



COASTAL RESOURCES DIVISION

ONE CONSERVATION WAY • BRUNSWICK, GA 31520 • 912-264-7218

WALTER RABON
COMMISSIONER

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Cycle 30-Frequently Asked Questions (FAQs)

Coastal Incentive Grant (CIG) and Contract Terms

Q: Do I need a letter from a subcontractor who is including 'match' in their budget?

A: Yes. It is highly recommended to include a letter of support from any subcontractor providing match (e.g., matching personnel time). This demonstrates commitment and support to the review committee.

Q: Can I use grant funds to pay for lunch for participants?

A: Yes. According to OMB Circular A-87 (Revised), the costs of meetings and conferences—including meals, transportation, facility rental, and incidental costs—are allowable if the primary purpose is the dissemination of technical information.

Q: How are expenses managed if student expenses begin before the official contract date (Oct. 1)?

A: All expenses, including those for students, must occur within the official contract period to be eligible for reimbursement or match. Pre-contract expenses (e.g., from August) are not allowable.

Q: Can I include fringe benefits as part of in-kind personnel match?

A: Absolutely. Fringe benefits may be included as part of in-kind personnel costs for local match.

Q: Can volunteer time count toward the local match?

A: Yes. Volunteer time is allowable as match. Be sure to specify the role and associated hourly rate. Professional services may justify a higher rate than general community volunteer work.

Q: Can I claim a 10% de minimis indirect cost rate as match if we don't have a federally approved indirect cost agreement?

A: Yes, you may claim the 10% de minimis rate. However, if it wasn't included in your original budget narrative, you must submit a written request (via email) to reallocate match, specifying the amount and what it will replace.

Q: What documentation is required at project closeout?

A: GADNR-CRD does not require receipts at closeout, but you must retain them in case of an audit. Maintain documentation such as timesheets, invoices, and proof of expenses for your own records.

Q: Can a private subcontractor provide match?

A: Yes, although it is uncommon. Private firms rarely waive fees, but it's possible. Stakeholder time may sometimes be counted as match and can appear under sub-contractual or 'other' categories.



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Q: Can I request a Letter of Support from a GA-DNR-CRD staff member?

A: GA-DNR-CRD staff do not provide Letters of Support. However, a Letter of Acknowledgement may be issued to confirm your engagement with a staff member regarding your project.

Q: How can I determine if my project qualifies under Section 306A?

A: Projects eligible under CZMA Section 306A include low-cost construction efforts such as:

- Paths, walkways, fences, fishing piers, beach walkovers, boardwalks, and boat ramps
- ADA accessibility improvements to public access facilities
- Viewing platforms
- Coastal habitat restoration and invasive species removal
- Living shorelines (designed to increase resilience and enhance ecological integrity)
- Rehabilitation of historic buildings and structures

306A funds may also support educational, interpretive, and management activities related to these projects.

Q: Can an employee's time be used for both CIG and another federal program?

A: No. There can be no overlapping match or use of federal funds as match to CZM funds. If an employee is fully paid by another federal grant, their time cannot be counted. Only the portion of time supported by non-federal funds may be used as match, and it cannot be counted more than once.

Q: Can I reallocate funds between budget categories?

A: Yes, with limitations.

- If changes exceed 10% of the total project budget (grant + match), you must obtain prior written approval from GADNR, CRD.
- For changes under 10%, you may proceed without prior approval, but must notify GADNR in writing (e.g., via email) at the time of the change.

For questions, comments, or concerns, please contact:

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