the project. Describe how the contribution(s) will directly and substantively benefit completion of the project. For additional information refer to 50 CFR §86.32 and 50 CFR §86.33.

**EXAMPLE:** *A total of \$459,000 of local matching funds have been pledged as follows. Please note that Anytown Marina, LLC will provide funding for the non-eligible portion of the project:*

- *Anytown Marina, LLC will provide \$350,000 in direct (cash) contribution to the project. Anytown Marina, LLC is the primary subgrantee for the project and will own and operate the proposed transient dock.*
- *River Master Events will provide \$100,000 in direct (cash) contribution to the project. River Master Events is a local group responsible for organizing and hosting water and boating-related events such as fishing tournaments.*
- *Anytown USA Business Association aids with business growth in the Anywhere area. They have committed \$9,000 cash toward this project.*

**Proration:** Applicant must prorate costs for facilities that will benefit operators of boats other than eligible transient recreational vessels at least 26 feet long and non-boating users sharing landside facilities such as restrooms, showers, laundry, etc.

**Example:** *90% of the proposed dock will be dedicated for use solely by eligible transient boaters. With this in mind, a prorating factor of 90% has been applied to all estimated project costs.*

**Useful Life:** Applicants must estimate the useful life in years of each capital improvement for the proposed project. A capital improvement is typically a structure that costs at least \$25,000 to build or a repair or renovation of a structure costing at least \$25,000 that increases the structure's useful life by 10 years or more.

**EXAMPLE: Floating Docks**

*The proposed floating dock system will consist of steel-framed docks on HDPE polytub flotation. Pine decking with an innovative new coating will be used to match the existing docks at the marina. The system will be produced by a qualified commercial dock*



*supplier. Commercially produced polytub pontoon dock systems typically have a useful life of between 20 and 30 years. In this case, a minimum useful life of 20 years will be specifically designated in the performance specifications for the floating docks. As part of the design review process, the contractor/dock supplier will be required to certify that the useful life of the product meets or exceeds this minimum requirement.*

*Slip Utilities*

*All utility equipment (i.e. –pedestals, distribution panels, etc.) will be purpose-designed for use in the marine environment with a minimum design life of 20 years to meet or exceed the life expectancy of the floating dock system.*

Contingency Costs (If Applicable): Explain how any contingency costs were calculated and why they are necessary to improve the precision of your budget estimates. These costs are permissible but must be separately identified in your budget. They must comply with federal cost principles, be necessary and reasonable for proper and efficient accomplishment of project or program objectives and be verifiable from your financial records.

Program Income (If Applicable): Indicate the method or combination of methods (deduction or addition) of applying your expected program income. For additional information please refer to 50 CFR §86.77 and 50 CFR §86.78 in the Code of Federal Regulations. It is easiest to not charge fees for use on any part of the project until it has been finished, reimbursement completed, and the grant closed with the State agency.

Equipment (If Applicable): Provide a list of equipment to be purchased with BIG funds. Typically, equipment includes tangible personal property having a useful life of more than one year and a per-unit acquisition cost of \$5,000 or more.

After Project Completion User Fees (If Applicable): Describe the amount and frequency of fees charged to transient boaters for the use of the funded infrastructure, after construction is complete and the Subgrantee Agreement has been terminated. Fees charged must be comparable to those charged regionally. The collected fees should be used for operation and maintenance of the funded infrastructure for its useable life.

## **F) Supporting Documentation**

*Title this section “Supporting Documentation.” Your proposal will be scored on the quality of the access you provide for eligible boaters to significant destinations, services, and other amenities. Please provide additional context by visually depicting the following:*

- All applicants must authorize and give authority to a designated representative to apply for and administer the grant on behalf of the applicant. If applicant is a private company, provide a letter, OR if applicant is a governmental entity, provide an adopted resolution, by the Governing Body, stating that the Governing Body is willing to enter into a 20-year agreement for the maintenance and operation of the project.
- All applicants must provide site control documentation for the upland portion of project site (e.g. deed, lease, title search, etc.).
- All applicants must provide project location using Global Positioning System (GPS) coordinates in the following format: degrees:minutes:seconds.
- All applicants must provide a boundary map of the project area. The map must provide a description and sketch of the project area boundaries, displaying known easements, and be legally sufficient to identify the in-water and upland project area.
- All applicants must include a local map that shows the facility location, and navigable water bodies. Include images that show proximity or distances to significant destinations, services, terrain considerations, access, or other information applicable to the project and available for used by transient boaters. Include images that illustrate the need for the proposed project.
- All applicants must submit existing condition photographs sufficient to depict the physical characteristics of project site. Clearly mark the proposed project components. Clearly mark areas that are for (1) eligible transient recreational boaters, (2) areas that are not generally defined as transient, and (3) areas for shared use between eligible and non-eligible users.
- All applicants must provide an 8.5” X 11” photocopy (project site vicinity only) of a current NOAA North American Datum 83 nautical chart (provide the NOAA chart name and number) indicating the precise location of project site.
- All applicants must provide a map of water depths noted from main navigational channel to project site. Include depths for any waterside areas that transient boaters will access (if there is a dredging component included in this project please note depths before and after project completion). If dredging is proposed, you must include an aerial photograph or schematic drawing to indicate the specific area(s) you intend to dredge.
- If applicable to your project and you have already acquired or completed, please provide photocopies of the following:
  - Necessary project permits or applications
  - State lands authorization
  - Engineering cost estimate
  - Preliminary design/Engineering plans