



Ensuring a safe and secure homeland for all North Dakotans

April 28, 2011

Re: Snow Removal Assistance Policy 2011-1

Dear Counties/townships, cities and tribal entities:

The legislature has enacted a funding package for snow removal assistance for counties/townships, cities, and tribal entities throughout North Dakota for the months of January, February, and March 2011. The program is open to all counties/townships, cities, and tribal entities that have exceeded 200% of their average snow removal costs for an established 5 year period (2004-2008). Townships may be included under the assistance to counties. Townships are responsible for reporting both historical (2004-2008) and current year snow removal costs to the county. The county is responsible for consolidating township data and reporting to NDDes. If you wish to participate in this program you need to submit all necessary documentation to NDDes by the dates indicated in the Snow Removal Assistance Policy 2011-1.

When completing the included "Current Year Expenditure" spreadsheet for the months of January, February, and March 2011, you must submit all supporting documentation (invoices, receipts, force account equipment and labor summaries etc.) as well as proof of payment. I have also included a "Historical Data" spreadsheet that must be completed to document snow removal costs for 2004 to 2008, so an average for those years can be calculated. When completing the "Historical Data" spreadsheet, be sure to use the same process/method as when completing the "Current Year Expenditure" spreadsheet. **Jurisdictions that filed for snow removal assistance in 2009 do NOT need to supply historical data for 2004 thru 2008 as we still have that data on file.**

To recap, all documentation must be submitted by the dates indicated in Snow Removal Assistance Policy 2011-1. The legislature has established a deadline, for payment of funds, of June 30, 2011. Any requests received after June 1, 2011 will be handled on an "as time allows" basis and are not guaranteed to be funded. We know that this is short notice; however, these funds must be spent by June 30, 2011. The goal of this program is to reimburse 60% of costs exceeding 200% of the five year average (2004-2008). If the total amount of eligible requests exceeds the funding appropriated by the legislature, each eligible jurisdiction will receive a prorated amount of their eligible request.

For additional information please see NDDes Snow Removal Assistance Policy 2011-1 and the attached Excel forms/spreadsheets or contact the staff members listed below.

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Sincerely,

A handwritten signature in black ink, appearing to read "Greg Wilz".

Greg Wilz
Director, Division of Homeland Security