



N.C. Resilient Coastal Communities Program

Request for Phase 4 (Construction & Implementation)

Applications 2025 – 2026

REQUEST FOR APPLICATIONS RELEASED: Friday, March 7th, 2025

ALL APPLICATIONS DUE: Friday, April 25th, 2025, by 5:00 pm EST

APPLICANT WEBINAR: March 21, 2025, 2:00 pm – 3:30 pm EST

[\(Registration Link\)](#)

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PROGRAM OVERVIEW

The Resilient Coastal Communities Program (RCCP) is a component of the North Carolina Resilient Communities Program, developed through the [2020 North Carolina Climate Risk Assessment and Resilience Plan](#). The North Carolina Division of Coastal Management (DCM) administers the RCCP with funding from the NC State Legislature and the National Fish and Wildlife Foundation (NFWF). Key partners include the NC Office of Recovery and Resiliency (NCORR), The Nature Conservancy (TNC), and NC Sea Grant (NCSG).

The RCCP is a four-phase program designed to:

1. Address local barriers to coastal resilience, including limited capacity, economic constraints, and social inequities.
2. Assist communities in conducting risk and vulnerability assessments to create a prioritized portfolio of resilience projects.
3. Advance coastal resilience projects through engineering and design to achieve shovel-ready status.
4. Link communities with funding sources for project implementation.

The four phases are:

- Phase 1: Community Engagement and Risk & Vulnerability Assessment
- Phase 2: Planning, Project Identification, and Prioritization
- Phase 3: Engineering and Design
- **Phase 4: Project Implementation**

Note: *To qualify for Phase 4 funding, communities must complete Phases 1, 2, and 3 or demonstrate the completion of an equivalent scope of work. This includes comparable planning and engagement efforts as well as engineered site plans meeting the standards outlined in the Phase 3 RFA.*

DCM is hosting an informational webinar on the Phase 3 and 4 application process on Friday, March 21st, 2025, from 2:00 pm – 3:30 pm EST. Register for the webinar [LINK](#).

NOTICE OF AVAILABLE FUNDS AND REQUIREMENTS (2025-2026)

Phase 4 Objective: The primary objective of Phase 4 of the RCCP is to provide funding to assist coastal communities with the implementation (i.e., construction) of prioritized resilience projects identified through the deliverables of Phases 1 and 2 (outlined in the RCCP [Planning Handbook](#)) and supported by engineered site plans developed in Phase 3 or equivalent planning and design efforts. Projects not identified through Phases 1 & 2 may also be eligible if the community completed an equivalent scope of work to bypass Phases 1 & 2. Grant funds may be used to construct or implement projects that enhance a community's resilience to identified coastal hazards (e.g., stormwater flooding, sea-level rise, shoreline erosion, etc.). Examples include, but are not limited to, wetland and stream restoration, flood mitigation, living shoreline stabilization, and infrastructure to improve stormwater management.

Funds Available: DCM estimates that approximately \$6 million will be available for Phase 3 and Phase 4 projects in FY 2025-2026.

Eligible Applicants: All county and municipal governments within the [20 coastal counties](#) (i.e., counties that fall under the Coastal Area Management Act (CAMA)), as well as federally and state-recognized tribes, are eligible to apply. Adjacent communities may submit joint applications for regional grants. Applicants can apply for multiple projects but **must** submit a separate application for each and clearly indicate the order of priority for funding. For questions, please contact DCM staff using the information at the end of this document.

NOTE: *To be eligible for Phase 4, applicants must complete Phases 1, 2, and 3 of the RCCP or demonstrate an equivalent scope of work. If using an equivalent scope of work, please complete the Resilience Strategy Matrix on **Page 12** of this application to document how the program's minimum requirements have been met and attach this document to your application.*¹

Anticipated Project Period: June 2025 –October 2026 (16-months)

Maximum request: There is no maximum limit; however, requests larger than the anticipated range may be difficult to accommodate due to limited funds. DCM expects Phase 4 award amounts to range from \$50,000 to \$750,000.

Match Requirements: **There is no cash or in-kind match requirement, and a match will not affect your application score.** If desired, an optional cash match may be submitted, but DCM will not accept in-kind match contributions. This decision has been made to reduce the reporting burden on communities.

¹ The minimum requirements of the RCCP can be found in the Program [Planning Handbook](#).

Eligible Projects: Eligible projects will have been identified and prioritized through the RCCP or a comparable process. To qualify, projects must be fully designed, engineered, and permitted (or ready for permitting)—i.e., “shovel-ready”—and prepared for construction to begin.

Program Criteria and Prioritization: DCM will review applications and select projects based on available funding and alignment with program goals and objectives. In addition to the eligibility requirements outlined above, DCM will consider the following factors when evaluating applications for Phase 4:

- The applicant has previously participated in and completed Phases 1, 2, and 3 of the RCCP or completed an equivalent scope of work.
- Project readiness (e.g., design and engineering complete; permitting status, etc.).
- The project’s contributions to the objectives of the RCCP.
- Prioritization of the project within the applicant’s Project Portfolio or similar planning documents.
- The extent to which the project incorporates nature-based components.
- The extent to which the project ensures equitable consideration of socially vulnerable, historically disadvantaged, and underserved populations (e.g., low-income and minority populations).
- The potential transferability of the project to other coastal area municipalities and counties.
- The project’s cost-effectiveness.
- The project’s permissibility under the Coastal Area Management Act and any related regulatory requirements, including CAMA minor, general, and major permits, and/or variances via the Coastal Resources Commission.

Note: *Certain proposed projects may require a more intensive regulatory review process, including obtaining a CAMA minor, general or major permit, and/or a variance from the NC Coastal Resources Commission. Proposals will be evaluated with these permitting requirements in mind, as well as the potential environmental impacts. Projects that are determined to be impermissible under regulatory guidelines may be ineligible for funding.*

Project-Specific Guidelines for Natural and Nature-Based Strategies:

1. **Shoreline Stabilization Proposals:** Proposals should document erosion trends and the infrastructure or habitats that are at risk. "Living shorelines" that use biodegradable, natural, and inert materials alongside vegetation should be prioritized over gray infrastructure (e.g., bulkheads, revetments, breakwaters) where site conditions allow for successful use.
2. **Flood Control Projects:** Where practical, flood control projects should prioritize nature-based strategies that restore or replicate the natural capacity of the landscape to store

and treat floodwaters.

3. **Stormwater Control Projects:** These projects should aim to reduce the volume and rate of runoff caused by land use changes by promoting natural infiltration and other best management practices that restore, enhance, or replicate natural hydrology. Proposals may include land or easement acquisition to facilitate wetland restoration or creation, riparian buffer restoration, or redirecting runoff to green spaces or natural infiltration areas. Stormwater management measures from the [DEQ Stormwater Manual](#), such as disconnecting impervious surfaces, rain gardens, bioswales, vegetation, stormwater wetlands, and permeable pavement, will also be considered.
4. **Coastal Wetland and Oyster Reef Restoration:** Proposals should analyze habitat trade-offs, such as the conversion of existing shallow-bottom habitats, and document the historical loss or deterioration of wetland or oyster habitats. Proposed oyster reef restoration projects must document early coordination with the NC Division of Marine Fisheries regarding site selection and materials.
5. **Beneficial Use of Dredged Materials:** Proposals should document early coordination with federal and state regulatory agencies and describe any seasonal restrictions to protect sensitive coastal and marine resources. The compatibility and suitability of dredged materials for the proposed use must be evaluated. Disposal of dredged materials on coastal wetlands will require a more intensive regulatory review and may necessitate a variance from the NC Coastal Resources Commission.
6. **Tangible Long-Term Resilience Benefits:** Priority should be given to proposals that offer long-term resilience benefits. For example, projects that allow for the upland migration of coastal wetlands, provide stormwater or floodwater infiltration areas or offer natural protection for public or private infrastructure.
7. **Land Ownership and Management Support:** All projects that impact federal, state, local, or private lands must include participation or written support from the relevant management or ownership entity.

Contracting: DCM will contract directly with selected applicants. Selected applicants will be responsible for conducting their own procurement process.

Submission: Submit applications to rccp@deq.nc.gov by **5:00 pm EST, Friday, April 25th, 2025.**

Direct questions and comments to:

- **Mackenzie Todd**, DCM Coastal Resiliency Coordinator
mackenzie.todd@deq.nc.gov / (252) 515-5434
- **Kasen Wally**, DCM Coastal Resilience Specialist
Kasen.wally@deq.nc.gov / (252) 515-5424

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IF YOU RECEIVE A GRANT

Signing the Contract: Grantees are required to adopt a **resolution** authorizing the project administrator to enter into the grant contract with DEQ. The scope of work and project costs submitted with the application will form the basis of the contract. The contract outlines the project details and the terms for receiving the grant, forming a legally binding agreement between the grantee and the State of North Carolina.

Post Grant Funding Award: After receiving an award notice from DCM and adopting a resolution, **the applicant must have a fully executed contract with DEQ before any work begins.** A DEQ grant contract is considered "fully executed" once it has been signed by an authorized representative of the grantee and DEQ Financial Services. The grantee will receive a copy of the fully executed contract after DEQ's signature. The grantee is responsible for any additional costs beyond the awarded grant funds needed to complete the project.

If changes to the project scope or budget are needed after submitting the grant application, written approval from the DCM Contract Administrator is required. In these cases, a DEQ contract amendment will be necessary.

To request approval for changes, the grantee must submit at least the following:

1. A justification for the proposed changes
2. A revised scope of work narrative
3. A revised budget, if applicable

Unapproved changes to the project scope or budget will not be eligible for reimbursement.

Project Reporting: Consistent with the "Project Timeline" outlined in the application, grantees are required to submit a progress report every two months detailing the status of the project. Each progress report must be submitted with the corresponding invoice and packaged as a single .pdf document, where applicable. If there is no invoice to submit, a progress report is still mandatory and must be sent to the DCM Contract Administrator.

The Contract Administrator will provide templates for the Periodic Report and the Final Closeout Report. Any adjustments to the reporting schedule must be approved by the Contract Administrator.

Contract Duration & Extension Requests: Grant contracts will have a **16-month term** and will be executed between DCM and the grantee. If additional time is needed, grantees may request a no-cost extension; however, amendments and extensions are granted at DCM's discretion and thus are not guaranteed.

To request an extension, grantees must submit a written request on official letterhead that includes:

1. A justification for the extension request.
2. A summary of the current project status.
3. An updated project schedule with anticipated timelines.

Extension requests must be submitted at least 45 days before the contract expiration date via email to RCCP@deq.nc.gov or directly to the DCM Contract Administrator. Approved extension requests will require an amendment to the grant contract.

Invoicing and Payment Schedule: Reimbursements for actual expenses are subject to approval by the Contract Administrator. DCM will hold a reserve of 10% of the total grant award until all final project deliverables have been submitted and accepted.

Grantees may request reimbursement payments no more frequently than once every two months. Final invoices must be submitted to DCM within 30 days after the grant contract period ends. Once the final deliverables are approved, the State will release the remaining 10% of the grant award.

Invoice Formatting: Invoices **must** be submitted alongside a corresponding progress report unless otherwise approved by the DCM Contract Administrator. Each invoice must also be professionally formatted, submitted on the official letterhead of the grantee, and include the following information:

- **Date of Submission**
- **Unique Invoice Number** (e.g., *INV-2025-001*)
- **Grantee Name and Contact Information**
- **Payment Instructions** – If applicable, include bank details for electronic payments or a mailing address for checks (i.e., *a remit-to address*).
- **Dollar Amount** (e.g., *\$5,000.00*)
- **Contract Number** (e.g., *CW123456*)
- **Invoice Period** (e.g., *January 1, 2025 – March 31, 2025*)
- **Supporting Documentation** – Copies of receipts, paid invoices, or checks (e.g., *itemized receipts for materials, subcontractor invoices, proof of payment such as cleared checks or bank statements*).
- **Final Invoice Designation** – If submitting the last invoice under the contract, it must be clearly marked as *"Final Invoice."*

Project Deliverables: For Phase 4 implementation projects, deliverables must include sufficient evidence that the project has been completed in accordance with the original grant application. The required documentation will vary based on the specific project but must align with the intended evidence and/or monitoring plan **as outlined in the application questionnaire.**

Additionally, a final site visit by program staff may be required to verify project completion. Deliverables may include, but are not limited to:

- A final project report summarizing objectives, implementation activities, and outcomes.
- Before-and-after documentation, such as photos, GIS data (see: GIS Data Requirements), or monitoring reports demonstrating project completion.
- Copies of permits, contracts, and other regulatory approvals, if applicable.
- Documentation of public engagement efforts, including meeting summaries, outreach materials, and stakeholder feedback.
- Public outreach and/or educational materials, such as fact sheets, presentations, or workshop documentation, if included as part of the project.
- A maintenance and/or monitoring plan, if applicable, to ensure long-term project effectiveness.

GIS Data Requirements: If GIS data is being submitted as a component of the project deliverables, any maps must be submitted as a **Map Package (.mpk)**, which includes a map document (.mxd) and its referenced data packaged into a single portable file. For guidance on creating and sharing a Map Package, refer to Esri's documentation on "[Creating a map package.](#)"

- If you are using ArcMap please refer to [this link](#).
- If you are using ArcPro please refer to [this link](#).

GIS products must be referenced to the North Carolina State Plane North American Datum 83 US Survey Foot to Include Federal Geographic Data Committee (FGDC)-compliant metadata.



N.C. Resilient Coastal Communities Program Phase 4 Application Cover Page (2025 – 2026)

Community or Organization Name	
Project Name	
Estimated Project Cost	
Partner Applicant(s) <i>If applicable</i>	
Lead Project Manager Name & Job Title	
Email	
Phone Number	
Mailing Address	

RESILIENCE STRATEGY MATRIX WORKSHEET

If you did not participate in Phases 1, 2, and/or 3 of the RCCP, please provide documentation showing how you meet the requirements by linking where these strategies are met in your specific documents. If you have participated in prior phases of the RCCP this matrix is not required.

Resilience Strategy Requirements	Documentation showing you meet the Resilience Strategy requirement
Community Resilience Vision & Goals	<i>Insert document(s) name and page #'s and link if available</i>
Any community goals/vision that have a focus on building resilience. These may be found in existing plans or ordinances.	
Community Action Team	
Planning Board, Floodplain Management Committee Members, or any community group that has met on multiple occasions to discuss the community's vision/goals towards resilience.	
Stakeholder Engagement Strategy	
A document that details how you communicate with your community, especially any vulnerable populations (via Town Meetings, email distribution lists, informational brochures, and webpages, etc.)	
Review of Existing Plans and Efforts	
You have reviewed existing planning documents (Land Use Plan, Hazard Mitigation Plan, Capital Improvement Plans etc.) and are familiar with your existing plans and ongoing efforts.	
Risk & Vulnerability Assessment Report	
You have access to data from your Regional Hazard Mitigation Plan or have had recent assessments conducted.	
Project Portfolio	
A list of potential projects that have been identified by staff and/or the community. These might be found within a Floodplain Management Plan, or Council minutes.	
Engineering and Design Plans	
Please include links to Engineering and Design files which showcase that your project is at least 90-100% ready for implementation.	
Additional files	
These can include maps or any other pertinent documents.	

PHASE 4 APPLICATION (2025-2026): QUESTIONS

Please answer all the following questions:

1. **Is this project identified as a high local priority in your Resilience Strategy, project portfolio, or other locally relevant planning document?** If yes, briefly describe why it's a high priority and how it was prioritized.
2. **Project description:** Provide a description of the project, including information on how this will increase your community's resilience. If the project does not have community-wide impacts, describe why it is the best choice for Phase 4 funding.
 - a. Please be sure to describe how the project will address environmental, social, and/or economic issues.
 - b. Describe how the project will benefit socially vulnerable, historically disadvantaged, and underserved populations (e.g., low-income and minority) in your community.
3. **Please describe the project's nature-based or hybrid components.** If none, please describe why they are not being incorporated.
4. **Cultural and Historic Preservation:** If applicable, describe how the project will address any cultural, historical, or archaeological considerations in the project area.
5. **Site location maps:** Provide a regional location map and a detailed vicinity map (street map) showing the location of the proposed project. Include a north arrow, legend (if applicable), and legible street names.
6. **Site description:** Provide a description of the site where the project will be located, including natural features and existing improvements.
7. **Project Site Plan:** Provide a site plan (to-scale) showing property lines, proposed construction, existing facilities, and significant natural features.
8. **Pre-project tasks:** Identify tasks that must be completed prior to starting the project.
9. **Permits:** List all necessary permits and/or certifications.
10. **Project Timeline:** Provide a project timeline, including key milestones, start and end dates, and any phased aspects of the project implementation.

11. **Please describe your project's transferability to other coastal municipalities and counties.**
12. **Long-term Maintenance, Monitoring and Sustainability:** Describe the plans for long-term maintenance, monitoring, and sustainability of the project, including funding sources and responsible parties.
13. **Price Estimation & Bid:** Please provide a copy of a bid or project price estimation from a contracting firm that outlines the cost of the project.

Please note: you **must** download, complete, and attach the Phase 4 budget sheet template found on the RCCP website (found under the "Request for Applications" > "Phase 4 - Implementation" tab) to this application.