

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 **March 1, 2016 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 * Fingal Wildlife Club

Federal Tax ID# * State Non-Profit Organization (Taxpayer Identification Number 45-6012252)

Contact Person/Title * Brian Johnson & Jason Manlove

Address * 1010 4th AVE SW/PO Box 937

City * Valley City

State * ND

Zip Code * 58072

E-mail Address * Brian.Johnson@kljeng.com or Jason.Manlove@kljeng.com

Web Site Address (Optional)

Phone * 701-845-4980 (o) 701-490-0270 (c) Brian or 701-490-4981(c) Jason

Fax # (if available)

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;

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

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.

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

- State Agency
- Political Subdivision
- Tribal Entity
- Tax-exempt, nonprofit corporation.

Project Name* Fingal Wildlife Club Dam Restoration-Phase #2

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)

Fingal Wildlife Club began the restoring a dam with the Outdoor Heritage Fund (003-043). The dam originally was built by its members in the mid-1960's and used for recreational fishing and family picnic area. This area, was suitable for stocking fish, used for both ice and summer fishing. This area is, on private land, is an excellent example of cooperation between land owners, public entities and a non-profit club to bring recreational benefits while developing strong environmental stewardship.

The legal description of the area is NE1/4 –SE1/4 of Section 23; 138-58; the stream that runs in to the dam is an unnamed tributary of the Sheyenne River, 8 miles West of Fingal and about 6 miles north of Kathryn on Barnes county Rd. 21 and then one mile east on 45th Street SE, then south about ½ mile along a prairie trail.

The dam is an earthen embankment dam, primary spillway after work was completed on phase one is a 60" concrete inlet structure connected to a 30" corrugated steel pipe that outflows into a creek. The earthen emergency spillway is at the southern end of the dam. The reservoir covers about 7 acres.

The club's goals under the first grant from the Outdoor Heritage Fund was to completed work on the principal spillway and begin process of restocking fish. The principal spillway was repaired with a new inlet and pipe, clearing and grubbing was completed and erosion controls were put in place in areas of disturbance. The club is working with the ND Game and Fish to get fish restocked in the spring of 2016. This remains a primary goal of this restoration project.

The emergency spillway has erosion problems. Work here would consist of reshaping, geotextile fabric, riprap, and placing topsoil in areas needing reestablishment of vegetation. In the first grant it was it was noted that if funds and time were remaining the work on the emergency spillway might be able to begin. Clearing and grubbing were completed and some earthwork was started in the fall of 2015 this work didn't complete repairs on the emergency spillway fully. The primary goal of this grant would be to repair and protect the emergency spillway. It would be the final part phase of restoration to the dam itself. The club wants to place aggregate on the access road to facilitate better access for fishing and recreation opportunities to sportsman in the region.

With funding, local contractor availability and good weather, this project would be completed during 2016.

Estimated project costs are \$52,080 for repair work on the emergency spillway. The Fingal Wildlife club has cash funding on hand to provide their portion of cost share. The club also has members with talents to donate in-kind work including surveying, drafting design and plan development and specifications, and general onsite construction work.

Our members have expressed an interest in working on the project. They see a benefit for restoration of this area for the entire community and Barnes County area.

Project Duration:* 12 months

Amount of Grant request \$44,787.60

Total Project Costs \$62,205.00

(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 \$17,417.40

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. 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.

Matching funds will be provided by the Fingal Wildlife Club in the form of in-kind donations of labor and by cash on account to a level of 28% of the total project costs.

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. *

The Fingal Wildlife Club was chartered in 1949 and currently has 50 members. In 1966 the club assisted in the construct of the dam to provide the general public with a fishing and recreational site.

The dam was built with club funds and additional funds from the Agricultural Stabilization and Conservation Service (ASCS). The ASCS was an agency of the United States Department of Agriculture. Once the earthen dam and spillways were complete the National Guard also assisted by providing equipment and operators to place gravel and riprap. The riprap was all donated by club members or local farmers and delivered to the site by the National Guard. The club members helped with hand placing the rock for riprap, putting up fencing around the sight and planted many trees.

In the past the Dam was stocked with fish but it hasn't been for some time due to its low water condition caused by the erosion of the principal spillway.

Over the years the wildlife club has done its part to help maintain the area by graveling the access road when needed and doing general cleanup work. Roughly ten years ago erosion problems started around the principal spillway and then in the emergency spillway, with erosion increasing over the years.

As stated previously through the outdoor heritage fund grant phase one of the project was completed in the fall of 2015. The main area of concentration on this phase was to rehabilitate the principal spillway of the dam which was beyond repair. With the replacement of the inlet and new corrugate steel pipe in place the pool elevation is currently rising five feet back to its original pool elevation. With the principal spillway restored restocking fish the ultimate goal of the project will be able to be completed. With the pool rising back to its original pool elevation the emergency spillway has now become the focal point of an ongoing project. With this grant the club will be able to fully complete the restoration to the dam, protect work already complete under phase one, and provide better access to sportsman for years of future enjoyment.

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

The grant funding for this project will provide resources for a replacement and repair of the emergency spillway as well as providing erosion controls, vegetation restoration, riprap, and access to the recreational area. It will provide access to land for sportsmen and recreational use along with restoration of habitat and fishing areas as well as protect work previously completed under phase one of the project.

Without this funding, the club alone will not be able to fully restore the property and provide recreational and fishing opportunities for people in the Fingal and Barnes County area. With the primary spillway repaired it is imperative to get the emergency spillway repair prior to the next big flood event that the area is known to have. The drainage area that flows into the reservoir is 2350 acres.

The dam is an earthen embankment the primary spillway is a 60" concrete inlet structure that connects to a corrugated steel pipe that outflows into the creek below. The earthen emergency spillway is at the south end of the dam. The reservoir covers about 7 acres. Emergency spillway has eroded due to several major floods the past decade. The emergency spillway is an integral part of the dam's structure and provides relief to the dam during periods of high water.

The Fingal Wildlife Club's plan would be to regrade the spillway utilizing borrow material directly adjacent to the spillway. Upon completing the reshaping of the spillway fabric will be placed and then spillway will be lined with two feet of riprap to prevent erosion from occurring again. On the top of the dam itself topsoil will be placed and erosion control blanket and seeding will occur to establish solid vegetation here and reduce the total amount of riprap needed for the project. If enough funds are available through this grant the club would like to place aggregate on approximately ½ mile of prairie trail to improve access to the site for sportsman. A cattle grate crossing will be installed near a fence that is on the property so the landowner's cattle can continue using the area and the users of the recreational area will not need to open and close a gate every time they wish to use it.

The current land owners have been involved in the process and they have not expressed any issues or concerns with repair work the club intends to accomplish. They have been helpful in obtaining materials need for the project including borrow material, riprap and topsoil. They currently have renewed easements with the club for the next 10 years.

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.*

Membership of the Fingal Wildlife Club consists of outdoor enthusiasts of all walks of life and careers. There are several engineers, surveyors and contractors along with general 'hands' that can manage this project. We have just completed phase one of the project and know how the Outdoor Heritage Fund is administered and what is required and expected of the club.

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

Success of the Fingal Wildlife Clubs project will be the full restoration of the recreation area and facilitating the fish restocking with the Game and Fish of the reservoir for public use. Success will be determined by quality of work and long-term rehabilitation of the area for fishing.

The club has successfully proven through phase one that they have the knowledge to complete these kinds of projects.

The club intends to do the work during 2016. Coordination of fish restocking with the ND Game and Fish is currently underway and the intent is to have fish restock in the spring of 2016.

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 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.**

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 Fingal Wildlife Club has demonstrated the ability to maintain this area by their length of existence and consistency of membership. They have committed to continuing maintenance of this area and will work with the public and landowners to maintain the area for long-term use.

The club has relied on donations and hosts an annual successful fund-raiser that will aid in funding the project. The wildlife club has a solid group of members that believe in outdoor heritage and recreation open to the public.

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

Project request is for total funding. If project was funded partially, the club would have to delay the rehabilitation of the dam until they were able to secure additional funds through fundraising and or grant writing. Portion of the work would possibly have to be removed from the project and completed at a later date. This would potentially delay the reconstruction project by at least 12-18 months. A partnership with the ND National Guard might be an option. The club has recently began exploring options with the guard but, at this point there is no guarantee. It is a lengthy approval process that has just started.

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.

The Fingal Wildlife Club is already in the process of procuring a sign for the area for recognition of the work. Plans are to complete Phase 2 and then place a sign with a complete history and acknowledgement of all participating parties.

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. *

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: December 16, 2015

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
Survey 5 hrs (1)	\$	\$	\$ 75.00	\$	\$	\$75.00
Drafting and design 50 hrs. (2)	\$	\$	\$750.00	\$	\$	\$750.00
Contract/construction management 20 hrs. (3)	\$	\$	\$300.00	\$	\$	\$300.00
Emergency Spillway Construction (4)	\$27,900.00	\$7,000.00	\$	\$	\$	\$34,900.00
Mobilization (5)	\$5,000.00					\$5,000.00

Seeding and Erosion Control (6)	\$	\$3180.00	\$	\$	\$	\$3180.00
Aggregate Access Road (7)	\$11,887.60	\$2112.40	\$	\$	\$	\$14,000.00
Cattle Gate Crossing Construction/Installation (8)	\$	\$	\$2,000.00	\$	\$	\$2,000.00
Member Equipment (9)	\$	\$	\$1,000.00	\$	\$	\$1,000.00
On Site Work (10)	\$	\$	\$1,000.00	\$	\$	\$1,000.00
Total Costs	\$44,787.60	\$12,292.40	\$5,125.00	\$	\$	\$62,205.00

- 1) The club has access to professional surveyors and will be able to provide their services as in-kind donations
- 2) A member has volunteered his professional services for drafting and design. While the allowable estimate for labor costs is \$15/hour, his normal rate is considerable higher. For this grant purpose, we have used the standard rate.
- 3) Several members have construction and engineering backgrounds and will be doing the construction and project management.
- 4) Emergency Spillway construction will be handled by a contractor. The will be required to do the following
 1. Place and compact borrow material from adjacent land next to the spillway
 2. Place Geotextile Fabric
 3. Riprap the club will help locate source of Riprap but the contractor will be required to clean the rock and haul it to site do to the quantity that is needed
 4. Topsoil is will be required to be placed throughout portions of the emergency spillway and borrow areas. The contractor again will need to haul this material to the project site.
- 5) Mobilization will be required due the amount of equipment that the contractor will need to get to the project site.
- 6) Seeding and Erosion Control will handled by the club members. The labor to do the work will be in-kind but the materials needed will have to be purchased by the club.
- 7) Aggregate Access Road consists of grading and placing aggregate base for approx. ½ mile from the county road to the dam itself.
- 8) Cattle Gate Crossing Construction and Installation. A crossing will be put up where currently a landowner has a fence gate. This will allow users access without having to open a gate or the landowner having the worry of someone shutting a gate. Club members will provide the labor to fabricate the cattle grate. Materials maybe be donated by members but possible will need to be purchased and then the club will install the cattle crossing on site as part of in-kind labor
- 9) Members have offered to the use of their tractors and other small equipment to be used on the site to assist where needed in construction.
- 10) Onsite work will be miscellaneous work needed to complete the project by club members. All this work will be in-kind.

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