



Nine Mile Creek Discovery Point  
12800 Gerard Drive  
Eden Prairie, MN 55346  
(952) 358-2276  
ninemilecreek.org

## GROUNDWATER CONSERVATION GRANT GUIDELINES

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### Cost Share Program

The Nine Mile Creek Watershed District's (NMCWD) cost share program supports three types of grants: stewardship grants, native habitat restoration grants, and groundwater conservation grants.

The goals of the cost share program are:

- Improve water quality or increase the capacity of the watershed to store or infiltrate water
- Protect and preserve groundwater quality and quantity
- Preserve, protect, and restore native plant and wildlife habitats, with emphasis on projects adjacent to or near lakes, rivers, and wetlands

### GROUNDWATER CONSERVATION GRANTS OVERVIEW

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Groundwater conservation grants fund municipal projects that conserve groundwater resources or promote groundwater conservation through education and/or behavior change in the Nine Mile Creek watershed.

Examples of projects include groundwater conservation rebate programs, smart water meter programs, water audits, groundwater related workshops, and groundwater conservation educational materials.

Groundwater conservation grant funds are available for implementing projects that support one or more of the following goals:

- Protect and preserve groundwater quality and quantity
- Promote groundwater conservation through education and/or behavior change

### ELIGIBILITY

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#### Who May Apply?

Groundwater conservation grant funding is only available for municipalities within the Nine Mile Creek Watershed District boundaries (Bloomington, Eden Prairie, Edina, Hopkins, Minnetonka, and Richfield).

#### Project is in the Watershed

All physical projects, such as water audits, installation of smart water meters, rebates given for irrigation controllers, etc., must take place within the Nine Mile Creek watershed. Education and outreach or behavior change activities must primarily work to reach audiences within the Nine Mile Creek watershed.

Determine if projects are within the watershed by checking the "Are you in the watershed?" map at: [ninemilecreek.org/are-you-in-the-watershed](http://ninemilecreek.org/are-you-in-the-watershed) or contact NMCWD at 952-358-2276.

## **Types of Projects**

Examples of eligible projects include:

- Support for city run programs, like water conservation rebate programs
  - Examples: WaterSense fixtures, toilets, sprinkler bodies, and irrigation controllers; rain sensors and rain barrels (Energy Star appliances will not be funded through this program)
- Water audit programs
  - Examples: water audit implementation within a city or water audit consultation fees
  - Implementing recommendations from water audits
- Funding for education programs and materials about groundwater conservation
  - Examples: turf maintenance or turf alternatives workshops, purchasing education materials and tools for teaching about groundwater conservation (groundwater models)
- Smart water meter programs

This is not an exhaustive list. Other projects may be eligible for funding if they support the NMCWD's goals stated above. Please contact the NMCWD with project ideas.

## **FUNDING AND EXPENSES**

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Grants are awarded for up to 90% of a project's cost, on a reimbursement basis for project implementation. The applicant must provide a minimum of 10% match on the grant.

### **Grant Awards**

The maximum grant award is \$25,000, and the maximum grant funding an applicant can receive in a year is \$25,000.

In 2021, NMCWD has \$100,000 in grant funding available for groundwater conservation grants.

### **Eligible Expenses\***

- Consultant or contractor fees
- Rebate funding
- Educational workshops or materials
- WaterSense fixtures
- Irrigation controllers
- Rain sensors
- Rain barrels and cisterns

\*This is not an exhaustive list and only materials purchased, and consultant/contractor/city staff time expended after a grant agreement is signed are eligible for reimbursement.

### **In-Kind Contributions**

In-kind contributions are eligible for required grant match. City staff time is eligible as an in-kind contribution for grant match.

## **Ineligible Expenses**

NMCWD staff and board reserve the right to determine the eligibility of expenses. The following items are ineligible for reimbursement:

- Energy Star appliance rebate funding

## **PROJECT PERIOD**

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Grantees have up to one-year to complete the groundwater conservation grant project from when the grant agreement is signed.

## **AGREEMENT**

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Each grantee is required to enter into a Cost Share Grant Agreement with the NMCWD.

The agreement defines 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 applicant is responsible for securing all permits necessary for work, if required.

## **PAYMENT SCHEDULE**

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All payments from NMCWD to the grantee are reimbursement based. Requests for reimbursement require documentation such as receipts or paid invoices.

NMCWD can reimburse funds throughout the grant period, as requested by the grantee, up to the final 10% of the grant. The final 10% of the grant is reimbursed upon successful completion of the project, documentation of grant match, and submission and approval by NMCWD staff of a final report.

To receive reimbursement during the grant period, documentation of expenses must be submitted to the NMCWD, along with a progress report. Reporting and reimbursement forms are available at: [www.ninemilecreek.org/get-involved/grants/groundwater-grants](http://www.ninemilecreek.org/get-involved/grants/groundwater-grants)

## **PROJECT REPORTING REQUIREMENTS**

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Final Report: Within 30 days of project completion, the grantee must submit a final report to the NMCWD.

Reimbursement Requests: A progress report and documentation of expenses is required when requests for reimbursement are submitted. 10% of the grant is held until the project is done.

Reporting and reimbursement forms are available at: [www.ninemilecreek.org/get-involved/grants/groundwater-grants](http://www.ninemilecreek.org/get-involved/grants/groundwater-grants)

## **SUBMISSION OF APPLICATION**

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Applications materials and instructions are available by request from Erica at [esnigowski@ninemilecreek.org](mailto:esnigowski@ninemilecreek.org) or at: [www.ninemilecreek.org/get-involved/grants/groundwater-grants](http://www.ninemilecreek.org/get-involved/grants/groundwater-grants)

### **Application Check List**

- ✓ Groundwater conservation grant application
- ✓ NMCWD budget form

Send applications by e-mail to Erica at: [esnigowski@ninemilecreek.org](mailto:esnigowski@ninemilecreek.org). Staff will send a confirmation that the application was received.

**Applications are accepted on a rolling basis until the yearly grant funding is exhausted.**

Contact Erica at NMCWD with questions: [esnigowski@ninemilecreek.org](mailto:esnigowski@ninemilecreek.org) or 952-358-2276.

## **EVALUATION OF APPLICATIONS**

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This is a summary of the process of review and funding of groundwater conservation grants.

1. A staff review panel will review grant applications on a rolling basis within three weeks of the application being received by the NMCWD.
2. The review panel will make a funding recommendation, which will go to the District Administrator for review and approval.
3. Applicants are notified of the funding decision within a month of the grant application being received by the NMCWD.
4. NMCWD staff will update the NMCWD Board of Managers on the administratively approved grants.