

Nine Mile Creek Watershed District 2008 Grant/Cost Share Program Guidelines and Summary

Overview

The Nine Mile Creek Watershed District (NMCWD) Grant/Cost Share Program offers financial assistance for efforts that protect and improve water and natural resources within the Nine Mile Creek Watershed.

Purpose

Grant/Cost Share funds may be used by public or private landowners implementing projects that support one or more of the following:

- Improve water quality or increases the capacity of the watershed to store water;
- Preserve, protect, and restore native plant and wildlife communities, with emphasis on lakes, rivers, and wetlands;
- Protect and preserves groundwater quality and quantity;

Available Funds

The NMCWD has allocated \$105,000 for the Grant/Cost Share program and projects for 2008. The NMCWD will accept applications year round until the funds are depleted for the year. The minimum grant amount available is \$500.00. The maximum grant amount is \$3,000 for residential projects, and \$25,000 for commercial and government projects. District funds are a reimbursement up to a 75% match for materials and labor. The funds must be used within one year of receiving grant approval. Cost-share dollars will be allocated on a reimbursement basis upon submittal of a project progress report and paid receipts.

Eligibility

- All residents of the NMCWD
- Not-for profit and religious organizations
- Governmental agencies
- Businesses and corporations located with the NMCWD
- Public and private schools located within the NMCWD

Eligible Expenses

The NMCWD may offer to fund all of or a portion of the application. Projects completed or in progress when approved are not eligible for funding. A land management plan and contract must be approved by NMCWD prior to commencement. Outside engineering or consulting fees are eligible for reimbursement. Submitted projects must be for items above and beyond permit program requirements. NMCWD cost-share dollars can only be used to pay for native plants in the projects although projects may use cultivars and non-native plants in the overall design. In-kind contributions up to 25% of the match requirement will be considered for matching contributions.

Examples of eligible projects include:

- Rain gardens
- Redirect water runoff projects

- Pervious asphalt and pavers
- Volume reduction and runoff treatment practices (infiltration basins & trenches, cisterns, green roofs, bio filtration)
- Unique solutions for soil erosion and sediment control practices
- Native habitat restoration with priority given to waterways, lakes, buffers, and ponds.
- Shoreland and streambank restoration projects

Evaluation Criteria

Priority will be given to projects which:

- Border water resources, are within priority drainage areas, or provide water quality treatment for large parcels of land
- Provide high visibility sites or educational value
- States clear activities and goals that support one or more of the above fund purposes
- Provide a comprehensive site plan that includes multiple objectives
- Contain concisely defined, measurable results
- Demonstrate strong partnerships and/or local citizen support including neighborhood involvement
- Provide a reasonable budget, work plan, and timeline,
- Are ready to begin as soon as seasonal conditions allow

Funding Agreement

Each applicant selected will be required to enter into a cost-share and maintenance agreement with the NMCWD for five (5) years defining the obligations of the applicant and the NMCWD. This includes, but is not limited to, such items as promoting and acknowledging the NMCWD sponsorship, reporting, payment schedule, terms of the agreement and use of funds, cost overruns, and cancellation. The agreement also allows the District access to the project area for evaluation and promotion of the project. Applicant is responsible for securing all permits necessary for the work. Funding will only cover work done after the agreement has been signed. For projects receiving \$10,000 or more, the District may require an agreement up to ten (10) years.

Reporting Requirements

As the project progresses, yearly reporting with photo documentation will be submitted to the NMCWD as defined in the agreement. This will be done using the work plan, timeline and budget submitted as part of the application. Within 30 days of the completion of the project, the applicant will complete and submit a draft project summary report to the NMCWD. A progress report and copy of paid receipts will be required when requests for reimbursement are submitted.

Submission of application

The NMCWD will accept project applications from May 1, 2008 through July 15, 2008. Any unused funds will be granted on a first come basis. Applications can be downloaded from the NMCWD website (www.ninemilecreek.org) or requested from our general phone number (952- 835-2078) or e-mail: kbigalke@ninemilecreek.org.

The grant proposal as a whole should not exceed 7 pages, including cover sheet, 2-3 page narrative, 1 page work plan and timeline, map with sketch of project, and a 1 page budget. Minimum font size is 10 point.

The applications should be signed and dated. If sending an electronic application; it should be submitted as one complete word document with the work plan, budget, and supporting materials integrated into the document. No faxed applications will be accepted.

Applications can be sent via e-mail to Kevin D. Bigalke at:

kbigalke@ninemilecreek.org

Applications can be sent via US Mail to:

Kevin D. Bigalke
Nine Mile Creek Watershed District
7710 Computer Avenue, Suite 135
Edina, MN 55435

Grant/Cost Share Application

Cover Page

2008 Nine Mile Creek Watershed District Grant/Cost Share Application

LANDOWNER INFORMATION

Name of Landowner:

Address:

Cite, State, Zip:

Primary Phone:

Secondary Phone:

Fax:

E-mail:

Contact Person regarding this application:

Title:

Phone:

E-mail:

Is your organization an IRS 501(c)(3) not-for-profit? Yes NoIF NO, is your organization a public agency or local government unit? Yes No**Proposal Information**

Please give a 2-3 sentence summary of request (include project title):

Project Dates:

Dollar amount requested:

Total project budget:

Geographic Area/Community Served:

Population Served:

Subwatershed:

Legal description of property for deed records:

How did you hear about the grant/cost share program? Please be as specific as possible.

Authorization

Name of landowner or responsible party: _____

Signature: _____ Date: _____

1. Landowner Narrative:

- A) Describe your property, history of the site and the past management of the land.

- B) List other key participants and their roles.

2. Project Narrative:

- A) Describe the issue to be addressed.

- B) Describe clearly the project objectives and expected outcomes.

- C) Describe how the project objective supports one or more of the Grant/Cost Share purposes.

3. Project Details:

- A) Attach a project work plan and timeline. Please include a detailed plant list if applicable.

- B) Attach a project budget.

4. Project Evaluation:

- A) Describe how the project will be monitored and evaluated.

- B) How will the results be shared and to whom?

- C) What additional project(s) could be initiated from the result of this project?

Cost Estimating Worksheet

Labor for your project (Complete only if using a contractor)

Task	Time allotted	Number of workers needed for task	Total hours	Rate/hour of contractor	\$ Total for line item
				\$ /hr	
				\$ /hr	
				\$ /hr	
				\$ /hr	
				\$ /hr	
				\$ /hr	
				\$ /hr	
				\$ /hr	
Other				\$ /hr	

Labor Total = _____

Materials for your project

Materials	Unit Costs	Multiplier	\$ Total for line item

Materials Total = _____

- (A) Labor Total: _____ (contractor costs only)
- (B) Materials Total: _____
- (C) Project Total: _____ (A +B)
- (D) Grant Request: _____ (75% of C)