

# EFFE C T I V E F E D E R A L G R A N T W R I T I N G

A WEBINAR SERIES FOR  
MUNICIPALITIES

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## PART FIVE - IDENTIFYING MATCHING FUNDS & PARTNERSHIPS



# ● Introduction



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# ○ Webinar 5: Identifying Matching Funds & Partners



## Objectives

- Understanding Types of Match.
  - Direct, Indirect
- Identifying Match Resources.
- Addressing Lack of Sufficient Match.
- Understanding Types of Partnerships.
- Leveraging Partnerships and Matching Funds.



# ○ What is Match Funding for Grants?



- Match is the non-federal share of costs that you are required to contribute to accomplish the purposes of the grant.
- Types of Match
  - Hard Match - Also called 'Cash Match', includes your own funds (general revenue), cash donations from non-federal third parties, or other non-federal grants.
  - Soft Match - Also called 'In-Kind Match' includes the value of personnel, goods, and services that contribute to, or support, the project.



# ○ Hard & Soft Match Examples



- Hard Match
  - Community Funds (Your budget)
  - Non-Federal Funds
    - Capital Outlay
    - Private contributions
- Soft Match
  - Staff Time
  - Property or Easements
  - Donation of Equipment Use



# ○ Direct and Indirect Costs



- Direct Costs
  - Those costs which are allowed to be reimbursed under federal guidelines and which can be identified specifically with a particular award and accounted for separately with a high degree of accuracy.
- Indirect Costs
  - Those costs incurred by the awardee in support of general business operations, but which are not attributable to a specific federally funded project.



# ○ Direct and Indirect Cost Examples



- Direct Costs
  - Project Specific Third-Party Services
    - Planning; Design; Survey; Environmental Clearance
  - Project Specific Staff Costs (Salary & Benefits)
    - Project Manager; Inspector; Designer
  - Permit Fees; Software (Purchased)
- Indirect Costs
  - Fiscal; Administrative; Managerial Staff Costs (Salary & Benefits)
    - \*Maintain Time Records!
  - Building/Vehicle Operating Expenses
  - Software (Subscription)



# ● Determining Amount of Match



- Match is Typically a Percentage of the Total Project
  - 25% Match; 33% Match; 1:1 Match, etc.
  - Notice the specific language used.

Applicants must be capable of cost sharing **50** percent or more of the total project costs.

The Federal share (Reclamation's share in addition to any other sources of Federal funding) of any one proposed project shall not exceed 50 percent of the total project costs.

Cost share is required for all subapplications funded under this program. Generally, the cost share for this program is 75 percent federal / 25 percent non-federal.



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# ● Determining Amount of Match



- Match is Typically a Percentage of the Total Project
  - 25% Match; 33% Match; 1:1 Match, etc.
  - Notice the specific language used.

As authorized under the BIL, the Federal share of project costs for which an expenditure is made under the RAISE grant program may not exceed 80 percent unless the project is located in a rural area, a historically disadvantaged community, or an area of persistent poverty.



# ● Determining Amount of Match



- Match is Typically a Percentage of the Total Project
  - 25% Match; 33% Match; 1:1 Match, etc.
  - Notice the specific language used
    - One Third is not equal to 33%
- Based on Total Project Cost
  - Project Cost = \$1,000,000
  - 25% match required
  - Match =  $(\$1,000,000) * (0.25) = \$250,000$
  - Federal Funds =  $(\$1,000,000 - \$250,000) = \$750,000$



## ● Determining Amount of Match



- Sometimes Match is Derived from Federal Award Limits
  - When Project costs exceed federal award ceiling.

The combined cost for any C&CB activities and/or mitigation projects under the State/Territory Allocation must not exceed \$1,000,000 federal cost share per applicant.



# ● Determining Amount of Match



- Sometimes Match is Derived from Federal Award Limits
  - When specific Federal award category is more favorable.

**Funding Group I:** Up to \$500,000 in Federal funds provided through this NOFO will be available for projects that generally should be completed in two years.

**Funding Group II:** Up to \$2,000,000 in Federal funds provided through this NOFO will be available for larger projects that may take up to three years to complete. Projects in this group may be funded on an annual basis, and if so, funding for the second and third years of the project is contingent upon future appropriations.



# ● Determining Amount of Match



- Sometimes Match is Derived from Federal Award Limits
  - When Project costs exceed federal award ceiling.
- Based on Federal Award Ceiling
  - Federal Award Limit = \$1,000,000
  - 75% Federal Funds (25% match required)
  - Project Cost =  $(\$1,000,000)/(0.75) = \$1,333,333.33$
  - Match Required =  $(\$1,333,333.33 - \$1,000,000) = \$333,333.33$



# ○ What Counts as Match



- Funding Notices can clarify what counts as Match and what is ineligible.

The non-federal cost share may consist of cash, donated or third-party in-kind services, materials, or any combination thereof. Cash and third-party in-kind matches must consist of eligible costs (i.e., same eligibility as the federal share). Applicants cannot apply other federal award funds toward the BRIC non-federal cost share unless the other federal statutory authority allows the funds to be used to meet cost-share requirements. Likewise, third-party in-kind matches used to meet the matching requirement may not be used to meet matching requirements for any other federal grant program. FEMA encourages innovative use of public and private-sector partnerships to meet the non-federal cost share.



# ○ What Counts as Match



- Funding Notices can clarify what counts as Match and what is ineligible.

Cost share may be made through cash, costs contributed by the applicant, or third-party in-kind contributions. Third-party in-kind contributions is the value of non-cash contributions of property or services that benefit the federally assisted project and are contributed by non-Federal third parties, without charge.

*Please note that the costs for preparing and submitting an application in response to this NOFO, including the development of data necessary to support the proposal, are not eligible project costs under this NOFO and must not be included in the project budget.*



# ○ Where to Find Match



- Existing Eligible Assets
  - Real Property or Easements
    - May require a re-valuation by a certified appraiser.
    - Typically not eligible for replacement/improvement projects.
  - Completed Supporting Documents
  - Completed Engineering Plans
  - Other Physical Assets
    - Re-purposing Water Tank
- Need documentation of payments or value.
- Cannot have been used with another federal grant project.



# ○ Where to Find Match



- Internal Sources - Hard Match
  - Capital budget
    - Are funds budgeted for the project?
    - Are un-assigned funds available?
    - Are funds budgeted for other future capital improvements?
  - Personnel
    - Will Staff be providing Project oversight or Administration?
    - Time commitment by Fiscal and Managerial staff.
  - Operating Budget
    - Can funds be diverted from line items?
      - Personnel vacancy savings; deferred purchases; maintenance budget.



# ○ Where to Find Match



- External Sources - Hard Match
  - Neighboring Communities
    - Do they have available funds?
      - Memorandum of Agreement (MOA)
  - Local County
    - Do they have available funds?
      - MOA
  - NM Legislature - Capital Outlay
    - Can existing unspent funds be re-authorized?
    - Document matching federal funds for new requests.



# ○ Where to Find Match



- External Sources - Hard Match
  - Other State Grants
    - River Stewardship Grant
    - Water Trust Board
    - NMFA Local Govt. Planning Fund
  - State Loan Programs
    - NMED Rural Infrastructure Program
    - NMFA Public Project Revolving Fund



# ○ Where to Find Match



- External Sources - Hard Match
  - Certain Federal Funds
    - Clean Water Revolving Fund
    - Drinking Water Revolving Fund
    - HUD Grants
    - Community Development Block Grants (CDBG/HUD)
  - Non-Governmental Entities
    - Grants
    - Capital Funds
  - Private Businesses
    - Donations



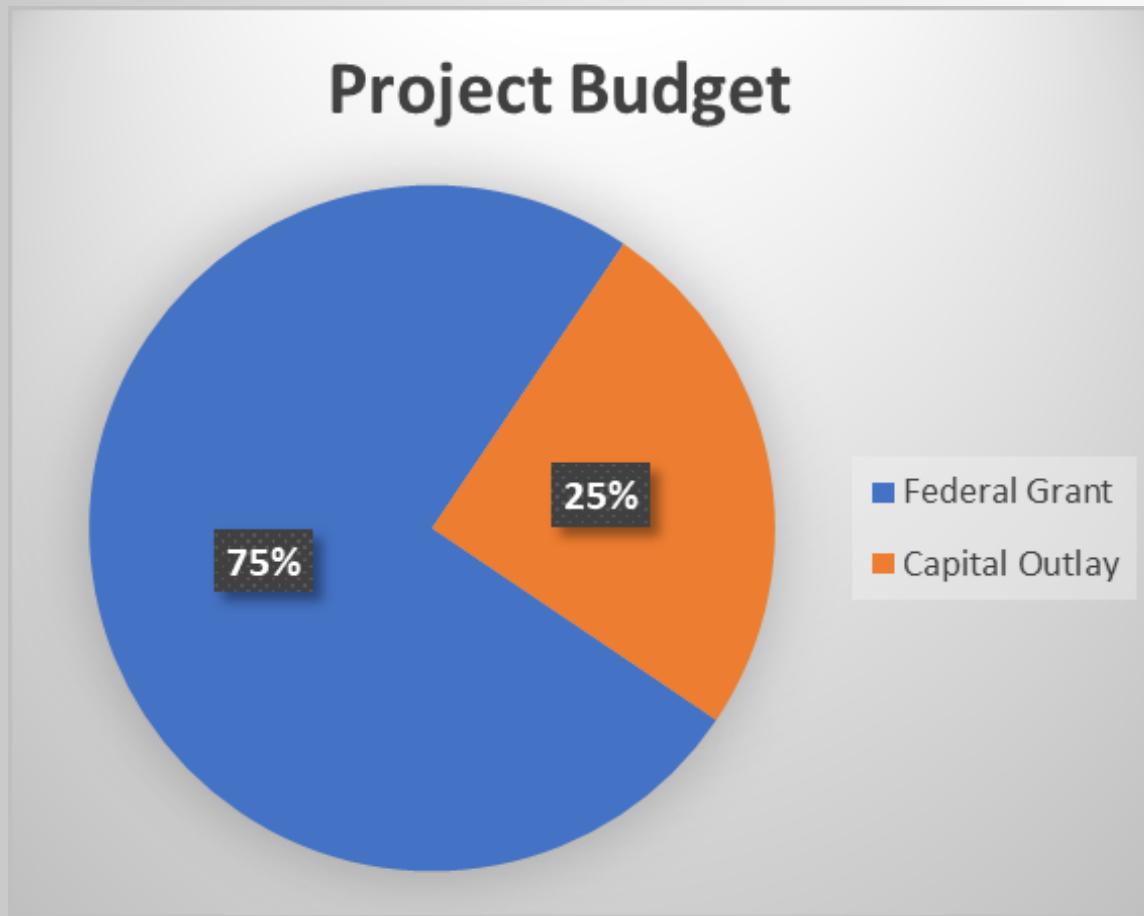
# ○ Where to Find Match



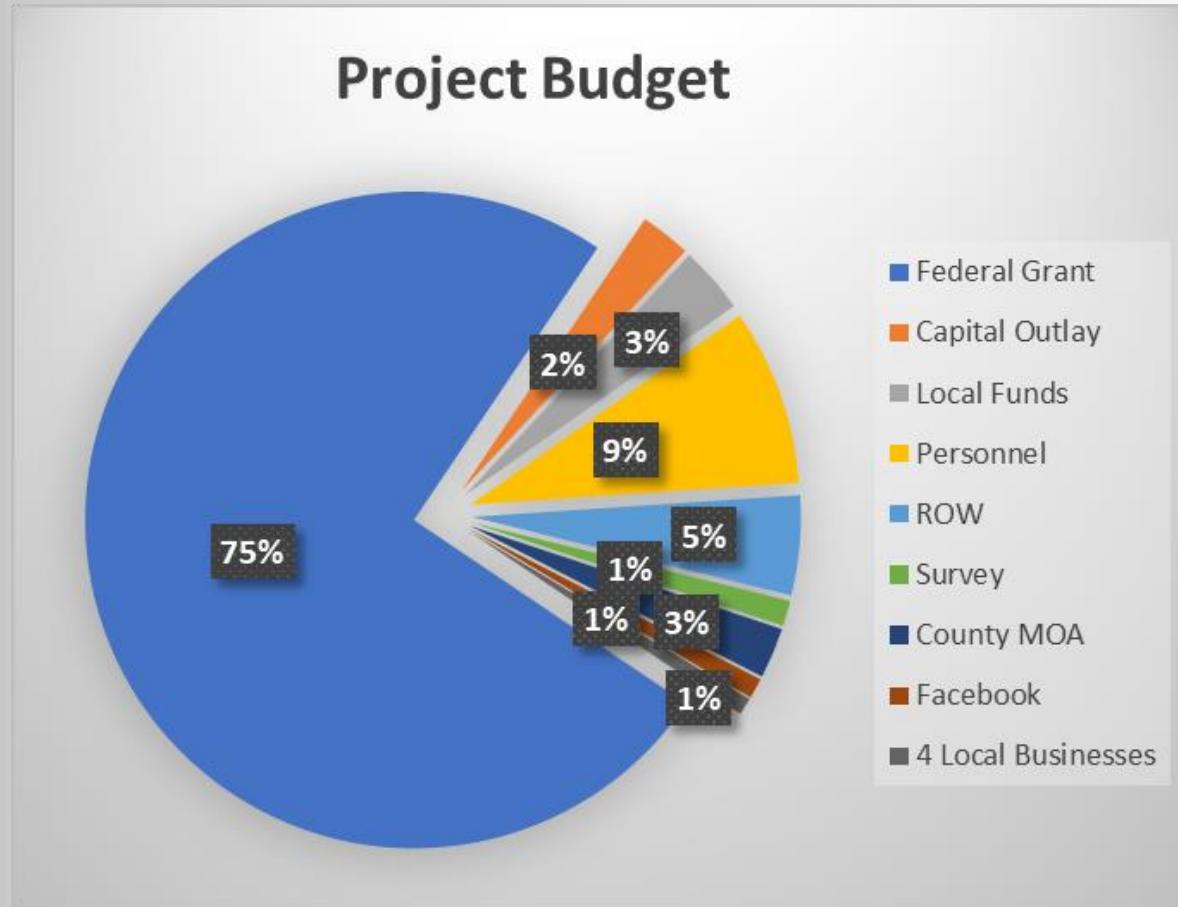
- External Sources - Soft Match
  - Free or Discounted Services or Goods
  - Exchange of Services or Goods
  - Leveraging of Existing Resources
  - Advertising/Sponsorship
  - Volunteer Organizations
    - Scouts/Schools
    - Youth Conservation Corps
    - Prison Services



- Everyone's Idea of Matching



# ○ What Match May Actually Look Like



# ● Summary of Matching Fund Concepts



- Finding Match can be more time consuming than the grant.
- Match doesn't have to come from one source.
- Match doesn't have to come all at the same time.
- Match doesn't have to be cash, it can be a loan or contributed goods and services.
- You can "over-Match", if it helps with project ranking.
- You can't use the same Match twice.



# ● Partnerships



- Some Grant Funds Require Partnership
- Main Goals of Partnerships
  - Grant requires a specific industry or institution
    - University; Research Facility
  - Support of Additional Goals
    - Resource Conservation
  - Demonstration of Community Support
    - Specific Community Sub-group
      - Disadvantaged or Underserved Communities
  - Acquire Hard or Soft Project Match



# ○ Partnerships



- Sometimes a single Partner is enough.
- Simplest Level: a Letter of Support.
- Partnership can be done in steps.
  - You + Partner 1; You + Partner 2, etc.
- Leverage your Partners' Strengths.
  - Can they do the public outreach?
  - Do they have specialized equipment or resources?



# ○ Keys to Successful Partnerships



- There must be a real or perceived benefit for the project partner.
  - Economic
  - Strategic
  - Social
- They must believe that the project will be successful.
  - Support from your Governing Body
  - Commitment to complete the Project
  - Commitment to operation & maintenance



# ○ Public Partnership Examples



- Splitting Project Costs
  - Sandoval County - Guadalajara Rd.
  - Drainage & Roadway Improvements
- Disposal of Excess Dirt for use as Daily Cover
  - Sandoval County Landfill
  - Receive partial payment for delivery.
- Acceptance of Infrastructure
  - City of Rio Rancho - Alberta Rd.
  - Contributed to Project and accepted infrastructure for O&M.



# ○ Public Partnership Examples



- ROW Donation
  - City of Rio Rancho
    - Vacate cul-de-sacs for project footprint.
- ROW Exchange
  - City of Rio Rancho
    - Vacate property adjacent to arroyo for property adjacent to roadway.
- Splitting Project Costs
  - City of Rio Rancho - Pecos Loop Rd.
    - Design & Construction completed separately



# ○ Private Partnership Examples



- Disposal of Excess Dirt - Lomitas Negras Facility
  - Disposal on adjacent property
- Acceptance of Excess Dirt - Ivory Channel
  - Developer used our property to dispose of waste material
- Subdivision Development
  - Provide property site for sanitary sewer lift station in exchange for upsizing storm drain to accept flows.
- Completion of Trail System
  - Work with local developer to complete trail system.



# ○ Private Partnership Examples



- Donation of property for project
  - CNM Community College - Upper SLO Dam
  - Education opportunity for CNM
- Walking Trail Support
  - Presbyterian & Lovelace
  - Provided funds for walking trail - promote healthy lifestyles.
- Water Harvesting Shade Structure Support
  - PNM
  - Provided funds for structure - promote energy conservation
  - Advertising



# ○ Public-Private Partnership Examples



- SSCAFCA
  - Needed to complete improvements to outlet of Montoyas Arroyo to the Rio Grande.
- City of Rio Rancho
  - Needed to complete maintenance on wastewater treatment plant discharge to the Rio Grande.
- Nature Conservancy
  - Received grant for habitat enhancement.
- Local Developer
  - Needed to offset removal of habitat at a separate location.





# QUESTIONS?

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# Webinar Schedule



## Grant Writing Webinar Series Schedule

Day	Date	Time	Topic
<b>Wednesday</b>	9-Mar	10 - 11 AM	Introductory Session/Overview of Funding Sources
<b>Wednesday</b>	23-Mar	10 - 11 AM	#1. What Makes a Good Project?
<b>Tuesday</b>	5-Apr	10 - 11 AM	#2. Benefits/Limitations/Considerations of External Public Funding
<b>Tuesday</b>	26-Apr	10 - 11 AM	#3. Project Scoping for Funding
<b>Tuesday</b>	17-May	10 - 11 AM	#4. General Project Development
<b>Thursday</b>	9-Jun	10 - 11 AM	#5. Identifying Matching Funds & Partners
<b>Tuesday</b>	21-Jun	10 - 11 AM	#6. You Got the Money - Now What?



## ○ Webinar 6:

# You Got the Money - Now What?



## Objectives

- Understand the steps to receive Federal Funds.
- Setting Project Schedules to meet Grant deadlines.
- Tracking Expenditure of Grant funds
- Tracking Expenditure of Matching funds.
- Monitoring and Reporting Requirements.
- Project Closeout.



# ○ Key Contacts



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