

# 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](mailto: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](mailto: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 \* North McHenry Soil Conservation District

Federal Tax ID# \* 45-0276067

Contact Person/Title \* Lorinda Haman/District Manager

Address \* 705 Main St S. Suite 2

City \* Towner

State \* ND

Zip Code \* 58788

E-mail Address \* Lorinda.Haman@nd.nacdnet.net

Web Site Address (Optional)

Phone \* (701)537-5471 ext. 3

Fax # (if available)

List names of co-applicants if this is a joint proposal

Pierce County Soil Conservation District, Rolette County Soil Conservation District, Bottineau County Soil Conservation District

**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

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

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**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\***

**North Central Conservation Project**

**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)**

From 2010 to 2015 the four counties in the North Central Conservation Project (NCCP) area have lost an estimated 22,886 acres of grassland to cropland conversion and 145,222 acres of CRP grassland have reverted to cropland. Additionally this area has an additional 70,148 acres of CRP that will be expiring by the end of 2020. This loss of grass for grazing and hay increases the need for conservation planning on the remaining grasslands. Through this proposal, Outdoor Heritage Funds will be combined with matching funds to conduct conservation planning and implement conservation practices on more than 100,000 acres in northcentral North Dakota. The conservation practices that will be implemented through this project will help lessen pressure on the remaining grasslands by promoting improved livestock grazing management.

The NCCP focus will be conservation practices on grassland and cropland acres within a 5,634 square mile area in the counties of McHenry, Bottineau, Rolette and Pierce. This project requests \$1,575,000 from the Outdoor Heritage Fund that will be matched with \$1,000,000 from producers and other potential partners. The objective of the (NCCP) is to assist the McHenry, Bottineau, Rolette and Pierce County Soil Conservation Districts (SCD's) in addressing the resource concerns that are identified in their respective annual and long range plans. The NCCP will provide financial assistance directly to producers to encourage grassland and cropland conservation. The NCCP will directly assist the SCD's in making progress toward addressing three of the top five natural resource concerns identified in their long range plans; 1) soil (soil erosion, soil health); 2) sustainable land use; and 3) wildlife habitat through conservation projects.

The general purpose of the SCD's is to: 1) focus attention on land, water, and other natural resource problems, 2) develop programs to solve these problems, and 3) enlist and coordinate help from all public and private sources that can contribute to accomplishing the SCD's goals. Since, 93% of North Dakota is privately owned, conservation success in North Dakota hinges upon our ability to design and implement conservation practices that benefit working farms and ranches. The SCD's form a vital link between conservation plans and programs and private landowners and is key to the successful conservation of North Dakota's natural resources.

Specific conservation practices to be implemented through this project include livestock watering facilities, cross fence, boundary fence (on expired CRP, and new grass plantings), hay and grassland plantings, grassed waterways, and cover crops (to be utilized for fall grazing). In order to participate in this project, producers will enter into 4-year agreements with the SCD's. The estimated payment will be based on USDA Natural Resources Conservation Service Program Payment Schedule for the applicable year during grant administration time frame (2016-2019). The payment to a producer will be based on actual cost and will not exceed 60% of that actual cost.

**Project Duration:\*** 4 years

**Amount of Grant request \$ \*** \$1,575,000.00

**Total Project Costs \$\*** \$2,575,000.00

(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 \$\***  
\$1,000,000.00

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

Match funds will be cash contributions from Producers.

**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.

Producers and/or other conservation interests will be responsible for 40% of the cost of the conservation practice = \$1,000,000

**Certifications \***

X I certify that this application has been made with the support of the governing body and chief executive of my organization.

X I certify that if awarded grant funding none of the funding will be used for any of the exemptions noted on Page 1 of this application.

## **Narrative**

### **Organization Information – Briefly summarize your organization’s history, mission, current programs and activities. \***

Include an overview of your organizational structure, including board, staff and volunteer involvement. (no more than 300 words)

The SCD’s are legal subdivisions of the State, organized under the North Dakota Soil Conservation Districts Law enacted in 1937 and as later amended. They are organized by the vote of the people within the district and are managed by a five person Board of Supervisors, also elected by the people. The supervisors work with all individuals, groups and agencies interested in soil and water conservation, land use planning, watershed protection, and other local natural resource interests and endeavors.

The McHenry, Bottineau, Pierce, and Rolette County SCD’s were organized between 1946 and 1947 with the purpose of fostering the widespread application of sound and practical soil and water conservation practices within these counties. Everything we do must promote conservation. Our primary resource concerns include soil erosion, soil salinity and soil health, sustainable land use, wildlife habitat, and wetland conservation. Our strategy for addressing our conservation concerns is working with producers and other private landowners to reduce soil erosion, manage nutrients and pesticides, maintain soil health, improve water quality, improve and promote healthy rangelands, protect, maintain, & improve water resources and improve and promote wildlife habitat throughout the Counties.

Healthy agriculture lands support strong incomes for our farmers and ranchers and provide abundant wildlife habitat that in return provides great opportunities for enhancing hunting and fishing, outdoor recreation and wildlife viewing. The NCCP partnership aligns the SCD goals of empowering farmers and ranchers to continue working their lands, while furthering conservation through voluntary measures. The NCCP initiative will allow the SCD to focus our resources where we can do the most good and will serve as a model for a more efficient, more effective, and more cooperative way to improve the health and diversity of our landscapes and at the same time strengthen our local economies.

### **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. If your project includes tree/shrub/grass planting, please provide a planting plan describing the site design, planting methods, number of trees/shrubs by species and stock size, grass species and

future maintenance. A statement certifying that the applicant will adhere to USDA-NRCS tree/shrub/grass planting specifications along with the name of the governmental entity designing the planting may be substituted for a planting plan. If your project includes Section 319 program funding, please provide, in detail, the specific best management practices that will be implemented and the specific projects for which you are seeking funding. 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.

Project Goals, Strategies and Benefits: The goal of the NCCP is to work with producers to address natural resource conservation needs on grassland and cropland within the four county area. The NCCP will help the SCD's address several priority natural resource concerns (soil erosion, soil health, sustainable land use, and wildlife habitat) through voluntary conservation projects. Additionally, this project will help to increase the amount and quality of forage available to livestock on privately owned land in northcentral North Dakota.

A decrease of approximately 168,108 grassland acres in the last five years has made the available forage for hay production and/or grazing a limiting factor for livestock producers in the McHenry, Pierce, Bottineau, and Rolette counties. The proposed project will implement practices such as livestock water system (pipelines, tanks, wells, rural water connections, etc...), grass plantings, cross fence, boundary fence (on expired CRP, and new grass plantings). In addition, the project allows for livestock watering facilities to be placed in cropland areas in order to expand the forage base. This will provide existing grasslands the opportunity for additional rest and recovery periods. The project is designed to utilize conservation plans to improve grazing distribution, increase plant species diversity, protect livestock health and improve wildlife habitat. The proposed project would also implement practices such as hay and grassland plantings, grassed waterways, and cover crops (eligible for producers who have not planted cover crops before and to be utilized for grazing). All of these practices will help lessen the pressure on the existing grassland and at the same time provide high quality livestock forage while restoring and enhancing wildlife habitat.

All conservation practices will be implemented adhering to all USDA-NRCS specifications. Additionally, all conservation practices will be designed or approved by SCD or NRCS staff.

The NCCP is a new and innovative approach for private landowners to partner with the SCD's and other conservation interests to address natural resource concerns that are a priority of SCD's and livestock producers. We have spoken with many producers about the NCCP and many have indicated significant interest in the NCCP approach.

The NCCP directly addresses Directive B to improve, maintain, and restore water quality, soil conditions, plant diversity, animal systems and support other practices of stewardship to enhance farming and ranching. It also addresses Directive C by developing, enhancing, conserving and restoring wildlife and fish habitat on private lands. While not a requirement of enrollment in the NCCP, the project may also address Directive A by providing access to private lands for sportsmen, including projects that create fish and wildlife habitat, since NCCP participants may also be offered the opportunity to enroll these lands in the North Dakota Game and Fish Department Private Lands Open To Sportsmen (PLOTS) program.

**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.

Each of the four Soil Conservation Districts have a long history of supporting important conservation programs in their respective counties. The Soil Conservation Districts each manage thousands of linear feet of trees and fabric which is installed each year. They make sure trees are planted to NRCS standards and specifications. The SCD's will provide oversight and will coordinate all activities associated with the NCCP. The NCCP will be offered to all private landowners in McHenry, Pierce, Bottineau and Rolette counties on a first come first serve basis. The SCD's will develop site specific agreements with private landowners that identify project location, payment information (calculations and totals), and project size. A Conservation Plan will be required for each application. The Conservation plan must incorporate a management and monitoring system to ensure continued stewardship for the resource concern identified.

All agreements will be signed by the landowner and the appropriate SCD and a copy will remain on file in the appropriate SCD office. The SCD's will be responsible for tracking all agreements, following grant guidelines and grant reporting.

Timetable for Implementation: The SCD's have already visited with some private landowners about the NCCP concept and interest appears to be strong. Additional outreach efforts will be implemented immediately after the grant is approved and will continue until the grant goals are achieved. SCD's will work with individual landowners and other conservation interests to raise awareness and garner interest in the project. If approved, implementation of the project will begin the spring of 2016 with promotion, onsite visits, conservation plan development with producers and agreements signed. Practice installation will begin in late summer or fall of 2016 and continue through 2019.

**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.

Strong landowner interest and affected acres are the key to the success of the NCCP and therefore, success will be measured by landowner enrollment and the number of acres that are positively affected by the implementation of conservation practices.

All aspects of grant administration will be performed by the SCD's. This included writing and tracking agreements and expenditures, writing reports and tracking and monitoring completed 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 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.

Producers will enter into a contract with the appropriate SCD. The SCD Managers will annually manage contracts, monitor installation of the conservation practice(s) installed, and conduct field status reviews for the entire duration of the expected life span for the approved conservation practice.

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

The SCD's thank the Outdoor Heritage Fund Advisory Board for considering our North Central Conservation Project proposal. The request is for \$1,575,000 of OHF funds with \$1,000,000 in match being provided by private landowners and/or other conservation interests to deliver conservation agreements with private landowners in McHenry, Pierce, Bottineau and Rolette Counties in North Dakota. If OHF recommends a reduction in funding from the original proposal, this will result in fewer conservation practices with private landowners and number of acres being positively impacted. It will also result in a reduction in the amount of match provided by private landowners and/or other conservation interests.

**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.**

Upon receiving notice that the project is funded the SCD's will publish the Outdoor Heritage Fund partnership in all four counties newsletters and Pierce County web site. The agreement with the producers will show that the financial contribution came from the Outdoor Heritage Fund which will show they are the primary funding source. Additionally each agreement written will have the emblem of the Outdoor Heritage Fund and the SCD on it.

## **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](mailto: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.)

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
Conservation Practices. Producer/Other Potential Partners Cost Share Based on 60/40	\$1,500,000.00	\$1,000,000.00	\$	\$	\$	\$2,500,000.00
Administrative	\$75,000		\$	\$	\$	\$75,000
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
<b>Total Costs</b>	<b>\$1,575,000.00</b>	<b>\$1,000,000.00</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$2,575,000.00</b>

### **Budget Narrative**

**Conservation Practices** - Landowners will be provided 60% of the actual cost in a one-time, lump sum payment once the project is complete. The Conservation Practice cost share will be calculated based on receipts from the conservation practice.

**Administrative-** The administrative funds will be utilized to provide program delivery. We estimate the average cost of a Conservation Practice is \$5,000.00. Using this average the SCD's will acquire approximately 300 contracts. Each contract will require: 1) Planning of the Conservation Practice. 2) Contract Writing. 3) Reimbursement of Conservation Practice cost. 4) Field reviews. These four tasks will take an estimated 9 hours/contract equaling 2,700 hours. In addition an estimated 80 hours will be spent during the grant period writing grant reports, budget tracking, and coordination of the OHF Grant between the SCD's within the four Counties. Our administrative cost are \$27.00/hour X 2,780 hours = \$75,060.00.