

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, 2015 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: **Pheasants Forever, Inc.**

Federal Tax ID#: **41-1429149**

Contact Person/Title: **Matthew Olson / North Dakota Regional Representative**

Address: **504 Jackson Ave E #103**

City: **Lisbon**

State: **ND**

Zip Code: **58054**

E-mail Address: **molson@pheasantsforever.org**

Web Site Address: www.pheasantsforever.org

Phone: 701-202-8120

Fax #: N/A

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;

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.

Project Name: North Dakota Youth Pollinator Habitat Program

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)

Pheasants Forever (PF) seeks \$20,000 in funding from the North Dakota Outdoor Heritage Fund (OHF) to develop a statewide Youth Pollinator Habitat Program. The objectives of this program are to increase awareness about decreasing pollinator populations, educate the general public on the importance of habitat for pollinators, and to establish quality pollinator habitat areas across the state.

Working with state and local community partners, PF will use their expertise, equipment and networks to create pollinator habitat projects on public and private property throughout North Dakota. PF chapters will enlist the help of classrooms and youth groups (i.e. 4H, FFA, Boy Scouts, and Girl Scouts) in every aspect of the project (establishment, maintenance, & monitoring). Curriculum and educational activities will be provided to participating classrooms and youth groups so that project sites can serve as outdoor classrooms for future generations.

If funded, PF and its partners will complete at least 10 youth pollinator habitat projects and engage a minimum of 200 participants over a two year period. Total costs to deliver this program are estimated at \$36,225.40 (See detailed budget). The results of this program will benefit many species of pollinating insects and ground nesting birds by providing much needed foraging and nesting habitat. Other benefits include increased native plant diversity and decreased soil erosion. The program will also serve as a model for landowners, land managers and others interested in providing habitat for managed and native pollinators. While there are many resource benefits related to this program, we feel the larger benefit comes in providing events and locations for individuals to learn about conservation issues like the plight of the pollinators and educating North Dakotans on the importance and value of sound conservation practices.

Project Duration: 2 Years

Amount of Grant request \$: \$20,000

Total Project Costs \$: \$36,225.40

(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 \$: 16,225.40 (Cash = \$5,000, In-kind = \$11,225.40)

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

Source(s) of Matching Funds Please provide verification that these matching funds are available for your project.

Matching funds (cash & in-kind) will come from Pheasants Forever chapters in North Dakota.

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)

MISSION: Pheasants Forever and Quail Forever is dedicated to the conservation of pheasants, quail and other wildlife through habitat improvements, public awareness, education and land management policies and programs.

ACCOMPLISHMENTS (1982-Present):

- Over 10 Million acres of wildlife habitat impacted
- Over 474,000 wildlife habitat projects
- Over 172,000 acres of wildlife habitat permanently protected and opened to the public for hunting
- Over 1,000 youth events per year
- Impacting over 50,000 youth per year
- 140,000 members (16,000 youth)

ORGANIZATION’S CURRENT PROGRAMS/ACTIVITIES

- **NO CHILD LEFT INDOORS® (NCLI) Initiative** – Pheasants Forever’s NCLI initiative is dedicated to working with members, chapters and our conservation partners to provide

opportunities for youth and their families to share our outdoor traditions and develop a conservation ethic.

- **Farm Bill Biologist (FBB) Program** – Pheasants Forever's FBB Program is designed to educate farmers and landowners about the benefits of conservation programs, as well as providing technical assistance to landowners enrolling into USDA, state and local conservation programs.

GOVERNANCE – Pheasants Forever, Inc / Quail Forever's governance consists of a 17 member national volunteer board of directors. Pheasants Forever CEO serves as President of the board.

ROLE OF VOLUNTEERS - Pheasants Forever/Quail Forever has 25 local chapters across the North Dakota with over 4,300 members in the state. Chapters are empowered to determine how 100 percent of their locally raised conservation funds are spent on our mission. We are the only national conservation organization that operates through this truly grassroots structure. For our volunteers, this grassroots structure comes with the responsibility of raising funds, allocating funds on our mission, and working with our staff to leverage these resources.

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.

PROJECT BACKGROUND

In the spring of 2013, Pheasants Forever (PF) conducted its first youth pollinator habitat project in central Nebraska. The Central Nebraska QF chapter enlisted the help of their local 3rd grade class to establish a two-acre pollinator habitat project on Leonard A. Koziol Wildlife Management Area outside St. Paul, NE. Prior to seeding the project, the chapter worked with their state wildlife agency to conduct the site preparation (spraying and disking) for the project. They also worked with their local native plant nursery to donate native prairie wildflowers to be planted on the project. As part of the educational component of the project, the chapter provided the entire class of approximately 60 students with conservation curriculum so they could learn about pollinators and the importance of creating habitat for wildlife (check out our YouTube video highlighting this project at <https://www.youtube.com/watch?v=wPjASnZMCKk>). The chapter continues to work with the 3rd grade class each year to increase the size of their original pollinator planting. Since this first project in 2013, PF has been able to generate funding for state-wide Youth Pollinator Habitat Programs in Nebraska, Minnesota and South Dakota. With support from the Outdoor Heritage Fund, PF would like to replicate this successful program in the great state of North Dakota.

NEED FOR PROJECT

Over the last few years, two urgent issues have been widely talked about in the national media.

- Domesticated honey bees, monarch butterflies and native pollinating insects are experiencing alarming declines in their populations. Pollinating insects are an essential component in

global food production. Approximately one-third of all food and beverages consumed by humans require pollination delivered by insects for production. Popular foods like apples, bananas, berries, melons, coffee, chocolate and almonds would not be available without pollinating insects. In the United States alone, the economic value of insect-pollinated crops is estimated to be \$18 to \$27 billion dollars annually. Many scientists believe that a major cause in the decline of domesticated honey bees and native pollinators is habitat loss and degradation. The National Academy of Sciences noted that declines in many pollinator groups are associated with habitat loss, fragmentation, and deterioration; diseases and pathogens; and pesticides (Status of Pollinators in North America, NRC 2006).

- Today's youth spend the majority of their time fixated on electronic devices and when compared to the previous generation they spend on average less than half of the time outdoors than the previous generation. Research has shown that children who spend time outdoors are healthier, receive better grades, have longer attention spans and are less prone to depression than children who spend most of their time indoors. In fact, "Children who are exposed to natural or outdoor settings receive benefits to their cognitive health, such as reduction of ADHD symptoms." (Wells, N.M. (2000). At Home with Nature: Effects of "greenness" on children's cognitive functioning. Environment and Behavior (32) pp. 775-795).

In order to reverse these trends and spread awareness about conservation concerns such as the decline of pollinators, today's youth must have experiences in the outdoors that are fun and involve them personally. It is our goal through the development of a North Dakota Youth Pollinator Habitat Program that we can provide these fun educational opportunities for youth and communities to get outside and learn about the importance of habitat for all species of wildlife.

PROJECT DESCRIPTION & OBJECTIVES

With support from the OHF, financial assistance will be made available to PF chapters across North Dakota to educate and engage youth, families and communities in establishing and monitoring pollinator habitat projects. PF staff will work with its grass roots chapters across the state to identify projects in their communities that meet the objectives of the Youth Pollinator Habitat Program. The objectives of the Youth Pollinator Habitat Program are as follows:

- Educate youth groups and the general public about the value of pollinating insect species and the habitat on which they rely on to survive
- Provide hands-on opportunities for youth groups and the general public to establish, maintain, and monitor pollinator habitat projects
- Establish quality pollinator habitat projects that produce and provide foraging habitat for native pollinators
- Create a model that will aide landowners, land managers, biologist and the general public in the establishment and maintenance of future pollinator habitat projects

In order for a project to be funded, projects must meet the following criteria:

- Chapters must engage a community youth group (i.e. Classroom, 4H, FFA, Boy Scouts, Girl Scouts, etc...) in the establishment, maintenance, and monitoring of the pollinator habitat project
- Project must meet minimum pollinator habitat specifications set by PF
 - Pollinator projects must be a minimum of 1/2 acre in size

- If planted in a strip, strip must be a minimum of 20 ft. wide
- Pollinator seed mix must include a minimum of 20 native wildflower species
- At least 3 species shall have their primary onset of blooming during each period of April-June 15, June 15-July, and August-October
- PF chapters and community partners must provide cash and in-kind match to each project (see budget)

Providing financial support to PF chapters throughout the state will allow them to work with community partners to help fund all aspects of the pollinator projects. Expenditures for pollinator projects would include, but not be limited to the following:

- Site Preparation (tillage/disking and herbicide application)
- Establishment (seed, seed carrier, plugs, plants, and planting equipment)
- Maintenance (chemical and manual weed control, supplemental plantings, prescribed burning, mowing, and signage)
- Education (conservation curriculum, educational activity materials, monitoring materials)
- Other (t-shirts, hats, bus transportation, food, beverages, etc...)

Chapters that are selected to receive financial support will be required to complete training provided by PF staff at regional workshops and via online webinars prior to the start of their project. Trainings would provide chapter volunteers with step-by-step information on how to engage youth groups in the establishment, maintenance and monitoring of pollinator habitat projects. Educational materials will also be distributed to help inform youth and adult participants on sound pollinator habitat management practices.

After projects have been identified and chapters have completed the required training, chapters will work with community partners to prepare (spray & till) site for planting. Chapters will then enlist the assistance of a classroom/youth group to hand broadcast seed project site. Project participants will also be exposed to hands-on activities designed to educate participants about the life cycles of common pollinators, native wildflower identification, and the role pollinators play in food production. Curriculum will be made available to classrooms working with PF chapters to establish, maintain, and monitor pollinator habitat projects. Curriculum is designed to meet all national science standards and to be used in conjunction with the establishment of pollinator projects.

At the completion of the project, chapters will be required to file a final report summarizing the details (i.e. number of youth, number of volunteers, total hours spent of project, total dollars spent, and number of acres impacted) of the project. OHF financial assistance will be distributed to chapters at the completion and submission of their final report.

After the project is established, monitoring materials will be made available to PF chapters and youth groups who wish to measure the success of their project. Examples of monitoring activities include installing native bee nesting structures, measuring plant diversity, measuring insect diversity and biomass, tagging monarch butterflies, and monitoring monarch larva. These monitoring activities are turn-key activities that can be completed by youth groups of all ages as well as adult volunteers associated with the project.

PROJECT PARTNERS

The success of this program will depend on the collaboration of many partners throughout the state. The following is list of organizations that will be approached to partner with PF on the development and delivery of a North Dakota Youth Pollinator Habitat Program:

- North Dakota Game & Fish
- Natural Resources Conservation Service (NRCS)
- Farm Service Agency (FSA)
- U.S. Fish & Wildlife Service (USFWS)
- North Dakota Public Schools
- Future Farmers of America (FFA)
- Boy Scouts & Girl Scouts
- 4H
- City Government
- County Government
- North Dakota Private Landowners
- North Dakota Bee Keepers

EXPECTED PROGRAM RESULTS & ENVIRONMENTAL BENEFITS

The goal of the program is to conduct a minimum of 10 youth pollinator habitat projects throughout North Dakota in a two year period. The minimum expected results from 10 projects would include the following:

- 10 pollinator projects
- A minimum of 200 participants
- A model for replicating the successes of project for future youth pollinator habitat projects to occur throughout the state

In addition to the numbers listed above, a state-wide youth pollinator habitat program would positively create habitat for many species of wildlife, increase native plant diversity, reduce soil erosion, improve soil health, and provide a place for people to learn about what they can do to improve the environment in their own backyards.

Pollinator projects will provide critical nesting and foraging habitat for native and managed pollinators like honey bees, bumble bees and monarch butterflies. Ground nesting birds like pheasants will also benefit as a diversity of flowering plants attract soft-bodied insects that pheasant chicks rely on for the first six to eight weeks of life. Deep rooted native wildflowers help reduce soil erosion and help filter nutrients from entering streams and rivers. Lastly, project sites provide areas where the general public and students can learn about native plant communities and the wildlife that relies on this type of habitat to survive.

PROGRAM TIMETABLE

If funded, PF staff would immediately begin finding locations that best meet the objectives of the program. Project locations would be identified by the fall of 2015. It's possible a few projects might be completed in the fall of 2015, but most projects would occur in the spring and fall of 2016. If inclement weather were to cause any projects from occurring in the fall of 2016, we would be able to

wrap up all projects by the spring of 2017. A final project report would be submitted to the OHF by June, 30 2017.

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.

All aspects of the North Dakota Youth Pollinator Habitat Program from the beginning to the end will be monitored and evaluated by Matthew Olson, PF's North Dakota Regional Representative with assistance from Drew Larsen, PF's National Habitat Education Specialist. Matt and Drew have over 25 years of experience combined in the conservation field where they have been involved in many habitat restoration projects throughout North Dakota and the Midwest. PF field staff in North Dakota will connect our local PF chapters with community pollinator habitat projects including the coordination of local organizations and sponsors.

Evaluation will begin when PF staff begins to work with chapters throughout North Dakota to identify locations to conduct projects. Locations will be determined based on the projects educational value, community/youth involvement, sustainability, matching funds acquired, and the project's potential to produce and attract native pollinators and provide habitat for many species of wildlife. Projects that don't meet the minimum objectives of the program will not be considered for funding.

After locations have been selected by PF staff, North Dakota PF Chapters receiving financial assistance will be required to attend training designed to teach chapters how to conduct these projects from start to finish. Chapters will learn how to evaluate the success of their pollinator project and learn about specific management techniques they can perform to get the desired results of the program (flowering plants throughout the entire growing season).

At the completion of the project, chapters will be required to file a final report summarizing the details (i.e. number of youth, number of volunteers, total dollars spent, and number of acres impacted) of the project. PF's Habitat Education Specialist will view each final report and compile the data from all projects into one final program summary. PF's Habitat Education Specialist will work in concert with North Dakota PF staff to submit all reports to the OHF.

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.

PF's Regional Representative, Habitat Education Specialist, and other North Dakota field staff will track the progress and results on each project. PF staff will be directly involved in each project to see that all projects meet the minimum standards of the program and that they are progressing in a timely manner. PF's Habitat Education Specialist will be in charge of documenting results of each project and providing that information to the OHF in required progress reports.

PF also intends to measure the success of each project by providing "citizen science" monitoring activities to participating chapters and youth groups after the project is established. The overarching goals of "citizen science" monitoring programs are to teach students about the scientific method and

to seek the impacts of pollinator habitat on pollinator diversity and abundance. The following programs are a few examples of the types of monitoring activities that will be made available to participating PF chapters and youth groups:

- **BEE HUNT** - By taking photos of bees and submitting them online, classrooms can join in this scientific study to understand the impact of climate change and other factors on plant-pollinator interactions, geographic distributions, and seasonal abundances. Bee Hunt will build a network of research sites across North America that will collect data on plants, pollinators, and their interactions. Study sites can include schools, parks, nature centers, farms, gardens, and other areas of biological interest. Participants will follow rigorous protocols that will ensure that they collect, manage, and share very high-quality data. Educationally, Bee Hunt will enable teachers to meet state science standards by doing hands-on science. Bee Hunt will provide data management, analysis, and mapping tools that will enable participants to compare data within and across sites.
- **BEE SPOTTER** – Bee Spotter is a partnership between citizen-scientists and the professional science community designed to educate the public about pollinators by engaging them in a data collection effort of importance to the nation. It is a web-based portal at the University of Illinois for learning about honey bees and bumble bees and for contributing data to a nationwide effort to baseline information on population status of these insects.
- **THE MONARCH LARVA MONITORING PROJECT (MLMP)** - MLMP engages citizens and students in collecting data that will help to explain the distribution and abundance patterns of monarch butterflies in North America. Participants commit to monitor patches of milkweed weekly to count monarch eggs and larvae, and assess milkweed density.
- **MONARCH TAGGING** - Because monarchs have a certain "charisma" and a fascinating biology and because it's fun to have an excuse to collect butterflies, this project is also a good way to introduce students to science and have them contribute to a scientific study. Through participation in this project, Monarch Watch hopes to further interest students in the conservation of habitats critical to the survival of the monarch butterfly and its magnificent migrations.

The monitoring activities outlined above are designed in a way that students and the general public can assist in the data collection process. The activities listed above are just a few of many activities that will be made available to participating chapters. These monitoring activities provide yet another opportunity for students and the general public to gain an appreciation and knowledge of important pollinating insect species. In addition, the data collected on these sites will lead to valuable knowledge that can be used by land managers and biologist in the future to establish successful pollinator projects.

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.**

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. *

North Dakota Pheasants Forever chapters and their community partners will be responsible for the management of project sites after they are established. The support from the OHF is designed to assist only in the establishment of the project. After the initial financial support, chapters will be dependent on raising their own funds and working with community partners to pay for all costs associated with maintaining pollinator habitat projects.

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

If only partial funding is provided for the program, we intend to cut back on the number of projects we plan to conduct. Based on youth pollinator habitat projects that have occurred in other states, it takes approximately \$4,000 to conduct a project from start to finish. The number of projects we conduct will depend on the amount of funding support from OHF based on a budget of \$4,000 per project.

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

If PF were to get funding to support the formation of a North Dakota Youth Pollinator Habitat Program, PF would work with the OHF to design a comprehensive recognition strategy for the support of the program. A few of the ways OHF would be recognized would include the following:

- Recognition in Pheasants Forever media (i.e. magazine, newsletters, website, social media)
- Press releases
- OHF logo present on Youth Pollinator Habitat Project signs
- Recognition at our state and regional meetings
- Recognition at all Pollinator Habitat Project events and trainings

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. *

Pheasants Forever will meet all 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

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
Project Supplies	\$20,000.00	\$3,000.00	\$	\$	\$	\$23,000.00
Labor	\$	\$	\$11,225.40	\$	\$	\$11,225.40
Administration	\$	\$2,000.00	\$	\$	\$	\$2,000.00
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
Total Costs	\$20,000.00	\$5,000.00	\$11,225.40	\$0.00	\$0.00	\$36,225.40

BUDGET ASSUMPTIONS

Project Supplies

- **OHF Funds will be used to pay for site preparation, pollinator seed mixes, plugs, shrubs, planting supplies, and signage for 10 projects (estimated at \$2,000 per project) = \$20,000.00**
- **Pheasants Forever funds will be used to pay for educational supplies, bus transportation, food, drink, t-shirts, memberships for 10 projects (estimated at \$300 per project) = \$3,000.00**

Labor

- **In-kind volunteer labor to plan and establish 10 projects at \$15 per hour (total hours estimated at 600 hours) = \$9,000.00**
- **In-kind Habitat Education Specialist time to provide program training to volunteers at \$37.09 per hour (total hours estimated at 60 hours) = \$2,225.40**

Administration

- **Pheasants Forever chapter funds will be used to pay costs to administer grant = \$2,000.00**

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

Pheasants Forever's Youth Pollinator Habitat Program

The photos below were taken at PF youth pollinator habitat project events that took place in 2013-14. The North Dakota Youth Pollinator Habitat Program intends to conduct projects like the ones below across the state of North Dakota.

