

Quote Prepared by:
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7545 Irvine Center Drive
Irvine Business Center, Suite 200
Irvine, CA 92618
www.blaisassoc.com

Grant Development Quote

Client Name	City of Coalinga
Client Contact	Sean Brewer, Assistant City Manager
Client Copy:	
Grant Program / Proposal	Bureau of Reclamation WaterSMART: Water and Energy Efficiency Grant Program
Proposal Due	November 3, 2021
Project Name (if known)	Turf Removal/Replacement with Sustainable Landscaping
Date Prepared	August 30, 2021
Grant/Revenue Potential	\$500,000 or \$2,000,000
Grant Development Cost	\$10,015.00
Cost to Develop Grant as % of Revenue Potential	TBD
Hourly Rate	\$105

Activity	Hours	Total Cost
Preparation activities including review Guidelines, develop e-filing system, develop hard copy notebook, internal set up calls, develop timeline and checklist, lead kick-off conference call with client, attend to follow-up action items. Confirmation of valid SAM.gov and grants.gov accounts.	5	\$ 525.00
Develop application content including the Standard Form 424, Assurance Documents, Budget Standard Form 424B, create a cover page/title page, create a table of contents, develop the technical proposal which includes an Executive Summary, Background Data, Technical Project Description, and Evaluation Criteria, develop performance measures, develop the environmental compliance narrative including required permits and approvals, write the funding plan, prepare and help circulate letters of support (up to 5 maximum), complete the budget forms and write a budget narrative, develop the mandatory Resolution (client will circulate through City Council). ***The application cannot exceed 50 pages maximum.*** ***Resolution may be submitted 30 days after the grant deadline.***	70	\$ 7,350.00
Develop 80% draft and 100% final. Circulate to client for review and feedback. Allowance for internal strategy calls and quality control reviews. Allowance for conference calls with client. Collate final documents and upload to funding agency via www.grants.gov. Follow-up with funding agency to ensure successful submission.	20	\$ 2,100.00
SUBTOTAL	95	\$ 9,975.00
Total Labor Cost Per Application	\$ 9,975.00	\$ 9,975.00
Direct Costs (charged at cost, no mark-up)		
Client Files (Flash Drive), if desired.	\$ 40.00	\$ 40.00
Reproduction and Supplies, if needed.	\$ -	\$ -
Express Delivery Mail or Courier Services, if needed.	\$ -	\$ -
SUBTOTAL Direct Costs Per Application	\$ 40.00	\$ 40.00
Grand Total	\$ 10,015.00	\$ 10,015.00

Work performed by B&A that is outside of the scope of this estimate will be billed at \$105 per hour.
Please see "notes and assumptions."

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Notes and Assumptions

1) Local match is 50% and the maximum funding for Group 1 projects is \$500,000 per project and for Group 2 is \$2 million. Group 1 projects must be completed within two years and Group 2 projects must be completed within three years. No more than \$1.5 million will be awarded to any one applicant. Costs dating back to July 1, 2021, may be submitted as project costs in the budget but these costs must be counted toward the applicant's match.

2) An authorizing Resolution must be submitted within 30 days after the grant deadline.

3) This grant assumes the Client is registered with www.grants.gov and is current. If the Client would like B&A to assist with registration, this quote will need to be amended.

4) Client will provide a day-to-day contact with expertise in the proposed project and will be available during the duration of this grant writing assignment.

Please note that this quote is an estimate for services based on current conditions and understandings. Many factors often change during the development of a grant application that may or may not increase the amount of labor and materials necessary to perform the services successfully. If during the course of work, B&A believes the work is taking longer than originally estimated, B&A will immediately notify the contract point of contact and either mutually agree to a change order or discuss alternatives. Additionally, B&A only charges for actual work performed. The total cost to perform the tasks may be less than quoted herein.

Signature Approving Costs and Authorizing Notice to Proceed

Printed Name