

# 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, with higher priority given to projects that enhance conservation practices in this state by:

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

**Directive B.** Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

**Directive C.** Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

**Directive D.** Conserving natural areas and creating other 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.

## NO CONSIDERATION:

In addition to those specific items in law that are ineligible for funding, in the absence of a finding of exceptional circumstances by the Industrial Commission, the following projects will NOT receive consideration for funding:

- A completed project or project commenced before the grant application is submitted;
- A feasibility or research study;
- Maintenance costs;
- A paving project for a road or parking lot;
- A swimming pool or aquatic park;
- Personal property that is not affixed to the land;
- Playground equipment, except that grant funds may be provided for up to 25% of the cost of the equipment not exceeding \$10,000 per project and all playground equipment grants may not exceed 5% of the total grants per year (see Budget Form for how this will be calculated);
- Staffing or outside consultants except for costs for staffing or an outside consultant to design and implement an approved project based on the documented need of the applicant and the expenditures may not exceed 5% of the grant to a grantee if the grant exceeds \$250,000 and expenditures may not exceed 10% of the grant to a grantee if the grant is \$250,000 or less (see Budget Form for how this will be calculated);

- A building except for a building that is included as part of a comprehensive conservation plan for a new or expanded recreational project (see Budget Form for definition of comprehensive conservation plan and new or expanded recreational project); or
- A project in which the applicant is not directly involved in the execution and completion of the project.

## Application Deadline

Applications for this grant round cycle are due on **April 1, 2018 at 5:00 p.m. CT**. All information, including attachments, must be submitted by that date. See instructions below for submission information.

## Instructions

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) or print it and mail it to the address noted in the next 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. 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 \* **Wells County Soil Conservation District**

Federal Tax ID# \* 45-6002510

Contact Person/Title \* Dave Frison, Watershed Coordinator

Address \* 202 Vine Ave S. P.O. Box 7

City \* Fessenden

State \* ND

Zip Code \* 58438

E-mail Address \* dave.frison@nd.nacdnet.net

Web Site Address (Optional)

Phone \* 701-547-3622 ext. 5

Fax # (if available)

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

**Directive B.** Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

**Directive C.** Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

**Directive D.** Conserving natural areas and creating other 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.** Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

**Directive B.** Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

**Directive C.** Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

**Directive D.** Conserving natural areas and creating other 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.

**Project Name\*** Middle Sheyenne River Watershed Project

**Abstract/Executive Summary.**

The primary goal of the watershed project is to improve the beneficial uses, aquatic life and recreation, within the Sheyenne River reach located in the project area. Nutrients and E-coli bacteria originating on animal feeding areas, grazing land and animal loafing areas along the river corridor, have been identified as NPS pollutants impacting water quality in the Sheyenne River.

To reduce the effects of these pollutants, the Wells County and North Central Soil Conservation Districts will provide financial and technical assistance for farm unit conservation planning and targeted BMP installation to restore the beneficial uses of the Middle Sheyenne River Watershed.

Through these efforts the project sponsors plan to 1) heighten local residents awareness of potential NPS impacts in the watershed area, 2) inform land users of effective methods or technologies for NPS pollution control / prevention, 3) address NPS pollution control measures needed on agricultural lands in the watershed, and 4) document the benefits of applied BMP's and project efforts.

**Project Duration:\*** The timetable for this project is to have all practices in place and Section 319 and Outdoor Heritage funds expended by November 30, 2020.

**Amount of Grant request \* \$54,816**

**Total Project Costs \* \$91,360**

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

**A minimum of 25% Match Funding is required. Amount of Matching Funds\* \$36,543**  
Producer/landowner cash match.

**Source(s) of Matching Funds:**

Wells and Benson County Landowners/Operators

**Certifications**

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

The Wells County Soil Conservation District, located in north central North Dakota, was organized on April 17<sup>th</sup>, 1939. The SCD works diligently to protect the soil and water resources of Wells County.

*Mission Statement:*

*It is the mission of the Wells County Soil Conservation District to advocate, teach, promote and facilitate those practices which protect, conserve, enhance and restore our natural resources for the citizens of Wells County and for future generations.*

The soil conservation district is supervised by a board of five county producers. The district employs one part-time manager, a full-time technician and a full-time watershed coordinator, as well as temporary summer help.

The district is currently involved with an EPA Section 319 Watershed Project, Middle Sheyenne River Watershed, and since 1995 has been the lead sponsor of five other Section 319 projects; Upper Sheyenne Watershed Project, Pipestem Creek Watershed Project, Rocky Run Watershed Project and James River Headwaters Watershed Project Phase I and II.

Education outreach programs in the schools and in the communities are key in promoting conservation. One example of broad conservation education is the Wells County SCD's Outdoor Learning Center (OLC). In 2010, the Wells County SCD opened the OLC to provide exposure to some of the treasured natural resources in our backyard. Five learning stations are in place where visitors can learn about local soil, rangeland, watershed, forestry and wetland resources. The district also holds an annual State-Wide Eco-Ed program for county 6<sup>th</sup> grade students and holds an annual womens ag program.

The district assists landowners with planning and installation of farmstead shelterbelts, field windbreaks, windbreak renovations and is currently partnering with NDSU Extension on a soil health cover crop demonstration plot.

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

The primary goal of the watershed project is to improve the beneficial uses, aquatic life and recreation, within the Sheyenne River reach located in the project area, by reducing nutrients (nitrogen and phosphorus), and E-coli bacteria originating on agricultural land. This will be accomplished by making contacts with producers and landowners to offer both technical and financial assistance to apply BMP that would improve water quality.

The Outdoor Heritage Funds grant would be used to fund three projects that have been planned. Two grazing management plans that include both new and replacement barbed wire fencing, which does include boundary fence, cross fence and one well; and one field windbreak planting. The installation of these BMP's will reduce the amount of nutrients and bacteria entering the Sheyenne River in the project area thereby meeting Directive B of the Outdoor Heritage Fund. Funding for practices through the EPA Section 319 grant were significantly reduced and without additional funding to install BMP's the watershed project will be unable to reach the project goals.

**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.\***

The watershed project is managed by Dave Frison who has been with the Wells County Soil Conservation District for 22 years managing their Section 319 watershed projects. The North Dakota Department of Health NPS Management Program has established cost share guidelines. All producers participating in the program are required to sign a contract detailing practices being installed, lifespan of those practices and estimated costs and an Operation/Maintenance (O&M) agreement to insure all BMP's are managed properly.

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

Water sampling will continue at two established sites. A previous watershed assessment project has created base-line water quality data that will be used to identify and changes in concentrations of nutrients, E-coli, and total suspended solids. Samples are collected every week from ice out to freeze up in the fall with at least 25 samples required per year.

A monthly report is sent to the North Dakota Department of Health, itemizing monthly expenditures. An annual report is due each October and a final report upon completion of the project. OHF reports would be completed as needed.

## 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. Note that a minimum of 25% match funding is required.\***

- 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. \***

The OHF and Section 319 funds will be expended when the project comes to an end. If there is need and interest from producers the soil conservation district could apply for another Section 319 grant. Also it is expected that producers receiving cost share, continue to maintain and manage the BMP's as specified in their plan and outlined in the O&M agreement. As stated in the project implementation plan, the soil conservation district will conduct field checks in the future to determine if agreements are being followed and if permits are obtained from the North Dakota Department of Health, the NDDoH personnel will monitor permitted operations for compliance with signed agreements.

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

If less funding is available than that requested would result in fewer BMP's installed on projects and thereby impacting water quality improvements. This may result in projects requesting funding through the Section 319 project would have to be put on hold until additional funding, if available, is secured.

**Partnership Recognition - If you are a successful recipient of Outdoor Heritage Fund dollars, how would you recognize the Outdoor Heritage Fund partnership? \* Please note it is a requirement that there be signage at the location of the project acknowledging the funding from the Outdoor Heritage Fund if appropriate for your project.**

If funds are awarded, OHF would be credited with providing the funding, through the Wells County and North Central SCDs newsletters.

## **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. The Commission can set a limit on duration of an offer on each application or if there isn't a specific date indicated in the application for implementation of the project, then the applicant has until the next Outdoor Heritage Fund Advisory Board regular meeting to sign the contract and get the project underway or the commitment for funding will be terminated and the applicant may resubmit for funding. 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. \* Can meet all provision of the sample contract.

## **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)

Revised: December 14, 2017

Final

#18

## 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 the 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.) Effective as of July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose. Note a minimum of 25% match funding is required. An application will be scored higher the greater the amount of match funding provided. (See Scoring Form.)

Please feel free to insert 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. Also by law several items are ineligible for funding -- see Exemptions in the Application Form. Effective June 10, 2015 the following guidelines were approved by the Industrial Commission:

### NO CONSIDERATION:

In addition to those specific items in law that are ineligible for funding, in the absence of a finding of exceptional circumstances by the Industrial Commission, the following projects will NOT receive consideration for funding:

- A completed project or project commenced before the grant application is submitted;
- A feasibility or research study;
- Maintenance costs;
- A paving project for a road or parking lot;
- A swimming pool or aquatic park;
- Personal property that is not affixed to the land;
- Playground equipment, except that grant funds may be provided for up to 25% of the cost of the equipment not exceeding \$10,000 per project and all playground equipment grants may not exceed 5% of the total grants per year; (See Definitions/Clarifications below)
- Staffing or outside consultants except for costs for staffing or an outside consultant to design and implement an approved project based on the documented need of the applicant and the expenditures may not exceed 5% of the grant to a grantee if the grant exceeds \$250,000 and expenditures may not exceed 10% of the grant to a grantee if the grant is \$250,000 or less; (See Definitions/Clarifications below)
- A building except for a building that is included as part of a comprehensive conservation plan for a new or expanded recreational project; (See Definitions/Clarifications below)
- A project in which the applicant is not directly involved in the execution and completion of the project.

Project Expense	OHF Request	Producer Match Share (Cash)	Applicant's Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share	Total Each Project Expense
Grazing Mgmt 1						
Fence - 24,867ft	\$ 26,857	\$17,904	\$	\$	\$	\$44,761
Livestock Well 175ft @ \$40/ft	\$ 4,200	\$ 2,800	\$	\$	\$	\$ 7,000
	\$	\$	\$	\$	\$	\$
Field Windbreak	\$	\$	\$	\$	\$	\$
Trees & Fabric- 12,931ft @.90/ft	\$ 6,983	\$ 4,655	\$	\$	\$	\$11,638
Total Costs	\$38,040	\$25,359	\$	\$	\$	\$63,399

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
- Permanent Equipment Any equipment purchased must be listed separately with documentation showing actual cost. (For example: playground equipment)
- 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.

### **Definitions/Clarifications:**

**Building** - Defined as "A structure with a roof either with walls or without walls and is attached to the ground in a permanent nature."

**Comprehensive Conservation Plan** - Defined as "A detailed plan that has been formally adopted by the governing board which includes goals and objectives--both short and long term, must show how this building will enhance the overall conservation goals of the project and the protection or preservation of wildlife and fish habitat or natural areas." This does not need to be a complex multi-page document. It could be included as a part of the application or be an attachment.

**New and Expanded Recreational Project** means that the proposed building cannot be a replacement of a current building. The proposed building must also be related to either a new or expanded recreational project--either an expansion in land or an expansion of an existing building or in the opportunities for recreation at the project site.

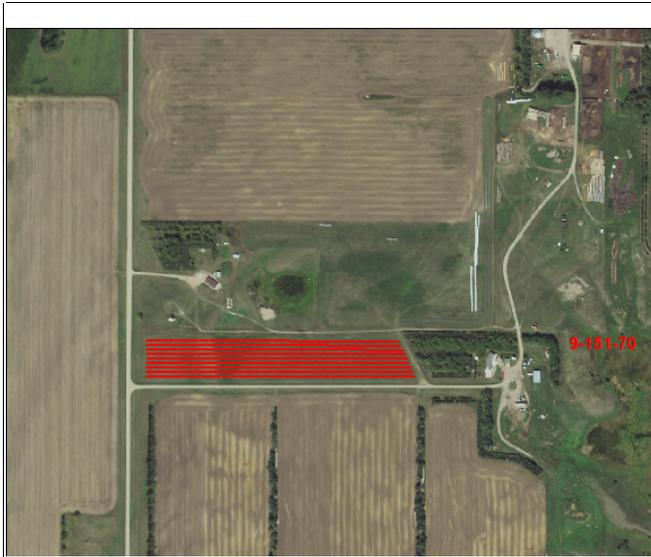
**Playground equipment calculation** - Only the actual costs of the playground equipment (a bid or invoice showing the amount of the equipment costs must be provided) - cannot include freight or installation or surface materials or removal of old equipment, etc.

**Staffing/Outside Consultants Costs** - If you are requesting OHF funding for staffing or for an outside consultant, you must provide information in your application on the need for OHF funding to cover these costs. For example, if you are an entity that has engineering staff you must explain why you don't have sufficient staff to do the work or if specific expertise is needed or whatever the reason is for your entity to retain an outside consultant. If it is a request for reimbursement for staff time then a written explanation is required in the application of why OHF funding is needed to pay for the costs of that staff member(s)' time. **The budget form must reflect on a separate line item the specific amount that is being requested for staffing and/or the hiring of an outside consultant.** This separate line item will then be used to make the calculation of 5% or 10% as outlined in the law. Note that the calculation will be made on the grant less the costs for the consultant or staff.

Recommended by OHF Advisory Board: October 17, 2013  
Approved by Industrial Commission: October 22, 2013  
Revisions recommended by OHF Advisory Board: January 22, 2014  
Approved by Industrial Commission: January 29, 2014  
Revisions recommended by OHF Advisory Board: May 13, 2014  
Approved by Industrial Commission: May 27, 2014  
Revisions recommended by OHF Advisory Board: June 3, 2015  
Approved by Industrial Commission: June 10, 2015

Name: \_\_\_\_\_ Address: 3444 44th Ave NE, Maddock ND 58348 Phone #: \_\_\_\_\_ Date: 3/19/2018

Plan Sketch Map



Quarter/Half: \_\_\_\_\_ Section: 9 Twnshp: 151 Range: 70

Planned Soil Mapunit / name component(s): \_\_\_\_\_ Planned by: CW Date: 3/19/2018

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Conservation Tree & Shrub Group 6G Select MLRA \_\_\_\_\_

Type of Planting New

Landuse Field Program \_\_\_\_\_

Site Preparation Fallow Protected from livestock? Yes

Site conditions at planting time: \_\_\_\_\_

Spacing between rows: 25 feet

Distance from Windward row to roads or bldgs. 100 feet

(Minimum 200' on N & W, and 100' on S & E) Planted by: \_\_\_\_\_

Remarks on site prep, conditions and management (Weed Control) Date: \_\_\_\_\_

12,931 lf x .90 (trees-.30, fabric-.60) = \$11,637.90

This practice installation **MEETS** / **DOES NOT MEET** the ND FOTG standards and specifications. (circle one)

Check Out By: \_\_\_\_\_ Date: \_\_\_\_\_ Certified By: \_\_\_\_\_ Date: \_\_\_\_\_

Planting No.	Planned Length	Planted Length	Planned Width	Acres	Row #	Primary Species of Tree or Shrub	Type or Variety	Alternating Specie	Planned Spacing in row	Row Spacing (installed)	Number Planned (est)	Number Planted (installed)	Primary Specie / CTSG Suitability	Alternating Specie / CTSG Suitability
1	1391		22.5	0.7		Buffaloberry			5		279		suitable	
1	1400		25	0.8		Buffaloberry			5		280		suitable	
1	1415		25	0.8		Red cedar, Eastern			8		177		suitable	
1	1425		25	0.8		Juniper, Rocky Mountai			8		179		suitable	
1	1440		25	0.8		Pine, Ponderosa			14		103		suitable	
1	1450		25	0.8		Pine, Ponderosa			14		104		suitable	
1	1460		25	0.8		Juniper, Rocky Mountai			8		183		suitable	
1	1470		25	0.8		Red cedar, Eastern			8		184		suitable	
1	1480		22.5	0.8		Lilac, Common			5		296		suitable	

12931		220	7.3	<b>Totals</b>				1785	
-------	--	-----	-----	---------------	--	--	--	------	--