

# Request for Proposals (RFP)

## Agricultural Water Efficiency Grants Hawaii's Fresh Water Initiative



**SUMMARY:** As one of the largest users of fresh water, the agricultural sector has the potential to contribute a significant portion of water conservation gains through improved efficiency. The Hawai'i Community Foundation (HCF) is looking to support projects to concretely improve agricultural water use efficiency and provide measurable benefits to the State.

**PROPOSALS DUE:** **Tuesday, June 30, 2020, 4:00 pm HST**

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### BACKGROUND

Fresh water is the foundation of economic and environmental sustainability for Hawai'i but our supply is increasingly threatened by precipitating factors of climate change and a growing population. In recognition of the critical importance of long-term fresh water security for the Hawaiian Islands, the comprehensive "Fresh Water Initiative" is designed to pro-actively address and resolve water supply issues. The Initiative's ultimate goal is to create 100 million gallons per day (MGD) in additional, reliable fresh water capacity for our islands by 2030 despite declining rainfall and other climate challenges. The Initiative was designed by a diverse, knowledgeable blue-ribbon council via a two-year collaborative process resulting in a [Fresh Water Blueprint for Action](#) (Blueprint). The Blueprint set out ambitious **goals to increase water reuse, recharge, and conservation across the state**, and recommended over 30 discrete policy and practice changes to be implemented by 2030. One goal looks at how to increase efficiency in the water & agricultural nexus resulting in co-benefits for both water and food security.

As one of the largest user groups of municipal fresh water supply, the agricultural sector has the potential to contribute a significant portion of water conservation gains through improved efficiency. The Hawai'i Community Foundation (HCF) is looking to support the work of the Initiative's [Blueprint](#) by funding projects to concretely improve agricultural water use efficiency and provide measurable benefits to the state of Hawaii. This is a one-time discrete funding opportunity and we do not anticipate continued future funding.

### ELIGIBILITY

Non Profit Organizations – must be a 501(c)3 or have a fiscal sponsor

State and county governments

Public & Private agricultural parks

Colleges and universities in Hawai'i

### Eligible Projects:

1. **Water Efficiency Projects:** Agricultural water use efficiency implementation projects providing measurable water conservation benefits. Target is agricultural areas that use municipal water systems (including recycled water) for irrigation.
  - Installation of equipment to be used specifically for improving irrigation efficiency/ potable water conservation such as sub meters, weather-based irrigation controllers, soil moisture sensors, rain catchment, reuse water systems, etc.
2. **Water Management Projects:** Agricultural water use projects that produce downstream water conservation benefits. Target is agricultural areas that use municipal water systems (including recycled water) for irrigation.
  - Development of a water conservation program or plan for farmers and/or agriculture water managers.
  - Water conservation education program for farmers and/or agricultural water managers.

*Note: narrative will need to outline a clear link between the project and downstream water savings (e.g. expected annual gallons of savings).*

### **GRANT RANGE**

Up to a maximum of \$50,000 for a one year project or up to \$100,000 for a two year project.

### **CRITERIA FOR PROPOSAL REVIEW**

Proposals *must* meet one of the following criteria to be considered.

#### *Project Criteria*

1. Demonstrate *Measurable* project impact. Narrative clearly describes how project will help achieve concrete water conservation benefits and how these will be measured.
  - a. Examples: Equipment upgrades that demonstrate quantifiable water and energy savings such as irrigation timers, meters, sprinklers, soil moisture sensors, irrigation software, high efficiency pumps, pipes and valves, etc.

OR

2. Demonstrate *potential* benefits to the state. Narrative describes clear connections between project activities and downstream benefits to fresh water conservation.
  - a. Examples: Technical Assistance, Water Use Plans, Feasibility Studies, and Training/ Education of farmers & agricultural water managers.

The *strongest* proposals will be those that meet most or all of the following criteria.

#### *Project Criteria*

1. Project will be able to demonstrate direct gallons per day savings that will be achieved through water efficiencies.
2. Proposal demonstrates a clear understanding of the technical resources or partnerships that are critical to success.

3. Proposal indicates added value such as improvements to groundwater recharge, energy savings, economic benefits or equity improvements that will also be achieved through the project.
4. Proposal indicates plans to amplify the reach of the project such as involving partners, neighbors, sharing successes, etc.
5. Organization has strong staff support and organizational capacity for project implementation.
6. Budget is realistic and reasonable with any indirect costs clearly defined.
7. Timeline and work plan are realistic and reasonable and do not exceed 24 months.

#### **AGRICULTURAL WATER EFFICIENCY GRANTS WILL NOT FUND THE FOLLOWING**

1. Purchasing of new heavy equipment (exclusive of added fixtures that improve efficiency)
2. Research projects
3. Project timelines of more than 24 months
4. Construction projects
5. Existing operational or programmatic work, or replaces existing or gap expenses for operations
6. Systems that are sourced from streams or stream diversions (ditches)

#### **PREFERENCE WILL BE GIVEN TO**

1. Agricultural water systems that currently rely on municipal/piped water sources for irrigation
2. Projects that primarily benefit underserved communities such as women, Native Hawaiians, immigrant farmers or others
3. Projects that benefit multiple farmers (i.e. conservation measures to agriculture parks with multiple agriculture producers)

#### **APPLICATION INSTRUCTIONS**

Applications must be submitted online at: <https://nexus.hawaiicommunityfoundation.org/nonprofit>

(Or click on "NONPROFIT GATEWAY" at the top of the HCF homepage).

**IMPORTANT NOTE:** If you are a new user, click "**New User Registration;**" the registration process may take up to 2 days so please register early!

Only complete applications will be accepted.

Only one application will be accepted from each organization.

The online application has fillable boxes with character limits. The character counts in MS Word do not match the character counts in the application. If you cut and paste your work into the application, please be sure your text fits the space provided.

We recognize the significance of diacritical markings in written Hawaiian as pronunciation guides; however, the online application system is unable to accept diacriticals. Please do not include these in your narrative it may cause errors in the way the online system processes your proposal.

## NARRATIVE SUBMISSION

The following character counts are approximate to the specified page lengths based on single-spacing in Arial 12-point font with 1 inch margins.

### Proposal Narrative Questions

1. What is the **mission** of your organization and what is the **community** your organization serves (who you serve and where you serve)? (max 2,000 characters = 1/2 page)
2. Describe the **project** you are proposing and water conservation benefits it will provide (whether direct or indirect). (max 4,000 characters = 1 page)
3. What is the project **scale** and who are the direct and indirect beneficiaries? (max 1,000 characters = 1/4 page)
4. Describe the water efficiency **impact** your project will have and how you will **measure** results. What data will you collect and how do you plan to analyze and use this information to show impact? (max 4,000 characters = 1 page)
5. Describe any **partnerships** or **technical resources** that will help you to successfully implement this project. (max 3,000 characters = 3/4 page)
6. Do you anticipate any **added value** such as improvements to groundwater recharge, energy savings or economic benefits (max 2,000 characters = 1/2 page)
7. Do you have any plans to **amplify the reach** of this project beyond your site/organization such as involving partners, neighbor landowners/leasees, plans for sharing successes (i.e. conferences, meetings, newsletters, etc.)? (max 2,000 characters = 1/2 page)
8. List the **staff** and other team members who will be supporting this project and their qualifications or background. (max 2,000 characters = 1/2 page)

## ATTACHMENTS

1. Project Budget showing income and expenses
2. Project Timeline/Work Plan
3. Names of organizational leadership including governing board members

If you are using a **fiscal sponsor**, please also attach the following documents:

- a. Fiscal Sponsor's Board of Directors Resolution authorizing project fiscal sponsorship
- b. Fiscal Sponsor's agreement
- c. Fiscal Sponsor's Board of Directors list with affiliations

## FILE NAMING FORMAT FOR ATTACHMENT

Please use the following descriptive file name format when uploading your files:

1. Application ID\_Your Org Name\_Name of File (for example, '145\_HCF\_Budget.pdf' or '145\_HCF\_Timeline.doc');
2. Do not use apostrophes, #, or parenthesis in your file name;
3. Each file must have a unique file name; and
4. Each file size should be kept below 5000 KB.

## DEADLINE

**Submit your application by clicking the “Submit” button at the end of the application no later than 4:00 p.m. HST, **Tuesday, June 30, 2020****

**Grant awards are anticipated to be made on or around August 1, 2020.**

## QUESTIONS ABOUT THIS RFP

Please visit the Fresh Water Initiative [website](#) for more information about the Initiative

If you have additional questions about the RFP, these guidelines or the Fresh Water Initiative you may contact:

Dana Okano by phone at 808-566-5541 or via email at [dokano@hcf-hawaii.org](mailto:dokano@hcf-hawaii.org).

Neighbor Islands may call our toll-free number at 1-888-731-3863