

Outdoor Heritage Fund Grant Application



The purpose of the North Dakota Outdoor Heritage Fund is to provide funding to state agencies, tribal governments, political subdivisions, and nonprofit organizations, with higher priority given to projects that enhance conservation practices in this state by:

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

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

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

Directive D. Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

Exemptions

Outdoor Heritage Fund grants may not be used to finance the following:

- A. Litigation;
- B. Lobbying activities;
- C. Any activity that would interfere, disrupt, or prevent activities associated with surface coal mining operations; sand, gravel, or scoria extraction activities; oil and gas operations; or other energy facility or infrastructure development;
- D. The acquisition of land or to encumber any land for a term longer than twenty years; or
- E. Projects outside this state or projects that are beyond the scope of defined activities that fulfill the purposes of Chapter 54-17.8 of the North Dakota Century Code.

NO CONSIDERATION:

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

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

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

Application Deadline

Applications for this grant round cycle are due on **October 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 * Wild Rice Soil Conservation District

Federal Tax ID# * 45-6002399

Contact Person/Title * Trace Hanson, Watershed Coordinator

Address * 8991 Hwy 32

City * Forman

State * ND

Zip Code * 58032

E-mail Address * trace.hanson@nd.nacdnet.net

Web Site Address (Optional) N/A

Phone * 701-724-6226 Ext 3

Fax # (if available) N/A

List names of co-applicants if this is a joint proposal: None

MAJOR Directive: (select the Directive that best describes your grant request)*

Choose only one response

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

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

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

Directive D. Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

Additional Directive: (select the directives that also apply to the grant application purpose)*

Choose all that apply

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

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

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

O **Directive D.** Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

Type of organization:

O State Agency

X Political Subdivision

O Tribal Entity

O Tax-exempt, nonprofit corporation.

Project Name* Wild Rice River Restoration and Riparian Project Phase III

Abstract/Executive Summary

The Wild Rice Soil Conservation District's, primary goal through the course of the project is to promote and implement agricultural Best Management Practices (BMPs) to restore and maintain the recreational and aquatic life uses of the targeted areas along the Wild Rice River and within the Shortfoot and Crooked Creek subwatersheds. Reduction of nutrients (phosphorus & nitrogen), E. coli bacteria, and sediment will be accomplished through; implementing nutrient management plans, reducing erosion and runoff from cropland, establishing vegetative buffers, and addressing degraded riparian areas.

Project Duration: The EPA-319 Project began June 1, 2014 and funding will cease October 31, 2018.

Amount of Grant request \$153,161.00

Total Project Costs \$459,528.00

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

A minimum of 25% Match Funding is required. Amount of Matching Funds

\$306,367.00 Cash

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. Note that effective as of July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose.

North Dakota Department of Health (Cash)
Division of Water Quality
Section 319 Funding

Wild Rice SCD (In-Kind)

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

The Wild Rice Soil Conservation District was established in 1945.

Board Members: Joe Breker, Chairman Bruce Speich, Duayne Baldwin, Kent Carpenter, Roger Zetocha.

District Personal: Bonnie Anderson, Office Administrator; Trace Hanson, 319 Watershed Coordinator; Kelly Cooper, CCSP Farm Manger; Raina Ruch, District Coordinator; Allen Colemer, Volunteer Garden Manager

Mission Statement:

To work with the citizens of the Wild Rice Soil Conservation District to conserve and manage our natural resources for the benefits to present and future generations.

Current Programs:

319 Watershed Program

The goal of the project is to achieve "fully supporting" status for the aquatic life and recreational uses of the Wild Rice River and the Shortfoot and Crooked Creek subwatersheds within Sargent County. We hope to achieve this by reducing the mean annual concentrations of sediment, phosphorus, and total suspended solids as well as reducing fecal coliform bacteria concentrations. This will be accomplished through implementing Best Management Practices.

The Conservation Cropping Systems Project (CCSP Farm)

The CCSP Farm is located on a 130 acre tract just south Forman ND. The members of the board of directors composes of local producers in Northeastern South Dakota and Southeastern North Dakota. The CCSP Farm is a living classroom, to demonstrate that agriculture can produce food, fuel and fiber in an environmentally favorable manner, preserving and enhancing soil, wildlife habitat and water quality, while providing producers with competitive to superior economic returns.

Garden Agriculture Tunnel Education (GATE) High Tunnel

The high tunnel has educated the public about soil health through the use of living vegetation or cover crop, and has taught the importance of reduced tillage. It is a visual example of water infiltration, erosion reduction, promotes mycorrhiza numbers utilizing roots of the crops.

Equipment the Wild Rice SCD Rents to the Public

Manure Compost Turner: This practice can increase yields, influence crop diseases, and bring about changes in soil microbial life.

No-Till Drill: No-till reduces erosion and runoff which protects the surrounding environment. No-till prevents the loss of valuable topsoil in which crops embellishment.

Pipe Plow: Providing livestock with a separate watering source away from surface water (wetlands, rivers, creeks and lakes).

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. Please note that if your proposal provides funding to an individual, the names of the recipients must be reported to the Industrial Commission/Outdoor Heritage Fund. These names will be disclosed upon request.

The purpose of this grant is to reduce sediment in the Wild Rice River as well as Crooked and Shortfoot Creeks, thereby restoring the aquatic life uses and maintaining the recreational uses of the Wild Rice River.

Educating producers and landowners about water quality is the ultimate goal. Having the ability to offer both technical and financial assistance to improve water erosion, stabilize river and stream banks, encourage cover crop usage, and educate the public on the importance of soil health will help us reach our goal.

The Wild Rice Soil Conservation District was awarded an EPA Section 319 grant in 2014 to address water quality issues within a half mile on the corridors of the Wild Rice River and the watersheds of Crooked and Shortfoot Creeks. And December, 2014 the district was awarded an Outdoor Heritage grant for a riparian easement on 363 acres of river and stream banks. The Best Management Practice (BMP) allocation was expected to fund projects up to July 2018.

As of August 2016 all BMP funding has been allocated. The district has applied for more BMP funding, giving the current project's title phase III.

With the increase of Conservation Reserve Program (CRP) soil rental rates, the Wild Rice SCD easement program costs will increase. The goal for the remaining project is another 422 acres.

The summer of 2015, the Richland-Sargent Joint Water Resource Board began a channel improvement project on approximately 10 miles of Shortfoot Creek.

Through use of the LiDAR (Light Detection and Ranging) tool, predictions of surface runoff and soil erosion can be mapped at a watershed scale. LIDAR's capability can show Stream Power Index, Water Quality Index, Total Phosphorus, Nitrogen, Sediment Yield Loading and Rankings.

This imagery helps landowners and producers understand the importance of a riparian buffer along the streams and river that flow through their land.

The support of the Outdoor Heritage Funds helped Phase II become a success. With funding for Phase III we will be able to continue this critical work and continue to accomplish these practices on the ground.

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 Trace Hanson, Watershed Coordinator with the Wild Rice SCD. She has worked for the district for the last 10 years. Trace wrote the Wild Rice Soil Conservation District Easement, she is knowable of water quality issues and Best Management Practices. She was raised on a family farm in Sargent County, and her husband and son also farm in the county. Her rapport with the producers, landowners and agencies is outstanding.

The EPA 319 Project is well received in Sargent County, the Best Management Planning Funding for Phase II is assigned and ahead of scheduled.

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.

A yearly inspection by the Wild Rice SCD of the grounds will be conducted. Grass species will be compared to the planning data sheet for grasses.

The district will also complete a yearly report to North Dakota Department of Health, Division of Water Quality. Water sampling protocol is a weekly requirement for the ND Health Department. The sampling begins during open water period for the months of April – November, this will help us see if our BMP implementation is making a difference.

The regular reporting, final evaluation, and expenditure reports will be addressed to Outdoor Heritage Fund Program a difference.

Financial Information

Proposed cost share on BMP's
60% matching funds from EPA 319 Grant
40% Outdoor Heritage Funds

ATTACHMENT: Project Budget – Using the standard project budget format that is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> , please include a detailed total project budget that specifically outlines all the funds you are requesting. Note that a minimum of 25% match funding is required.*

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. Effective July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose. 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.

The easement(s) (appendix A), is 10 to 15 years. At the end of the term the property will be reevaluated and the Wild Rice SCD Board will make an assessment. This assessment will follow Natural Resource and Conservation Service (NRCS) standards specifications for riparian areas.

At all times the Wild Rice Soil Conservation Board is looking for new opportunities to secure funding.

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

The Watershed Coordinator will adjust the budget.

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

Signage will be placed on all corners of the easement and every 500 ft. along the border. Outdoor Heritage Fund will also be recognized through any district publications such as the monthly newsletter.

Scoring of Grants

All applications will be scored by the Outdoor Heritage Fund Advisory Board after your ten-minute oral presentation. The ranking sheet(s) that will be used by the Board is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> .

Awarding of Grants*

All decisions on requests will be reported to applicants no later than 30 days after Industrial Commission consideration. The Commission can set a limit on duration of an offer on each application or if there isn't a specific date indicated in the application for implementation of the project, then the applicant has until the next Outdoor Heritage Fund Advisory Board regular meeting to sign the contract and get the project underway or the commitment for funding will be terminated and the applicant may resubmit for funding. Applicants whose proposals have been approved will receive a contract outlining the terms and conditions of the grant. Please note the appropriate sample contract for your organization on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> that set forth the general provisions that will be

included in any contract issued by the North Dakota Industrial Commission. Please indicate if you can meet all the provisions of the sample contract. If there are provisions in that contract that your organization is unable to meet, please indicate below what those provisions would be. *

The grant application can meet all the provision of the sample contract.

Responsibility of Recipient

The recipient of any grant from the Industrial Commission must use the funds awarded for the specific purpose described in the grant application and in accordance with the contract. The recipient cannot use any of the funds for the purposes stated under Exemptions on the first page of this application.

If you have any questions about the application or have trouble submitting the application, please contact Karlene Fine at 701-328-3722 or kfine@nd.gov

Revised: June 10, 2015

Appendix A

Easement

Wild Rice Soil Conservation District

This Easement ("Easement"), is made by and between Owners Name whose address is Address, City State ("Grantor"), and the Wild Rice Soil Conservation District, a North Dakota political subdivision whose post office address is 8991 Hwy 32, Forman, ND 58032-9702 (the "District"), Grantee.

WHEREAS, the purpose of this Easement is to provide and enhance riparian lands in locations most likely to benefit and sustain water quality. Grantors, in exchange for compensation paid by the District, wish to provide the District with an easement for these purposes. This Easement does not grant any rights to the general public for access to or entry upon the lands described below.

WHEREAS, Chapters 47-05 and 4-22 of the North Dakota Century Code authorize the District to acquire easements on eligible lands to establish conservation practices to enhance water quality.

WHEREAS, the District has developed a water quality program, with the goal of achieving "fully supporting" status for the aquatic life and recreational uses of the Wild Rice River and its tributaries within Sargent County by the means of preventing and reducing water pollutions through the establishment of vegetative riparian buffer zones.

NOW, THEREFORE, for and in consideration of the total sum of Write\$\$\$\$(\$\$\$\$) the receipt and sufficiency of which the parties acknowledge, Grantors hereby grant, convey, and warrant to the District, its successors and assigns, an easement in accordance with the terms and conditions set forth herein for a term of 10 or 15 years on the following real property in Sargent County, North Dakota, containing 000.0 acres, more or less, identified as follows, is described:

A buffer of grass measuring approximately 100 to 300 feet on both sides of Property named
The River/Creek on SE 00-000-00 and SW 00-000-00

(the "Property"). This Easement is subject to all prior easements, roadways, and mineral rights of record.

Binding Effect. This Easement constitutes servitude upon the Property; this Easement will run with the Property; and this Easement binds Grantors, their heirs, successors, assigns, representatives, and lessees, and including successors in title.

Ownership. Grantors represent and warrant they are the sole owners of the Property in fee simple, including any and all mineral rights; they have good and marketable title to the Property; they have the authority and right to execute this Easement; and this Easement does not violate any mortgage or other interest held by any third party regarding the Property, or any portion of the Property.

Hazardous Substances. Grantors represent and warrant there are no hazardous or toxic substances, pollutants, or contaminants in, on, or under the Property. With the exception of reasonable and necessary application of government-approved fertilizers and pesticides, Grantors will not store or permit spillage, leakage, discharge, or application, of any hazardous or toxic substance, pollutant, contaminant, compost, or manure in, on, or under the Property, and including ground water, surface water, and subsurface soils.

Access to the Property. Grantors warrant the right of not giving access to the public for ingress and egress to the Property across adjacent or other properties of Grantors. Grantors grant the District the right of reasonable ingress and egress to, from, in, on, over, across, and through the Property to inspect the Property and to ensure compliance with the terms of this Easement.

Recreational Uses. Grantors expressly reserve the right to use the Property for reasonable recreational purposes, including, but not limited to, hunting, fishing, hiking, canoeing, and kayaking, as well as access to the Property for those purposes.

Obligations of Grantors. Grantors will comply with all terms and conditions of this Easement, including the following:

1. Grantors, their heirs, successors, assigns or leases, will manage the established native grass cover for purposes of water quality in accordance with the following Best Management Practice agreed to by the District and Grantors.
2. Without otherwise limiting the rights of the District granted in this Easement, the following activities and uses are prohibited on the Property:
 - a. Altering of grassland, woodland, wildlife habitat or other natural features by burning, digging, plowing, disking, cutting, or otherwise destroying the vegetative cover except as described in the attached Best Management Practice;
 - b. Draining, dredging, channeling, filling, leveling, pumping, diking, impounding, grading, excavating, or related activities, as well as altering or tampering with ground control substances or devices;
 - c. Diverting or causing the diversion of surface or underground water into, upon, over, across, through, within, from, or out of the Property by any means;
 - d. Planting or harvesting any crops;
 - e. Grazing or allowing livestock on the Property except as described in the attached Best Management Practice;
 - f. Removing topsoil;
 - g. Dumping refuse, waste, sewage, soil, ashes, abandoned vehicles, appliances, machinery, garbage, rubbish, junk, equipment, or other debris; and
 - h. Building, constructing, locating, or placing any structures on the Property.
3. Grantors will control noxious weeds and pests on the Property by complying with noxious weed control laws, and will control pests as necessary to protect the public health.
4. Grantors will allow the District, through its authorized agents, access to the Property for purposes of inspection to verify compliance with the terms of this Easement.
5. Grantors will pay when due any and all real property and other taxes and assessments, if any, which may be levied or assessed against the Property.
6. Within 30 days of any sale or conveyance of the Property, or any portion of the Property, Grantors will notify the District, in writing, of the names and addresses of the new owner or owners.
7. Grantors are responsible for all maintenance to improvements on the Property (i.e. fences, gates, pumps, or wells), including any improvements paid for or cost-shared by the District,
8. With regard to all rights reserved by Grantors, including any activities not prohibited by this Easement, Grantors will minimize and prevent any potential damage to water quality. If Grantors believe or reasonably should believe the exercise of a right or any activity not prohibited by this Easement may have an adverse effect on water quality, Grantors will notify the District in writing before exercising the right or activity. If the

District determines the exercise of the right or activity will, in fact, result in an adverse effect on water quality, Grantors will not exercise the right or activity without prior written consent of the District.

- 9. Grantors will not install, or allow any third party to install, any utility facilities, including lines, wires, pipelines, cables, and other associated facilities appurtenances, above or below ground, in, on, under, over, above, though, or across the Property, or any portion of the Property, without prior written consent of the District.

Violations and Remedies. If Grantors fail to comply with any provision of this Easement, the District may, immediately and without the need for any prior notice, enforce the provisions of this Easement in accordance with N.D.C.C. § 47-05-10 and may take any and all other available actions, in law or in equity, to enforce any of Grantors' obligations under this Easement. The remedies provided for in this Easement are cumulative and not exclusive, and are in addition to any and all other remedies available to the District under North Dakota law. Grantors will be responsible for all of the District's costs and expenses, including reasonable attorneys' fees, incurred in enforcing this Easement, or incurred in litigating the terms or validity of this Easement.

Survival of Easement. If any court of competent jurisdiction finds any provision or part of this Easement is invalid, illegal, or unenforceable, that portion will be deemed severed from this Easement, and all remaining terms and provisions of this Easement will remain binding and enforceable.

Entire Agreement. This Easement, together with the attachments to this Easement and together with any subsequent amendments, constitutes the entire agreement between the parties regarding the matters described in this Easement, and this Easement supersedes any previous oral or written agreements between the parties.

Forbearance or Waiver. The failure or delay of the District to insist on the timely performance of any of the terms of this Easement, or the waiver of any particular breach of any of the terms of this Easement, at any time, will not be construed as a continuing waiver of those terms or any subsequent breach, and all terms will continue and remain in full force and effect as if no forbearance or waiver had occurred.

Governing Law. This Agreement will be construed and enforced in accordance with North Dakota law. The parties agree the venue for any litigation arising out of this Agreement will be in State District Court in Sargent County, North Dakota, and the parties waive any objection to personal jurisdiction or venue in Sargent County, North Dakota.

Headings. Headings in this Easement are for convenience only and will not be used to interpret or construe its provisions.

Expiration of Contract. The Wild Rice Soil Conservation District River Program Easement expires the First date of Month, year.

IN WITNESS WHEREOF, Grantors have caused this Easement to be duly executed.

GRANTORS SIGNATURE(S) AND ACKNOWLEDGMENT

Dated this _____ day _____, 20____

Dated this _____ day _____, 20____

STATE OF NORTH DAKOTA)
) ss.
COUNTY OF SARGENT)

On this ____ day of _____, 20__, before me, a Notary Public in and for said County and State, personally appeared _____, known to me to be the person(s) described in and who executed the within and foregoing instrument and acknowledged to me that he/she/they executed the same.

Notary Public, Sargent County, ND
My Commission Expires:

(SEAL)

Budget Standard Form

Please use the table below to provide a detailed total project budget that specifically outlines all the funds you are requesting and the matching funds being utilized to fund this project. Please note if the matching funds are in the form of cash, indirect costs or in-kind services. The budget should identify all other committed funding sources and the amount of funding from each source. Match can come from any source (i.e. private sources, State and Federal funding, Tribal funding, etc.) Effective as of July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose. Note a minimum of 25% match funding is required. An application will be scored higher the greater the amount of match funding provided. (See Scoring Form.)

Please feel free to insert columns and rows as needed. Please include narrative to fully explain the proposed budget.

Note that NO INDIRECT COSTS will be funded from the Outdoor Heritage Fund. Also by law several items are ineligible for funding -- see Exemptions in the Application Form. Effective June 10, 2015 the following guidelines were approved by the Industrial Commission:

NO CONSIDERATION:

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

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

Project Expense	OHF Request	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
Riparian	\$153,161.00	\$306,367.00	\$	\$	\$	\$459,528.00
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
Total Costs	\$	\$	\$	\$	\$	\$

DRAW TEXT BOX FOR DETAILS HERE

December 2014, the Wild Rice Soil Conservation District was awarded an Outdoor Heritage Fund for 363 acres of riparian along the Wild Rice River as well as Crooked and Shortfoot Creeks this is successfully being executed. For this application an additional 422 acres of riparian is being requested.

In-kind services used to match the request for Outdoor Heritage Fund dollars shall be valued as follows:

- Labor costs \$15.00 an hour
- Land costs Average rent costs for the county as shown in the most recent publication of the USDA, National Agricultural Statistics Services, North Dakota Field Office
- Permanent Equipment Any equipment purchased must be listed separately with documentation showing actual cost. (For example: playground equipment)
- Equipment usage Actual documentation
- Seed & Seedlings Actual documentation
- Transportation Mileage at federal rate
- Supplies & materials Actual documentation

More categories will be added as we better understand the types of applications that will be submitted. We will use as our basis for these standards other State and Federal programs that have established rates. For example the North Dakota Nonpoint Source Pollution Management Program has established rates. If your project includes work that has an established rate under another State Program please use those rates and note your source.

Definitions/Clarifications:

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

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

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

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

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

Recommended by OHF Advisory Board: October 17, 2013

Approved by Industrial Commission: October 22, 2013

Revisions recommended by OHF Advisory Board: January 22, 2014

Approved by Industrial Commission: January 29, 2014

Revisions recommended by OHF Advisory Board: May 13, 2014

Approved by Industrial Commission: May 27, 2014

Revisions recommended by OHF Advisory Board: June 3, 2015

Approved by Industrial Commission: June 10, 2015

Note to application from OHF Staff:

The application indicated on page 6 that the Wild Rice SCD has applied for more BMP funding. Trace Hanson indicated that she has requested \$1.4 million in additional 319 funding and that funding request is currently being considered.

The application indicated on page 6 that there will be an increase of CRP soil rental rates. Trace Hanson indicated that "The FSA Technician told me \$24 to \$25 an acre".