



Department of
Environmental
Conservation

Long Island Sound Partnership

REQUEST FOR PROPOSALS

Long Island Sound Habitat Connectivity Model Development: Phase 2

June 2026

NEIW PCC, in cooperation with the New York State Department of Environmental Conservation (NYSDEC), Connecticut Department of Energy and Environmental Protection (CT DEEP), and the Long Island Sound Partnership Thriving Habitat and Abundant Wildlife Work Group (THAWWG), is inviting proposals for improving and refining data inputs and metrics for a model to assess habitat connectivity in the Long Island Sound more holistically, and to develop shapefiles for existing New York habitat restoration projects. The purpose of this project is to provide the necessary tools for quantitative assessment of progress toward the connectivity goals of the Long Island Sound 2025 Comprehensive Conservation and Management Plan (CCMP). The results of the project will enable selection of priority sites for restoring, conserving, or improving habitat connectivity, and will identify and evaluate options for tracking improvements.

Applicants must submit proposals in accordance with the procedures set forth below no later than **12 p.m. (noon) on Friday, July 10, 2026**. NEIW PCC's award decisions are contingent on the proponent's successful negotiation of a contract with NEIW PCC.

This request for proposals (RFP) includes information on:

- I. **Overview**
- II. **Project Goal**
- III. **Scope of Work**
- IV. **General Guidelines for Applicants**
- V. **Proposal Requirements**
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I. Overview

NEIWPCC

NEIWPCC is a regional commission that helps the states of the Northeast preserve and advance water quality. We engage and convene water quality professionals and other interested parties from New England and New York to collaborate on water, wastewater, and environmental science challenges across shared regions, ecosystems, and areas of expertise. Our mission is to advance clean water in the Northeast through collaboration with, and service to, our member states. NEIWPCC's vision is for clean and sustainable water throughout the Northeast. We base our work on the core values of leadership, collaboration, education, service, and science. [Explore NEIWPCC's 2026-2030 Strategic Priorities and Goals](https://neiwppc.org/about-us/strategic-plan/)<https://neiwppc.org/about-us/strategic-plan/>.

The Long Island Sound Partnership

The Long Island Sound Partnership (LIS Partnership) is a federally authorized and funded partnership of the United States Environmental Protection Agency (EPA), the states of Connecticut and New York, and multiple federal, state, and local agencies, academic institutions, environmental groups, and businesses. Established in 1985, the program is dedicated to restoring and protecting Long Island Sound. It was designated by Congress as an estuary of National Significance in 1987. The LIS Partnership is guided by the goals, objectives, and actions of its Comprehensive Conservation and Management Plan (CCMP). The CCMP's collaborative efforts to restore and manage Long Island Sound are implemented through four focal goals: 1) Clean water and healthy watersheds; 2) Thriving habitats and abundant wildlife; 3) Sustainable and resilient communities; and 4) Informed and engaged public.

Applicants are encouraged to review the LIS Partnership website (<https://lispartnership.org/>) for general information about its programs. Information on the LIS Partnership 2025 CCMP is available at <https://lispartnership.org/2025/06/2025-comprehensive-conservation-and-management-plan-ccmp/>. Applicants are also encouraged to discuss their project plans with the RFP topic contacts (identified in Section IX).

Thriving Habitats and Abundant Wildlife

Habitats within the Long Island Sound watershed support diverse aquatic and terrestrial species, offer recreational opportunities, and provide essential ecosystem functions. For centuries, human communities have depended on these ecosystems for economic stability, food security, and overall quality of life. Maintaining healthy and resilient habitats and wildlife populations remains essential to sustaining the ecological integrity of Long Island Sound. As a highly urbanized estuary, Long Island Sound faces ongoing pressures from nutrient pollution, land development, and extreme weather events and a changing climate. While restoration and protection efforts have achieved significant results, continued action is necessary to address these stressors. Without sustained restoration, protection, and adaptive management, the ecological functions and services provided by Long Island Sound habitats will be diminished.

In 1994, the LIS Partnership, with support from what is known today as the Thriving Habitat and Abundant Wildlife Work Group (THAWWG), identified 12 priority coastal habitat types: beaches and dunes, cliffs and bluffs, estuarine embayments, coastal and island forests, freshwater wetlands, coastal grasslands, intertidal flats, rocky intertidal zones, riverine migratory corridors, submerged aquatic vegetation beds, shellfish reefs and tidal wetlands. Since then, the Partnership and its collaborators

have restored more than 2,100 acres of habitat, protected over 8,000 acres of land, and reconnected 400 miles of rivers flowing into Long Island Sound. These efforts have laid important groundwork, but significant needs remain.

Building on this progress, the Partnership aims to restore or protect 100 habitat patches and reconnect 175 miles of riverine migratory corridors in the Connecticut and New York portions of the Long Island Sound watershed. At least 50 acres will be restored to specifically strengthen connections between isolated habitats.

Read more about the [Thriving Habitat and Abundant Wildlife goal](https://lispartnership.org/our-vision-and-plan/thriving-habitats-and-abundant-wildlife/). <https://lispartnership.org/our-vision-and-plan/thriving-habitats-and-abundant-wildlife/>

II. Project Goal

The goal of this project is to increase the utility of applying habitat connectivity models and metrics for the LIS Partnership's THAWWG. The purpose of this project is to provide the necessary tools for quantitative assessment of progress toward the goals of the CCMP. The results of the project will enable selection of priority sites for restoring, conserving, or improving habitat connectivity, and identify and evaluate options for tracking improvements. This project builds on the results of a [pilot feasibility assessment](#) completed in 2024. The pilot feasibility assessment is also available through the [NEIWPC Resource Library](#).

The contractor will collaborate with the LIS Partnership's THAWWG, who will serve as an advisory committee for the contractor, review the work of the contractor, and provide feedback to the contractor throughout the duration of the project. The contractor is expected to participate in quarterly virtual meetings with the THAWWG with additional communication as needed.

III. Scope of Work

This RFP is for services to improve and refine data inputs and metrics for a pilot model to assess and select priority sites for restoring, conserving, and improving habitat connectivity; develop shapefiles for existing New York habitat restoration projects; and identify and evaluate options for tracking improvements.

Project Tasks

1. Develop an approved Quality Assurance Project Plan (QAPP). This project will involve environmental data operations and therefore the contractor is responsible for developing the project QAPP and submitting it for review (see Quality Assurance and Quality Control Requirements on page **06**).
2. Develop GIS shapefiles for existing New York restoration and land acquisition projects for inclusion in a standardized database to manage and access site data for New York and Connecticut, making full use of existing data.
3. Develop qualitative model metrics to assess habitat connectivity between habitat patches within different priority coastal habitat types and provide example(s) of how the model and metrics could be used to target restoration sites for improving habitat connectivity within the LIS Partnership area.
4. During the project development and research phase, work with the LIS Partnership THAWWG to include in the selected model: a focus on the LIS Partnership 12 priority habitat types outlined in the RFP Overview, including restoration sites and stewardship areas; connectivity between different priority habitat types (giving consideration to connectivity within individual habitats); and

consideration of species-use based on New York and Connecticut natural diversity data and [NOAA environmental sensitivity index data](#).

5. Develop eight to ten habitat model variations, to complement the existing Tidal Wetlands and Riverine Migratory Corridors variations, for the LIS Partnership 12 priority habitat types.
6. Develop two applications, a data management and a data viewer application, in an ArcGIS Online (AGOL) environment using out-of-the-box Esri capabilities. The data management application will be developed for the experienced AGOL user, and the data viewer application will be developed for the general AGOL user.
7. Develop one written training document and one video module for each of the two data viewer applications.
8. Support the migration of data management and data viewer applications to an ArcGIS online subscription platform to host the final product.
9. Attend progress meetings during the duration of the project with the THAWWG and project team to share progress and incorporate partner recommendations.
10. Complete and submit quarterly reports and a final project report. These reports will be required to be provided to the NEIWPCC project manager (see contact information in Section IX) for review. Delivery of reports on time and approval by NEIWPCC oversight will be a condition of payment to the selected applicant.

Anticipated Project Meetings

Meeting Type	Purpose	Potential Participants
Kick-Off	Initiate project	NEIWPCC, CT DEEP, NYS DEC, EPA
Project Team	Project status check-in	NEIWPCC, CT DEEP, NYS DEC, EPA
Project Team	Project status check-in	NEIWPCC, CT DEEP, NYS DEC, EPA
THAWWG	Present interim findings and solicit feedback from work group	Work Group Members
Project Team	Project status check-in	NEIWPCC, CT DEEP, NYS DEC, EPA
Project Team	Project status check-in	NEIWPCC, CT DEEP, NYS DEC, EPA
THAWWG	Present project results to work group	Work Group Members

Desired Outcome

Under approved quality assurance and quality control, the project will improve the assessment of the extent of coastal habitat restoration projects and support maintenance and enhancements of habitat connectivity. The model and metrics provided will assist the project partners to target and track restoration and protection of habitat patches and river miles.

IV. General Guidelines for Applicants

Eligibility

Applicants who are eligible to submit proposals in response to this RFP include: federal (non-EPA), state, or local government agencies; interstate agencies; private non-profit organizations and institutions; for-profit organizations; and academic or educational institutions. Partnerships are allowed.

Schedule

The project should take no more than **23** months, with all final reports and paperwork received by **September 1, 2028**. However, it is desirable for projects to be completed earlier.

The schedule* for this RFP is as follows:

Proposals Due to NEIWPCCC	July 10, 2026, 12:00 p.m. EST (noon)
Applicants Notified of Funding Decisions	July 24, 2026
Detailed Project Work Plans Due	August 14, 2026
Project Start Date	October 5, 2026
Quality Assurance Project Plan (QAPP)	To be completed prior to data collection activities
Quarterly Reports	10th of the month following each quarter's close

*Schedule is subject to change.

Funding

There is \$170,000 available for this project and it is anticipated that one successful applicant will be chosen. Proposals with budgets that exceed the identified funding cannot be considered. Awarded funds may be used for expenses specifically related to the proposed project, including wages and consultant fees. Expendable and non-expendable equipment directly related to the proposed project may qualify for funding, but requires pre-approval (prior to proposal submission) by NEIWPCCC and must be justified in the proposal. Indirect costs are allowed, but must be in line with the following procedures: Applicants with a valid Negotiated Indirect Cost Rate Agreement with their cognizant federal agency must use that rate, and must provide documentation of the negotiated rate. Applicants that do not have a Negotiated Indirect Cost Rate Agreement may charge a maximum indirect rate of 10% of direct costs.

Match

Although cost share or match is not required, projects providing non-federal cost share or match will receive favorable consideration over projects without cost share or match.

Cost share or match can be satisfied with cash or in-kind services, or a combination of both. Cash contributions are those funds used to purchase goods or services associated with the project. In-kind contributions represent the value of non-cash contributions provided by the applicant. Any contributions must be clearly explained in the proposal and must be documented.

Deliverables

The primary deliverables for this project will be the following:

1. **Quarterly Reports** delivered to the NEIWPCCC project manager no later than the 10th day of January, April, July, and October during the duration of the project. (Task 10)
2. **Approved Quality Assurance Project Plan.** See below for additional information about this deliverable. (Task 1)
3. **GIS Shapefiles.** For existing New York restoration and land acquisition projects. (Task 2)
4. **Memo.** Describe qualitative model metrics to assess habitat connectivity between habitat patches within different priority coastal habitat types and provide example(s) of how the model and metrics could be used to target restoration sites for improving habitat connectivity within the LIS Partnership area. (Task 3 and Task 4)
5. **Habitat Model Variations.** Refine the existing Tidal Wetlands and Riverine Migratory Corridors metrics, and develop additional variations for up to eight additional LIS priority habitat types. (Task 5)
6. **Two AGOL-based Applications.** A data management and a data viewer application, developed using out-of-the-box Esri capabilities. The data management application will be

developed for the experienced AGOL user, and the data viewer application will be developed for the general AGOL user. (Task 6)

7. **Training Documents.** One written training document and one video module for each of the two data viewer applications. (Task 7)
8. **Data transfer and standardization.** Document standardized data schema and support the migration of the application to an ArcGIS online subscription platform to host the final product. (Task 8)
9. **TAC and Project Meetings.** Attend required meetings during the duration of the project with the THAWWG and project team. (Task 9)
10. **Final report** in Adobe .pdf format. (Task 10)

If data are collected under this grant, the data are expected to be entered into U.S. EPA's data systems. Specifically, the successful applicant must ensure all water quality data generated in accordance with an EPA/NEIWPC- approved Quality Assurance Project Plan, either directly or by subcontract, are transmitted into the Agency's Water Quality eXchange (WQX). WQX is a national data framework and mechanism for sharing water quality data, using the standards of the National Environmental Information Exchange Network. WQXweb is an online application designed to help users reformat their data to meet WQX standards. Data includes toxicity data, microbiological data and habitat data as well as ambient water quality monitoring data. Data from WQX is fed into the Water Quality Portal (WQP), which is a data warehouse combining WQX data with United States Geological Survey (USGS) data. More information about WQX, WQXweb and WQP can be found at <https://www.epa.gov/waterdata/water-quality-data>.

All deliverables are to be submitted in draft form in Microsoft Word format for review by project partners and approval by the project manager (See Contact Information in Section IX). All final reports are to be delivered in Adobe .pdf format upon approval by the project manager.

Quality Assurance & Quality Control Requirements

The NEIWPC Quality Management Plan requires that Quality Assurance Project Plans (QAPPs) are developed and approved for all projects involving environmental information operations (i.e., collection, analysis, and/or manipulation of environmental data). For projects that involve environmental information operations, the contractor will be responsible for developing the project QAPP and submitting it to EPA and NEIWPC staff for review after the start of the contract period. NEIWPC will provide guidelines for QAPP development. The QAPP must be approved by EPA, the NEIWPC project manager, and the NEIWPC Quality Assurance Program manager or designee prior to any information collection or analysis. If your proposed project will include environmental information operations, development of the QAPP can be completed as a task under this project and should be included in the proposal narrative, timeline, and budget. While preparing your proposal, please account for the additional time and resources necessary for QAPP development. Allow a minimum of 30 days for the development of your QAPP and 90 days for the review and approval of your QAPP by NEIWPC and EPA QA officers. It is appropriate for an applicant to utilize or build upon an existing, relevant, approved QAPP if one exists.

For more information about QAPPs, see [NEIWPC's Quality Management Program](#) and [EPA's Quality Assurance Plan Standard](#).

Questions regarding the QAPP process or the necessity of a QAPP for a proposed project should be directed to the NEIWPC project manager (see contact information in Section IX) by **July 8, 2026**.

Deliverables, Ownership, and Credit Due

All materials, software, maps, studies, reports, and other products or data, regardless of physical form or characteristics, produced as a result of this solicitation and funded, in whole or in part, under an agreement with NEIWPC shall be made available to NEIWPC, NYSDEC, CT DEEP and EPA in the

formats in which it is stored or maintained. NEIWPCC, NYSDEC, CT DEEP, and EPA shall have an unrestricted right to use any materials, software, maps, studies, reports, and other products or data generated using assistance funds or specified to be delivered. The contractor shall not obtain, attempt to obtain, or file for a patent, copyright, trademark, or any other interest in any such materials, software, maps, reports, and other products or data without the express, written consent of NEIWPCC and subject to any other approvals required by state or federal law. Reports and other deliverables will credit NEIWPCC, NYSDEC, CT DEEP and U.S. EPA for any work completed under the grant award.

Geographic Information System (GIS) Data Requirements

GIS data produced under this project must adhere to the requirements of [EPA's Data Management Policy, Standards, and Procedures](#). Specifically, the selected contractor must provide documentation for all produced data, including source information for each digital data layer (i.e., scale and accuracy, map projection, coordinate system, etc.), and specific information about the data layer itself (i.e., method used, geographic extent of data layer, file format, date of creation, staff contact, description and definition of data fields and their contents, related files, if any, and description of data quality and quality assurance methods used). The EPA Metadata Editor (EME) was developed to simplify and standardize metadata development and is a recommended tool for streamlining production of required metadata. [Download the EME and related training materials](https://www.epa.gov/geospatial/epa-metadata-editor)<https://www.epa.gov/geospatial/epa-metadata-editor>. Specific technical guidance on geospatial deliverables and acceptable formats can be found on the [National Geospatial Deliverable Standard webpage](https://www.epa.gov/geospatial/national-geospatial-deliverable-standard).<https://www.epa.gov/geospatial/national-geospatial-deliverable-standard> GIS data produced under this project will be submitted to NEIWPCC as a deliverable.

Insurance Requirements

Prior to the start of work, NEIWPCC requires its contractors to procure and maintain, at their sole cost and expense, General Liability, Automobile, Workers' Compensation insurance and, if required by state law, Disability Benefits coverage. Please note that NEIWPCC's insurance specifications are required elements of NEIWPCC's contracts. Insurance specifications are provided on the [proposal submittal form](#). Please contact the NEIWPCC project manager (see contact information in Section IX) for questions about insurance specifications.

V. Proposal Requirements

Proposals must include a (1) cover letter, (2) title page with abstract, (3) narrative with citations, (4) timeline, (5) budgets (both overall and task-based budget formats), (6) budget justification, (7) description of qualifications, and (8) letters of commitment or support. Page limits for each of these components are provided in the individual descriptions below. Proposals that do not contain all of the information requested and/or do not meet the format requirements will be eliminated from consideration. Pages that exceed the maximum number specified for each section will not be reviewed.

Cover Letter

Please include a one-page cover letter, printed on official letterhead and signed by an authorized representative of the lead agency, firm, or institution, with each proposal. The cover letter must state that:

- You are applying for funds under this program.
- You commit to any match you are proposing (optional).
- You acknowledge that payment for costs incurred will be on a reimbursement basis per a task-based payment schedule and contingent upon completion of quarterly progress reports and project deliverables.

Title Page

For your convenience, a version of the title page is provided in Appendix A. The title page must adhere to the format provided in Appendix A and include all of the following information, using a maximum of one single-spaced, one-sided, typed 8.5" x 11" page with 11-point font and 1-inch margins:

- **Project Name:** Use the exact project name as it appears throughout the proposal.
- **Organization:** Provide the organization name.
- **Primary Investigator Name and Contact Information:** Provide the name, title, and affiliation of the primary investigator, as well as mailing address, phone number, and email address.
- **Financial Contact Name and Contact Information (if applicable):** Provide the name, title, and affiliation of the individual responsible for financial/contractual negotiations (if different from primary investigator), as well as mailing address, phone number, and email address.
- **Project Partners (if any):** Provide the names, titles, affiliations, for each of the additional investigators or support staff who will significantly contribute to the project (if any).
- **Funds Requested:** Provide the amount of money you are requesting from NEIWPC for the project.
- **Matching Funds:** Provide the amount of matching funds you and/or your partners will be contributing to the project (if any).
- **Federal Tax Identification Number (FID).**
- **Unique Entity Identifier (UEI) Number:** All eligible U.S. applicants must have a Unique Entity Identifier ("UEI") number. Contractors can obtain an UEI through [the System for Award Management \(SAM\)](#). This SAM-generated number will become the official identifier for doing business with the U.S. Government and NEIWPC.¹
- **Certified Disadvantaged Business Enterprise (DBE):** Indicate if your organization is a DBE.
- **Project Location Description (City, State):** Provide the state and city of the primary location where work will be completed.
- **Project Location Coordinates (Latitude, Longitude):** Provide the latitude and longitude coordinates for the primary location where work will be completed.
- **Abstract:** The abstract must accurately describe the project being proposed and include: (1) the objectives of the project, (2) the methodology to be used, and (3) the expected outputs and outcomes of the project and how it addresses this RFP, including environmental benefits to the Long Island Sound Partnership. **The abstract must fit within the title page.**

Proposal Narrative

The proposal narrative must not exceed **7** consecutively numbered, single-spaced, typed 8.5" x 11" pages with 11-point font and 1-inch margins. The **7-page** narrative must include all of the following information:

- **Problem Description:** Briefly describe the project and its relevance to the Long Island Sound Partnership and the CCMP. This section can also include brief background or introductory information.
- **Objectives:** Outline how the project will achieve the goal of this RFP.
- **Methodology:** Outline the project's design and describe the methods and techniques that will be used to meet the project's goal and tasks.
- **Expected outputs and outcomes:** Describe the project's expected outputs and outcomes, and list and describe each of the specific deliverables and end-products.
- Briefly discuss the **process to be used to evaluate the effectiveness and success** of the project.
- **Roles and Responsibilities:** Define the roles and responsibilities of all project participants.
- **Citations:** Include references as appropriate within the proposal narrative.

¹ As of April 2022, the federal government has stopped using the DUNS number to uniquely identify entities registered in the System. All NEIWPC Contractors will be required, as part of the contract process, to submit their UEI as part of the agreement process. The DUNS number is not used as a unique entity identifier and only the Sam.gov created number will be accepted.

Timeline

Provide a detailed timeline for meeting identified tasks and completing deliverables, with a completion date no later than **September 1, 2028**. All timelines should be stated in terms of Month #1, #2, #3, etc. rather than specific dates (e.g., "March 5, 2026"). Although the project start date is anticipated to be on or about **October 05, 2026**, this may change based on the time the actual agreement is established. The timeline must be no more than one 8.5" x 11" page with 1" margins and 11-point font.

Budget

The project budget must be provided in two formats:

First, provide a complete, detailed budget using the format provided in Appendix B. The budget must be no more than one 8.5" x 11" page with 1" margins and 11-point font. Along with this budget, provide a brief justification (one page maximum) for the proposed costs in terms of meeting project objectives. Include an explanation of how indirect costs are calculated. Justify subcontracts, if any. Identify and describe current and pending financial resources (including the source) for non-federal cost share or matching funds that are intended to support the project. Entities intending to use a Negotiated Indirect Cost Rate must provide documentation of their rate. This documentation does not count toward the page limit.

Second, prepare a budget that is broken down by project tasks, as shown in Appendix C. As you develop this budget, keep in mind that contractual payments will be made based on this budget. This budget must be no more than two 8.5" x 11" pages with 1" margins and 11-point font. Matching funds should not be included in the task-based budget.

Qualifications

The applicant chosen for this project should possess the academic and/or professional expertise and certifications in the relevant subject areas and have a strong track record in delivering projects of this nature facilitating successful working relationships with non-profit organizations and state and federal agencies. Applicants must be able to demonstrate extensive experience and expertise in GIS/remote sensing, spatial ecology, landscape ecology, ecological modeling, and environmental data analysis, focusing on integrating high-resolution data (land cover, hydrology) with biological needs (species movement, genetic flow) to refine metrics for tidal wetlands/river corridors, guided by LIS partnership goals. Qualifications involve strong analytical skills, understanding of habitat fragmentation, experience with modeling tools, and knowledge of LIS ecosystems. Applicants should have experience and capacity to conduct and manage effective meetings. Attention to detail in documenting qualifications that meet the scoring requirements is strongly advised. The qualifications section, including resumes, CVs, descriptions of past projects, etc. must not exceed three pages.

Letters of Support

Projects undertaken in partnership with other organizations, particularly where the partner will provide a service or action must include support letters from each partner stating their specific commitments. If your project includes matching funds and the match is to be provided by partners, letters of commitment for the match from those partners must be included. General "letters of support" should not be included with the application.

VI. Submission Process

Proposals must be submitted by no later than **12:00 p.m. EST (noon) on Friday July 10, 2026**. No late submissions will be considered. Applicants **must submit their proposals electronically** through the NEIWPC website. Unless prior approval is given, proposals received through e-mail, postal delivery, or any other delivery method will not be accepted.

To submit your proposal, go to <https://neiwpsc.org/about-us/funding-opportunities/proposal-submittal-form/> and follow the instructions provided for uploading your file(s). It is highly preferred that the proposal and all supporting information are submitted as a single PDF document. This requires Adobe Acrobat or similar Adobe product (the free Adobe Reader does not allow the conversion of documents into PDF format), or a scanner. If multiple files are to be submitted, you will need to create an archive file (.zip, or .rar) containing all of the files you wish to submit. The file name should be in the following format: "**Habitat_Conn_Model_NAME OF YOUR ORGANIZATION.**" Once you have clicked the "SUBMIT" button, please allow adequate time for your submission to process and do not hit the back button, refresh or close your browser window. The process is not considered complete until you have reached the confirmation page. If submitted successfully, you will receive an email from NEIWPC (mailto:mail@neiwpsc.org) with the subject line "RFP Submission Confirmation" confirming your submission. For questions regarding submission of proposals, contact Alex DuMont, NEIWPC at adumont@neiwpsc.org or 978-349-2526.

VII. Proposal Evaluation Process

NEIWPC will screen all proposals to ensure that they meet all requirements of this RFP. If a proposal is found to be incomplete, it will be removed from the competition and NEIWPC will notify the applicant. To be considered complete, proposals must include all of components described in Section V. Proposal Requirements. Pages in excess of the limits specified for each component will not be reviewed. Complete and eligible proposals will be reviewed by a panel composed of scientists and managers from NEIWPC, NYSDEC, CT DEEP and/or EPA. Proposals may also be submitted for external peer reviews. The review team will evaluate the proposals based upon the following criteria:

1. **Addresses Desired Outcome (0-25 points).** Degree to which the proposal can accomplish the desired outcomes. Clarity and measurability of deliverables/outputs within specific and reasonable time frame(s), including relationship of expected results/benefits to addressing this RFP's topic and improving management of LIS.
2. **Technical Merit (0-25 points).** Adequacy of the proposed methodology, project design, and/or technical approach to accomplish stated project objectives. Clarity of project description and utilization of maps, plans, drawings, etc. Use of historical data or existing monitoring data/programs. Inclusion of a technically valid, specific performance assessment plan describing measurement and reporting of outputs and outcomes.
3. **Performance Capability (0-20 points).** Ability of the applicant to accomplish the proposed project on schedule with quality, given its history of past performance, experience, qualifications, facilities, and resources. Documented permissions/permits to conduct proposed work if applicable (or is likely to receive all necessary permissions/permits).
4. **Appropriate and Cost-Effective Budget (0-10 points).** Proposals with costs up to \$170,000 will be considered, but cost and the relative value of work products will be a factor in evaluating submissions. Adequacy of the proposed budget to accomplish objectives and adequacy of justification in explaining the need for resources for this project. If reviewing similar projects, is this project cost-effective compared with other similar projects under review? Indication of leveraged funds from other organizations? Provision of matching non-federal funds?
5. **Transferability of Results to Similar Projects and/or Dissemination to Partnership Partners (0-10 points).** Degree of transferability of data or project results to Partnership partners. If applicable, include a public outreach or public education component that documents and/or distributes results of the project to the appropriate audience or summarizes data for LIS Partnership distribution.
6. **Coordination with Ongoing Efforts (0-10 points).** Degree to which the project builds upon existing efforts. Demonstration of knowledge of similar efforts occurring in the LIS ecosystem.

VIII. Notification of Awards

Award notification to applicants is expected by **Friday, July 24, 2026**. Award recipients may be asked to submit a revised work plan, timeline, and budget at this time. Projects cannot start until the contract is signed by both parties and all mandatory documentation, including proof of General Liability Insurance and Worker's Compensation, is received and approved by NEIWPC. If your project includes environmental data operations, this work may not begin until the QAPP is approved. NEIWPC will not pay for expenses incurred prior to the contract start date. Payment for costs incurred will be on a reimbursement basis per the contract payment schedule and contingent upon completion of quarterly progress reports and project deliverables.

IX. Contacts

NEIWPC will accept questions about this RFP by email or phone through **July 8, 2026**, at 12:00 p.m. EST.

For information regarding the application process or RFP topic, contact Alex DuMont, the NEIWPC project manager:

Alex DuMont
NEIWPC
650 Suffolk Street, Suite 410
Lowell, MA 01854
978-349-2526
adumont@neiwpc.org

Appendix A: Title Page

Project Name:

Organization:

Primary Investigator Name and Contact Information:

Financial Contact Name and Contact Information (if applicable):

Project Partners (if any):

Funds Requested:

Matching Funds (if any):

Federal Tax Identification Number:

Unique Entity Identifier (UEI) Number:

Certified Disadvantaged Business Enterprise (DBE): Yes No

Project Type:

Project Location Description (City, State):

Project Location Coordinates (Latitude, Longitude):

Project Abstract: The abstract must fit within this title page, using a maximum of one single-spaced, one sided typed 8.5" x 11" page with 11-point font and 1" margins (remove this instructional text when completing page and prior to submitting proposal).

Appendix B: Project Budget Format

PROJECT BUDGET		
BUDGET CATEGORY <i>(Add/remove itemizing lines below major categories as necessary, but do NOT delete major categories)</i>	MATCH	GRANT REQUEST
A. PERSONNEL (list individual names and titles below)	\$	\$
	\$	\$
	\$	\$
	\$	\$
B. FRINGE BENEFITS _____% of _____ (e.g., 10% of total personnel costs) TOTAL:	\$	\$
C. TRAVEL (estimate number/purpose of trips below)	\$	\$
	\$	\$
	\$	\$
	\$	\$
D. EQUIPMENT (itemize below) TOTAL:	\$	\$
	\$	\$
	\$	\$
	\$	\$
E. SUPPLIES (itemize below) TOTAL:	\$	\$
	\$	\$
	\$	\$
	\$	\$
F. CONTRACTS (identify & itemize below) TOTAL:	\$	\$
	\$	\$
	\$	\$
	\$	\$
G. OTHER (identify & itemize below) TOTAL:	\$	\$
	\$	\$
	\$	\$
H. TOTAL DIRECT COSTS (SUM OF A-G)	\$	\$
I. INDIRECT COSTS _____% of _____ (e.g., 10% of total direct costs) TOTAL:	\$	\$
J. TOTAL PROJECT COST (SUM OF H+I)	\$	\$

