

NMED RESPONSE TO 2008 RERI RFP QUESTIONS

#	Applicant's Question	NMED's Response
1.	What are some example RERI projects from last year?	A summary table of 2007 RERI projects can be found at http://www.nmenv.state.nm.us/swqb/RERI/index.html
2.	Are past proposals available for us to look at?	The 2007 proposals are public information and are available for review with a public information request in writing.
3.	What is the total amount available for the 2008 RERI, and what are the anticipated number of grantees or the suggested maximum budget amount per application?	<p>The legislature appropriated \$2.8 million this year for river ecosystem restoration. Defining a dollar amount in the RFP limits NMED's ability to exceed that amount if more funds are made available at a later date.</p> <p>NMED is not providing a maximum budget amount or anticipated number or grantees. That will be determined upon ranking of the proposals received. To review the amounts that were awarded last year, please see our website at: http://www.nmenv.state.nm.us/SWQB/RERI/index.html.</p>
4.	What is meant by "adequate planning?"	Adequate planning means the applicant is ready to start the physical project soon.
5.	What do you mean by "physical projects?"	Physical projects means doing on-the-ground restoration work.
6.	Is there any rule against submitting multiple proposals for the same watershed?	No, there is no rule against multiple proposals being submitted for the same watershed or by the same organization.
7.	<p>Does an applicant have to have a government or quasi-government fiscal sponsor?</p> <p>What do you mean by "proof of fiscal accountability?"</p>	<p>A government or quasi-government fiscal agent is not a requirement for RERI funding. However in order to be funded, the applicant is required to show proof of fiscal accountability. This means the applicant has demonstrated its ability to document and track expenditures, and submit timely and detailed invoices in accordance with contract requirements. Proof of fiscal accountability can be shown through a discussion of how finances were managed for prior grant projects or contracts, or submission of fiscal information such as asset/liability worksheets or tax forms.</p>

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8.	<p>Could you please clarify whether in the RERI program there are any set fees on:</p> <ul style="list-style-type: none"> • Personnel hourly rates • Contractor hourly rates • Per diem without overnight stay • Any other fee limits 	<p>There are no set fee limits for personnel hourly or contractor hourly rates for the 2008 RERI RFP. As stated in the proposal evaluation criteria (p. 20 of the RFP), budgets will be evaluated on whether they are detailed, focused on appropriate activities, well justified and reasonable. Proposals will lose points in the evaluation system if they do not meet these criteria, and thus may not rank high enough to be funded. If the evaluation committee has concerns about budget items in a proposal that is selected for funding, NMED will address those concerns during contract negotiations.</p> <p>If a rate is higher than would be expected for any task, it should be explained (justified) in the proposal.</p> <p>As a baseline, we use the following website to determine fair market rates for New Mexico: www.bls.gov/oes/current/oes_nm.htm. NMED may also look at hourly rates from last year's RERI projects and 319(h) projects for more specific job functions. We will also compare the costs per acre or river mile in the proposals that are submitted.</p> <p>The only other budget limit in the 2008 RERI RFP is a 10% maximum on administrative costs.</p>
9.	<p>Is there any additional compensation for mileage given the fact that many riparian sites require access by 4X4 vehicle and dirt roads? The real cost of our vehicles and contractor trucks with gear etc. exceed \$0.32/mile.</p>	<p>NMED is subject to the current New Mexico Mileage and Per Diem Act until it is amended by the New Mexico legislature. The following website provides the rules (2.42.2 NMAC) for your reference: http://www.dfafcd.state.nm.us/manuals/f-appna.pdf.</p>
10.	<p>Who should sign the Campaign Contribution Disclosure Form?</p>	<p>The head of your organization, or his/her designee, should sign the Campaign Contribution Disclosure Form on behalf of the organization.</p>
11.	<p>From what I can glean from the guidelines, the list of required attachments includes a regional/area map, site specific map, budget, campaign</p>	<p>Your list of required attachments is correct, except that a public agency is not required to serve as fiscal agent.</p> <p>Applicants may submit additional materials such as letters of support, supplemental maps, photos, supplemental tasks/timeline chart. However, we are</p>

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	contribution disclosure form, and signed letter of commitment from the public agency that will serve as fiscal agent. Is there anything else that you are wanting from applicants? Are applicants allowed to submit additional materials, such as letters of support, photos, supplemental maps, and supplemental tasks/timeline chart, etc?	trying to limit the number of pages that evaluators have to review so please do not submit superfluous attachments.
12.	Can we purchase water rights with RERI funds?	There is no prohibition in the enabling legislation or RFP regarding water rights purchase. Proposals that solely request water rights funding or include water rights purchases as part of a broader scope of work will be evaluated based on the criteria included in the RFP.
13.	If the proposal shows leveraged funding, will it then be necessary to account for that match funding that is received during the course of the project?	No, leveraged funding must only be indicated in the proposal but not accounted for during the term of the project. The purpose of identifying leveraged funds is to show additional value to the project. All matching funding, including 319, federal or private funds can be used to indicate leverage or match.
14.	Can leveraged funds be funds received in 2007?	Yes, if that money is committed for the proposed project it can be considered leverage or match. If the leveraging funds are for another project, that project can be identified as a project that you are linking to or adding value to.
15.	The RFP says to identify any RERI funds we might want to use as match for a federal grant. Can we put in a match request for a grant we hope to receive in the future?	Yes, you can request a match for federal funds that you hope to receive in the future, and your request will be considered. The request should identify the future project and expected amount. If you do not make the request in your proposal, you will not be able to use these funds as a future match.
16.	Can we use an existing monitoring plan that is designed for our larger watershed program?	You can propose to use an existing plan. The plan must address monitoring for the parameters related to the objectives of the project.

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17.	What if there is no planning document for the reach of river we want to work on?	If there is no existing local planning document, you may be able to refer to a regional planning document. If there is no document that matches, then explain in the proposal narrative why your organization thinks the project is a priority, and describe any other support that exists for the project concept.
18.	The RFP says "indirect costs" are not reimbursable?	In-direct costs are state and federal agency negotiated overhead rates that are applied to contracts or grants.
19.	What do you expect to see in the budget for personnel costs? Should the personnel costs in the project budget be fully-loaded costs?	Personnel costs should include salary and fringe benefits: the number of hours and hourly rate. Other costs should be included in the applicable budget categories, including the administrative cost category.
20.	What do you mean by "administrative costs?"	Examples of administrative costs are utilities, rent, and administrative staff time such as bookkeeping, filing and processing of invoices. Administrative costs are limited to and must not exceed 10% of the overall budget.
21.	How will contractors reflect administrative costs when they submit invoices for reimbursement of RERI projects?	Administrative costs should be documented through receipts, invoices or timesheets.
22.	What do you mean by "Information Technology equipment?"	Information Technology (IT) equipment is broadly defined anything that is electronic. The RFP states that IT equipment will be considered on a case by case basis. It does not prohibit the rental or purchase of IT equipment, but these requests will be closely scrutinized and may delay the processing of a contract.
23.	Do the new health coverage requirements extend to subcontractors?	Yes, contractors and subcontractors will be subject to the health coverage clause in the contract.
24.	If equipment is purchased through an RERI contract, does it revert to the state at the end of the contract?	Equipment that is purchased with RERI funds will not revert to the state, it will stay with the contractor. The evaluation committee and the NMED project officer will consider whether the purchase of expensive equipment is appropriate and necessary for the project.
25.	Are federal agencies and individuals eligible to apply for RERI funds?	Yes, federal agencies and individuals are eligible to apply. There are no restrictions on who can apply, but contractors will have to meet all aspects of the RFP.
26.	What if the project is listed in a planning document,	You should identify any planning document that lists the project as a priority. The evaluation committee will

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	but it is not a state or federal planning document?	evaluate the relevance of the information you provide.
27.	Regarding planning documents, would a tribal planning document work?	Yes, a tribal planning document could be relevant.
28.	To demonstrate community support, would tribal support be sufficient or is it necessary to demonstrate larger community support?	Other support may be helpful but may not be necessary. You should demonstrate the support of the community affected by the project.
29.	Do we need to submit letters of support?	Letters of support are not required. It is sufficient to identify supporters and partners in the proposal narrative. NMED may verify the information you provide.
30.	Can you tell us any pitfalls to avoid in submitting these proposals?	Last year proposals were not considered as favorably if they lacked specificity, if the proposed work was not "on the ground," if it was merely conceptual, or if it was primarily for salt cedar removal. Make sure your proposal is submitted before the deadline: 3:00pm MDT, June 12, 2008.
31.	Why don't you want to fund salt cedar removal?	Salt cedar removal can be funded as part of a more comprehensive restoration project. Ideally, the causes of ecosystem degradation should be addressed as well as the symptoms.
32.	Will all subcategories of the evaluation criteria be scored equally?	Yes.
33.	Would the panel exclude from consideration a proposal to do an analysis of restoration priorities in a watershed? That is, a project that did not include an on-the-ground restoration effort?	The evaluation committee will consider each proposal that is submitted, and rank the proposal according the evaluation criteria in the RFP. The RFP states that there is an emphasis on physical projects. That does not exclude from consideration a proposal emphasizing the analysis of restoration priorities, but physical projects will likely rank higher.
34.	Could RERI funds be used to improve a wastewater treatment plant, in order to reduce pollutants loads to a river?	The funding source does not prohibit the use of RERI funds to improve a wastewater treatment plant, however the intent of RERI is to address aspects of the natural ecosystem rather than construction of wastewater treatment facilities.