

# 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 Stutsman County Soil Conservation District

Federal Tax ID# 45-0283683

Contact Person/Title \* Ryan Odenbach

Address \*1301 Business Loop East

City \*Jamestown

State \*ND

Zip Code \*58401

E-mail Address \*ryan.odenbach@nd.nacdnet.net

Web Site Address (Optional)

Phone \*701-252-2521 ext 123

Fax # (if available) 855-561-7866 attn: Ryan Odenbach

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;

**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.

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

Choose all that apply

**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.

**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\* Perennial Grass Establishment with Grazing Plan**

**Abstract/Executive Summary. An Executive Summary of the project stating its objectives, expected results, duration, total project costs and participants.\***

The Perennial Grass Establishment with Grazing Plan Project will be used as a demonstration project on land owned by a producer in the Beaver Creek watershed in SE Stutsman County. Perennial grasses will be planted on former CRP land and cropland, and fenced to allow grazing after the July 15<sup>th</sup> nesting season deadline. The duration of the project would be for a minimum of 3 years and could be indefinite. The total costs would include grass seed and fencing costs for a total of 320 acres and approximately \$53,000, of which, 60% would be cost-shared by this project and 40% is the producer's responsibility.

**Amount of Grant request \$ \*31,915.20**

**Total Project Costs \$\*53,192.00**

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

**Amount of Matching Funds \$21,276.80**

Matching funds will be cash.

**Source(s) of Matching Funds**

Matching funds would be producer generated

**Certifications \***

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

X 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 Stutsman Soil Conservation District was created on August 21, 1948. The Mission Statement of the Stutsman County SCD: "To take available technical, financial, and educational resources, whatever their source, and focus or coordinate them so that they meet the needs of the local land user for conservation of soil, water, and related resources." The Current SCD is governed by a Board consisting of five county producers. The SCD staff includes a district manager and technician, and a 319 Watershed Project consisting of Coordinator Ryan Odenbach, and two technicians. The 319 oversees the Beaver Creek/Seven Mile Coulee Watershed Project as well as the Stutsman Manure Management Program and the SCD's Crop Plots Project. The SCD promotes conservation with annual tours, landowner workshops in targeted areas of the county as well as several newsletters per year and a website [www.stutsmanscd.org](http://www.stutsmanscd.org).

**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.

This project will be used to establish and maintain perennial grasses/forbs for a producer in Stutsman County in the spring of 2014. The funds would help the producer with the cost of the fencing and grass seed and allow grazing after the July 15<sup>th</sup> deadline to allow the majority of migratory and upland species to successfully nest. By establishing a permanent grass stand tillage will be eliminated, water quality and soil health will be improved. Funding for future projects would be pursued if this demonstration would prove to be successful.

**Management of Project – Provide a description of how 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.

The project will be managed by Ryan Odenbach who has been Watershed Coordinator with the Stutsman County SCD for 11 years. In Stutsman County, he guided the Lower Pipestem Creek Watershed Project to a successful conclusion in 2010 and is currently managing the Beaver Creek / Seven Mile Coulee Watershed Project as well as the Stutsman Manure Management Program and the SCD's Crop Plots Project.

As with the current watershed project, all producers are under a contract which includes deadlines for project completion. The best plan will be created for the producer based on their needs and follow-up checks will be done to ensure the plan is being implemented according to the contract specifications.

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

## **Financial Information**

**ATTACHMENT: Project Budget – Using the standard project budget format that is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.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.**

X 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.

The sustainability of this project will be possible with ongoing management by the producer.

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

If only partial funding is available for the project, the scope of the project would be reduced so management would be aimed at the most sensitive areas.

## **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
Perimeter fence	\$16,156.80	\$10,771.20	\$	\$	\$
Cross fence	\$8,078.40	\$5,120.00	\$	\$	\$
Range Planting	\$7,680.00	\$5,385.60	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
<b>Total Project Costs</b>	<b>\$31,915.20</b>	<b>\$21,276.80</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

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