

NARRAGANSETT BAY ESTUARY PROGRAM

Steering Committee Meeting
September 15, 2022



Agenda

Subject	Presenter(s)	Shared via Zoom	Formal Committee Action Requested Today	Time
Meeting Open	Regina Lyons, EPA, Chair	Agenda	Approve June notes.	10 min
Quarterly Program Report	NBEP Staff	PPT	None.	30 min
Steering Committee Member Updates	Committee members	None	None.	30 min
Form DEIJ Subcommittee	Mike Gerel, NBEP	PPT	Approve formation of subcommittee.	20 min
Public Comment/Break				10 min
FY2021 Left Over Funding Re-Budget Introduction	Mike Gerel, NBEP	PPT	None.	15 min
FY2021 Re-Budgeting Exercise and Discussion	Committee members	Google Slides	None.	60 min
Meeting Close	Reginia Lyons, EPA	None	None.	5 min

Decision #1

Does the Steering Committee approve the
June 16, 2022 meeting notes?

NBEP Quarterly Program Report

Financial Report

FY2021 NBEP Budget vs. Actuals 9.15.22⁽¹⁾

Expense Category	RWU FY2021 320 & SNEP Funds			Balance Remaining Less Encumbered Subawards ^{(5),(6)}
	Budget ⁽⁴⁾	FY2022 Expenditures	Balance	
Personnel and Fringe	\$ 835,363	\$297,551.50	\$ 537,812	\$ 537,812
Travel	\$ 5,750	\$474.89	\$ 5,275	\$ 5,275
Supplies	\$ 6,200	\$1,221.79	\$ 4,978	\$ 4,978
Contracts	\$ 137,000	\$6,650.00	\$ 130,350	\$ 130,350
Other (breakout below)				
Subawards	\$ 650,000	\$35,892.92	\$ 614,107	\$ 1,000
Other Administrative ⁽²⁾	\$ 32,892	\$7,148.18	\$ 25,744	\$ 25,744
Total Direct	\$ 1,667,205	\$348,939.28	\$ 1,318,266	\$ 705,159
Total Indirect ⁽³⁾	\$ 119,946	\$59,510.30	\$ 60,436	\$ 60,436
Total	\$ 1,787,151	\$ 408,450	\$ 1,378,701	\$ 765,594

(1) All FY18 and FY19 EPA Cooperative Agreement funds held by NEIWPCC will be fully spent by September 30, 2022. Thus, for the the purposes of this report, these funds are "zeroed-out" and are not included here. We expect NEIWPCC to formally close out these agreements with NEIWPCC by September.

(2) Includes Phone, Outside Printing, Internet, Research Supplies, Catering/Meals, Rental Space, Equipment Rental, Event Hosting, Event Meals, NBEP Meeting Meals, Meeting Attendance, Professional Development, Advertising, and Computer Support.

(3) The RWU budget takes all indirect "off the top" at the beginning of the year, and does not report indirect charged per period or otherwise on an ongoing basis. Therefore, the indirect included in this table is an NBEP calculated figure based on 20% of charged personnel and fringe to date.

(4) On 3.9.22, an amendment to the FY2022 EPA Cooperative Agreement to RWU was approved that realigned the budget to (1) accommodate a higher salary (and accordant new fringe and indirect costs) for the upgraded Watershed Outreach Manager position, (2) add a new line item to cover staff 'Lost Fringe Benefits' in the transition from NEIWPCC to RWU, (3) and shift funds from travel to contracts, and (4) and shift money within existing and to new contracts. Approval documentation available upon request.

(5) This column represents the fact that all but \$1,000 of the \$650,000 budgeted subawards have now under agreement so these monies are not available for the purposes of future projections and budgeting.

(6) We project to have ~\$750K left over at the close of this EPA fiscal year.

1. New Hires On Board by July



Mariel Sorlien

Geospatial Analysis and Design Manager

Leads data and mapping



Darcy Young

Watershed Outreach Manager

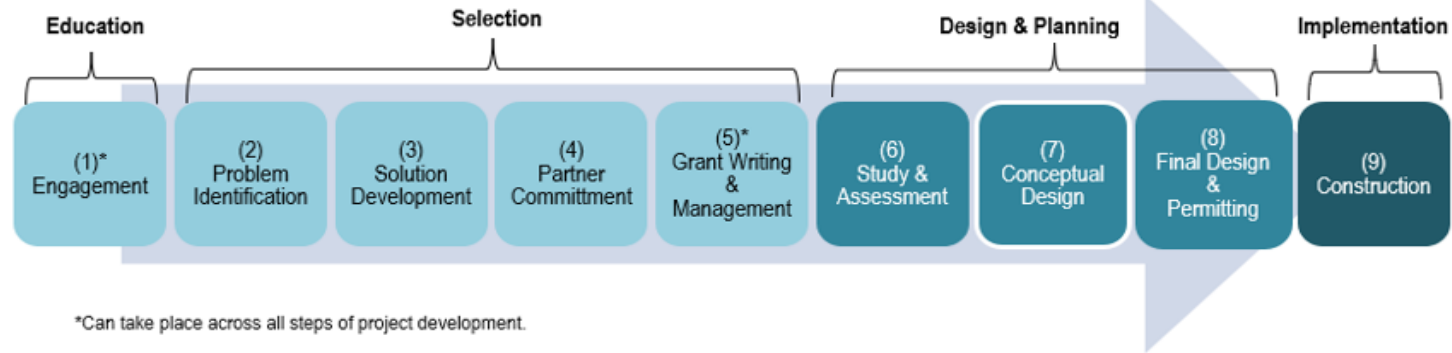
Leads capacity-building, Vision 2032 drafting, comms

2. Work Planning Done in August

National Estuary Program Funding Narragansett Bay Estuary Program Workplan for Bipartisan Infrastructure Law Funds	
Applicant:	Roger Williams University
Applicant Contact:	Mike Gerel Narragansett Bay Estuary Program 235 Promenade Street – Suite 393 Providence, Rhode Island 02908 (804) 332-1197 mike.gerel@nbeep.org
USEPA Region 1 Project Officer:	Caitlyn Whittle U.S. EPA Region 1 5 Post Office Square, Suite 100 (OEP06-1) Boston, MA 02109-3912 (617) 918-1748 whittle.caitlyn@epa.gov
QA/QC Plan Required:	Yes
Project Period:	October 1, 2022 – September 30, 2027
Resources Requested:	This is a new award. Total budget is \$1,819,600. Attachment A provides the FY2022-FY2023 budget summary and itemized budget for this award.
Federal Cost:	Current request: \$1,819,600 (FY2022 and FY2023 funds)
Non-Federal Match:	None.
Abstract:	This Narragansett Bay Estuary Program (NBEP or program) Narrative Workplan (workplan) includes 4 objectives and 9 tasks that will be undertaken with this FY2022 and FY2023 allocation of funds to its host Roger Williams University (RWU) from the Infrastructure Investment and Jobs Act (Bipartisan Infrastructure Law) during the first two years of this multi-year Cooperative Agreement with EPA that starts Oct 1, 2022. The agreement has a 5-year project period (October 1, 2022–September 2027). This "NBEP BIL Workplan" for FY2022 and FY2023 will fund partners to create the pre-conditions for more projects that address pollution, degraded habitat, climate change, and environmental inequity. This plan includes efforts that the Narragansett Bay Estuary Program has the authority, capability, and funding to complete, has been approved by the NBEP Steering Committee, is consistent with the requirements of the Bipartisan Infrastructure Law and Justice40 Initiative, and will advance NBEP's mission and 2012 Comprehensive Conservation and Management Plan (CCMP) for the program's study area of Narragansett Bay, Little Narragansett Bay, and Coastal Ponds, and their watersheds in Rhode Island, Massachusetts, and Connecticut.


August 30, 2022 Final, Page 1 of 13

- Submitted final FY2022 Workplan and Budget for §320 and SNEP to EPA (\$1M)
 - 1:1 in non-federal match received
 - Largely same as last year
- Submitted final FY2022-23 Workplan and Budget for BIL funds (\$1.8M)
 - No match required
 - Equity Plan required in June 2023
- Thanks for your work to review and approve this summer!



Year	Award Method	Subawardee	Geographic Focus	Project Development Phases	Primary Metric	Funding
FY2022	Direct	Providence Racial & Environmental Justice Committee	South Providence and Olneyville neighborhoods, Providence, RI	Education, Selection	10 projects advanced	\$100,000
		SRPEDD	Middle and Lower Taunton Watershed, MA	Education, Selection Design & Planning	10 projects advanced	\$100,000
		Old Colony Planning Council	Brockton and vicinity, MA	Education, Selection Design & Planning	6 projects advanced	\$75,000
		Groundwork Southcoast	Fall River, MA	Education, Selection Design & Planning	6 projects advanced	\$85,000
		Save The Bay	Narragansett Bay and Coastal Ponds, RI and MA	Selection, Design & Planning	10 projects advanced	\$100,000
		Wood-Pawcatuck Watershed Association	Wood-Pawcatuck Watershed, RI	Design & Planning Implementation	--1 planning document for barrier removal --2 projects completed	\$134,800
		The Nature Conservancy of RI	Lower Blackstone River Watershed, RI	Design & Planning	1 set of designs for fish passage	\$300,000
		Blackstone River Watershed Council	Blackstone River Watershed, RI	Education	25 engagements	\$15,000
FY2023	RFP	Subawards to entities for project development in the NBEP	Entire study area	TBD	Up to 25 projects advanced	\$909,580
					Up to 70 projects advanced	\$1,819,160

3. Science Advisory Committee Meeting in July



ipcc
Intergovernmental Panel on Climate Change

BROWN

Climate and Sea Level Change in Rhode Island: Are UN Trouble?

Professor Baylor Fox-Kemper

Brown University & United Nations Intergovernmental Panel on Climate Change
Coordinating Lead Author

Narragansett Bay Estuarine Program
July 12, 2022

© Don Gutowski

UK Natural History Museum Wildlife P

Nitrogen Reduction

a Huge Success in

Narragansett Bay

Candace [Oviatt](#)

NBEP - SAC
July 13, 2022

Next meeting late fall:

- Role for NBEP in stimulating creation of a simple, open-source Bay model to help answer questions?
- Reassess research needs
- Membership discussion

4. Water Clarity Science Update Released

- *State of Narragansett Bay and Its Watershed* included multiple types of data for water clarity
- NBEP formed a Water Clarity Working Group in 2020 to explore how to best communicate and use this data
- Update describes changes in water clarity, reasons for changes, and tools used to measure it
- Looks to stimulate discussion about how to advance use of clarity in management decisions and identify areas for further research



5. Blackstone Initiative

- Blackstone paddle big success!
- Funded Clark intern support Blackstone Collaborative
- Lower Blackstone fish passage
 - NBEP led 1-on-1 meetings between RIDEM and members of Core Team
 - Great panel discussion at Slaters Mill last day of paddle
 - Progress on state funding to match our BIL funds for fishway design
 - Design Group to start meeting later this fall



6. Direct Subaward Process

NARRAGANSETT BAY ESTUARY PROGRAM

Guidance for Documentation to Support Approved Subawards

The Narragansett Bay Estuary Program (NBEP), through its fiscal sponsor Roger Williams University (RWU), looks forward to working with your organization to facilitate a subaward in FY2023 to support the following project.

Project Description and Outputs: Southeastern Regional Planning and Economic Development District (SRPEDD)

Project Description	Subaward Amount	Outputs
Project development in the middle and lower Taunton River watershed, MA.	\$100,000	<ul style="list-style-type: none"> One (1) scope of work, budget, and agreement. One (1) Project Development Framework document completed at project start and close. Compensation for 50% of one (1) FTE across four (4) existing SRPEDD staff. At least ten (10) projects advanced, as demonstrated in the Project Development Framework. Periodic reports (e.g. quarterly) and final report.

Please submit the documentation listed below to expedite your organization's subaward. Checkmarks in parentheses (✓) indicate paperwork that your organization has already submitted for a prior project; such paperwork only needs to be updated if any of the information therein has changed.

Scope of Work Document

Required	Description
Document Headings	
✓	Write the document on your organization's letterhead or include your organization's logo at the top.
✓	Label the document with the date that you submit your organization's paperwork to NBEP.
✓	Include the contact information for your project lead: name, title, phone number, and email address.
Document Body	
✓	Project Name: Title your project.
✓	Project Background: Include a general project background that provides a brief overview of the organization, a description of your plans for the subaward, and a justification for pursuing the work.
✓	Project Term: Offer start and end dates for the project.
✓	Project Tasks, Deliverables, and Timeline: Provide a list or table of project tasks, outputs/deliverables, quarterly and final reports, and expected dates of those listed tasks, outputs, and reports. Outputs and deliverables should align with those listed in the Project Description and Outputs table above (and with any conversations you have had with NBEP staff).
Attachments	
✓	Project Development Framework: Complete the attached form and submit with your Scope of Work.

Project Budget and Financial Documents

Required	Description
✓	Budget Template: Complete the attached form. If necessary, include an additional Budget Narrative to explain items that you feel are not adequately described in the template.
✓	Roger Williams University Contact Form: Complete the attached form.
✓	Form W-9, Request for Taxpayer Identification Number and Certification: Complete the linked form.
✓	Roger Williams University Subrecipient Questionnaire Form: Complete the attached form and include all required attachments.

Submit Information To:

Courtney Schmidt, courtneyschmidt@nbep.org / Darcy Young, dyoung@nbep.org

Questions?

Courtney Schmidt, 401-633-0553, courtneyschmidt@nbep.org / Darcy Young, 401-633-0551, dyoung@nbep.org

- Advanced meetings held with subawardees
- Standardized documentation in place
 - Developed for each individual subawardee
- New “Access-like” PowerApps database in place to track all subawards
- Darcy and Courtney are managing grants
- Expect to have paperwork in place in October

7. Vision 2032

- Paused external work for about a year
- 50 preliminary **actions/tasks** identified
- Action Plan Worksheet complete
- Next Vision 2032 meeting September 21st in-person at RIDEM in Providence
 - Will share process to date, review actions, and explore their impacts
 - Register for meeting if you have not already! (Link in chat)
- Plan to complete plan by December 2023



8. Plastics Workshop

MACRO TO MICROPLASTIC IN NARRAGANSETT BAY

October 7, 2022
8:00 AM - 5:00 PM

Roger Williams University
1 Old Ferry Rd, Bristol, RI 02809
(In-person only)



Join the Narragansett Bay Estuary Program for our Annual Science Event! This learning forum aims to share the latest science of the sources and fates of plastics in the Narragansett Bay watershed. Registration is required and free. Breakfast and lunch will be provided.

www.nbep.org/plastics-event-2022



NARRAGANSETT BAY
ESTUARY PROGRAM

Roger Williams
University

- October 7th at RWU
- Learning forum to share state of research and pollution in the Bay to inform future decisions
- **17** speakers—Provost welcome
- **50** attendees so far—expect about 100
- **Sign-up** if you can! Link in chat



9. In The News

- URI GSO piece on Courtney
<https://web.uri.edu/gso/publications/aboard-gso/the-urban-waterscape-sp22/>
- EcoRI piece on Dan Codiga work on positive impact on Upper Bay of WWTP upgrades
<https://ecori.org/expensive-upgrades-pay-off-when-it-comes-to-narragansett-bay/>
- EcoRI piece on Blackstone River Paddle
<https://ecori.org/blackstone-river-commons-paddle-to-explore-hidden-waterways-charm/>
- Press release on expansion of TNC Beaver River Preserve informed by Beaver River Watershed Assessment funded by NBEP in 2021—project advancement in action!
<https://www.nature.org/en-us/newsroom/rhode-island-beaver-river-preserve-expansion/>




Steering Committee Member Updates (30 minutes)

DEIJ Subcommittee

- NBEP completed 18-months of work with consultants in May
- Key responsive actions include:
 1. Enabling interns to work remotely.
 2. Hiring NBEP outreach staff to connect with new folks—Darcy 😊.
 3. Paying stipends to community members for their insights.
 4. Using direct subawards to streamline funding to those with agency to act.
 5. When RFPs used, include **scoring criteria** that acknowledge benefits to EJ areas.
 6. Pursuing indigenous people land acknowledgment in FY2022 Workplan.
 7. Staff and committee members to **go to** community events to make connections.
- Would like to form a small DEIJ Subcommittee to guide this work on an ongoing basis—1-2 staff, 3-4 SC members

NARRAGANSETT BAY
ESTUARY PROGRAM



Planning for Equity

We promise to energize our partnership to elevate and amplify justice, equity, and humanity in the Narragansett Bay region.

EJ IN OUR REGION COASTAL ACCESS EJ PLANNING TOOLS DEIJ EVALUATION RACISM STOPS WITH ME

Diversity, Equity, Inclusion & Justice Evaluation

We would like to maximize our impact as we strive for environmental justice in the Narragansett Bay region. The Estuary Program is undertaking a Diversity, Equity, Inclusion, and Justice (DEIJ) Assessment to learn how our partnership can address environmental injustices in our region.

Assessment Proposal	OPEN PDF
Assessment Plan	OPEN PDF
Environmental Justice Pre-Survey Interview Questions	OPEN PDF

Decision #2

Does the Steering Committee approve forming of a DEIJ Subcommittee?

**Public Comment / Break
(10 minutes)**

FY2021 Left-Over Funds Re-Budget

- Expect to have ~\$750,000 of FY2021 dollars unspent on 9/30/22
 - Caused by 9 months with only 2 staff and not hiring contractors while we paused Vision 2032 work
- EPA would like us to reduce this running unspent funds total
- NBEP staff propose to:
 - Hold \$350K for personnel and award \$400K as subawards later this year
 - Use direct subawards like FY2022 Base/BIL

		Balance Remaining Less Encumbered Subawards ^{(5),(6)}
537,812	\$	537,812
5,275	\$	5,275
4,978	\$	4,978
130,350	\$	130,350
614,107	\$	1,000
25,744	\$	25,744
1,318,266	\$	705,159
60,436	\$	60,436
1,378,701	\$	765,594

For the purposes of this report, these values are as of September.

**Meals, NBEP Meeting Meals

Three Questions for Steering Committee

1. Is \$400K/\$350K split of unspent funds appropriate,
2. How should we deliver subaward part-- direct award or RFP, and
3. What projects to fund?

...hold that thought...some context

\$400K Subaward / \$350K Personnel Split

- Simple
- Can get real work done as it allows ~five \$50K-\$200K awards
- Reserves 8 months for personnel time

Direct Subawards Approach

Pro	Con
<ul style="list-style-type: none">• EPA does not require competition• Better response to request by overwhelmed folks• Easier on subawardees• More inclusive by selecting competent organization <u>and then</u> doing lots of paperwork• Gets money out faster• Full Steering Committee engaged in decision	<ul style="list-style-type: none">• Lack of formal competition—perception of favoritism*• Could miss folks we have not engaged*• More work for NBEP/RWU staff upfront

**Can potentially address this by sending formal request for project ideas to our full mailing list*

....Hold again, let's share some project ideas to inform decisions

Project Ideas Exercise

1. We will use a Google Sheet for this exercise:
https://docs.google.com/presentation/d/17wW5ldjg84e5XvH1m6CycF-UJwY7O5KpMb0Unes3kaw/edit#slide=id.g1553df0e22d_0_18. Click on the link in the Zoom Chat to access the sheet (if you can't reach the sheet, type your ideas directly into Chat).
2. NBEP staff have seeded that Sheet with project ideas submitted to us to date.
3. Enter your name, new ideas, and cost on a yellow sticky on the Google Sheet. One idea per sticky.
4. You have 15 minutes to add your ideas.
5. We will ask those that provided ideas to describe them further first if they like.
6. Then we will open it up for initial group discussion of the type of projects and specific ideas.

Back to Questions and Next Steps

Informed by context and project ideas shared, as of today, what is the Steering Committee preference for

1. Personnel/subaward split (support \$400K/\$350K split)?
and
2. Direct subawards vs RFP?

Next step is to consider feedback today and feedback through October 30th from this Committee, and then NBEP staff will bring forward an approach to the EC for review in November and the SC for approval in December.

Meeting Close

- Review action items
- Upcoming meetings
 - Vision 2032, 9/21/22, 10am-4pm at RIDEM Suite 300
 - Plastics Workshop, 10/7/22, 10am-4pm at RWU
 - Executive Committee, 11/9/22 via Zoom
 - Vision 2032, November TBD in-person
 - Steering Committee, 12/15/22 in-person