



**CALL FOR  
ARTIFICIAL REEF  
CONSTRUCTION & MONITORING  
GRANT APPLICATIONS  
FOR FISCAL YEAR 2012-2013**



Florida Fish & Wildlife Conservation Commission  
Division of Marine Fisheries, Artificial Reef Program  
620 South Meridian Street, Box 4B2  
Tallahassee, FL 32399-1600  
(850) 487-0554  
<http://myfwc.com>





## CALL FOR ARTIFICIAL REEF CONSTRUCTION AND MONITORING GRANT APPLICATIONS FOR FISCAL YEAR 2012-2013



FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION (FWC)  
DIVISION OF MARINE FISHERIES MANAGEMENT

The Florida Artificial Reef Program within the FWC Division of Marine Fisheries Management anticipates the availability of up to \$500,000 in U.S. Fish and Wildlife Service Federal Aid in Sport Fish Restoration Program funds, and an estimated \$300,000 in state saltwater fishing license revenues for artificial reef related activities. These funds will be made available through a grants-in-aid program for artificial reef construction on a cost reimbursement basis and for science-based biological or socio-economic artificial reef monitoring projects on either a cost reimbursement or fee schedule basis.

This year's application form is the same as last year's form, consistent with "The Florida Artificial Reef Program" rule, Chapter 68E-9 FAC. As in last year, a cap of \$60,000 is set for an artificial reef project per fiscal year, and any project request greater than \$60,000 will require additional information pursuant to Chapter 68E-9.006.

Two applications are enclosed with this announcement, one for general artificial reef *construction* and one for general artificial reef *monitoring*. Applications for other complex planning, research and evaluation projects must be submitted in a formal proposal describing all details of the proposed project. Only one application for each type of project will be accepted from a given applicant. Eligible applicants include local coastal governments, State of Florida public universities and certain nonprofit organizations (one of whose principle charges as stated in By-laws or Articles of Incorporation is the construction and/or monitoring of artificial reefs), pursuant to Chapter 379.249, F.S. and according to the provisions of Chapter 68E-9 FAC. Other interested entities would need to work in partnership or be subcontracted by an eligible applicant entity.

If multiple entities are submitting the same category of application from within the same county geographic boundaries, the highest ranked single project from within the county will be selected for that category.

**Applications must be received no later than Friday April 20, 2012, by 5 p.m.**

**Artificial reef *construction* applications will not be considered unless accompanied by documentation of a permitted site valid through August 31, 2013.**

**Any previously unsubmitted Materials Placement Reports (i.e. both grant and non-grant funded) must accompany all applications for all reef construction projects completed by the applicant during the previous fiscal year (as required by Federal artificial reef permit conditions).**

Grants are awarded on a competitive basis. Competition for grant funding is expected to be high this year for the anticipated \$800,000 funding. Last year \$1,399,071 was requested and only \$673,764 could be funded due to reduced federal funding. The evaluation and ranking of applications is accomplished through a numerical rating process involving multiple independent reviewers and based directly on the provisions of Chapter 68E-9.005 FAC.

Applicants should be aware that the FWC requires grant recipients to provide a substantial amount of contract management and project oversight, including direct supervision of all subcontractors. All applicants are strongly encouraged to develop and formulate a long-term plan for the development of artificial reefs in their geographical area and monitoring of their effectiveness. For any additional information regarding the artificial reef grants program, please contact Jon Dodrill, Bill Horn, or Keith Mille at the letterhead address listed below or by telephone at (850) 487-0554. Applicants are encouraged to contact staff for pre-application consultation prior to submittal.

Notification of conceptual grant awards will take place by June 15, 2012. Confirmation of state project funding levels will be known by July 2, 2012. Federal project funding levels will be known by July 31, 2012.

**Applications should be sent to the Artificial Reef Program at one of the following addresses:**

620 South Meridian Street, Box # 4B2, Tallahassee, Florida 32399-1600 (mail)  
2590 Executive Center Circle East, Berkeley Building, Suite 203, Tallahassee, Florida 32301 (courier)



# FWC DIVISION OF MARINE FISHERIES MANAGEMENT

## ARTIFICIAL REEF CONSTRUCTION GRANT APPLICATION

Applicant			Project Manager		
Name of local coastal government, university, or eligible not-for-profit corporation			Printed Name, Title		
Mailing Address			Mailing Address		
Physical Address, for courier service, with zip code (if different than mailing address)			Physical Address, for courier service, with zip code (if different than mailing address)		
City	State	Zip Code	City	State	Zip Code
Telephone (    )	Fax (    )		Telephone (    )	Fax (    )	
FEID Number			Email address		

**I hereby certify that all information submitted with this application is true and complete to the best of my knowledge.**

Signature of Applicant	Date	Printed Name and Title
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Project Description		
Name of Proposed Reef Project: _____		
Types of Material Proposed for Deployment: _____		
Amount of Material (tons), and/or Number of Module Units Proposed for Deployment: _____		
Proposed Coordinates LAT/LON decimal minutes: _____		Depth (ft.): _____
Grant Funds Requested: \$ _____	Matching Funds (Cash Only): \$ _____ <small>(attach letter stating cash match amount)</small>	Total Project Cost: \$ _____

Artificial Reef Site Permit Information	
(to be provided for each permitted site to be used, <i>permits must be valid through August 31, 2013</i> )	
Name of Permit Holder: _____ <small>(if different than applicant, attach a letter of authorization from the permit holder to use the site)</small>	
Name of Permitted Site: _____	
<input type="checkbox"/> Check here if the permitted site is located in State waters	
USACOE Permit Number:	Issued:    /    /
	Expires:    /    /
FDEP Permit Number: <small>(for sites located State waters)</small>	Issued:    /    /
	Expires:    /    /
<input type="checkbox"/> Check here if information for additional permitted sites is attached.	

**ALL APPLICANTS MUST SUBMIT RESPONSES TO THE FOLLOWING AS ATTACHMENTS CORRESPONDING TO THE INDICATED NUMBERS:**

Attached

FWC use only

**Project Site Selection and Environmental Assessment**

1. A general location map using the most recent NOAA nautical chart showing:
  - a. The chart name, chart number, and date of chart;
  - b. The coastline adjacent to the proposed deployment location;
  - c. The bearing and distance (in nautical miles) from a described navigational marker or distinctive topographical feature (e.g. mouth of inlet) to the proposed deployment location.....(a-c, required documentation)
  
2. An accurate and legible site-specific map (recommended on 8 1/2 x 11 paper) of the proposed deployment area showing:
  - a. Compass rose with a north arrow, scale, and legend;
  - b. Name of permitted site;
  - c. Dimensions (in feet) of the permitted site (length/width for polygons, radius for circular sites);
  - d. Area of the permitted site in acres and/or square nautical miles;
  - e. Center and corner coordinates in latitude/longitude format as described in the Army Corps of Engineers permit;
  - f. Directional orientation of permitted site in relation to the compass rose;
  - g. Overlay of the permit corner coordinates with the most recent NOAA nautical chart and *compare the permit corner coordinates with the charted permit area. Discuss any discrepancies between the NOAA charted site and the permit*;
  - h. Minimum and maximum water depths (feet, MLW) for the permitted site;
  - i. All previous public reef deployments in the permitted site and the proposed deployment with a reference number for each;
  - j. A table (on a separate page) which lists by reference number the deployment date, type, amount of materials, and coordinates in latitude/longitude for each prior deployment and the proposed deployment in the permitted site.
  - k. The location of the closest natural habitats (e.g., hardbottom) to the deployment site.....(a-k, required documentation)
  
3. The results and a discussion of a bottom survey for the proposed deployment site which includes the date the survey was accomplished, the type of survey used (visual or fathometer), an estimate of the total area surveyed (in square feet) and a description of the sediments or occurrence of natural hardbottom and/or existing artificial reefs observed. Provide confirmation that there is no natural hardbottom or seagrass habitat within 150 ft. of the deployment site. Note: visual surveys by SCUBA are required at depths of 100 fsw or less.....(up to four points)
  
4. An environmental assessment that justifies the project site based upon minimum environmental impact. The environmental assessment should include a description of potential onsite, offsite, and cumulative impacts of the proposed artificial reef construction project on vegetation, threatened or endangered species, fisheries, wildlife, water quality, and cultural resources.....(up to five points)
  
5. A discussion of the availability of other relevant prior biological, or environmental data associated with the proposed reef site or general reef vicinity.....(up to four points)
  
6. A discussion of the range of wave height, current velocity, temperature, salinity, visibility, tidal range, and other physical oceanography conditions and how those factors may affect the project.....(up to five points)
  
7. Material Placement Report Forms for any previously unsubmitted non-FWCC funded public reef projects completed during the last calendar year (as required by Federal Permit conditions), listed by material type and deployment date.....(Statute requirement)
  
8. The number of existing artificial reef deployments (materials) within a 0.25 nm radius of the proposed project. Depict each deployment on the site-specific drawing required in number 2(i) above (more points awarded for fewer deployments).....(up to four points)

**Project Objectives**

- 9. Specific, well defined and measurable objectives to gauge the success of the project.....(up to four points)
- 10. A plan to measure the success of project objective achievement .....(up to five points)

**Project Design**

- 11. A detailed description and discussion of the reef design and configuration, habitat complexity, interstitial spaces, surface area, material placement and positioning.....(up to ten points)
- 12. A demonstration of the durability and stability of the reef material at the depth proposed for placement based on prior field evaluations or stability analyses.....(four points)

**Project Planning and Management**

- 13. A project timeline and construction schedule.....(required documentation)
- 14. Number of staff and percentage of time available to undertake administrative and field aspects of project, including subsequent monitoring and assessment.....(up to five points)
- 15. A written artificial reef monitoring and assessment plan, if available.....(up to five points)
- 16. A five year local artificial reef management plan which shows linkage with the proposed project, if available.....(up to five points)
- 17. A demonstration of involvement with a marine advisory board with input on artificial reef issues, if available. Include a listing of marine advisory board members, and a copy of the most recent meeting minutes regarding the proposed project.....(two points)
- 18. One complete copy of each active ACOE and DEP permit with accompanying permit conditions applicable to the project.....(permit requirement)

**Local Demand and Public Access**

- 19. A demonstration of public support for the proposed artificial reef project, based upon written letters or resolutions of support less than six months old.....(up to five points)
- 20. The presence of at least one navigable inlet access point within 20 nautical miles of the project site (list the number of).....(three points)

**Material Transport and Ownership**

- 21. A plan to address logistics, coordination, staging area availability, material location, and material transport and handling.....(up to five points)
- 22. Assurance of the availability of reef material for the proposed project, with an itemized list describing the materials proposed to be deployed.....(three points)
- 23. Proof of ownership. For all proposed reef materials, indicate whether the reef material has already been purchased or donated (including letter(s) of verification).....(permit requirement)

**Project Practicality**

- 24. An approximate estimate of handling and transportation cost per ton for secondary use materials, and/or purchase, handling, and transportation cost per unit for pre-fabricated materials. Discuss the extent to which the project is physically and economically feasible based upon the project description and the requested project funding.....(up to five points)
- 25. The percentage financial match of the project. Although providing cash match funds is not required, the commitment to provide funds to help construct the proposed artificial reef will be ranked in proportion to the percentage match of the project.....(up to four points)

Attached

FWC use only

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Attached

FWC use only

26. The applicant's total artificial reef construction/monitoring budget (excluding funds requested from this grant) for the current calendar year including a description and amounts of additional funding by funding source.....(information only, no points)

\_\_\_\_\_

**Non-profit Eligibility Verification**

27. Documentation of 501(c)(3) tax status from the Internal Revenue Service.(Statute requirement)

\_\_\_\_\_

28. Documentation of the corporation's By-laws and/or Articles of Incorporation which include artificial reef monitoring and/or development as an objective.....(Statute requirement)

\_\_\_\_\_

**Procurement of Commodities or Contractual Services Verification**

29. Documentation of the intended means which commodities or contractual services will be procured, pursuant to the requirements of Section 287.057, Florida Statutes. For Agreements in the amount of \$35,000 or less, grantees will be required to obtain a minimum of two written quotes for any subcontracts. For Agreements in excess of \$35,000, grantees will be required to publicly advertise and send bid specifications to a minimum of five potential subcontractors. For any Agreement requesting the use a sole source vendor, provide clear justification (in the response to this item) for Commission review and approval .....(Statute requirement)

\_\_\_\_\_

**THE FOLLOWING ADDITIONAL ITEMS WILL BE DETERMINED BY FWCC:**

30. Overall quality of application preparation and accuracy..... (up to four points)

\_\_\_\_\_

31. The project is an innovative project or designed to provide future monitoring potential..... (up to five points)

\_\_\_\_\_

32. Estimated percent coverage of natural hardbottom in the multi-county area. More points allotted to lesser coverage.....(up to eight points)

\_\_\_\_\_

33. Number of recreational boats 16 feet long or longer registered in the affected County.....(up to five points)

\_\_\_\_\_

34. Number of one-year resident and nonresident recreational fishing license holders in the affected county..... (up to five points)

\_\_\_\_\_

35. Number of charter/head boats in the affected county.....(up to five points)

\_\_\_\_\_

36. The applicant is located in an economically depressed rural coastal county.....(five points)

\_\_\_\_\_

37. First time participation in the program by the applicant.....(five points)

\_\_\_\_\_

38. The applicant's historic ability to ensure timely project completion, and compliance with grant agreement terms and conditions based upon the most recent grant agreement performance.....(up to five points)

\_\_\_\_\_



# FWC DIVISION OF MARINE FISHERIES MANAGEMENT ARTIFICIAL REEF PROGRAM

## MONITORING GRANT APPLICATION

Applicant				Project Manager			
Name of local coastal government, university, or eligible not-for-profit corporation				Printed Name, Title			
Mailing Address				Mailing Address			
Physical Address, for courier service, with zip code (if different than mailing address)				Physical Address, for courier service, with zip code (if different than mailing address)			
City	State	Zip Code		City	State	Zip Code	
Telephone (    )	Fax (    )			Telephone (    )	Fax (    )		
FEID Number				Email address			

**I hereby certify that all information submitted with this application is true and complete to the best of my knowledge.**

Signature of Applicant	Date	Printed Name and Title

### Project Description

**Name of Proposed Monitoring Project:** \_\_\_\_\_

**Duration of Project:** \_\_\_\_\_ **Type and Number of Monitoring Events:** \_\_\_\_\_

Fish Census
Mapping
Other

<b>Grant Funds Requested:</b>	<b>Matching Funds (cash only):</b>	<b>Total Project Cost:</b>
\$	\$	\$

### Monitored Reef Description (to be provided for each distinct reef site to be monitored)\*

**Name of Specific Reef to be Monitored:** \_\_\_\_\_

**Name of Permitted Site:** \_\_\_\_\_

**Original Funding Source Used to Construct the Specific Reef:** \_\_\_\_\_

and  
(if applicable): \_\_\_\_\_

State of Florida Grant Number
Year State Funded
Amount State Funded

**Types of Material to be Monitored:** \_\_\_\_\_

Deployment Date:
Maximum Depth:
Maximum Vertical Relief:

**Check here if information on additional specific reefs to be monitored is attached. \*(see page two)**

**\*Please complete separate boxes for those projects with distinct reefs where either:**

- More than one permitted site is involved;
- More than one reef complex is involved; or
- Reefs were deployed in different years involving different grants.

\*(attach additional pages if necessary)

Monitored Reef Description			
Name of Specific Reef to be Monitored: _____			
Name of Permitted Site: _____			
Original Funding Source Used to Construct the Specific Reef: _____			
and (if applicable): _____			
State of Florida Grant Number	Year State Funded	Amount State Funded	
Types of Material to be Monitored: _____			
Deployment Date: _____	Maximum Depth: _____	Maximum Vertical Relief: _____	

Monitored Reef Description			
Name of Specific Reef to be Monitored: _____			
Name of Permitted Site: _____			
Original Funding Source Used to Construct the Specific Reef: _____			
and (if applicable): _____			
State of Florida Grant Number	Year State Funded	Amount State Funded	
Types of Material to be Monitored: _____			
Deployment Date: _____	Maximum Depth: _____	Maximum Vertical Relief: _____	

**ALL APPLICANTS MUST SUBMIT RESPONSES TO THE FOLLOWING AS ATTACHMENTS CORRESPONDING TO THE INDICATED NUMBERS:**

**Attached**

**FWC use only**

**Area Charts and Site Maps of the Project:**

1. A copy of a current NOAA nautical chart showing the specific reef(s) proposed to be monitored.....(information only, no points)
2. A copy of a separate drawing or map of the specific reef proposed for monitoring with a scale in feet, the locations of sampling stations, the distance in feet between sampling stations, and the center of the site in decimal minutes.....(information only, no points)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

**Monitoring Objectives of the Project:**

3. Clearly state project monitoring or assessment objectives ..... (up to five points)
4. Identify the value and usefulness of the proposed data collected to the FWC and how the data can be used to determine the reef's effectiveness in meeting the objectives for which the reef was constructed..... (up to five points)
5. Identify how the project may address unresolved scientific issues or provide data relevant to artificial reef management..... (up to five points)
6. Demonstrate that the project is fully endorsed by the local government coordinator, the county has a written monitoring plan in-place and will provide continuing (multi-year) monitoring support.....(two points)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

**Monitoring Methods and Schedules:**

7. Clearly present the data collection methods and describe why they are scientifically acceptable, proven field methods and are appropriate for the specific monitoring objectives stated above. .... (up to five points)
8. Provide a detailed timeline and schedule for sampling events and a fee schedule per event to determine the cost effectiveness of the project in relation to the quality, quantity and type of data expected to be collected. Include a detailed budget itemizing all anticipated project expenses in support of the proposed fee schedule.....(up to five points)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

**Quality Control Procedures**

9. Provide details on the procedures to be used to check on the quality of the data as it is collected and handled (i.e. Quality Assurance/Quality Control plan)..... (up to five points)
10. List the qualifications, training and experience of the individuals performing the data collection and analysis. .... (up to five points)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

**Deliverables**

11. Clearly describe the final project deliverables..... (up to five points)
12. Clearly describe how the data will be transferred to the FWC, in acceptable format and demonstrate that the data will be compatible with FWC computers..... (up to five points)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

**Non-profit Eligibility Verification**

13. Documentation of 501c(3) tax status from the Internal Revenue Services..(statute requirement)
14. Documentation of the corporation's By-laws and/or Articles of Incorporation which include artificial reef monitoring or development.....(statute requirement)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

**Procurement of Commodities or Contractual Services Verification**

15. Documentation of the intended means which commodities or contractual services will be procured, pursuant to the requirements of Section 287.057, F.S. For Agreements in the amount of \$35,000 or less, grantees will be required to obtain a minimum of two written quotes for any subcontracts. For Agreements in excess of \$35,000, grantees will be required to publicly advertise and send bid specifications to a minimum of five potential subcontractors. For any Agreement requesting a sole source vendor, provide clear justification (in the response to this item) for FWC approval.....(Statute requirement)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
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**THE FOLLOWING ADDITIONAL ITEMS WILL BE DETERMINED BY FWCC:**

16. The applicant's historic commitment to timely project completion and compliance with grant agreement terms and conditions based upon the most recent monitoring grant agreement performance.....(up to five points)
17. If the project is a continuation of an ongoing multi-year project effort, the FWC will determine if past deliverables provided reliable and useful data and demonstrated high compliance with prior grant agreement terms and conditions.....(up to three points)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____