

Get the Lead Out (GTLO) – Lead-Free Fishing Tackle Rebate Request for Proposals (RFP)

FY 2022-2025

Proposals are requested from eligible applicants for a lead-free tackle purchase rebate. The rolling application form, sample grant agreement, and other relevant documents are on the [MPCA Get the Lead Out webpage \(www.pca.state.mn.us/leadout\)](http://www.pca.state.mn.us/leadout). Applicants should also use Get the Lead Out's list of lead-free tackle manufacturers and retailers (www.bit.ly/GTLO_LeadFreeList) as a resource to find lead-free tackle to purchase.

1. Overview

Get the Lead Out is an educational program to protect and restore common loons in Minnesota by reducing their exposure to lead-based fishing tackle. The Minnesota Pollution Control Agency (MPCA) and U.S. Fish and Wildlife Service are working collaboratively to implement this program. Funding for Get the Lead Out was provided by the Open Ocean Trustee Implementation Group as part of the Deepwater Horizon Natural Resource Damage Assessment and Restoration settlement.

The goal of this rebate program is to increase the availability of lead-free tackle at retail establishments, such as bait and tackle stores, and make lead-free tackle more available and affordable for retailers and consumers. This funding opportunity provides retail establishments a rebate on purchases of lead-free tackle for sale to consumers/the public.

Environmentally preferable lead-free alternative fishing tackle materials include but are not limited to: bismuth, glass, steel, tin, tungsten, and stone. Popular types of lead-free fishing tackle alternatives include but are not limited to: jigs, sinkers, spinner baits, and weights.

2. Funding

A total of \$100,000 in funding is available. This RFP will remain open and applications will be accepted on a rolling, first come, first serve basis until all dedicated funds have been dispersed or **4:00 pm Central Time on Friday, March 29, 2024**, whichever occurs first.

To be eligible for a rebate, **lead-free tackle purchases must be completed within one year of grant execution, or by Friday, June 28, 2024**, whichever occurs first.

At this time, retail establishments may only apply once to receive rebate funding with a maximum award of \$2,000. The MPCA may choose to modify these details in the future.

Rebate percentage: 35% of lead-free tackle purchases. The lead-free tackle purchases that receive a rebate shall not be marked up more than the manufacturer's suggested retail price (MSRP).

Maximum award: \$2,000 total per retail establishment. If the 35% rebate amount exceeds \$2,000, the retail establishment shall be provided the maximum award of \$2,000.

Reimbursement schedule: Prior to any purchase, contact MPCA Get the Lead Out (leadout@state.mn.us) to confirm the tackle is lead-free and eligible (see #4 and #5 below).

Rebates for eligible costs shall be paid on a reimbursement basis upon submission of approved and completed lead-free tackle purchases. To receive a rebate, retail establishments must send itemized receipts, invoices, and/or proof of purchases to MPCA Get the Lead Out for confirmation. The MPCA is not responsible for any delays from tackle suppliers and manufacturers.

3. Eligible and ineligible applicants

Eligible applicants

- Eligible applicants include owners or operators of retail establishments that sell fishing bait and tackle in Minnesota; and
- Eligible applicants must be for-profit business with 100 full-time equivalent employees or less (including parent companies and all business operations)

Ineligible applicants

- Entities that do not meet the eligibility criteria above. The MPCA may also deem an applicant ineligible because of, but not limited to environmental enforcement issues or tax status.
- Entities that are currently suspended or debarred by the State of Minnesota and/or the federal government are ineligible applicants.

4. Eligible and ineligible projects

Eligible projects

- Fishing tackle that does not contain lead, brass, or zinc. Rebated tackle purchases must be sold to consumers/the public at a price no more than the MSRP.

Ineligible projects

- Fishing tackle that contains lead, brass, or zinc.
- Fishing tackle that are not traditionally made with lead or does not traditionally contain lead. That is, there are no lead-free alternatives for these tackle types because they are traditionally not made out of nor contain lead in the first place. Examples include but are not limited to: unweighted bobbers, crankbaits, plastic lures, and weightless hooks.
- Purchases of fishing equipment that are not tackle. Examples include but are not limited to: rods, reels, tackle boxes, and line.

5. Eligible and ineligible costs

Eligible costs

- Costs of lead-free tackle that are to be resold to consumers/the public at a price no more than the MSRP.

Ineligible costs

Ineligible costs include costs that are not directly related to the project. The following costs, including but not limited to, and even if they are directly related to the project, are ineligible:

- Costs associated with shipping, handling, freight, and taxes from lead-free tackle purchases.
- Costs associated with advertising and displaying lead-free tackle purchases.
- Any expenses incurred before the grant agreement is fully executed, including applicant's expense for preparing the eligibility and cost applications or any expenses incurred during work plan application and final work plan development.

6. Application submission instructions

All applicants must submit the Rolling Application Form. Applications must be received electronically by the MPCA **no later than 4:00 pm Central Time on Friday, March 29, 2024**. The email properties header will reflect the date and time submissions are received. Application submissions received after the deadline will be ineligible. Email applications to grants.pca@state.mn.us with the subject line: **“Get the Lead Out Rebate Rolling Application”** The MPCA is not responsible for any errors or delays caused by technology-related issues.

MPCA may choose not to award all funding. This RFP does not obligate the State to award a grant, and the State reserves the right to amend, modify, or cancel this solicitation if it is considered to be in its best interest.

7. Application questions

The MPCA is obligated to be transparent in all aspects surrounding grant work. To meet this obligation, all questions must be submitted in the same manner. Applicants who have any questions regarding this RFP must email questions to grants.pca@state.mn.us, subject line: **“Get the Lead Out Rebate Rolling Application Question.”**

Answers to questions will be posted frequently on the MPCA Get the Lead Out web page (www.pca.state.mn.us/leadout). It is the applicant’s responsibility to check the MPCA website for the most recent updates about an open RFP, including questions, answers, and addendums.

8. Application review process

Applications received by the grant deadline will be reviewed by MPCA and U.S. Fish and Wildlife Service staff based upon the Application Assessment score sheet in Exhibit A. Applicants must meet all requirements to be considered for funding. Applications will be reviewed on a rolling basis as they are received and awarded on a first come, first served basis.

All applicants will be notified of their award status by MPCA staff within approximately 30 days of application submission. Applicants selected for funding will be contacted concerning the next steps in the award process, including execution of the grant agreement.

9. Grantee responsibilities

Awardees are required to be a registered vendor in SWIFT. To register, go to the Supplier Portal webpage of [SWIFT](#) and click on the *Register for an Account link and then Register as a Supplier*.

Grant agreement

Each grantee must enter into an agreement and will sign the grant agreement using DocuSign. The agreement will address the conditions of the award, including implementation of the project. Once the agreement is signed, the recipient is expected to read and comply with all conditions of the agreement.

Rebate funds will only be distributed for eligible purchases made after the date of the fully executed grant agreement.

A sample State of Minnesota agreement can be found on the MPCA Get the Lead Out web page (www.pca.state.mn.us/leadout) for your reference. Much of the language reflected in the agreement is required by statute.

Reporting requirements

The reporting requirements for grantees will be final itemized receipts, invoices, and/or proof of purchases for approved and completed lead-free tackle purchases.

Public data

Applications are private or nonpublic until opened. Once the applications are opened, the name and address of the applicant and the amount requested is public. All other data in an application is private or nonpublic data until all agreements are fully executed. After all agreements are fully executed, all remaining data in the applications is public with the exception of trade secret data as defined and classified in Minn. Stat. § 13.37. A statement that the application is copyrighted or otherwise protected does not prevent public access to the application (Minn. Stat. § 13.599, subd. 3).

Conflict of interest

The MPCA will take steps to prevent individual and organizational conflicts of interest, both in reference to applicants and reviewers per [Minn. Stat. § 16B.98](#) and [Conflict of Interest Policy for State Grant-Making](#).

Organizational conflicts of interest occur when:

- A grantee or applicant is unable or potentially unable to render impartial assistance or advice to the department due to competing duties or loyalties.
- A grantee's or applicant's objectivity in carrying out the awarded project is or might be otherwise impaired due to competing duties or loyalties.

In cases where a conflict of interest is suspected, disclosed or discovered, the applicants or grantees will be notified and actions may be pursued, including but not limited to disqualification from eligibility for the award or termination of the agreement.

Audits

Per [Minn. Stat. § 16B.98, subd. 8](#), the grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the award or transaction are subject to examination by the awarding agency and either the legislative auditor or the state auditor, as appropriate. This requirement will last for a minimum of six years from the agreement end date, receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

Affirmative action and non-discrimination requirements

- A. race, color, creed, religion, national origin, sex, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age in regard to any position for which the employee or applicant for employment is qualified. [Minn. Stat. § 363A.02](#). The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.
- B. The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. [Minn. R., pt.5000.3500](#)
- C. The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

Voter registration requirement

The grantee will comply with [Minn. Stat. § 201.162](#) by providing voter registration services for its employees and for the public served by the grantee.

Exhibit A: Application assessment score sheet

Applicants must meet the following to be considered for funding:

Requirements	Meets / Does not meet
<p>Eligible applicants:</p> <ul style="list-style-type: none">• Eligible applicants include owners or operators of retail establishments that sell fishing bait and tackle in Minnesota; and• Eligible applicants must be for-profit business with 100 full-time equivalent employees or less (including parent companies and all business operations)	
<p>Eligible projects:</p> <ul style="list-style-type: none">• Fishing tackle that does not contain lead, brass, or zinc. Rebated tackle purchases must be sold to consumers/the public at a price no more than the MSRP.	