



Long Island Sound Partnership

Request for Proposals

Investigation Into the Potential of Large-Scale Bioextraction in the Long Island Sound

Release Date: October 2026

The New England Interstate Water Pollution Control Commission (NEIWPCC), in cooperation with the Long Island Sound (LIS) Partnership National Estuary Program and the New York State Department of Environmental Conservation (NYSDEC), is inviting proposals for conducting an assessment of potential suitable sites for aquaculture in the Long Island Sound and its New York embayments where bioextraction operations can take place. The purpose of this project is to begin exploring potential feasibility of large-scale bioextraction operations and commercial implementation in Long Island Sound. The results of the project will inform ongoing research and goals of the Nutrient Bioextraction Initiative.

Applicants must submit proposals in accordance with the procedures set forth below no later than **4 p.m. on Friday, November 13, 2026**. NEIWPCC's award decisions are contingent on the proponent's successful negotiation of a contract with NEIWPCC.

This request for proposals (RFP) includes information on:

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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. [Explore NEIWPCC's 2026-2030 Strategic Priorities and Goals](#).

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](#) and the [LIS Partnership 2025 CCMP](#) for more information. Applicants are also encouraged to discuss their project plans with the RFP topic contacts (identified in Section IX).

Nutrient Bioextraction Initiative

New York State Department of Environmental Conservation (NYSDEC) launched the [Nutrient Bioextraction Initiative](#) in 2018 as part of the Long Island Nitrogen Action Plan (LINAP), now the [Long Island Watershed Program](#) (LIWP), in partnership with NEIWPCC and the Long Island Regional Planning Council (LIRPC). The Nutrient Bioextraction Initiative aims to improve water quality in New York and Connecticut marine waters by promoting bioextraction efforts as a nutrient management strategy, with the vision of a self-sustaining bioextraction industry that provides both environmental and economic benefits.

Bioextraction is the process of removing excess nutrients like nitrogen from local waters through the cultivation and harvest of seaweed and shellfish, also known as aquaculture or aquafarming. As shellfish and seaweed grow, they naturally absorb nutrients that are then removed from the water when they are harvested, providing nutrient-rich material that can be processed into desirable products on the market. The Bioextraction Initiative's goal is to better understand the water quality benefits achieved through seaweed and shellfish cultivation and resulting nutrient bioextraction. The Initiative fosters coordination among experts in the field to identify research topics, nutrient removal rates, technical bottlenecks, and potential challenges related to bioextraction industries; encourages communication between growers, researchers, and other resources; and shares the information and research publicly.

II. Project Summary and Goal

Research coordinated by the Nutrient Bioextraction Initiative has been estimating farm-scale bioextraction impacts. To move bioextraction out of this theoretical phase, there is a need to determine whether large-scale projects and commercial implementation are feasible. This is because bioextraction will likely need to be conducted on a large, commercial scale to be effective enough for lasting nitrogen (N) reduction and improved water quality. To understand bioextraction's potential as a long-term nutrient management strategy, it is necessary to assess the feasibility of large-scale bioextraction operations within New York's Long Island Sound (LIS) waters from a regulatory and technical standpoint. This information would inform whether bioextraction activities can lead to appreciable nitrogen reductions in impaired areas where it is most needed.

In previous Nutrient Bioextraction Initiative research studies, three 100-ft lines of sugar kelp were grown at sites across LIS and found sugar kelp nitrogen removal rates of up to 30.4 g N/meter of line over one growing season ([Kraseski 2022](#), [Gobler Lab 2026](#)). These nitrogen removal rates were scaled up to estimate large-scale bioextraction rates based on layouts from existing Long Island kelp farms and previous studies ([Kim et al. 2015](#)). Based on calculated extrapolations, a one-hectare sugar kelp farm could extract up to an estimated 204 kg N, equivalent to 450 lbs N. These rates were then projected to 1% of embayment surface waters dedicated to aquaculture, with likely no negative ecological or socioeconomic consequences ([Fucci & Gobler 2022](#)), and found that about 7% of total N load entering an embayment could be extracted. These findings show promise that large-scale nutrient bioextraction could potentially be an effective long-term nitrogen management strategy.

Another Nutrient Bioextraction Initiative project, [Economic Feasibility Study of Commercial Nutrient Bioextraction in LIS](#), concluded that a commercial seaweed bioextraction industry in LIS can be economically feasible if barriers are met, such as lack of startup resources for new growers and lack of local processing facilities to move harvests to market. However, economic feasibility and appreciable nitrogen reductions via bioextraction are also dependent on large-scale practical feasibility, which will need to be determined before bioextraction can be implemented on a commercial scale. The possibility of large-scale bioextraction operations is dependent on the establishment of aquaculture leasing programs where potential growers can select sites for shellfish and/or seaweed cultivation.

The goal of this project is to begin exploring large-scale feasibility with a first step of determining potential suitable sites for aquaculture in LIS where bioextraction operations can take place. As nearly all LIS embayments are closed for shellfish aquaculture for human consumption (i.e., uncertified waters for clam and oyster harvest), a focus for this study will be on potential for seaweed and ribbed mussel aquaculture sites as they are able to be harvested in uncertified waters and may have potential uses as non-food grade products. In areas that are open to shellfish harvest (i.e., certified waters), potential for shellfish aquaculture sites can also be determined, though they are expected to be limited.

Project findings will be compiled in a comprehensive report with all listed deliverables. This information will be distributed to relevant stakeholders to help understand the potential large-scale bioextraction feasibility and to inform future research efforts. This project contributes to the goals of both the LIS Partnership CCMP and Bioextraction Initiative to reduce nitrogen and improve water quality in the Long Island Sound.



III. Scope of Work

This RFP is for services to provide the areas suitable for aquaculture across New York Long Island Sound waters with internal ratings included, develop GIS maps for all sites assessed, and provide overall large-scale feasibility assessment. An optional service is to analyze the cost and benefits of establishing aquaculture lease programs at suitable sites.

Project Tasks

1. QAPP development: 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 6.
2. Literature Review: Conduct a literature review of existing data and information that would be relevant in determining aquaculture site suitability within New York's Long Island Sound and embayments. This will require looking into [NYSDEC's NY and CT Shellfish and Seaweed Aquaculture Viewer GIS Map](#), water quality data, wave action, light penetration, navigational and bathymetric nautical charts, marine access points, conflicting site uses, aerial photos, seagrass inventory, wild/stocked shellfish inventory, historical and existing aquaculture activity, site-specific bathymetric and sediment surveys that are available for LIS and its embayments in New York. Biological data (species-specific tolerances of salinity, temperature, light intensity, habitat preference) that can be cross-referenced with the habitat suitability analysis in the [Economic Feasibility Study of Commercial Nutrient Bioextraction in LIS Study](#), as well as non-biological data (such as depth, benthic environment, and structures). GIS models like ShellGIS, AquaShell, and FARM models should be looked into for relevant information and potential use. In addition to these required items, other considerations should also be looked into based on findings from the literature review.
3. Conduct Interviews: Conduct a minimum of five interviews to gather more information, such as regulatory constraints or other uses that may conflict with aquaculture. Interviewees may include regulatory agencies, existing aquaculture farmers, marine researchers, etc. Interviews will be transcribed and anonymity will be maintained to protect confidential information.
4. Create Aquaculture Suitability Criteria Checklist: Using information from Task 2 (literature review) and Task 3 (interviews), create a checklist of minimum criteria for aquaculture suitability, which will be reviewed by and developed in coordination with the Bioextraction Coordinator. This checklist should include physical and environmental conditions necessary for aquaculture use. This checklist should also include screening for criteria that would deem sites unsuitable for aquaculture, such as existing areas subject to significant wild shellfish harvest, navigational channels and boat traffic areas, and environmentally sensitive/critical areas like seagrass beds. This checklist should also include screening for historical lack of interest in aquaculture activities in certain areas.
5. Develop Candidate Site List: Using the agreed criteria checklist from Task 4, identify candidate sites suitable for aquaculture. Areas that have been studied in previous bioextraction research,



which will be provided by the Bioextraction Coordinator, should be included for consideration when generating this site list.

6. Generate GIS maps: Generate GIS site maps and layers for all sites assessed during this study. Using these site maps and GIS analysis, provide size estimates of candidate site areas.
7. Rate sites for aquaculture suitability: Using the candidate site list identified from Task 5, assign a rating to each site from most to least favorable based on their advantages and disadvantages for aquaculture use. Criteria for ratings may be qualitative and/or quantitative, with the rating process reviewed by and developed in coordination with the Bioextraction Coordinator.
8. Conduct cost-benefit analysis (optional): Conduct a cost-benefit analysis for establishing a New York State and/or Town aquaculture lease program(s) based on the candidate site list from Task 4. Document potential regulatory impacts, such as information on estimated state and municipal resources that will need to be dedicated to establishing such lease programs. Document estimated environmental, economic, social, and other potential benefits that may be achieved after establishment of such lease programs. If applicable, include information from completed Nutrient Bioextraction Initiative economic feasibility studies.
9. Large-scale feasibility assessment: Provide an assessment on the potential for large-scale aquaculture feasibility. Include an overall assessment to determine if the total area of suitable sites is large enough for seaweed/shellfish aquaculture production to improve water quality based on nitrogen removal rates from nutrient bioextraction research studies.
10. Regular progress meetings: Attend progress meetings during the duration of the project with NEIWPCC, NYSDEC, and project team to share progress and incorporate partner recommendations. Prepare meeting agendas and meeting minutes.
11. Complete reports: Complete and submit quarterly reports and a final project report that will compile all project results and findings. These reports will be required to be provided to the NYSDEC and NEIWPCC project managers (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.
12. Presentations: Present in a virtual webinar presentation to share project results with stakeholders. A prior presentation to project managers may also be requested.

Anticipated Project Meetings

Meeting Type	Purpose	Potential Participants
Kick-Off	Initiate project	NEIWPCC, NYSDEC
Project Team	Monthly to quarterly project status check-ins	NEIWPCC, NYSDEC
Virtual Webinar	Present project results to stakeholders	NEIWPCC, NYSDEC, LIS Partnership



Desired Outcome

Under approved quality assurance and quality control, the project will provide an overall assessment of the large-scale feasibility of bioextraction operations in LIS. The site suitability ratings will inform the Nutrient Bioextraction Initiative's future efforts to investigate bioextraction's potential as a long-term nutrient management strategy.

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. Eligible applicants located outside of the Long Island Sound watershed may submit a proposal as long as the proposal documents that its objectives support the technical and logistical requirements and management priorities of the Partnership.

Schedule

The project should take no more than **24 months**, with all final reports and paperwork received by **February 28, 2029**. However, it is acceptable and desirable for projects to be completed earlier.

The schedule* for this RFP is as follows:

Proposals Due to NEIWPCC	November 13, 2026, 4:00 PM EST
Applicants Notified of Funding Decisions	November 30, 2026
Detailed Project Work Plans Due	December 11, 2026
Project Start Date	February 1, 2027
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 up to **\$300,000** available for this project and it is anticipated that one successful project 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 NEIWPCC 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 15% of direct costs (federal de minimis).



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 NYSDEC project manager no later than the 10th day of January, April, July, and October during the duration of the project. (Task 11)
2. **Approved Quality Assurance Project Plan.** See below in Quality Assurance and Quality Control Requirements section for additional information about this deliverable. (Task 1)
3. **Summary of literature review findings.** A report summarizing all existing data available and reviewed to develop aquaculture site suitability criteria checklist. (Task 2)
4. **Summary of regulator and stakeholder interview findings and transcriptions of each interview.** For minimum of five interviews. Based on interviewee preference, their identity can be included or anonymized to protect confidential information. (Task 3)
5. **Aquaculture suitability criteria checklist.** A checklist of minimum criteria for aquaculture suitability based on literature review and interviews. (Task 4)
6. **List of suitable sites.** A list of candidate sites suitable for aquaculture based on criteria checklist. (Task 5)
7. **GIS shapefiles** of sites assessed for aquaculture suitability. (Task 6)
8. **GIS maps** generated to visualize sites assessed for aquaculture suitability. Using GIS analysis, provide size estimates of candidate site areas. (Task 6)
9. **Site Rating Table.** Include all sites assessed, approximate GPS coordinates, approximate sizes (e.g., in acres), suitability ratings, and explanations for their ratings based on site advantages and disadvantages for aquaculture use. (Task 7)
10. **Cost-Benefit Analysis results (optional).** Conduct a cost-benefit analysis to establishing a NYS and/or Town aquaculture lease program(s) based on candidate site list. (Task 8)
11. **Large-Scale Feasibility Assessment.** Provide an assessment on the potential for large-scale aquaculture feasibility. Include an economic feasibility assessment to determine if the total area of suitable sites is large enough for seaweed/shellfish aquaculture production to profitably support market sectors. (Task 9)
12. **Project Progress Meetings.** Attend progress meetings during the duration of the project with NEIW PCC, NYSDEC, and project team to share progress and incorporate partner recommendations. Distribute meeting agendas and meeting minutes to attendees. (Task 10)
13. **Final report** compiling all deliverables in Adobe .pdf format. (Task 11)
14. **Virtual Presentation.** Present in a virtual webinar presentation to share project results with stakeholders. (Task 12)

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



Quality Assurance and Quality Control Requirements

The NEIWPCC 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 NEIWPCC staff for review after the start of the contract period. The NYSDEC project manager will submit the project QAPP to NYSDEC for courtesy review. NEIWPCC will provide guidelines for QAPP development. The QAPP must be approved by the EPA, the NEIWPCC project manager, the NEIWPCC Quality Assurance Program Manager or Designee, and the NYSDEC QA officer 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 NEIWPCC, EPA, and NYSDEC 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 [NEIWPCC'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 NYSDEC project manager (see contact information in Section IX) by **November 6, 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 NEIWPCC shall be made available to NEIWPCC, NYSDEC, and the EPA in the formats in which it is stored or maintained. NEIWPCC, NYSDEC, and the 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, and the 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. Specific technical guidance on geospatial deliverables and acceptable formats can be found on the [National Geospatial Deliverable Standard webpage](#). 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 NEIWPCC 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 NEIWPCC.¹

- Certified Disadvantaged Business Enterprise (DBE): Indicate if your organization is a DBE.
- Project Location Description (City, State): Provide the state and city where 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 CCMP and the Nutrient Bioextraction Initiative. The abstract must fit within the title page.

Proposal Narrative

The proposal narrative must not exceed **20** consecutively numbered, single-spaced, typed 8.5" x 11" pages with 11-point font and 1-inch margins. The **20-page** narrative must include all of the following information:

- **Problem Description:** Briefly describe the project and its relevance to the Long Island Partnership and the CCMP, as well as to the Nutrient Bioextraction Initiative. 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.

Timeline

Provide a detailed timeline for meeting identified tasks and completing deliverables, with a completion date no later than **February 28, 2029**. All timelines should be stated in terms of Month #1, #2, #3, etc. rather than specific dates (e.g. "March 5, 2027"). Although the project start date is anticipated to be on or about **February 1, 2027**, 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.

¹ As of April 2022, the federal government has stopped using the DUNS number to uniquely identify entities registered in the System. All NEIWPCC 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.



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 task-based 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. Applicants must be able to demonstrate extensive experience and expertise in environmental data analysis, conducting stakeholder interviews, understanding of aquaculture leasing/licensing and permitting regulations and policies, economic feasibility analysis, GIS mapping and analysis. Applicants should have experience communicating complex, technical information and capacity to conduct and manage effective meetings. Applicants must also demonstrate a history of facilitating successful working relationships with non-profit organizations, state agencies, and/or federal agencies. Knowledge of the regional seaweed and/or shellfish aquaculture industry is strongly preferred.

Attention to detail in documenting qualifications that meet the scoring requirements is strongly advised (see Section VII: Proposal Evaluation Process). The qualifications section, including resumes, CVs, descriptions of past projects, etc. must not exceed **10** 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 **4:00 PM EST on November 13, 2026**. No late submissions will be considered. Applicants **must submit their proposals electronically** through the NEIWPCC 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://neiwpcc.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: **"Large_Scale_Bioextraction_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 NEIWPCC (mail@neiwpcc.org) with the subject line "RFP Submission Confirmation" confirming your submission. For questions regarding submission of proposals, contact the NEIWPCC project manager (see contact information in Section IX).

VII. Proposal Evaluation Process

NEIWPCC 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 NEIWPCC 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 NEIWPCC and NYSDEC. Proposals may also be submitted for external peer reviews.

The review team will evaluate the proposals based upon the following criteria:

- **Addresses Desired Outcome (0-20 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 meeting goals of the Nutrient Bioextraction Initiative.
- **Technical Merit (0-20 points).** Adequacy of the proposed methodology, project design, and/or technical approach to accomplish stated project objectives. Clarity of project description, and if appropriate, utilization of maps, plans, drawings, etc. Use of historical data, existing monitoring data/programs, or other information to justify proposed work.
- **Performance Capability (0-20 points).** Ability of the applicant to accomplish the proposed project on schedule with quality given the applicant's history of past performance, experience, qualifications, team structure, and resources. Documented permissions/permits to conduct proposed work, if applicable (or is likely to receive all necessary permissions/permits).
- **Communication and Collaboration (0-15 points).** Demonstrated ability to work collaboratively, communicate well throughout the process, and meet client expectations. Experience working with nonprofit, state, and/or federal agencies.
- **Appropriate and cost-effective budget (0-15 points).** Proposals with costs up to \$300,000 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.
- **Coordination with Ongoing Efforts (0-10 points).** Degree to which the proposal builds upon past work or existing efforts. Demonstration of knowledge of similar efforts occurring in the LIS ecosystem or in the region. Expertise in aquaculture feasibility studies or related experience.



VIII. Notification of Awards

Award notification to applicants is expected by **Monday, November 30, 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 NEIWPCC. If your project includes environmental information operations, this work may not begin until the QAPP is approved. NEIWPCC 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

NEIWPCC and NYSDEC will accept questions about this RFP by email or phone through **November 13, 2026** at 12:00 PM EST.

For information regarding the application process, contact Alex DuMont, the NEIWPCC project manager:

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

For information regarding the RFP topic, contact Kimarie Yap, the NYSDEC project manager and Bioextraction Coordinator:

Kimarie Yap
NYSDEC
123 Kings Park Blvd
Kings Park, NY 11754
631-449-9039
kimarie.yap@dec.ny.gov



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 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)	\$	\$



Appendix C: Task-Based Budget Format

Task-Based Budget			
Cost	Task Number	Task Name	Expected Date of Completion
	Total Cost		