

The North Dakota Department of Agriculture is Requesting Grant Proposals for the Grasslands Grazing Grant Program

Grant Application Guidance



Doug Goehring, Agriculture Commissioner
North Dakota Department of Agriculture

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1) FUNDING OPPORTUNITY DESCRIPTION

a) LEGISLATIVE AUTHORITY

The Grasslands Grazing Grant (GGG) Program is authorized as one-time funding by the 67th Legislative Assembly through House Bill No. 1009.

b) PURPOSE

The purpose of the GGG Program is to provide grants to organizations representing cooperative grazing associations in the state. The grant funds are for eligible infrastructure projects which must be located on national grasslands within the state to include;

- Water development
 - Well rehabilitation and drilling on a case by case basis;
- Fencing with prior approval, to include cross fencing;
- Conservation initiatives;
- Compliance with federal permitting requirements;
- Professional services;
- Supplies; and
- Other projects to enhance wildlife habitat, capture carbon, or increase the health of the grasslands.

2) AWARD INFORMATION

a) AVAILABLE FUNDING

The North Dakota Department of Agriculture (NDDA) has been appropriated \$5,000,000 to be awarded to projects dedicated to develop and implement a grazing land plan.

b) FUNDING REQUIREMENT

Grants may be awarded to an organization representing cooperative grazing associations in the state.

c) PERIOD OF PERFORMANCE

The Period of Performance begins July 1, 2021 and ends June 15, 2023.

d) MATCHING FUNDS

To be eligible, applicants must provide a twenty-five percent match from nonstate funding sources. In kind match will not be accepted.

3) ELIGIBILITY INFORMATION

a) ELIGIBLE APPLICANTS

Applicants must be organizations representing cooperative grazing associations in the state. Eligible applicants shall obtain a letter of concurrence from the local soil conservation district.

4) APPLICATION AND SUBMISSION INFORMATION

A) APPLICATION REQUIREMENTS

Grant Applications must be submitted via email to jfschneider@nd.gov. Grant applications must include the 2021-2023 Grasslands Grazing Grant Request for Grant Proposals (RFGP) application as posted on the NDDA website at <https://www.nd.gov.ndda/gg>.

All applicants must adhere to the following instructions, in addition to other requirements as stated in this RFGP to be considered eligible for grant funds. The following information is addressed on the GGG RFGP application. Applications missing any of the subsequent information may be deemed ineligible.

- Each RFGP must list the name of the company or individual submitting the proposal, street address, mailing address, telephone number, email address, and the person(s) who will be responsible for the project.
- RFGP must describe in detail how the funds will be used to develop and implement a grazing land plan.
- Applicants may include any additional information that they consider pertinent and that will enhance the quality of their proposal.
- RFGP is not limited to a specific minimum or maximum project amount. NDDA reserves the right to offer an award amount less than the amount requested.

B) APPLICATION REVIEW INFORMATION

NDDA will review grant applications to ensure the RFGP meets the statutory purpose of the program, all application criteria are fulfilled, and that costs are allowable.

C) ANTICIPATED AWARD ANNOUNCEMENT

Successful and unsuccessful applicants will be notified in writing. Successful applicants will

also be sent a Notice of Grant Award (NOGA).

5) AWARD ADMINISTRATION INFORMATION

a) AWARD NOTICES

Prior to beginning work or receive funding, successful applicants will be required to sign a NOGA indicating their intention to complete the proposed tasks, report results, and authorizing NDDA to monitor the progress of the proposed project.

NOGA's must be signed and returned to NDDA within 30 days of receipt. Failure to submit an executed copy of the NOGA within 30 days of receipt may result in the loss of awarded grant funds unless the delay was caused by circumstances outside the control of the applicant. Grant funds are not effective, and expenditures related to this grant should not be incurred until a fully executed NOGA is signed by both parties.

b) POLICY REQUIREMENTS

General Compliance

All awarded grant projects must comply with all applicable federal and state laws and regulations and the terms of the grant award as specified in the NOGA Requirements.

Monitoring

NDDA reserves the ability to perform site monitoring visits to any and all applicant to ensure that work is progressing within the required timeframe and that fiscal procedures are followed accurately and appropriately. Monitoring includes both financial and program information, as well as site visits.

Ineligible Costs

NDDA will not reimburse for any costs incurred by any applicant for work performed in the preparation and production of this RFGP , nor for any work performed prior to the formal execution of the grant award.

Open Records

RFGP submitted for funding, all related grant awards, and reports shall be subject to disclosure under the North Dakota open records law, NDCC CH 44-04.

Other Considerations

All proposals submitted in response to this RFGP become the property of NDDA. NDDA reserves a royalty-free, nonexclusive and irrevocable license to reproduce, publish, otherwise use, and to authorize others to use materials produced under this grant agreement.

NDDA also reserves the right to:

- Post funded RFGP or final reports to the NDDA website
- Reject any or all RFGP received
- Waive or modify minor irregularities in proposals received after prior notification and agreement of applicant
- Use any or all ideas submitted unless those ideas are covered by legal patent or proprietary rights
- Clarify the scope of this program, within the RFGP requirement and with appropriate notice to potential applicants, to best serve the interests of the State of North Dakota
- Amend program specifications after their release, with appropriate written notice to potential applicants
- Withhold any payments when grant award conditions are not met

c) REPORTING

The applicant will be responsible for setting up and maintaining a project file that contains all records of correspondence with NDDA, receipts, invoices and copies of all reports and documents associated with the project. The applicant shall retain all data and other records relating to the acquisition and performance of the NOGA for a period of three years after the completion of the agreement. All records shall be subject to inspection and audit by state personnel at reasonable times. Upon request, the applicant shall produce a legible copy of any or all such records on a timely basis.

NDDA reserves the right to modify reporting requirements during the course of the project. Information submitted in any report to NDDA will be a public record. All quarterly, annual, and final reports must be submitted using the required format.

Final Reports

A final performance report will be required on the last day of the NOGA. The final

report may be posted on the NDDA website and is important for sharing project findings with state agencies and the public. The final report will include the following:

- Project Summary
- Project Approach
- Goals and Outcomes Achieved
- Contact Person
- Additional Information

In addition to the final project report NDDA reserves the right to conduct a follow-up survey of funded projects in order to determine long-term impacts of the project.

Reporting Compliance

Applicants who do not submit the final report or who submit an incomplete report may be required to return previously distributed funds to NDDA.

d) PAYMENT

Upon execution of the NOGA, the grantee will receive fifty percent of the awarded funds. The remainder of the award will be disbursed as a reimbursement upon completion of the project.

e) CONTACT

For questions or assistance, please contact:

North Dakota Department of Agriculture

Attn: John Schneider

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