

# Outdoor Heritage Fund Grant Application

The purpose of the North Dakota Outdoor Heritage Fund is to provide funding to state agencies, tribal governments, political subdivisions, and nonprofit organizations to:

**Directive A.** Provide access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

**Directive B.** Improve, maintain, and restore water quality, soil conditions, plant diversity, animal systems and to support other practices of stewardship to enhance farming and ranching;

**Directive C.** Develop, enhance, conserve, and restore wildlife and fish habitat on private and public lands; and

**Directive D.** Conserve natural areas for recreation through the establishment and development of parks and other recreation areas.

## Exemptions

Outdoor Heritage Fund grants may not be used to finance the following:

- A. Litigation;
- B. Lobbying activities;
- C. Any activity that would interfere, disrupt, or prevent activities associated with surface coal mining operations; sand, gravel, or scoria extraction activities; oil and gas operations; or other energy facility or infrastructure development;
- D. The acquisition of land or to encumber any land for a term longer than twenty years; or
- E. Projects outside this state or projects that are beyond the scope of defined activities that fulfill the purposes of Chapter 54-17.8 of the North Dakota Century Code.

## Application Deadline

Applications for the first grant round cycle are due on **December 2, 2013 at 5:00 p.m. CST.** All information, including attachments, must be submitted by that date. See instructions below for submission information.

## Instructions

It is our intent to have this form available on line. However, until that on-line form is available we are asking that you submit your application as a Word document. Please download this Word document (available on the Industrial Commission/Outdoor Heritage Fund Program website at <http://www.nd.gov/ndic/outdoor-infopage.htm> ) to your computer and provide the information as requested. You are not limited to the spacing provided except in those instances where there is a limit on the number of words. After completing the application, save it and attach it to an e-mail and send it to [outdoorheritage@nd.gov](mailto:outdoorheritage@nd.gov) .Then submit the Word document as noted in the following paragraph.

Attachments in support of your application may be sent by mail to North Dakota Industrial Commission, ATTN: Outdoor Heritage Fund Program, State Capitol – Fourteenth Floor, 600 East Boulevard Ave. Dept. 405, Bismarck, ND 58505 or by e-mail to [outdoorheritage@nd.gov](mailto:outdoorheritage@nd.gov) . The application and all attachments must be received or postmarked by the application deadline. You will be sent a confirmation by e-mail of receipt of your application.

You may submit your application at any time prior to the application deadline. Early submission is appreciated and encouraged to allow adequate time to review your application and ensure that all required information has been included. Incomplete applications may not be considered for funding. Any item noted with an \* is required.

**Oral Presentation.** Please note that you will be given an opportunity to make a ten-minute Oral Presentation at a meeting of the Outdoor Heritage Fund Advisory Board tentatively scheduled for the week of January 13, 2014. These presentations are strongly encouraged.

**Open Record.** Please note that your application and any attachments will be open records as defined by law and will be posted on the Industrial Commission/Outdoor Heritage Fund website.

Name of Organization \*Williams County Water Resources District

Federal Tax ID# \*45-0324861

Contact Person/Title \*Beth M. Innis/Secretary/Treasurer

Address \*PO Box 2047

City \*Williston

State \*ND

Zip Code \*58802-2047

E-mail Address \*bethi@co.williams.nd.us

Web Site Address (Optional) www.williamsnd.com

Phone \*701-577-4500

Fax # (if available) 701-577-4510

List names of co-applicants if this is a joint proposal

**MAJOR Directive: (select the Directive that best describes your grant request)\***

Choose only one response

**Directive A.** Provide access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

**Directive B.** Improve, maintain, and restore water quality, soil conditions, plant diversity, animal systems and to support other practices of stewardship to enhance farming and ranching;

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**Directive D.** Conserve natural areas for recreation through the establishment and development of parks and other recreation areas.

**Additional Directive: (select the directives that also apply to the grant application purpose)\***

Choose all that apply

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**Directive C.** Develop, enhance, conserve, and restore wildlife and fish habitat on private and public lands; and

**Directive D.** Conserve natural areas for recreation through the establishment and development of parks and other recreation areas.

**Type of organization: (select the category that describes your organization)\***

State Agency

Political Subdivision

Tribal Entity

Tax-exempt, nonprofit corporation, as described in United States Internal Revenue Code (26 U.S.C. § 501 (c))

**Project Name\*** Project LL Paving

**Abstract/Executive Summary.** An Executive Summary of the project stating its objectives, expected results, duration, total project costs and participants.\* (no more than 500 words)

The Williams County Water Resources District is requesting funding for paving access into Whitetail Bay dba Lund's Landing Marina. This has for many years been a favorite place within the area for recreationalists to launch their boats to go fishing or enjoy water sports on Lake Sakakawea. The area is on Corps of Engineers (COE) land and leased by the Williams County Water Resources District for a period of 25 years. The area has a concessionaire who provides lodging, restaurant facilities, bait, licenses, and fuel. Approximately 3-4 years ago the Board with the help of the COE placed a fish cleaning station near the entrance to the area. The area to be paved includes: access from Highway 1804, fish cleaning station, lower level parking, overflow upper level parking for trailers, camping area, vault toilet facilities, boat ramp, and picnic area. The total area to be paved is approximately 3.18 acres. The estimated cost of the project is approximately \$933,500.00. This will increase the ease of the fishermen and boaters to access the area, especially when the weather does not cooperate with anyone and we receive a lot of rain. Paving of the area will make it easier for the concessionaire to run his establishment. The Williams County Water Board will be the sponsor of this project. If accepted for the grant the Board intends to get the area paved in 2014.

**Amount of Grant request \$ \*\$933,500.00**

**Total Project Costs \$\*\$933,500.00**

(Note that in-kind and indirect costs can be used for matching funds)

**Amount of Matching Funds in kind costs to include camping spots at Little Beaver Bay for the construction company.**

If applicable

Please indicate if the matching funds will be in-kind, indirect or cash.

**Source(s) of Matching Funds-** If applicable

**Certifications \***

XX I certify that this application has been made with the support of the governing body and chief executive of my organization.

XX I certify that if awarded grant funding none of the funding will be used for any of the exemptions noted on Page 1 of this application.

## **Narrative**

### **Organization Information – Briefly summarize your organization’s history, mission, current programs and activities. \***

Include an overview of your organizational structure, including board, staff and volunteer involvement. (no more than 300 words)

The Williams County Water Resources District Board is set out in the NDCC with the responsibilities of water such as, but not limited to temporary permits, appropriation of water permits, recreational areas, irrigation, drainage complaints, and other described by statute. Currently the Water Board:

#### Recreational Areas

7 recreational areas leased from the COE, 3 areas working with the ND Game & Fish for paddle fishing access and boating, 1 area where they purchased the lake, 1 area they have the water rights and work with the Williams County Park Board with, and they work with the Williams County Park Board on their 5 parks.

#### Irrigation Projects

The Water Board has given funding to the Buford Trenton Irrigation District, Nesson Valley Irrigation District, and NDSU Experimental Research Center

#### Drainage Plans Reviews

With the influx of individuals to western ND, Williams County has numerous new subdivisions and it the responsibility of the Water Board to review the storm water management plans and give recommendations of how to dispose of water as to not cause water to flow on others property. The Board hired an engineer to perform these functions for them. In this also come the complaint forms where individuals have built without regards to their water flowing on nearby properties and causing sedimentation, erosion, and water quality issues.

#### Review Temporary Water Permits

These are received from the SWC for numerous reasons from industrial-water depots to road construction. Most of them are for the oil industry.

### **Purpose of Grant – Describe the proposed project identifying how the project will meet the specific directive(s) of the Outdoor Heritage Fund Program \***

Identify project goals, strategies and benefits and your timetable for implementation. Include information about the need for the project and whether there is urgency for funding. Please indicate if this is a new project or if it is replacing funding that is no longer available to your organization. Identify any innovative features or processes of your project.

These are new funds so therefore a new project. Each legislative session the Board has been informed by the Friends of Lake Sakakawea that someday the funding will be available for paving access to recreational areas and the time is now. The Board is now requesting for this funding mechanism. If accepted for funding the project will be done in 2014.

**Management of Project – Provide a description of how the you will manage and oversee the project to ensure it is carried out on schedule and in a manner that best ensures its objectives will be met.\***

Include a brief background and work experience for those managing the project.

Through the bidding process an engineer will have to be hired to oversee the project.

**Evaluation – Describe your plan to document progress and results. \***

How will you tell if the project is successful? Please be specific on the methods you will utilize to measure success. Note that regular reporting, final evaluation and expenditure reports will be required for every grant awarded.

If the area is paved to the standards recommended by the engineer the project will be successful. Progress reports will be furnished as the project progresses.

## **Financial Information**

**ATTACHMENT: Project Budget – Using the standard project budget format that is available on the website at <http://www.nd.gov/ndic/outdoor-info.htm> , please include a detailed total project budget that specifically outlines all the funds you are requesting.\***

The project budget should identify all matching funds, funding sources and indicate whether the matching funds are in the form of cash or in-kind services. As noted on the standard project budget format, certain values have been identified for in-kind services. Please utilize these values in identifying your matching funds. **NOTE: No indirect costs will be funded.**

XX I certify that a project budget will be sent to the Commission\*

**Sustainability – Indicate how the project will be funded or sustained in future years. \***

Include information on the sustainability of this project after all the funding from the Outdoor Heritage Fund has been expended and whether the sustainability will be in the form of ongoing management or additional funding from a different source.

In the future the Board will have to put in their budget for the maintenance and upkeep of the paving, with overlays. The Board will seek other funding sources to assist in the maintenance.

**Partial Funding – Indicate how the project will be affected if less funding is available than that requested. \***

**If funded less than what the Board is requesting they will seek other funding avenues to get the project completed.**

## **Scoring of Grants**

All applications will be scored by the Outdoor Heritage Fund Advisory Board after your ten-minute oral presentation. The ranking sheet(s) that will be used by the Board is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> .

## **Awarding of Grants**

All decisions on requests will be reported to applicants no later than 30 days after Industrial Commission consideration. Applicants whose proposals have been approved will receive a contract outlining the terms and conditions of the grant. Please note the appropriate sample contract for your organization on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> that set forth the general provisions that will be included in any contract issued by the North Dakota Industrial Commission. Please indicate if you can meet all the provisions of the sample contract. If there are provisions in that contract that your organization is unable to meet, please indicate below what those provisions would be. \*

## **Responsibility of Recipient**

The recipient of any grant from the Industrial Commission must use the funds awarded for the specific purpose described in the grant application and in accordance with the contract. The recipient cannot use any of the funds for the purposes stated under Exemptions on the first page of this application.

If you have any questions about the application or have trouble submitting the application, please contact Karlene Fine at 701-328-3722 or [kfine@nd.gov](mailto:kfine@nd.gov)

## Budget Standard Form

Please use the table below to provide a detailed total project budget that specifically outlines all the funds you are requesting and if there are any matching funds being utilized to fund this project. Please note if the matching funds are in the form of cash, indirect costs or in-kind services. The budget should identify all other committed funding sources and the amount of funding from each source. Match can come from any source (i.e. private sources, State and Federal funding, Tribal funding, etc.) Note match funding is not required but an application will be scored higher if match funding is provided. (See Scoring Form.)

Please feel free to add columns and rows as needed. Please include narrative to fully explain the proposed budget.

Note that NO INDIRECT COSTS will be funded from the Outdoor Heritage Fund.

Project Expense	OHF Request	Applicant's Match Share (Cash)	Applicant's Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share
\$933,500.00	\$933,500.00	\$0.00	provide housing for crew in one of our camping areas	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
<b>Total Project Costs</b>	<b>\$933,500.00</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

### DRAW TEXT BOX FOR DETAILS HERE

In-kind services used to match the request for Outdoor Heritage Fund dollars shall be valued as follows:

- Labor costs                      \$15.00 an hour
- Land costs                        Average rent costs for the county as shown in the most recent publication of the USDA, National Agricultural Statistics Services, North Dakota Field Office
- Equipment                        Any equipment purchased must be listed separately with documentation showing actual cost.
- Equipment usage                Actual documentation
- Seed & Seedlings                Actual documentation
- Transportation                    Mileage at federal rate
- Supplies & materials            Actual documentation

More categories will be added as we better understand the types of applications that will be submitted. We will use as our basis for these standards other State and Federal programs that have established rates. For example the North Dakota Nonpoint Source Pollution Management Program has established rates. If your project includes work that has an established rate under another State Program please use those rates and note your source.

Approved by OHF Advisory Board: October 17, 2013  
 Approved by Industrial Commission: October 22, 2013