

The North Dakota Department of Agriculture is soliciting Intermodal Facility Grant Program Request for Grant Proposals

Grant Application Guidance



Doug Goehring, Agriculture Commissioner
North Dakota Department of Agriculture

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1) FUNDING OPPORTUNITY DESCRIPTION

A) LEGISLATIVE AUTHORITY

The Intermodal Facility Grant program is authorized as one-time funding by the 67th Legislative Assembly of North Dakota through Senate Bill No. 2245.

B) PURPOSE

The purpose of the Intermodal Facility Grant Program is for capital construction projects that will expand rail capacity to support economic and workforce developments and growth and enhance the value of agriculture and commercial products exported through an intermodal facility in North Dakota.

2) AWARD INFORMATION

A) AVAILABLE FUNDING

The North Dakota Department of Agriculture (NDDA) has been appropriated \$2,000,000 to be awarded to projects dedicated to the expansion of rail capacity to enhance the value of agriculture and commercial products in North Dakota. These funds may only be spent in accordance with federal guidelines for the federal coronavirus capital projects fund.

B) FUNDING REQUIREMENT

Grants may be awarded only to an organization dedicated to the expansion of rail compacity at an existing intermodal facility in the state connected to and served by a class I railroad. Grant funds may be used only to pay for capital costs associated with engineering, labor, equipment, and materials related to rail track expansion.

C) PERIOD OF PERFORMANCE

The Period of Performance begins July 1, 2021 and ends June 30, 2023.

D) MATCHING FUNDS REQUIREMENT

Applicants are not required to have matching funds as part of their grant proposal.

3) ELIGIBILITY INFORMATION

A) ELIGIBLE APPLICANTS

Applicants must be an organization dedicated to the expansion of rail capacity at an existing intermodal facility in the state connected to and served by a class I railroad.

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 Intermodal Facility Grant Request for Grant Proposals (RFGP) applications as posted on the NDDA website at <https://www.nd.gov/ndda/intermodal>.

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 2021 Intermodal Facility Grant 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 for capital construction projects that will expand rail capacity to support economic and workforce development and growth and enhance the value of agriculture and commercial products exported through an intermodal facility in North Dakota.
- 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 grants 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 applicants 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 RFGR or final reports to the NDDA website
- Reject any or all RFGR received
- Waive or modify minor irregularities in RFGR 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. 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:

- Program Summary
- Program Approach
- Goals and Outcomes Achieved
- Beneficiaries
- 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.

D) PAYMENT

Requests for reimbursements will be first half on execution of NOGA and the final half upon approval and acceptance of final report has been received. R-reimbursement request must include an itemized invoice and documentation of the work or expenses for which payment is requested. Itemization shall include the purpose, amount, and date incurred. Applicants must provide assurance that the work has been completed (i.e. include receipts, invoices) and clearly outline expenditures.

E) CONTACT

For questions or assistance, please contact:

North Dakota Department of Agriculture

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