



You Got the Grant! Now What?

APP Winter Meeting - February 2023

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USDOT has added new resources

www.transportation.gov/bipartisan-infrastructure-law

Bipartisan Infrastructure Law

The President's Bipartisan Infrastructure Law makes historic investments in the transportation sector: improving public safety and climate resilience, creating jobs across the country, and delivering a more equitable future.

- FUNDING OPPORTUNITIES**
Discover what funding opportunities are coming next.
[View Upcoming NOFOs](#)
- GRANT LIST**
View all of DOT's grant programs for the Bipartisan Infrastructure Law.
[View All Grant Programs](#)
- DOT NAVIGATOR**
View technical assistance resources for DOT grant programs.
[Visit the DOT Navigator](#)
- ADDITIONAL RESOURCES**
Get your questions about the BI Law answered.
[View Additional Resources](#)



What Next?

- u Steps to Success
- u Tips and Tricks to Getting to Obligation
- u Implementation - Moving from Obligation to Grant Close out
- u Reporting
- u Open to Audience for Discussion of Tips and Tricks, Successes, Challenges



Port of Grays Harbor

On Washington's Pacific Coast

[Terminals](#) [Westport Marina](#) [Bowerman Airport](#) [Satsop Business Park](#) [Public Access & Recreation](#) [Real Estate](#) [About Us](#)

Port of Grays Harbor Awarded \$25.5 million PIDP Grant

November 2022

The Port of Grays Harbor was recently awarded a \$25.5 million Port Infrastructure Development Program (PIDP) Grant from MARAD for its Terminal 4 Expansion & Redevelopment Project.

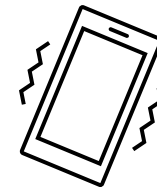
The project will add 50,000 feet of rail for offloading, storage, and assembly; repurpose the 50-acre former 520 pontoon construction site into cargo laydown area; construct secured site access and roadway improvements, and replace the marine terminal fendering and stormwater systems.



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Keep these Documents Close

- u Notice of Funding Opportunity (NOFO)
- u Grant Application and supporting Documents
 - u Put these documents all in one place that each of the team can easily access
- u Funding Authorities' phone number and email

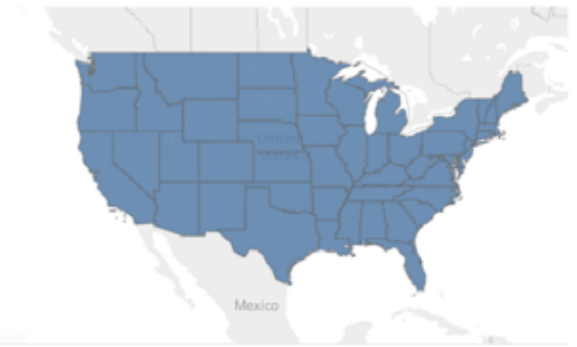


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- [DOT Navigator Home](#)
- [Grant Application Resources](#) >
- [Technical Assistance Resources](#)
- [Learn About the Bipartisan Infrastructure Law](#)
- [Find Transportation Contacts Near You](#)

Transportation Contacts Near You

- Connect with [U.S. Department of Transportation \(DOT\) contacts in your state or territory](#) (interactive map of all DOT administrative offices)
- Locate your [State DOT](#)
- Connect with your regional [metropolitan planning organization \(MPO\)](#)
- Connect with your local [transit agency](#)



| FHWA | FMCSA | FTA | MARAD | NHTSA |
|------------------|------------------|----------|-------------|----------|
| Alabama Division | Alabama Division | Region 1 | Great Lakes | Region 1 |
| Alaska Division | Alaska Division | Region 2 | Gateway | Region 2 |

DOT State contacts.

Process Overview

USDOT Discretionary Grant Process



The grant lifecycle is broken down into four phases:

0. **Legislation:** Program authorization and funding appropriation by Congress
1. **Pre-Award:** Funding opportunity announcement, applicant solicitation, and application submission
2. **Award:** Application evaluation, award decisions, and grant recipient notifications
3. **Post-Award:** Project execution, monitoring, and closeout



Award Phase

| Grantor Actions | Lifecycle Steps | Applicant Actions |
|---|---|---|
| <p>When the review process has been completed, the funding agency notifies the applicants whether or not they have been awarded a grant. The agency also begins working with the award recipient to finalize the legal framework for the funding agreement. Following this, the funds are disbursed.</p> | <p>Notifying the Award Recipient</p> | |
| | <p>Beginning the Hard Work</p> | <p>After an applicant receives a Notice of Award and the funds have been disbursed, they will begin their project. The award recipient is responsible for meeting the administrative, financial, and programmatic reporting requirements of the award.</p> |

Phases of the Delivery of the Grant

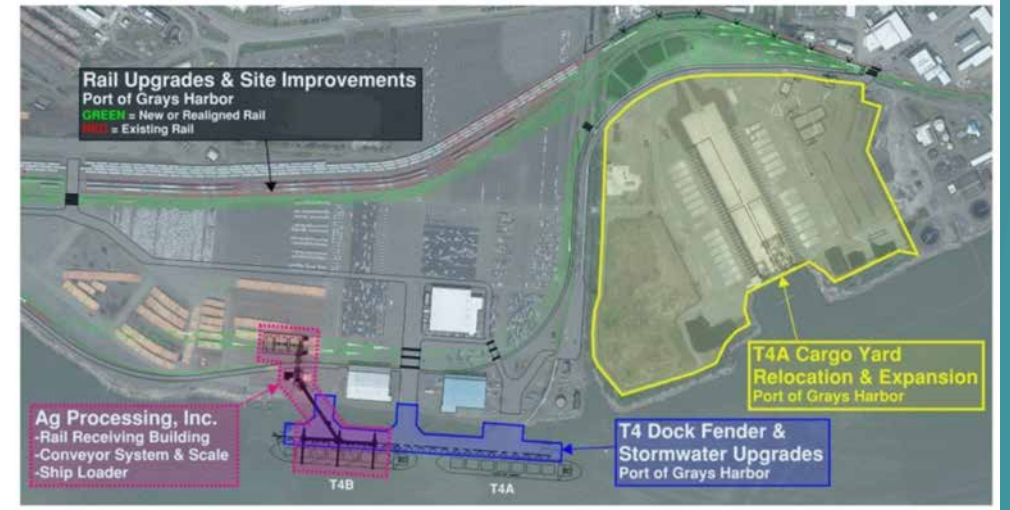
Announcement of the Grant Awards

- Ø Set up your delivery Team
 - Project Manager - Champion of the Project
 - Finance - Grants Manager
 - Engineering
 - Environmental
 - Public Relations / Governmental Affairs
 - Executive Leadership
 - Potentially - Grant Liaison between Project Sponsor and Grantor
 - Consultant Team

- Ø Confirm Scope, Schedule and Budget since Grant Application was submitted

- Ø Read the fine print in the NOFO on Federal regulations

- Ø Set up internal Meeting Schedule for check ins



Phases of the Delivery of the Grant

First Steps After Announcement of the Grant Awards

- Ø Wait for Grantor to reach out and set kick-off meeting
 - Ø If you don't hear from them reach out to them- Be Proactive and Respectful
- Ø Prep for the Kick-off Meeting -Don't Assume Everyone on the Call from the Feds knows about your Project
- Ø Prepare for a site-visit - think about what you need to prepare for this visit
 - Ø Talk to other Ports that have won awards in the last couple of years to find out their best practices
 - Ø Are there check lists that other Ports have used?
 - Ø Get their Tips and Tricks to getting to Obligation



Phases of the Delivery of the Grant

Steps to take After Announcement

- Ø Review Internal Policies and Reporting Systems
- Ø To make sure you are in compliance with Federal Regulations including:
 - Ø **Climate Change and Sustainability**-Executive Order 14008, *Tackling the Climate Crisis at Home and Abroad* (86 FR 7619).
 - Ø **Equity and Justice**⁴⁰ - Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government* (86 FR 7009) and Executive Order 14052, *Implementation of the Infrastructure Investment and Jobs Act* (86 FR 64335).
 - Ø **Workforce Development, Job Quality, and Wealth Creation** - Executive Order 14025, *Worker Organizing and Empowerment* (86 FR 22829) and Executive Order 14052, *Implementation of the Infrastructure Investment and Jobs Act* (86 FR 64335).
 - Ø **Civil Rights and Title VI** - *Title VI of the Civil Rights Act of 1964 and implementing regulations* (49 CFR part 21), the *Americans with Disabilities Act of 1990 (ADA)*, Section 504 of the *Rehabilitation Act*, and all other civil rights requirements and accompanying regulations.
- Ø If you don't have these Policies - Start preparing them, check with other ports for examples, Best Practices in your area / State

Phases of the Delivery of the Grant

Announcement of the Grant Awards

- Ø Review Internal Policies and Reporting Systems
- Ø To make sure you are in compliance with Federal Regulations including:
 - Ø **Critical Infrastructure Security and Resilience** - Information on cybersecurity performance goals can be found at <https://www/cisa.gov/cpg>.
 - Ø **Federal Contract Compliance** - Executive Order 11246, Equal Employment Opportunity (30 FR 12319, and as amended), all Federally-assisted contractors are required to make good faith efforts to meet the goals of 6.9 percent of construction project hours being performed by women, in addition to goals that vary based on geography for construction work hours and for work being performed by people of color. Under Section 503 of the Rehabilitation Act and its implementing regulations, affirmative action obligations for certain contractors include an aspirational employment goal of 7 percent workers with disabilities.
 - Ø **Federal Procurement Requirements**- Need to make sure your consultants were / are selected under competitive solicitations not as an on-call pre-approved list.
- Ø If you don't have these Policies - Start preparing them, check with other ports for examples, Best Practices in your area / State

Phases of the Delivery of the Grant

Steps to take after Announcement

Set up a public facing website with Project Information

Get your Public Participation Plan Ready to Implement



- ∅ Eligible costs under the grant
- ∅ Duration for use of grant funding - obligation deadline; spending deadline
- ∅ Local funding match requirements
- ∅ Procurement rules may differ when using Federal grants
- ∅ Provisions for Buy America, Disadvantaged Business Enterprise (DBE), etc.
- ∅ Design and environmental review requirements
- ∅ Reporting and auditing requirements
- ∅ Spending/claims alignment with award criteria

Getting to Obligation (when can I get my Money?)

- Ø Remember, your match does not count until you have a Grant Contract signed by the Port and the Grantor
- Ø Potential to get **pre-award approval** to spend money but need to request this and get it in writing
- Ø **Obligation requires completion of National Environmental Policy Act (NEPA)** which includes multiple elements depending on the agency's requirements - this can take between 1 - 3 years to complete - jump start your Biological Assessment and disciplinary reports if possible.

Getting to Obligation (when can I get my Money?)

Demonstrating Stewardship of Federal Funds

Demonstrating the **capacity to effectively manage awarded funds** may bolster an applicant's appearance as a strong candidate for Federal investment.

- Ø Engage with subject matter experts to provide any technical or nuanced inputs and information (i.e., financial, engineering, etc.) to the application
- Ø Attend any financial management trainings provided for new potential applicants / awardees
- Ø Connect with State and local resources as needed to assist with financial planning, permitting, and other approvals
- Ø Identify and reach out to a program's point of contact or your Project Manager with specific questions as they come up

What else do you need to reach Obligation and can start to Request Reimbursement for the Federal Share of Eligible Cost

Work with Funding agency to prepare Exhibits for the Award Contract including:

- Ø Project Description
- Ø Scope of Work
- Ø Detail Deliverables and Deadlines such as:
 - If ROW involved, Need a Real Estate Acquisition Management Plan - (RAMP)
 - Environmental Mitigation Plan (EMP) - listing all mitigation requirements identified in the NEPA process.

What else do you need to reach Obligation and can start to Request Reimbursement for the Federal Share of Eligible Cost

- ∅ Detailed Schedule, Summary Schedule
- ∅ Budget showing Federal and Non-Federal contributions

| T4 Expansion & Redevelopment Construction Schedule | 2022 | | | | 2023 | | | | 2024 | | | | 2025 | | | | 2026 | | |
|---|------|---|---|---|------|---|---|---|------|---|---|---|------|---|---|---|------|---|---|
| | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | 4 | 1 | 2 | 3 |
| | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q | Q |
| Site Plan PE 30% | ■ | ■ | | | | | | | | | | | | | | | | | |
| Engineering 60% | | | ■ | ■ | | | | | | | | | | | | | | | |
| Award announcement | | | | ■ | | | | | | | | | | | | | | | |
| Environmental Review | | | | | ■ | ■ | ■ | ■ | | | | | | | | | | | |
| FE & Permitting | | | | | ■ | ■ | ■ | ■ | ■ | ■ | | | | | | | | | |
| Obligation | | | | | ■ | ■ | ■ | ■ | ■ | ■ | | | | | | | | | |
| Construction rail & marine expansion | | | | | | | | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Construction cargo yard redevelopment | | | | | | | | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| Close Out Contract | | | | | | | | | | | | | | | | | | | ■ |

Source: Port of Grays Harbor T4 PIDP Grant Application, May 14, 2022

Now you can Start the “Real” Work

Once your Award Contract is Signed - Now You can Start to Complete your Deliverables

- Ø Final Design, Right of Way Plans, All Agreements in Place, etc.
- Ø Acquire Right of Way
- Ø Prepare Bid Documents
- Ø Obtain Permits - Federal and Local
- Ø Make sure that the Grantor has approved all Pre-construction deliverables and you are ready to Let the Bid
- Ø Select a Contractor and issue Notice to Proceed
- Ø Construct Project and implement Environmental Mitigation Requirements
- Ø Close out the Contract

Post Award Phase

| Grantor Actions | Lifecycle Steps | Applicant Actions |
|---|--------------------------------|--|
| | Reporting Your Progress | Award recipients conduct two primary types of reporting to the funding agency on a regular basis: financial reporting and programmatic reporting. These reports provide information about the overall financial status and program performance of the grant project. Recipients must also respond to any audit requests that pertain to the grant. |
| <p>As reports and financial data are passed along to the grantor agency, the program stakeholders ensure that all requirements are being met. Upon completing all the closeout requirements, including a review of the final financial and technical reports from the awardee, the grant lifecycle comes to an end.</p> | Award Closeout | |

Now you can Start the Work

Federal Requirements

Ø Monthly Calls with Grantor (may require a monthly report submitted prior to call)

- Review Progress
- Upcoming Challenges
- Discuss Grantor's Questions



Ø Quarterly Reports

- Activities and Finance - Actual for Quarter and projections



Audience Participation:

Tell us about your successful Processes

Tell us about your Challenges

Any Tips and Trick to move the process forward?

What do you need help to with?

Thank You



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