

**GSTATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
GRANT WORK PLAN
DEP AGREEMENT NO.: R2142**

ATTACHMENT 3

I. TITLE PAGE

1. PROJECT TITLE: East Central Florida Regional Resilience Collaborative Development

2. GRANTEE Contact Information:

Organization Name: City of Satellite Beach

Name of Authorized Signer: Frank Catino

Title: Mayor, City of Satellite Beach

Address: 565 Cassia Boulevard

City: Satellite Beach

Zip Code: 32937

Area Code and Telephone Number: (321) 773-4407

E-mail Address: fcatino@satellitebeach.org

3. GRANT MANAGER Contact Information:

Organization Name: City of Satellite Beach

Name: Courtney Barker

Title: City Manager

Address: 565 Cassia Boulevard

City: Satellite Beach

Zip Code: 32937

Area Code and Telephone Number: (321) 773-4407

E-mail Address: cbarker@satellitebeach.org

4. FISCAL AGENT Contact Information:

Organization Name:

Name: Courtney Barker

Title: City Manager

Address: 565 Cassia Blvd

City: Satellite Beach

Zip Code: 32937

Area Code and Telephone Number: 321-773-4407

E-mail Address: cbarker@satellitebeach.org

5. FEID No. (a.k.a. Tax ID#): 59-0949593 Seq No. 011

6. WORK PERFORMED BY: (Select only one)

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

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

Organization Name: East Central Florida Regional Planning Council

Name: Jenifer Rupert

Title: Regional Disaster Resiliency Coordinator

Address: 455 N Garland Ave, Fourth Floor

City: Orlando

Zip Code: 32801

Area Code and Telephone Number: 407-245-0300

E-mail Address: jrupert@ecfrpc.org

8. PROJECT LOCATION:

A. List of County(ies): Brevard, Lake, Marion, Orange, Osceola, Seminole, Sumter, Volusia

B. List of City(ies)/Town(s)/Village(s): Satellite Beach and any/all of 78 jurisdictions in the 8-county area

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:** In December 2018, the Regional Planning Council developed, through FDEP funding, the East Central Florida Regional Resilience Action Plan for coastal counties that called for expansion and establishment of larger resilience efforts. The RPC, stakeholders, and Council Board created the East Central Florida Regional Resilience Collaborative (ECFR2C). Through committee efforts, the ECFR2C developed a structure, framework and Memorandum of Understanding to formalize the Collaborative and partnerships through the 8-county, 78 city regions. Through this proposal, the Collaborative will continue to engage stakeholders, define regional initiatives, and create Technical Advisory Committees to outline and carry out goals and objectives.
- 10. PROJECT DESCRIPTION:** The Council Sub Committee is made up of elected and agency leaders to approve recommendations and guide development, while the Steering Committee has been developed as a multi-disciplinary group with ties into local jurisdictions, academia and other stakeholder partners. Under a resilience umbrella, three pillars were ratified by both committees as well as the ECFRPC Board. The pillars are: (people) Health + Equity, (places) Build Infrastructure + Natural Environment, and (prosperity) economic resilience to reflect and amplify efforts currently underway in our local jurisdictions. Woven throughout those pillars will be a reduction of the carbon footprint, risks and vulnerabilities, and an increase in sustainability efforts, region wide. To gain an understanding of our local government's capacities and capabilities, the RPC conducted a survey specifically for City/County Managers and applicable program staff to benchmark and address sets of indicators within each pillar. Based on the survey data gathered, staff engagement workshops were designed to gain an understanding of utilized tools and assets, existing projects, programs and gaps within the three pillars. The combination of the completed RPC projects, the aforementioned survey and workshops not only illustrated a need and desire for a comprehensive regional resilience effort, but the lack of a depth of understanding on how to incorporate resilience into day to day operations across departmental and jurisdictional lines. As Collaborative partnerships continue to formalize, appropriate regional outcomes are being solidified. Once these regional scale outcomes are ratified by the ECFRPC board, a convening of experts and stakeholders will populate Technical Advisory Committees (TACs) to advance and establish methodologies and defined processes that will lay a strong foundation for future initiatives. To date (they include but are not yet ratified) a Regional Risk and Vulnerability Assessment, a Regional Infrastructure Assessment (grey- traditional infrastructure, green-natural landscape elements and blue- water related), a Regional Greenhouse Gas Inventory, as well as Engagement, and Capacity Building in the health and equity pillar. The efforts by the TACs will ultimately provide outcome reports that may include goals, objectives and recommendations. The TACs will provide reports to the steering committee as well as the ECFRPC Board for final approval.

The ECFR2C will continue convening the Steering Committee, as we plan regionally and act locally as partners to the Collaborative.

11. PROJECT NEED AND BENEFIT:

- A. Explain the demonstrated need, which the project addresses.** As the Collaborative has been moving forward and gaining partners, the desire to continue the initiative forward from partners, Steering Committee members, jurisdictional staff, and the Council has been strong. The Planning Council conducted a survey of County/City Managers to understand how the region's jurisdictions were incorporating resilience into their day to day operations. The survey indicated other than State mandated resilience measures, local governments lacked the capacity and knowledge to understand how or where resilience measures are located in existing plans. In addition, utilizing indicators representative of the Collaboratives three focus areas, we were able to gauge capacity and capabilities for benchmarking. Again, the findings indicated that capacities did not currently exist in key indicators and became a gap that the collaborative could fulfill. The RPC then took the survey results and developed staff level engagement workshops in June 2019. In addition to asking agency and jurisdiction staff to share their opinions about what a collaborative effort in this region should focus

on, tools, assets and additional gaps were identified. The combination of all results illustrated clearly that there were collective issues the Collaborative could address strengthening the focus in the pillar areas identified by the committees and Council Board. Therefore, the Collaborative should further develop workshop results into action that would include outcomes for the technical advisory committees to pursue.

- B. Explain how the proposed project meets the purpose of one or more of the Goals and Priorities for FRCP.** As a diverse region with interest in increasing resiliency, the ECFR2C realizes the need to continue the regional collaborative effort to be prepared for shocks and stressors. These collaborative activities will meet the priority of this program, and engage the community and establish Technical Advisory Committees, training and education. The efforts will also include engaging with stakeholders throughout the region across various mediums to create the outcomes necessary to fulfill the resilience gaps identified through the previous efforts.
- C. Discuss how the project is feasible and can be completed by the grant period deadline.** The current momentum of the Collaborative continues on an aggressive path based on the desire of our committees and partners. A signing ceremony in late October kicks off the Collaborative to the public and remaining communities at large that a unique goal and perspective is being sought after for the greater region. Work completed to date has produced the need for technical advisory committees. The Collaborative will work to establish those committees; therefore, this grant will fund continued momentum. The ECFRPC will lead this effort and has had experience in managing multiple successful FDEP grants, including the ECF Regional Resilience Action Plan which was stakeholder driven. The ECFRPC understands the time and effort needed to complete these activities and the support and dedication of the ECFR2C will aid it success.
- D. Explain how this project is addressing social vulnerability or vulnerability of historic resources or stormwater management systems.** Within the three pillars of (people) health + equity, (places) built infrastructure + natural environment, and (prosperity) economic resilience, each of the aforementioned systems will fall into place. To date, a regional risk and vulnerability assessment as well as a regional infrastructure assessment (grey, green, blue) have been identified as outcomes (among others) for a technical advisory committee to pursue. Social vulnerabilities will be explored within the health + equity, the built infrastructure as well as the economic pillars. Historic resources will be identified through the built infrastructure + natural environment pillar during the assessment. Stormwater management systems will continue to be assessed on a regional scale within the built infrastructure pillar.

12. DESCRIPTION OF PROJECT OUTCOMES: Project outputs will include meeting minutes, sign-in, survey results, webinars and any other outcomes from TAC development and Steering Committee meetings.

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	Grant Amount Awarded
Salaries & Fringe	Fixed Price	\$0	\$0	\$0
Contractual Services	Fixed Price	\$31,000	\$29,000	\$60,000
GRANT AGREEMENT TOTAL		\$31,000	\$29,000	\$60,000

- A. Describe how the project costs was determined:** These costs include anticipated operational cost for continued Steering Committee meetings, multiple TAC meetings, additional outreach with

potential Collaborative partners, development of webinars, and any other operational outreach and coordination. These costs are based on current costs and efforts.

B. CONTRACTUAL SERVICES:

CONTRACTUAL SERVICES BREAKDOWN

Company Name	Task 1	Task 2	Total
ECFRPC	\$31,000	\$29,000	\$60,000
Contractual Total by Tasks	\$31,000	\$29,000	\$60,000

- 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	Stakeholder Engagement	04/15/2021	\$31,000
2	Collaborative Operations	04/15/2021	\$29,000
Total			\$60,000

- 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:** Stakeholder Engagement
- B. Goal:** Conduct meetings of the Technical Advisory Committees and advance their objectives and outreach. Create an online survey to engage stakeholders about the ECFR2C, efforts and community needs.
- C. Description:** There will be multiple meetings of stakeholders and experts from agencies, institutions, public, and jurisdictions through Technical Advisory Committees. The TAC outcomes may include a Regional Risk and Vulnerability Assessment, a Regional Infrastructure Assessment (grey, green and blue), a Regional Greenhouse Gas Inventory, as well as Engagement, and Capacity Building across pillars but especially in the health and equity pillar. These TACs will provide completed outcome reports to include recommended goals, policies and recommendations as well as webinars and other educational opportunities. The efforts under this task will help to frame these outcomes and work towards their completion and adoption outside the timeline of this project. Draft documents or outcomes of this effort will be provided as part of the deliverable.
- 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) Sign-in sheets from each workshop/meeting/or calendar invite tracking sheet when virtual, and meeting information indicating location, date, and time of workshop/meeting
 - 2) Presentation(s) from each workshop/meeting
 - 3) Brief summary report from each workshop/meeting
 - 4) Any materials created at or as a result of each workshop/meeting (as applicable)
 - 5) Survey summary and results

Task #2

- A. Title:** Collaborative Operations
- B. Goal:** Continue regional efforts already established through the Regional Resilience Action Plan for Brevard and Volusia Counties, Steering Committee, Council Sub-Committee, and established

partners. Gain more support through partnerships, develop the Technical Advisory Committees, and work through data collected from meetings and surveys.

C. Description: The ECFR2C will continue its regional efforts to create partnerships, which includes attending meetings, presenting to boards and groups, and other engagement. The ECFR2C will coordinate with the TACs and work through data, ideas, and comments from stakeholders to carve out the trajectory of the TAC work. The ECFR2C will continue in promotion of its events on social media, websites, and applicable press.

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) Sign-in sheets from each workshop/meeting/or calendar invite tracking sheet when virtual, and meeting information, indicating location, date, and time of workshop/meeting
- 2) Presentation(s) from each workshop/meeting
- 3) Brief summary report from each workshop/meeting
- 4) Any materials created at each workshop/meeting (as applicable)
- 5) List of Partnerships/Partnership Develop
- 6) Monthly activity reports