

BARNSTABLE COUNTY FY25 LICENSE PLATE GRANT PROGRAM **DRAFT**

SUPPORTING A STRONG AND VIBRANT CAPE COD

SEPTEMBER 2024

The Cape Cod Commission (Commission), on behalf of Barnstable County and the Barnstable County Economic Development Council (BCEDC), is seeking proposals from local or regional governmental or nonprofit agencies for projects that support the area's economic resiliency and advance the goals and actions of the [2024 Comprehensive Economic Development Strategy](#) (CEDS). Approximately \$300,000 has been allocated for the grants. Grants will be available in two categories; Micro Grants for projects of \$25,000 or less and Major Grants for projects of up to \$150,000.

Submitted proposals should advance at least one of the ten key actions of the 2024 CEDS, which are summarized as follows (see the CEDS for the complete description of each):

Incentivize Year-round Housing: Encourage year-round safe, stable, and affordable housing available for current and future residents and employees.

Simplify Appropriate Housing Development: Pursue opportunities to simplify the housing development and redevelopment process in appropriate locations through zoning changes, pre-approved plans, and other strategies outlined in the Regional Housing Strategy.

Provide Opportunities for Organizations and Entrepreneurs to Pilot Ideas: Continue to expand entrepreneurial support programs, increase access to funding, and provide spaces for new businesses to pilot their ideas, ensuring long-term success and continuity.

Support Year-round Community Activity and Civic Engagement: Promote greater awareness about the year-round offerings of the region and leverage opportunities to create greater year-round activity.

Develop and Connect Students and Workforce to Educational and Training Opportunities: Align the region's educational and vocational training programs with business needs and improve awareness and accessibility for diverse participants, targeting both existing and emerging industries

Identify and Support Growing Industries in the Region: Continue to support growing industries, identifying emerging sectors and aligning workforce training and incentives to attract and sustain these industries.

Invest in Water Quality and Wastewater Infrastructure: Secure funding for water quality and wastewater infrastructure projects that support housing and other development in more compact, walkable, active areas, and to remediate the region's water quality impairments.



Invest in Broadband Infrastructure: Work with existing, and potentially new, broadband providers to increase broadband infrastructure and reliability throughout the region.

Advocate for Replacement of the Canal Bridges: Expand data collection on potential economic impacts of the bridge closures, secure additional state and local funding, and communicate with residents about future possible impacts.

Advance Climate Change Resiliency: Implement nature-based solutions, advance local Climate Action Plans, expand energy efficiency programs, and strengthen the region's transportation infrastructure to reduce greenhouse gas emissions and protect vulnerable communities.

GRANT CATEGORIES

Micro Grants

Micro Grant projects will provide quick, flexible funding necessary to boost or expand an economic development related initiative. Micro Grant projects should be completed within one calendar year. The maximum award amount is \$25,000 with no match required.

Major Grants

Major Grant projects should build on regional and local planning focused on infrastructure and capital facilities, housing, economic development, land-use, natural resource protection, and climate change/sea-level rise. Ideally, projects will implement planning recommendations such as zoning and related regulatory changes, the design of infrastructure improvements, strategic property acquisitions, and other often difficult to fund activities necessary to address major impediments to economic development in the region.

Major Grant proposals may be submitted for up to \$150,000 and project timelines may span up to three years. A 25% match is required of applicants. Match funding may be either cash or in-kind.

SUBMISSION REQUIREMENTS FOR MICRO AND MAJOR GRANTS

Applicants are required to complete each section of the application (contact information, project narratives, scope of work, budget, and staffing plan) and submit as a pdf to bcedc@capecod.gov. In addition, each proposal should include letters of support from project partners completing any work on the grant. If applicants intend to leverage the License Plate Grant Funding for a small grants program, the evaluation criteria that will be used to evaluate grant recipients must be attached.

Micro Grant proposal narratives (contact information, project narrative, and scope of work) should not exceed 5 pages. Major Grant proposal narratives (contact information, project narrative, and scope of work) should not exceed 10 pages.

Proposals must include the following:

- Identification of project manager and potential project partner(s) and their roles, if any; description of organizational capacity and staffing plan
 - Letters of support from project partners (if applicable)
- Brief project description
- Statement regarding how the project advances at least one of the Key Actions of the 2024 CEDS and is consistent with the CEDS goals, including whether the project is intended to advance and/or expand upon local planning initiatives aligned with the CEDS vision, goals, and action plan.
- Statement regarding how the project will advance the regional growth policy to direct growth into centers of activity and away from sensitive resources.
- Identification of economic development needs and priorities met by the project.
- Identification of the anticipated economic development impact of the project. How will the project support the region's economic resiliency?
- Anticipated implementation challenges
- Scope of work with tasks and descriptions, deliverables, and timelines for each
- Budget including budget narrative
- Staffing plan

Additional information may be requested to better understand a proposal or its costs during the evaluation process.

PROPOSAL EVALUATION PROCESS AND NOTIFICATION

To be considered for funding, proposals must meet the following minimum criteria:

- A complete proposal with all information/documentation provided (Micro Grants and Major Grants selected for full proposal)
- Demonstrated capacity and ability to complete all work within the allowable timeframes
- Advancing one or more of the key actions in the 2024 Cape Cod CEDS

Funds will be provided on a reimbursement basis based on required reports and deliverables. Match funds are not required for Micro Grants. A 25% match is required for Major Grants. Match funds beyond what is required will be considered during application scoring. Grant proposals are due no later than **November 18, 2024**. Selected applicants will be notified in January 2025.

FY25 Barnstable County License Plate Grant Program Application Contents

CONTACT INFORMATION

Organization Name:

Location:

Project Manager:

Name

Title

Email

Project Partners:

For each project partner, please provide a short description of their role in implementing the project. If you need more space, please attach an additional sheet.

PROJECT INFORMATION

Name of Project

Brief Project Description (100 words)

How does the project advance one or more 2024 Cape Cod CEDS Key Actions?

Is the project intended to advance and/or expand upon local planning initiatives aligned with the CEDS vision, goals, and action plan?

What economic development needs/priorities will this project address?

What is the anticipated impact of this project on these economic development needs/priorities? How will this project support Cape Cod's economic resiliency?

Are there any anticipated challenges to implementing the project within the required timeframe of the grant award?

Would the funding be used to support a grant program? Yes No

If yes, the program review criteria must be attached as a PDF.

SCOPE OF WORK & PROJECT TIMELINE

Please fill in the task name, a brief description, and the deliverable/final product. If you have more than 5 tasks, please attach an additional sheet(s).

Task 1:

Description:

Deliverable:

Estimated Completion Date:

Task 2:

Description:

Deliverable:

Estimated Completion Date:

Task 3:

Description:

Deliverable:

Estimated Completion Date:

Task 4:

Description:

Deliverable:

Estimated Completion Date:

Task 5:

Description:

Deliverable:

Estimated Completion Date:

BUDGET

Please fill in all budget categories relevant for your proposed project, including a brief description of the funds requested. The total amount requested should equal the total amount noted in the scope of work (see last section). All project expenses are provided on a reimbursement basis.

Category	Amount Requested	Match Amount (optional)	Total Project Cost	Budget Narrative
Personnel/Labor <i>(from Staffing Plan)</i>				
Fringe Benefits <i>(from Staffing Plan)</i>				
Travel				
Equipment				
Supplies				
Contractual/Consulting				
Small Grants Program				
Other				
Total Direct Cost				
Indirect Costs*				
Total				

*Maximum of 15% of project direct cost unless the project applicant has a Negotiated Indirect Cost Rate Agreement.

Staff Name and Title	Tasks/Responsibilities

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