



2020 GMA-Climate Change Planning-Grant Application

Washington State cities and counties may apply for grant funds to assist with the cost of preparing climate change plans, policies and/or projects that are integrated within Growth Management Act (GMA) comprehensive plans.

Eligibility Requirements

Eligible applications must meet the following minimum criteria:

1. Applicant must be a town, city or county in Washington State;
2. The proposed local action must fit one of the following categories: 1) Amendment to a comprehensive plan that integrates climate change goals, objectives and policies into GMA required elements; 2) Development of a climate change mitigation and/or adaptation plan that is part of a comprehensive plan. 3) Development of separate climate change chapter for a GMA comprehensive plan; and
3. Commerce must receive all grant related deliverable items by **June 20, 2021**.
4. **All grant related activities must be concluded by June 30, 2021.**

Funding

Commerce has budgeted \$100,000 in GMA financial assistance for this grant program for the 2019-21 State Biennium. Commerce intends to award five (5) grants in the amount of \$20,000 each through a competitive application process.

Any grant awarded as a result of this application process is contingent upon the availability of funding.

Evaluation Criteria

Applications will be evaluated based on the following criteria:

1. How well does the proposed project address planning and specific local climate change issues?
2. Does the proposed project include significant greenhouse gas emission reductions?
3. Does the proposed project potentially increase the resiliency/adaptive capacity of a specific jurisdiction or region?
4. To what extent will the project help the State of Washington reach its climate change goals?
5. Is the applicant ready to proceed with developing the proposed climate change project?
6. Is there support from local economic development organizations and consistency with regional economic development strategies as specified in locally adopted comprehensive plans and/or comprehensive economic development strategies (CEDs)?
7. Extra consideration will be given to applicants/jurisdictions with under 100,000 in total population.

Timeline	
<p>Application Due Date: June 19, 2020 5:00 p.m.</p>	<p>Application Submission Requirements:</p> <p>Applications must be received by Commerce no later than 5:00 PM, Pacific Time, in Olympia, Washington, on June 19, 2020.</p> <p>Applications and supplemental materials shall not exceed fifteen (15) pages.</p> <p>Applications must be submitted electronically as an attachment to an e-mail to the designated Commerce contact, at the e-mail address listed below. Attachments to e-mail shall be in Microsoft Word format or PDF. Zipped files cannot be received by Commerce and cannot be used for submission of proposals. Commerce does not assume responsibility for problems with Applicant's e-mail. If Commerce email is not working, appropriate allowances will be made.</p> <p>Proposals may not be transmitted using facsimile transmission.</p> <p>Applicants should allow sufficient time to ensure timely receipt of the proposal by Commerce. Late proposals will not be accepted and will be automatically disqualified from further consideration, unless Commerce e-mail is found to be at fault at Commerce sole determination. Requests for deadline extensions will not be granted. All proposals and any accompanying documentation become the property of Commerce and will not be returned.</p> <p>Submit one electronic copy to the following Commerce contact person: Gary Idleburg, Senior Planner, gary.idleburg@commerce.wa.gov</p>
<p>June 29, 2020</p>	<p>Announcement of projects selected.</p>
<p>July 13, 2020</p>	<p>Grant contracts executed.</p>
<p>June 30, 2021</p>	<p>Project must be complete and grant funds expended.</p>

Program Policies

1. Commerce anticipates awarding a total of five (5) grants in the amount of \$20,000 each.
2. Grant funds will be distributed on a reimbursement basis, with 10% withheld and until project is complete and project deliverables have been received and verified by Commerce.
3. All project activities must be completed, grant funds utilized, by June 30, 2021. Commerce reserves the right to require amendments to the project scope and deliverables following notification of a successful application.

I. Applicant Information

Applicant Name	
Statewide Vendor Number	
Jurisdiction Type	<input type="checkbox"/> County <input type="checkbox"/> City
Contact Name	
Contact Title	
Mailing Address	
City, State Zip	
Contact Phone	
Contact Email	
Letter of Support	<i>Please attach a letter of support signed by the chief elected official of the city, town, or county making the application.</i>



II. Project Description	
Project Title	
Which project option is proposed to be completed? <ol style="list-style-type: none">1. Amendment to a comprehensive plan that integrates climate change goals, objectives and policies into GMA required elements.2. Development of a climate change mitigation and/or adaptation plan that is part of a comprehensive plan.3. Development of separate climate change chapter for a GMA comprehensive plan.	
Brief Project Description	

<p>Scope of Work Timeline and Deliverables</p>	<p><i>Please attach a project plan identifying the tasks and milestones for the project.</i></p> <ul style="list-style-type: none"> • <i>Identify the project tasks and milestones.</i> • <i>Identify the projected completion date of each project task. The project timeline must show completion of the project by June 30, 2021.</i> • <i>Identify the project deliverables that will be completed and submitted to Commerce. Please explain how the deliverables will show successful project completion.</i> • <i>Budget that identifies deliverables and costs, see example. (Final deliverable must be at least 90% of total contract amount.)</i>
<p>Describe how the proposal is consistent with the locally adopted comprehensive plan and the regional economic development strategy.</p>	
<p> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Application Pending </p>	

III. Supplemental Information

Applicants are encouraged to submit supplemental information to demonstrate how their project is consistent with the evaluation criteria. This may include, but is not limited to, maps, a detailed scope of work with project costs, a proposed work plan, letters of support, and additional background information about the impacts from climate change on the jurisdiction. The application and supplemental materials shall not exceed fifteen (15) pages.

Commerce Staff Contact:

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