

# 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

## NO CONSIDERATION:

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

- Projects that are already completed;
- Projects that are on-going (Phased projects would be considered);
- Staffing;
- Feasibility studies;
- Annual maintenance;
- Paving projects for roads and parking lots;
- Swimming pools;
- Non-permanent equipment (such as tractors, snowmobiles);
- Research;
- Projects where the applicant is not directly involved in the project.

## Application Deadline

Applications for the second grant round cycle are due on **April 1, 2014 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 \***

Stutsman County Soil Conservation District

**Federal Tax ID# \***

45-0283683

**Contact Person/Title \***

Ryan Odenbach, 319 Watershed Coordinator

**Address \***

1301 Business Loop East

**City \***

Jamestown

**State \***

North Dakota

**Zip Code \***

58401

**E-mail Address \***

ryan.odenbach@nd.nacdn.net

**Web Site Address (Optional)**

www.stutsmanscd.org

**Phone \***

701-252-2521 ext. 3

**Fax # (if available)**

855-561-7866 attn: Ryan Odenbach

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

N/A

**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;

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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**

**Stutsman County Manure Management Project**

**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 primary goal of this project is to restore and maintain the recreational and aquatic uses to priority water bodies in Stutsman County. This will be accomplished by focusing on properly handling livestock waste through either spreading out winter feeding areas for livestock or addressing Animal Feeding Operations (AFO) by bringing these into compliance with current regulations through obtaining a permit and updating feeding areas.

The benefits of this project will be increased efficiency, feed utilization, and reduced manure moving costs for the producer and reduced concentrated runoff for environmental concerns. This especially benefits fisheries in Stutsman County.

The timetable for this project is to have all practices in place by December 31, 2015. Total project costs are listed below. The project will be sponsored by the Stutsman County Soil Conservation District and managed by Ryan Odenbach, Watershed Coordinator. This project will also be in cooperation with NRCS through District Conservationist Codie Lacina. There are 35 producers involved with this project who are already in the various stages of planning for these practices.

**Amount of Grant request: \$800,000**

**Total Project Costs \$2,900,000**

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

**A minimum of 25% Match Funding is strongly encouraged. Amount of Matching**

**Funds \$925,000 landowner/ag producer in-kind match**

**\$1,175,000 Section 319 Cash Funding and Environmental Quality Incentives**

**Program (EQIP) Cash Funding**

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

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

The Section 319 program has funding dedicated through the Stutsman County Manure Management Project and Beaver Creek/Seven Mile Coulee Watershed and EQIP has funding dedicated through the Local Workgroup Funding.

Please provide verification that these matching funds are available for your project.

**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, four specialized equipment pieces, 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.

The primary goal of this project is to restore and maintain the recreational and aquatic uses to priority water bodies in Stutsman County. This will be accomplished by focusing on properly handling livestock waste through either spreading out winter feeding areas for livestock or addressing Animal Feeding Operations (AFO) by bringing these into compliance with current regulations through obtaining a permit and updating feeding areas. Many of the water bodies in Stutsman County are utilized for recreation and fishing. The North Dakota State Game and Fish Department developed a tiered list of water bodies for priority in fisheries. This list sets priorities for stocking and usage based upon lake stability and ability to carry long-term fish populations. The water quality of these lakes depends largely on the surrounding watershed land uses. Livestock waste management in feeding operations is a primary concern in these watershed areas, through minimizing any runoff concentrated with animal waste.

As mentioned, the two major practice types with this project are: 1) switching producers to a winter grazing rotation instead of a concentrated area; 2) addressing animal feeding operations through structural practices such as waste water pond, dikes and feedlot reshaping. In winter grazing rotations cost share will be provided for fence construction, winter water developments, planting cover crops for winter grazing and providing wind protection. Currently, all 35 of the producers involved in this project have plans in place or are developing plans to implement these practices. The benefit of this project will be increased efficiency, feed utilization, and reduced manure moving costs for the producer and reduced concentrated runoff for environmental concerns. This especially benefits fisheries.

The timetable for this project is to have all practices in place by December 31, 2015. Since plans are in place or will be soon, this should be a reasonable timetable for implementation.

**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, four special equipment projects, and the SCD's Crop Plots Project.

Implementation of this project will begin as soon as funding is received. The listed projects have mostly been planned in the last few months. Section 319 and EQIP funding are in place to proceed when ready. The Stutsman SCD staff and Stutsman NRCS maintain consistent planning and administration including individualized plan folders and notes to ensure documentation of practices and organization. Conservation plans are signed with each producer which ensure proper timing and objectives.

**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.**

Success will be measured in two ways: 1) through water quality monitoring of Beaver Creek and Seven Mile Coulee to determine effectiveness of projects implemented in these watershed areas; 2) through the number of successful systems implemented and their proximity to fisheries and water bodies of concern. Once these systems are implemented a tour will be conducted to provide the public with information on what was done and its effectiveness.

As mentioned in the Sustainability Section below, permitting through the North Dakota Department of Health (NDDH) and operation and maintenance agreements are signed by the producers involved. This links them into carrying on these practices in the future.

## 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 strongly encouraged.\***

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.**

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.

Producers receiving this cost share will be expected to maintain their winter grazing systems or manure management systems as specified in their plans. Operation and maintenance agreements will be signed and field checks will occur in the future to determine if agreements are being followed. The process of putting these systems in place will include obtaining permits from the North Dakota Department of Health (NDDH). Personnel from NDDH will also 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. \***

Reduced funding will result in increased funding pressure to EQIP and the Section 319 funding pools. Section 319 funding was received in July 2013 and has been completely planned out. Additional projects requesting through the 319 project have to be put on a waiting list until further funding is received. EQIP currently has many producers that have prepared applications but will not receive funding. This funding would help additional plans to receive funding.

## 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)

Revised January 29, 2014

## 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.) Note a minimum of 25% match funding is strongly encouraged. An application will be scored higher the greater the amount of match funding 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. Also by law several items are ineligible for funding -- see Exemptions in the Application Form. Effective January 29, 2014 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 exceptional circumstances, the following projects will NOT receive consideration for funding:

- Projects that are already completed;
- Projects that are on-going (Phased projects would be considered);
- Staffing;
- Feasibility studies;
- Annual maintenance;
- Paving projects for roads and parking lots;
- Swimming pools;
- Non-permanent equipment (such as snowmobiles, tractors);
- Research;
- Projects where the applicant is not directly involved in the project.

Project Expense	OHF Request	319 or EQIP Match Share (Cash)	Landowner/Producer Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share
5 Full Manure Management Systems*	\$500,000	\$875,000	\$625,000	\$	\$
30 Winter Rotational Grazing/Feeding Systems**	\$300,000	\$300,000	\$300,000	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
<b>Total Project Costs</b>	<b>\$800,000</b>	<b>\$1,175,000</b>	<b>\$925,000</b>	<b>\$</b>	<b>\$</b>

\* Includes structural costs for earthmoving, water lines and tanks, fencing and possibly concrete for heavy use areas.

\*\* Includes costs for winter water developments, fencing, cover crops, and wind protection.

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
- 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.

Approved by OHF Advisory Board: October 17, 2013  
Approved by Industrial Commission: October 22, 2013  
Revised by OHF Advisory Board: January 22, 2014  
Approved by Industrial Commission: January 29, 2014