

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GRANT WORK PLAN
DEP AGREEMENT NO.: R2125

ATTACHMENT 3

I. TITLE PAGE

1. PROJECT TITLE: Improving Social Resilience

2. GRANTEE Contact Information:

Organization Name: Manatee County
Chief Elected Official or Agency Head: Betsy Benac
Title: Chair
Address: 1112 Manatee Ave W
City: Bradenton, FL
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E-Mail Address: Betsy.benac@mymanatee.org

3. GRANT MANAGER Contact Information:

Organization Name: Manatee County
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Address: 2101 47th Terrace E
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Area Code and Telephone Number: 941-749-3500
E-Mail Address: Nicole.Knapp@mymanatee.org

4. FISCAL AGENT Contact Information:

Organization Name: Manatee County Public Safety Dept.
Name: Renee Isrel
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City: Bradenton, FL
Zip Code: 34203
Area Code and Telephone Number: 941-749-3500
E-Mail Address: renee.isrel@mymanatee.org

5. FEID No. (a.k.a. Tax ID#): 59-6000727

Seq No. 036

6. WORK PERFORMED BY: (Select only one)

- ☐ Grantee ONLY
☒ Subcontractor ONLY
☐ BOTH the Grantee & Sub-Contractor
☐ To Be Determined

7. SUBCONTRACTORS CONTACT INFORMATION: *(If applicable & known)*

Organization Name: UF/IFAS Program for Resource Efficient Communities (UF)

Name: Pierce Jones, PhD.

Title: Professor & Director, Program for Resource Efficient Communities

Address: University of Florida, PO Box 110940

City: Gainesville

Zip Code: 32611

Area Code and Telephone Number: 352.392.5684

E-mail Address: piercejones@ufl.edu

8. PROJECT LOCATION:

A. List of County(ies): Manatee County, Florida

B. List of City(ies)/Town(s)/Village(s): Cities of Anna Maria, Bradenton, Bradenton Beach, Holmes Beach, Longboat Key, and Palmetto.

C. State Lands Lease Agreement Number(s): N/A

*Provide lease agreement number(s) for any work that will be performed on State Lands.
If work will not be on any state lands, please indicate N/A.*

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II. WORK PLAN

9. **PROJECT SUMMARY:** Manatee County will collaborate with the University of Florida to develop peril of flood policies, building on stakeholder engagement, vulnerability analysis, research, and recommendations. This Project Team will audit the County's Comprehensive Plan to incorporate resilience and ensure the proposed peril of flood policies do not conflict with other existing plans and policies. Workshops with County stakeholder will discuss the County's legislative planning process and how policy recommendations from the process are adopted.
10. **PROJECT DESCRIPTION:** The Tampa Bay Regional Planning Council ("TBRPC") is actively forming a regional resilience collaborative to address the many existential climate change challenges facing Manatee County and its municipalities, the Tampa Bay region, and the State of Florida. Manatee County is seeking to become compliant with the 2015 "Peril of Flood" Act (Sec. 163.3178(2)(f) F.S.) ("Act") and to elevate their resilience beyond the requirements of the Act. The County also seeks to incorporate innovative housing strategies to alleviate current and future housing shortages, and implement appropriate and complimentary policies and regulations that incorporate recommendations and techniques developed in a prior Resilience Planning Grant project—IMPLEMENTING FLORIDA'S PERIL OF FLOOD ACT: IMPROVING LOCAL GOVERNMENT CAPACITY TO ADDRESS VULNERABILITY AND DEVELOP ADAPTATION STRATEGIES TO MITIGATE FLOOD RISKS—funded by FDEP and managed by the TBRPC. These complementary projects provide an opportunity to further both the County's and the TBRPC's forward-looking vision through this collaborative Project. The County will collaborate with the TBRPC and the University of Florida's IFAS | Extension: Program for Resource Efficient Communities ("UF") (together, the "Project Team") to accomplish this proposal.

Expanding on the vulnerability assessment methodology developed as part of the previous FDEP Resilience Planning Grant, the Project Team will review Manatee County's existing Comprehensive Plan policies (including new Act-implementing policies), Comprehensive Emergency Management Plan (CEMP, and Local Mitigation Strategy (LMS) in light of the vulnerability assessment data to create better housing planning coordination both "horizontally"—across the elements of the Comprehensive Plan—and "vertically" through the County's CEMP and LMS. The Project Team will utilize the Plan Integration for Resilience Scorecard (PIRS) evaluation approach, developed by Texas A&M University's Institute for Sustainable Communities for this review.

The County, working in partnership with the TBRPC and UF will assess the data and develop recommendations for strengthening the Comprehensive Plan, CEMP, and LMS. The 2019 vulnerability assessment and strategy recommendations will provide the basis for developing feasible housing adaptation strategies for vulnerable areas, additional best practices, and various resilient development options into policy language for Comprehensive Plan amendments. These options will include recommended revisions to remove barriers or inconsistencies in the plans and regulations and include "Peril of Flood" Act policy language recommendations.

The Project Team will conclude with workshops for County stakeholders to review the Comprehensive Plan legislative process, its role in County and municipal governance, and policy recommendations resulting from the process. The content of these workshops will be captured in a Report to further educate other local governments about the process and provide guidance to replicate this effort in other communities in the region—both coastal and inland, as appropriate—and provide a roadmap to further resilience.

11. **PROJECT NEED AND BENEFIT:**

- A. **Explain the demonstrated need, which the project addresses.** After participation in and completion of the successful TBRPC project in 2019, Manatee County is in a position to advance the TBRPC project results by developing policies to comply with the "Peril of Flood" Act. Florida local

governments often develop specific “plans” separate and apart from the Comprehensive Plan, though all such plans should be consistent with the Comprehensive Plan. This Project will build upon the TBRPC project by conducting a comprehensive horizontal resilience audit of the Comprehensive Plan and a vertical audit and integration of the CEMP and LMS. This approach will facilitate the County strategically advancing resilience in a more consistent manner. Collaborating with UF and employing the PIRS evaluation introduces to the region a new, resilience-based approach to evaluating and appraising Comprehensive Plans, which may provide a new best practice for other coastal and inland communities in Florida and beyond. Additionally, this Project will further the data and analysis, research, and recommendations developed through a prior FDEP resilience planning grant by developing policy language for incorporation into the Comprehensive Plan, in the Coastal Management Element and other elements, and integrating the CEMP and LMS.

B. Explain how the proposed project meets the purpose of one or more of the Goals and Priorities for FRCP. This proposal meets two goals and priorities for the FRCP. The Project will utilize data and analysis from the prior TBRPC project to develop and draft policy language for the Comprehensive Plan for County Commission adoption to comply with the “Peril of Flood” Act. The draft policies will include:

1. development and redevelopment strategies to reduce flooding impacts,
2. strategies to remove coastal real property from the federally-designated special flood hazard areas (SFHAs) and other areas prone to flooding,
3. site development techniques to reduce losses from flooding,
4. flood resistant building requirements,
5. construction control line policies, and
6. policies promoting participation in the National Flood Insurance Program’s Community Rating System.

In developing the “Peril of Flood” Act compliance policies, the Project Team will also consider potential AAAs and associated policy language for inclusion in the Coastal Management Element.

C. Discuss how the project is feasible and can be completed by the grant period deadline. Through the partnership with the TBRPC and UF, the Project Team will work collaboratively to accomplish the tasks proposed. The TBRPC and UF completed the 2019 project with Manatee County and are well-versed in the base information for this Project. TBRPC and UF are experienced in developing policies to comply with the “Peril of Flood” Act. This Project’s timeline is organized to complete the development of Coastal Management Element policies and the PIRS evaluation within the first half of the grant period. The next half of the grant period will be focused on the development of housing and resilience policies and recommendations to align other components and elements of the Comprehensive Plan, CEMP, and LMS to address conflicts and incorporate additional strategies. The second half of the grant period will also conclude the County workshops and regional webinar with County collaboration with its municipalities and the TBRPC in reviewing the Project findings, policy changes, and recommendations.

D. Explain how this project is addressing social vulnerability or vulnerability of historic resources or stormwater management systems. This Project proposes to develop strategies and policies aimed to improve housing resilience to flooding and functionality, building on recent prior work (the 2019 TBRPC project) assessing all County resources/facilities and social vulnerability, thus the resulting recommendations will address these issues. Policy language developed through this process will incorporate strategies to reduce risk to vulnerable housing, populations and community facilities, including identified historic resources.

12. DESCRIPTION OF PROJECT OUTCOMES: The Project will result in a summary finding report describing the PIRS process and output recommendations. Using this information, the Project Team will develop a strike through / underline version of the relevant Comprehensive Plan, with new, refined, or

updated goals, objectives, policies, and strategies to increase resilience in the County, together with specific recommendations for improving the CEMP and LMS. The overall Project will produce adoption-ready recommendations for Comprehensive Plan policy and CEMP and LMS integrations and updates. The Project process and outcomes will be presented at four (4) public meetings and recorded in a Report for promulgation to assist local governments and professionals throughout the region.

- 13. BUDGET SUMMARY:** Allowable budget categories and form of payment with the costs for this project are listed in the table below.

BUDGET SUMMARY BREAKDOWN

Budget Categories	Payment	Task 1	Task 2	Task 3	Grant Amount Awarded
Salaries & Fringe	Fixed Price	\$0	\$0	\$0	\$0
Contractual Services*	Fixed Price	\$60,000	\$7,500	\$2,500	\$70,000
GRANT AGREEMENT TOTAL		\$60,000	\$7,500	\$2,500	\$70 000

- A. Describe how the project costs was determined:** This cost was determined based on budget proposed and expenses forecasted by Manatee County and UF.

- B. Contractual Services Selection*:** Upon a selected Sub-Contractor(s) (if applicable), the Grantee will Provide a signed certification statement giving a description of the procurement process that was utilized for the selection of the sub-contractors. The description must include:

- a. What procurement process was utilized
- b. Justification as to how & why you made your final selection.
- c. For competitively obtained Sub-Contractor also include:
 - i. A list of all entities that you received bids/quotes from,
 - ii. Names and addresses of those entities that provided bids/quotes,
 - iii. Actual amounts of the bids/quotes that were submitted.

- 14. PROJECT TIMELINE:** All tasks are to be completed and submitted no later than the task/deliverable due date listed in the table below. Requests for any change must be submitted prior to the current task/deliverable due date listed in the project timeline. Requests are to be sent via separate email to the Department's Grant Manager, with the details of the request being made and the reason for the request.

PROJECT TIMELINE

Task No.	Task Title	Deliverable Due Date	Task Amount
1	Resilience in Manatee County Plans	12/31/2020	\$60,000
2	Public Engagement Meetings	04/28/2021	\$7,500
3	Public Engagement Report	04/28/2021	\$2,500
Total			\$70,000

- 15. PERFORMANCE MEASURES:** The Grantee will submit all deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline. The Department's Grant Manager will review the task/deliverables to verify that they meet the specifications in the Grant Work Plan and this task description, to include any work being performed by any sub-contractor(s). Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task, the Grantee may proceed with payment request submittal.

16. CONSEQUENCES FOR NON-PERFORMANCE: The Department will reduce each Task Funding Amount by 5% for every day that the task/deliverable(s) is not received on the specified due date in the most recent Project Timeline, for the Agreement. Should a Change Order or Amendment be requested on the date of or after the most current task/deliverable due date, the 5% reduction of that Task Funding Amount will be imposed until the date of the requested change is received, via email by the Department.

17. PAYMENT REQUEST SCHEUDLE: Grantee may submit a request for the Task Funding Amount to be paid using the Exhibit C, after all deliverables for that task have been approved by the Department. Request(s) for payment must include the Exhibit A showing 100% completion of that task and must be submitted within 45 days of the task/deliverable due date. Please refer to the [website Grants page](#) for “How to Request Payment”, and “Checklist for Requesting Payment”.

Or

Grantee may submit one request for the Grant Amount Awarded, by using the Exhibit C, after the project is 100% completed. The request for the Grant Amount Awarded, must include an Exhibit A showing 100% completion for all tasks, and must be submitted within 45 days of the last task/deliverable due date.

18. FUNDING SOURCE: Grantee agrees to include on all publications, printed reports, audiovisuals (including videos, slides, and websites except that unless required under special terms of this Agreement, this requirement does not apply to audiovisuals produced as research instruments or for documenting experimentation or findings and which are not intended for presentation to the general public) or similar materials must include the DEP logo (which can be found on the Department’s website at <https://floridadep.gov/resilience> or by contacting the Department’s Grant Manager for a copy) and the following statement on, the following language.

“This work was funded in part through a grant agreement from the Florida Department of Environmental Protection, Florida Resilient Coastlines Program, by a grant provided by the Office of Resilience and Coastal Protection. The views, statements, findings, conclusions and recommendations expressed herein are those of the author(s) and do not necessarily reflect the views of the State of Florida or any of its subagencies.”

The next printed line shall identify the month and year of the publication.

III. TASKS & DELIVERABLES

Task #1

A. Title: Resilience in Manatee County’s Plans

B. Goal: Increase resilience in County’s Comprehensive Plan, CEMP, and LMS through goals, objectives, policies, guidelines, and strategies.

C. Description: The Project Team will utilize the recommendations and techniques developed in the 2019 TBRPC project to develop “Peril of Flood” Act policies and—if deemed appropriate—Adaptation Action Areas parameters and strategies. The Project Team will draft proposed changes to the Coastal Element of the County’s Comprehensive Plan in strikethrough/underline format for consideration by staff, the LPA, and adoption by the County Commission and consideration by the Manatee County municipalities.

Simultaneously, the Project Team will use the PIRS to evaluate the County's Comprehensive Plan horizontally, and the County's CEMP and LMS vertically. The results of the PIRS evaluation and the previous 2019 TBRPC project will be employed to identify conflicts and recommended changes to the other elements of the Comprehensive Plan, the CEMP, and the LMS. The Project Team will incorporate these findings into a report describing the process and detailing the recommendations.

The Project Team will collaborate with and receive input from County departments to work through the implementation of the recommendations. The Project Team will review the findings of the PIRS evaluation and recommendations as well as the drafted Peril of Flood policies with County staff, appointed and elected officials, and the public, and based on feedback and inputs, draft final proposed Comprehensive Plan, CEMP, and LMS revisions and recommendations.

D. Deliverable(s): The Grantee will submit all deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline.

- 1) Draft Coastal Element revisions, including "Peril of Flood" Act implementation policies in strike through/underline format
- 2) PIRS findings, process, and recommendations Report
- 3) Proposed revisions to relevant comprehensive plan elements, CEMP, and LMS in strikethrough/underline format.
- 4) Timeline for Presentation of the GOPs to the local governing body

Task #2

A. Title: Public Engagement Meetings

B. Goal: Educate community stakeholders in the importance of the Comprehensive Plan in community decision-making and future development and engage the public in the legislative planning process. Showcase the PIRS to the public and professional practitioners in the region, particularly in light of the challenges presented by climate change.

C. Description: In tandem with and upon completion of Task 1, the Project Team will hold a workshop for community stakeholders to educate them in the Comprehensive Plan legislative process and engage them with the proposed revisions to improve community resilience. Educating citizens and obtaining their input concerning plan amendments early in the process will help the County address community concerns, inform and remind stakeholders how their input over the past two years is transferred into plan policies for implementation. The Project Team anticipates greater public support a result of this engagement process.

D. Deliverable(s): The Grantee will submit all deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline.

- 1) Copies of workshop announcements/advertisements
- 2) Agendas and sign-in sheets from each workshop/meeting, indicating location, date, and time of workshop/meeting
- 3) Presentation(s) from each workshop/meeting
- 4) Brief summary report from each workshop/meeting noting attendee input and workshop outcomes
- 5) Any materials created at each workshop/meeting (as applicable)

Task #3

- A. Title:** Public Engagement Report
- B. Goal:** Educate regional stakeholders in the importance of the Comprehensive Plan in community decision-making and future development and engage the public in the legislative planning process. Showcase the PIRS to the public and professional practitioners in the region, particularly in light of the challenges presented by climate change.
- C. Description:** Since the PIRS evaluation method is new to the region, the Project Team will prepare a presentation and Report for the public, appointed and elected officials, and professional practitioners in the region to provide an overview of the PIRS process and how it was employed to improve the County's resilience planning. The Report will also detail the process the County employed to identify vulnerabilities and develop policies to implement the "Peril of Flood" Act (including AAAs, if applicable) and other Comprehensive Plan element improvements. The Project Team will pursue AICP CMs, ASFPM CECs, and other continuing education credits for the presentation. The Report will also function as an outreach tool to provide opportunities to build capacity and educate elected officials, professionals, and the public about resilience in the face of climatic challenges.
- D. Deliverable(s):** The Grantee will submit all deliverables for each task via **one pdf document** to the Department's Grant Manager on or before the Task/Deliverable Due Date listed in the Project Timeline.
- 1) Registration listing from the webinar, indicating date and time of webinar
 - 2) Presentation(s) from the webinar
 - 3) Brief summary report from the webinar including attendee input and webinar outcomes