

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 **November 3, 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: * Morton County Water Resource District

Federal Tax ID#: * 45-0308293

Contact Person/Title: * Wade Bachmeier, Chairman

Address: * P.O. Box 176

City: * Mandan

State: * North Dakota

Zip Code: * 58554

E-mail Address: * wade@btinet.net

Phone: * 701-400-4251

Fax #: 701-222-1656

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

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

State Agency

Political Subdivision

Tribal Entity

Tax-exempt, nonprofit corporation.

Project Name* Harmon Lake Campground Expansion

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

The Harmon Lake Recreation Area is located approximately 7-8 miles north of Mandan, ND, just west of Highway 1806. The park area covers just over 1000 acres. Dam #6, Square Butte Creek, was constructed on the property creating a 144.4-surface-acre lake that has

been stocked with fish. A water-based recreation Master Plan has been developed for the park area.

The Morton County Water Resource District Board partnered with the USDA Natural Resources Conservation Service to construct the dam and develop the Master Plan. The board has installed paved roads and parking lots, boat ramp, swimming beaches, fishing piers, boat dock, camping pads, storage building, picnic shelters, restroom facilities, camper dump station, tree plantings, 12 plus mile biking trail, and picnic tables.

Future plans include bathhouse, multi-use building, equipment storage building, campground expansion, and playground equipment. The facilities will be installed as funds become available.

The board's objective, expected results, duration, project participants, and project cost follows:

Objective: Develop a modern campground facility at Harmon Lake.

Expected Results: Twenty (20) camper pads, 20 electrical hookups, interior roads, signage, and security lighting.

Duration: Construction is planned for the 2015 North Dakota summer construction season. Completion will be planned for October 31, 2015, or earlier.

Participants: Project participants are the Morton County Water Resource District Board, the Morton County Park Board, and the Outdoor Heritage Fund. The Water Resource District Board will provide the land rights, the contracting, and the project inspection. Thomas Bair, board attorney and contracting officer, will handle the bidding, contract award, and payments. Tim Nilsen, Morton County Park Director, will provide the plans and specifications for the contract and will oversee the installation. The Morton County Water Resource District Board will also have its engineer, Ronald Sando, and its project manager, Tony Goetzfried, to address any technical issues.

Project Costs: Based on 2014 costs the work is expected to cost \$200,000. The Water Resource District Board plans to provide a 25% cash match (\$50,000) and desires \$150,000 in grant funds. These costs do not include operation and maintenance costs which the Water Resource District Board and the Morton County Park Board will assume.

Project Duration:* Six months (2015 North Dakota construction season)

Amount of Grant request : * \$150,000

Total Project Costs:* \$200,000

A minimum of 25% Match Funding is strongly encouraged. **Amount of Matching Funds :*** \$50,000 The funds will be cash.

Source(s) of Matching Funds*

The 2015 Budget for the Morton County Water Resource District has set aside the necessary matching funds for the Campground expansion.

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. *

The Water Resource District is a local unit of government. Enabling legislation for water resource districts was passed in 1935. Major revision and expansions of this legislation occurred in 1957 and 1981. The Morton County Water Resource District is operated by a five-member board appointed by the Morton County Commission. The current members of the board are:

Wade Bachmeier, Chairman
James Schmidt
Ray Christensen
Jamie Wetsch
George Saxowsky

Tom Bair is the board’s legal counsel and contracting officer, Brenda Winkler is the secretary, Tony Goetzfried is the project manager, and Ronald Sando is the board’s advisory engineer.

Tom Bair has practiced law for 29 years, Ronald Sando has 50 years of water resource and civil engineering experience, and Tony Goetzfried has served on the Morton County Water Resource District Board and now is a member of the Lower Heart Water Resource District Board.

The Water Resource District is funded annually with up to and not exceeding a 4-mill levy.

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

The Morton County Water Resource District Board started in 1995 to develop Dam #6, Square Butte Creek Watershed, and the Harmon Lake Recreation Park. The board was in partnership with the USDA Natural Resources Conservation Service using PL-566 small watershed funds to purchase 1000 plus acres for the park and construct a multipurpose flood control dam creating a 144.4-acre lake for recreation. Over \$12,000,000 has been spent to date on the project but unfortunately federal funding dried up completely and the project has struggled to be completed as planned.

To date a dam has been constructed; a lake created; beaches developed; and boat ramp, fishing piers, interior roads, picnic shelters, restroom facilities, bike trail, and modern camping pads installed. The lake has been stocked with fish.

The purpose of the grant request is to secure funds to expand the campground. The board has set aside in reserve \$50,000 and is looking for a partner to provide \$150,000 so 20 additional camper pads with electrical hookups can be provided at the park. Presently, the 23 available pads have had up to four campers around the pads on busy weekends. The park needs many more sites but an additional 20 sites would ease some of the problems.

The total project goal is to provide when completed a fully developed water-based recreation area in a 1000-acre park setting in close proximity to a large urban population (Bismarck/Mandan). To accomplish this goal we are seeking grants, donations from businesses, and funding from state agencies.

A major benefit of this project is its close proximity to Bismarck/Mandan. Campers only have to travel 10-15 miles to experience a great North Dakota outdoor experience.

The board is prepared to complete the campground expansion in the 2015 construction season. This will only occur if funds can be raised by grants or donations. The overall Harmon Lake Recreation project fits directives A, C, and D. Water-based recreation facilities in a 1000-acre park setting is a perfect fit.

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 plans and specifications for the campground expansion will be prepared by the Morton County Parks Department under the direction of Tim Nilsen, Park Director. The director developed the plans for the initial 23 camper pad sites.

Tom Bair, legal counsel, will prepare the contract, solicit bids, award the contract, and provide payments upon satisfactory completion of work.

Day-to-day inspection of work will be completed by Tim Nilsen. Final inspection will be completed by the full board, the project manager, and the board's advisory engineer.

Start and end dates for the project will be specified in the contract documents, along with insurance and bonding requirements.

The experience of the staff and board is extensive. As stated earlier, they have been involved in numerous contracts (federal, state, and local) for earlier Harmon Lake Recreation Area project features. These contracts have exceeded \$12,000,000.

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

As the project is installed, partial payments will be made to the contractor. These payments will be based on information provided by Tim Nilsen detailing the percentage of completion. A retainage will be held to assure satisfactory completion.

The success of the project will be measured on user days. This will be determined by the fees derived from the campers. The Park Board has a monthly and end of the year tally on camper pad usage. A full-time caretaker is on site during the camping season to collect fees and monitor camp site usage.

The board is prepared to provide any reports requested in support of the grant funds.

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/page.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.**

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. *

The Morton County Water Resource District Board budgets annually funding for operation and maintenance of all installed projects. It has also established a reserve fund for the Harmon Lake Dam and Recreation facilities for future repair or replacement costs. Funding for this comes from its annual mill levy (up to 4 mills) for the operation of the Morton County Water Resource District.

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

If partial funding is provided, the number of camping pads will need to be reduced. If no funding is provided, the board will continue to seek other funding sources.

Partnership Recognition - If you are a successful recipient of Outdoor Heritage Fund dollars, how would you recognize the Outdoor Heritage Fund partnership? *

The board will issue a news release. The board also plans to have a kiosk in the proposed multi-use building where all donors will be recognized. The board also provides appropriate signage throughout the park facilities.

The proposed multi-use building will have artifacts from the park on display and also a history of the area. The State Historical Society will assist in developing those displays. This will be an appropriate place to recognize all donors.

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. *

The Morton County Water Resource District Board's legal counsel determines that the board can meet all of the provisions outlined in 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.

Revised August 21, 2014

- 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