



**Northeast Ohio
Regional Sewer District**

REQUEST FOR PROPOSALS

2027

**GREEN INFRASTRUCTURE
GRANT PROGRAM
FOR THE COMBINED SEWER
AREA**

June 4, 2026

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1.0 SUBMISSION OF PROPOSALS

1.1 Proposals for Funding

Proposals for the 2027 Green Infrastructure Grant (GI Grant) Program must be submitted electronically through the Northeast Ohio Regional Sewer District (District) GI Grant Program application. The Watershed Funding Programs Submission Access Request provides access to the 2027 GI Grant Program application and requires registration through following link:

[GI Grant Funding Program Application Access Request](#)

Applications will be accepted until the close of business (4:30 P.M.) on Friday, **September 4, 2026**. Late proposals will not be considered.

When an application is successfully submitted, the applicant will receive a confirmation email. The District will only review complete applications. If a proposal is incomplete, the applicant will be notified by email and given three (3) business days from the notification date to provide the missing information. Proposals that remain incomplete or do not meet the requirements of this RFP may be deemed non-responsive at the sole discretion of the District.

1.2 Pre-Proposal Workshop

Date: **Friday, June 26, 2026**

Time: 9:00 A.M.

Location: Cleveland Metroparks Watershed Stewardship Center located at 2277 West Ridgewood Drive, Parma, Ohio 44134.

Attendance at the Pre-Proposal Workshop by at least one member of your team earns 3 points in the Project Feasibility scoring.

Note: The workshop will include an overview of the Program, application process, and USEPA Stormwater Calculator Tool with an optional tour of the stormwater control measures located around the stewardship center. Potential applicants are strongly encouraged to participate. Workshop materials will be posted on the District's webpage approximately two weeks following the workshop.

1.3 Pre-Proposal Meetings

District staff will provide opportunities to meet with applicants to discuss potential projects prior to the submission deadline. Applicants are strongly encouraged to take advantage of these one-on-one meetings with District staff, which will be scheduled between July 1 and August 1, 2026. A prepared concept plan is required.

Please contact the District's Funding Programs Administrator, Jessica S. Cotton via email at CottonJ@neorsd.org to schedule a pre-proposal meeting and answer all other questions.

1.4 USEPA Stormwater Calculator Tool Workshop

Date: **Friday, August 7, 2026**

Time: 9:00 A.M.

Location: Microsoft Teams virtual meeting

Please contact the District's Stormwater Technical Specialist, Christopher Hartman via email at HartmanC@neorsd.org.

Note: The workshop will include overview of how to use the USEPA Stormwater Calculator Tool. Potential applicants are strongly encouraged to participate. Workshop materials will be posted on the District's webpage approximately two weeks following the workshop.

2.0 INTRODUCTION

The District established the Green Infrastructure Grant Program for the Combined Sewer Area (Program) in 2014 to support the strategic implementation and long-term maintenance of green infrastructure (GI) projects that reduce stormwater runoff from the combined sewer system. For the purposes of this Program, GI refers to stormwater source control measures or water resource projects that store, filter, infiltrate, or evapotranspire runoff, thereby enhancing infrastructure resilience and supporting healthy environments and strong communities.

3.0 DESCRIPTION OF THE GI GRANT PROGRAM

3.1 Eligible Entities

The District's member communities within the District's combined sewer service area and other governmental entities, and nonprofit 501(c)(3) organizations are eligible to be applicants. Privately-owned businesses may also be eligible if they partner with an Eligible Entity, serving as an applicant or co-applicant.

The applicant and the property associated with the GI project must be in good standing with all District bills (no outstanding balances over 30 days).

The applicant is required to demonstrate permanent control or ownership of the entire project site at the time of application.

Applicants must demonstrate an interest in implementing water resource projects that effectively reduce stormwater runoff into the combined sewer system.

3.2 Eligible Projects

Projects must be located within the District's combined sewer area and remove stormwater runoff from the combined sewer system. (refer to the map at the following link [here](#).)

Note: The project's existing stormwater drainage system (pre-development) must be tributary to the combined sewer system. Parcels within the combined sewer service area where only the sanitary sewer is directly tributary to the combined sewer and where the storm sewers discharge to the environment, or discharge to a separate storm sewer system that is not tributary to the combined sewer, are not eligible.

The types of GI projects that will be considered for award include Design and/or Construction. Eligible Projects must be completed by June 30, 2028.

- **Small Project:** maximum of \$250,000 request.
- **Large Project:** maximum of \$350,000 request.

4.0 TERMS OF GRANT FUNDING

4.1 Project Agreement

The District requires all entities awarded Program funds to enter into a Green Infrastructure Grant Program Agreement (Project Agreement) for implementation and long-term maintenance of the GI Project. A draft Project Agreement is provided in **Attachment A**. Both the applicant and co-applicant must demonstrate the ability to meet all terms and obligations outlined in the Project Agreement. The initial Project Agreement must be fully executed by April 1 of the award year. Failure to meet this deadline may result in the withdrawal of the funding offer.

The applicant is responsible for ensuring timely submission of all required documentation necessary to prepare and finalize the agreement by the deadline. Delays in execution may jeopardize the project's eligibility for funding. The District reserves the right to revise the final Agreement.

4.2 Title IV Requirements

Applicants are subject to the requirements of Title IV of the District's Sewer Use Codes and as outlined in the *Submittal Requirements for Connections to the Combined Sewer System*. Applicants must demonstrate compliance with Title IV. Program funding cannot be used for compliance with Title IV requirements.

For more information on the plan review process associated with Title IV *Submittal Requirements for Connections to the Combined Sewer Systems*, refer [here](#) or contact: Jeffrey Jowett, Community Discharge Permit Program Manager, jowettj@neorsd.org or (216) 881-6600.

4.3 Long-term Maintenance

Applicants must commit to the long-term maintenance of the GI practices installed. To ensure that the GI project will be maintained throughout the duration of its design life expectancy, as determined by the District, the District will record on the real property records of Cuyahoga County an Affidavit of Facts Relating to Title providing constructive notice of the operation and maintenance responsibilities for the project.

4.4 Public Outreach and Education

Applicants are required to fabricate, install, maintain, and replace (as necessary) one permanent educational sign for the design life expectancy of the GI project, as determined by the District. The District's minimum requirements for signage are provided in the GI Grant Program Signage Guidelines [here](#). The required education signage design will be approved by the District before fabrication. The cost to design, fabricate and install one permanent sign is an eligible expense that can be included within your grant request. The District shall be acknowledged on any public advertisement or outreach efforts related to the project.

4.5 Reimbursement

The Program is a reimbursement grant, which will be made only on project-specific invoices as referenced in the approved project budget accrued on or after January 1, 2027. If the project for which you are applying is part of a larger construction project, the District will require individual, itemized, verified invoices, and proof of payment to support the reimbursement request. Refer to the District's GI Grant Program for the Combined Sewer Area Policy in **Attachment B**, and the GI Grant

Program for the Combined Sewer Area Procedures in **Attachment C** documents for additional information.

The District will withhold five percent (5%) of the total award until the following are verified:

- The project is deemed substantially completed by the District;
- Installation of District's approved permanent education signage; and
- Record drawings and/or as-built drawings for the project, have been submitted to and accepted by the District.

Note: Record drawings are prepared by the architect/design engineer. They reflect on-site changes the contractor noted in the as-built drawings (show on-site changes to the original construction documents).

5.0 PROPOSAL REQUIREMENTS

Applicants shall submit a proposal that describes in detail the proposed GI project to be funded by the GI Grant Program. Projects must meet all eligibility requirements outlined in **Section 3.0**.

5.1 Project Team

The proposal shall describe the capabilities, skills, and experience of the project team responsible for executing the proposed GI project. Include qualifications of key personnel and any relevant project experience.

5.2 Project Description

The proposal shall clearly identify the type of GI project for which funding is requested: Design and/or Construction Small or Large.

The proposal must include:

- Demonstration of on-site stormwater control measures using GI best management practices
- Quantification of annual stormwater runoff reduction to the combined sewer system;
- Quantification of impervious area treated by the proposed GI project;
- Concept plans or full detailed design drawings, depending on project type;
- Description of how applicable zoning and permitting requirements have been

- or will be met;
- Proposed construction schedule.

Note: For all projects, when infiltrating stormwater control measures are proposed to meet and/or exceed Title IV post-development discharge requirements, they must be designed in accordance with the results of on-site subgrade infiltration testing using approved methods from the Ohio Rainwater and Land Development Manual, which may be found [here](#) (refer to New Provisional Practices, Infiltration Testing for Stormwater Practice Design [here](#)).

5.3 Project Feasibility

The proposal shall describe the applicant's readiness to proceed with the GI project, including details on the portion of the projects funds that have already been secured.

5.4 Community Benefits

The proposal shall identify community and environmental benefits of the GI Project.

5.5 Capacity to Maintain

The proposal shall demonstrate the applicant's ability to operate and maintain the GI project for its design life expectancy, as determined by the District. The Proposal shall also demonstrate that the party that will be performing the maintenance has the necessary skills, experience and equipment to perform such work.

5.6 Funding Request and Costs

Applicants must provide a detailed budget for the proposed GI project. The budget should clearly identify all project costs directly associated with the design, construction, and maintenance of the GI project. Eligible expenses should include, but are not limited to:

- Engineering and design (including topographic surveys and as-built drawings);
- Construction;
- Construction Administration and project management.
- Performance verification, testing, and inspection; and
- Operation and maintenance; and
- Other direct costs approved by the District.

NOTE: Indirect costs are not eligible for grant funding. Program funds cannot be used to reinforce roof structures for green roof systems.

Applicants should provide a clear breakdown of costs by category, supporting documentation for cost estimates, and indicate any funding that has already been secured for the project.

5.7 Title IV Compliance

Projects subject to Title IV must provide a cost breakdown that distinguishes:

- Costs required to meet Title IV stormwater regulations; and
- Costs for GI features that exceed Title IV compliance.

Only costs that exceed Title IV requirements are eligible for GI Grant funding. Refer to Title IV compliance guidance ([here](#)).

5.8 Design, Construction Administration, General Conditions, and Contingency

For applicants including these items in their funding request, the following limitations apply:

- Design Costs (e.g., engineering, survey, GI-related testing): $\leq 8\%$ of total GI Grant funds requested; and
- Construction Administration (e.g., oversight and coordination): $\leq 5\%$ of total GI Grant funds requested; and
- General Conditions (e.g., permits, mobilization, safety, insurance): $\leq 5\%$ of total GI Grant funds requested; and
- Contingency (e.g., unforeseen circumstances, change orders, etc.): not to exceed 15% of total GI Grant funds requested.

Requests exceeding these percentages may be considered if the applicant provides justification for unique project circumstances.

5.9 First-Year Maintenance

Costs related to first-year maintenance of GI components (labor, materials, plants, equipment rental) are eligible. A detailed breakdown must be provided.

- Up to \$500 may be allocated for purchase of maintenance equipment, subject to prior District approval for reimbursement;
- The grant request must include first year maintenance expenses, which are required to be itemized as part of your budget and cannot be reallocated to

design or construction activities.

6.0 APPLICATION EVALUATION

The District will review and score proposed GI projects that meet eligibility requirements. Proposals will be evaluated and ranked based on the Application Scoring Criteria (Attachment D).

Category	Design and/or Construction (Max Of 100 Points)
Expected Benefits	37
Project Feasibility	28
Capacity to Maintain	21
Community Benefits	14

7.0 AWARD

After evaluation, District staff will make a recommendation to award GI Grants. Award announcements are anticipated in December 2026. Awards are contingent on funding availability and subject to Board of Trustee approval. The District is under no obligation to fund any GI Grant Program requests.

8.0 ATTACHMENTS

- Attachment A – GI Grant Program Draft Agreement
- Attachment B – GI Grant Program Policy
- Attachment C – GI Grant Program Procedures
- Attachment D – GI Grant Program Scoring Criteria

Attachment A
Green Infrastructure Grant Program Agreement

Attachment B
Green Infrastructure Grant Program Policy

Attachment C
Green Infrastructure Grant Program Procedure

Attachment D
Green Infrastructure Grant Program Scoring Criteria

