

Lake Tschida's
Wildlife Conservation Planting, Recreation Project
Walking Trail, Bird Observatory
And Playground Rest Area

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 **August 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 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. 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 * Tri-Cities Joint JDA

Federal Tax ID# * 46-3517495

Contact Person/Title * Michelle Psyck c/o Mark Stelter TCJJDA Lake Supervisor

Address * PO Box 118

City * Elgin

State * North Dakota

Zip Code * 58533

E-mail Address * recreation@laketschida.com

Web Site Address (Optional) www.laketschida.com

Phone * 701-584-2201

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. 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* Lake Tschida's Wildlife Conservation Planting, Recreation Project Walking Trail, Bird Observatory and Playground Rest Area

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 goal of Lake Tschida is to create a new looped walking trail with a few bird observatory areas and educational kiosk. To complement the walking trail, a shaded rest area with multiple benches, information posts, potable water and a playground as the start/end of the trail. It is expected to be used by 20,000 families a year. It is believed that there will be a slight increase of users to the area specifically for this attraction. This project is expected to be done in one summer recreational season (3 to 4 months) at an initial cost of 92969.00 Regular seasonal maintenance after construction will be budgeted yearly with maintenance staff doing work, any repair costs would come out of the misc. fund budget.

Amount of Grant request \$ * 66152.00

Total Project Costs \$* 92,969
(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 \$* 26817.00 all types of match

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

Source(s) of Matching Funds* A limited Lake Tschida campground improvement funds that are generated from campground fees. It can be matched with dollar to dollar matching from a Bureau of Reclamation grant.

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

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 – 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)

Tri-Cities JJDA has a management agreement with the U.S Bureau of Reclamation to develop, manage, and operate the recreation facilities of Heart Butte Dam also known as Lake Tschida.

TCJJDA is an organized cooperative agreement between the towns of Elgin, Carson and New Leipzig, all located within Grant County ND. Lake Tschida is managed without any Grant County tax funds or levy and is a not for profit venture. All Lake Tschida money is reinvested back into the management and development.

The reservoir has a surface area of 7,575 acres and 3,400 acres of water approximately fifty-five miles of public shoreline. This is the largest body of water on the western part of North Dakota and offers year round recreational and sportsman activities.

It has nine public campgrounds.

All development and management of the area is with accordance of the Fish and Wildlife Coordination Act, Endangered Species Act, National Environmental Policy Act, and National Historic Preservation Act as mandated by congress. Taken into consideration (management and all current and future projects) are formal and informal surveys, BOR input, user comments, staff discussions and the ND SCORP study.

Management involves certain activities which are performed each year in an effort to fulfill the expectations of Reclamation, TCJJDA, and the user public.

Additional expansion/progress projects are done yearly as funds allow. The Bureau of Reclamation offers a limited match grant program yearly.

The Office Department tracks all time, expenses, and vehicle mileage associated with a specific project. Costs associated with the management are also documented with a hired CPA. Each activity has Salary, Indirect, Operating, Equipment, and other costs associated with them which are also budgeted and tracked within those activities. Individual projects are budgeted out separately.

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

The goal of Lake Tschida is to create a mile looped walking trail with a bird observatory and educational area. To complement the walking trail, a shaded rest area with multiple benches, information posts, potable water and a playground as the start/end of the trail.

Lake Tschida is already a popular area for walking, snowshoeing, bird watching and bird photography.

It is our goal that by contributing to these popular activities with conservation in mind, we are able to expand wildlife habitat (directive A) while conserving natural areas for recreation and education. (directive D) This project would also increase the attractiveness of the area for wildlife, while not creating a new wildlife habitat, it is greatly increasing the attractiveness to wildlife and this BOR area is open to seasonal hunting. (directive A)

There is a moderate urgency for funding. There are very narrow windows of time to doing large plantings or dirt work.

Recreational users are looking for alternate things “to-do” in that area. Providing a walking path, bird observation posts, educational kiosks and a playground will fill this need. Filling this need helps deter negative activities that are counterproductive to Lake Tschida’s conservation and recreational 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.*

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

Maintenance supervisor, farmer and five years supervisor (at lake) will schedule work assignments for staff and volunteers. Recreational manager has 10 years management experience (2 at this lake) master’s degree in geomorphology, minor in business, will oversee the project, recruit and retain contractors and volunteers.

Recreational manager will attend to budget and timeline. They will be under the supervision of Mark Stelter from Tri-Cities Joint JDA. This project would be started late fall and continue into early spring.

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.

To show the success of this project, staff will monitor and document recreational use. Office will document the amount of users to that area through camping reservations and customer comments. The Bureau will do traffic counts with multiple traffic counters and reports of that area.

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.

Regular and routine maintenance will be performed by the staff at Lake Tschida. This will become part of their regular duties and will be budgeted in .

Partial Funding – Indicate how the project will be affected if less funding is available than that requested. * If less funding is available the project will be rescheduled for future years with the hope that additional grants will be available from a different agency.

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. * **We can meet all of the provisions.**

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

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	Applicant's Match Share (Cash)	Applicant's Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share	Total Each Project Expense
1. brush	\$700	\$700	\$	\$	\$	\$1400
2. dirt	\$	\$	\$1400	\$1400	\$	\$2800
3. tree	\$510	\$170	\$	\$	\$	\$680
4. tree care	\$3600	\$1800	\$	\$	\$	\$5400
5. benches	\$600	\$200	\$	\$	\$	\$800
6. blinds	\$2250	\$750	\$	\$	\$	\$3000
7. playground	\$36742	\$12247	\$	\$	\$	\$48989
8. fiber	\$5250	\$1750	\$	\$	\$	\$7000
9. set-up	\$16500	\$5500	\$	\$	\$	\$22000
10. tsa	\$	\$	\$	\$900	\$	\$900
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
Total Costs	\$66152	\$23117	\$1400	\$2300	\$	\$92969

1. Brush and tree removal 4 hours, staff labor, machine rental
2. Dirt work done in house and with BOR, gravels, dirt donation from local vendor
3. Purchase 400 trees ND Forestry "bird pack"
4. Additional care for new trees, tree supplies, staff,
5. Benches
6. Wood, screen, misc supplies and construction of 2 blinds
7. Playground
8. Fiber fill
9. Setup of playground
10. Trail surface aggregate for start of trail head, donated by local vendor

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
Revised by OHF Advisory Board: May 13, 2014
Approved by Industrial Commission: May 27, 2014