

**GUSTAV/IKE: COASTAL PROTECTION AND RESTORATION GUIDE FOR  
PARISH OPT-IN TO COASTAL COMMUNITIES RECOVERY PROGRAM (CCRP)**

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Each of your parishes have been awarded a disaster CDBG allocation based on the extent of damages that you have suffered due to Hurricanes Gustav and Ike. Your parish is currently developing a Recovery Proposal that you will submit to the LRA outlining how you intend to spend your allocation. Recovery needs in the areas of levees, flood gates, coastline protection measures, and wetlands restoration work is completely uncharted territory for HUD, so there is going to be substantial up front administrative and programmatic capacity building needed on these types of projects to ensure eligibility and implementation.

The State of Louisiana Office of Coastal Protection and Restoration (OCPR) has been allocated a separate estimated \$28 million (\$15 million in the first allocation) for priority coastal protection and restoration projects under the Coastal Communities Recovery Program (CCRP). These projects have already been identified by OCPR in coordination with local parishes and consistent with the State's Master Plan.

In order to save parishes money and staff time, OCPR has offered to implement parish-sponsored coastal protection and restoration work by allowing parishes to OPT-IN to the state-administered CCRP. The OPT-IN is at the discretion of the parishes and would be financed out of the parish allocation that has already been awarded. This is not an additional allocation.

*What is considered "Coastal Protection and Restoration"?*

<u>Infrastructure*</u>	<u>To Be Determined*</u>	<u>Coastal Protection and Restoration*</u>
Drainage	Drainage levees	Levees
Drainage pumps	Dredging for navigation	Flood gates
Roadways		Sinkable barges
Facilities (Buildings)		Wetland terraces
		Rip rap
		Wetlands restoration
		Beneficial reuse of dredged material
		Breakwaters

\*This is not a definitive list. Each project should be assessed individually.

What are the benefits of the parish OPT-IN to CCRP option?

All Coastal Protection Projects will require staff capacity and expertise for the following:

- Eligibility screening (above normal CDBG requirement)
- Developing eligible projects with HUD & OCD (above normal CDBG requirement)
- Applying for and tracking eligible activity waivers (above normal CDBG requirement)
- Fair and open procurement for Design/Engineering RFPs and Construction Bids
- Managing environmental reviews
- Obtaining all necessary coastal and environmental permits
- Staying in compliance and monitoring for the duration of the grant

It will take substantial discussion with HUD to determine eligibility for each coastal protection and restoration project. Since these projects are novel for HUD and OCD, OCPR will take the lead in developing procedural and technical architecture for assessing eligibility, clearing projects with HUD and OCD, implementing projects, and ensuring that all projects are part of a statewide coastal protection system.

Once parishes determine that they have a coastal protection and restoration project, they may choose to implement it at the parish level or OPT-IN to the State Office of Coastal Protection and Restoration's (OCPR) Coastal Communities Recovery Program (CCRP). Parishes should have a good estimate of overall cost of the projects, estimated cost calculations should allow for up to 15% for CDBG administration of the grant.

Example A:

Parish A's Recovery Proposal states that it would like to use \$20 million of its allocation for levee construction (\$15 million) and installation of a sinkable barge (\$5 million).

If the parish decided to do the work in house, the local levee authority would need to complete the work because the parish does not have experience constructing flood protection structures. Under CDBG rules, Parish A would have to sub-grant the \$20 million to the local levee board to do the work.

The parish disaster CDBG manager sees this potential administration process as a problem. The disaster CDBG manager knows that she would first have to develop expertise within her staff to apply to HUD and OCD for the levee and sinkable barge. Next, she would need to teach the levee board how to comply with all the CDBG rules

and regulations and the parish would have the responsibility to monitor the levee board for the duration of the grant. This would cause unnecessary layers of responsibility that would most likely lead to higher administrative costs and inefficiencies.

As such, Parish A's disaster CDBG manager decides to OPT-IN to CCRP instead. Parish A enters into a CEA amendment with OCD that specifically sets aside \$15 million for the levee construction and \$5 million for the sinkable barge to be implemented by OCPR. The disaster CDBG manager is pleased that under this OPT-IN arrangement the parish does not need to do any administration or monitoring on the \$20 million, except to coordinate with OCPR to ensure that the project is what the parish had wanted.

Example B:

Parish B's plan states that it would like to use \$10 million of its allocation for levee construction (\$5 million) and installation of breakwaters to halt beach erosion (\$5 million).

Parish B has a capital projects department that routinely implements levee work, so the parish would not need to enter into a sub-recipient agreement. Parish B's disaster CDBG manager prefers to conduct the work in house as a principle and is comfortable with the fact that these projects will require more staff capacity and meetings with OCD and HUD than traditional CDBG projects.

The disaster CDBG manager calls the capital projects staff, CDBG compliance staff, environmental review consultants, and even OCPR, and OCD together for a kick-off meeting. The meeting is important to both ensure that Parish B can make use of the specialized knowledge that OCPR has developed with respect to using CDBG for coastal protection work and to set up an administrative process for the parish to conduct the coastal protection and restoration work with CDBG.

Parish B's disaster CDBG manager chose not to OPT-IN to CCRP, but is confident that he has established a system that can accommodate the uniqueness of these types of projects. He recognizes that he will still need OCPR review and concurrence on coastal work, as required by the Legislature to ensure that all work in the state is in compliance with the Statewide Coastal Protection and Restoration Master Plan.

The following is a list your parish may want to take into consideration when deciding whether to OPT-IN to CCRP or not.

**OPT-IN Pros**

Save financial resources  
Parish relief from direct monitoring  
Save staff time  
Parish would not need to build specialized expertise  
OCPR would consult parish

**OPT-IN Cons**

Parish would not administer contractor selection  
Parish would not have daily interaction with project manager

NOTE: All projects funded with CDBG must follow federal procurement guidelines for fair and open competition. The goal is to encourage competition and the selection of the most qualified firms (in the case of professional and engineering services) and the most cost-effective bids (in the case of supplies and equipment purchasing and construction bids). Both OCPR and parishes will be required to demonstrate and maintain records certifying that all of their procurement actions adhere to these federal standards.

**What is the procedure to OPT-IN to CCRP?**

1. Parish determines if it would like to OPT-IN to CCRP .
2. OCPR reviews the OPT-IN project descriptions and acceptance in the Master Plan for OPT-IN to CCRP.
3. Parish indicates that it will OPT-IN to CCRP in its LRA/OCD Gustav/Ike Recovery Proposal.
4. (a) OCD and Parish, and (b) OCD and OCPR draft and sign Cooperative Endeavor Agreement (CEA) amendments.

CEA Amendments shall include the following provisions:

- Parish requests that LRA/OCD withhold \$X amount of the parish disaster CDBG allocation and to reallocate that amount to OCPR for the purpose of implementing a defined list of coastal protection and restoration projects in the parish.
- If projects are determined infeasible due to cost, permitting, etc. or found to be CDBG ineligible, OCPR will work with the parish to find suitable alternative coastal

protection and restoration projects. Projects shall be agreed upon by OCPR and parish in writing but do not require another CEA amendment.

- OPT-IN grant balance shall be returned to the parish if the parish determines to cancel its coastal protection and restoration projects, less costs incurred by OCPR under the terms of the CEA amendment, or funds remain unexpended due to project feasibility or eligibility issues.

5. Parish and OCPR complete the *Coastal Project Eligibility Screening Form* and submit it to OCD.
6. OCD and OCPR work with HUD to determine project eligibility.
7. OCPR informs parish of requests for more information if needed.
8. OCPR implements project and coordinates with the parish.
9. OCPR is responsible for administration and CDBG compliance – up to 15% of the allocation given by the parish can be used for these “program delivery costs”. Parishes should budget projects accordingly.