

A non-profit organization dedicated to



maintaining our fish & wildlife heritage

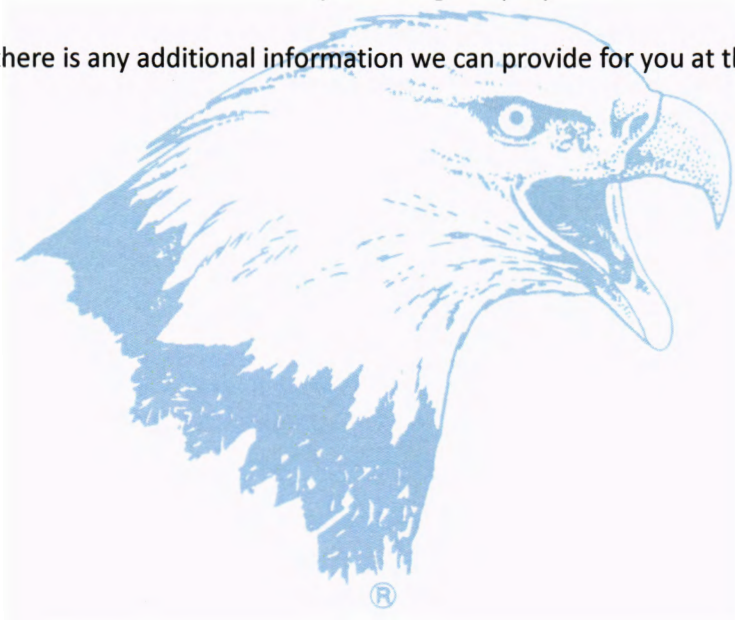
May 1, 2019

Outdoor Heritage Fund Program
State Capitol - Fourteenth Floor
600 East Boulevard Av. Dept 405
Bismarck, ND 58505

Dear OHF Grant Committee,

Please see the enclosed grant application titled, "Prairie City USA", by Wildlife Forever. We look forward to hearing back from the review committee and presenting our proposal.

Please let us know if there is any additional information we can provide for you at this time.



Sincerely,

A handwritten signature in black ink, which appears to read "Dane Huinker". The signature is written in a cursive, flowing style.

Dane Huinker
Conservation Program Manager

Outdoor Heritage Fund Grant Application



Instructions

After completing the form, applications and supporting documentation may be submitted 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. It is preferred that both a hard copy and electronic copy are submitted.

You are not limited to the spacing provided, except in those instances where there is a limit on the number of words. If you need additional space, please indicate that on the application form, answer the question on a separate page, and include with your submission.

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. **Applicants are strongly encouraged to submit applications prior to the deadline for staff review in order ensure that proposals will be complete when submitted on deadline date.** Incomplete applications may not be considered for funding.

Please review the back of this form to determine project eligibility, definitions, budget criteria, and statutory requirements.

Project Name: Prairie City USA

Name of Organization: Wildlife Forever

Federal Tax ID#: 36-3566121

Contact Person/Title: Dane Huinker / Conservation Program Manager

Address: 5350 Hwy 61 N Ste. 7

City: White Bear Lake

State: MN

Zip Code: 55110

E-mail Address: dhuinker@wildlifeforever.org

Web Site Address (Optional): www.wildlifeforever.org

Phone: 763-253-0222

Fax # (if available): 763-560-9961

List names of co-applicants if this is a joint proposal: United Prairie Foundation

MAJOR Directive:

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:

Choose all that apply

Directive A.

Directive B.

Directive C.

Directive D.

Type of organization:

State Agency

Political Subdivision

Tribal Entity

Tax-exempt, nonprofit corporation.

Abstract/Executive Summary.

Summarize the project, including its objectives, expected results, duration, total project costs and participants. (no more than 500 words)

Prairie City USA is a community-based restoration initiative that permanently restores underutilized municipal green spaces into native prairie and pollinator habitat. Our project aims to permanently restore 40 different sites within 20 communities throughout eastern North Dakota, laying the foundation for the first official *Prairie City USA* cities in the state.

The project will begin by targeting communities interested in becoming a part of the program (2019). Once a community has been identified, we will work to develop local Natural Resource Advisory Committees (NRAC), made up of key stakeholders, to help guide the community through site selection, long-term maintenance, and future expansion to meet the *Prairie City USA* criteria (2019-2021). Funding from the OHF

will provide these identified sites with local ecotype prairie seed and plugs and educational signage to educate the local community of the importance of creating pollinator habitat (2020-2021).

The impacts of this project will be two-fold. First, restored prairies will provide ecological impacts including diverse pollinator habitat, improved surface water quality through soil stabilization, and improved ground water quality through infiltration and storage. Secondly, we will engage the community with conservation education by hosting volunteer work events to maintain project sites and educate youth about prairie conservation. Signage will be created and posted at restoration sites to educate visitors about the program and benefits to wildlife, water quality and how to implement prairie conservation best practice.

The mission of *Prairie City USA* is, “Building stronger communities through integrated prairie habitat, conservation best practices and civic leadership.” The program was created out of need to make prairie common again in a region where less than 1% of its original range remains, due to urban development and agricultural land use. This fragmentation has resulted in the drastic reduction and endangerment of wildlife and pollinators that still depend on prairie ecosystems for survival. This model program has tremendous scalability in North Dakota. Educating youth and others on the project benefits will also enhance greater adoption of prairie and pollinator friendly practices. Through civic leadership and permanently restoring underutilized community spaces into prairie habitats, conservation best practices will become mainstream, creating significant ecological benefits to fish, wildlife and the public.

Project Duration: 2 years (2019-2021)

Indicate the intended schedule for drawing down OHF funds.
Funds will be requested from OHF in late 2019.

Amount of Grant request: \$69,035

Total Project Costs: \$108,486
Note: in-kind and indirect costs can be used for matching funds.

Amount of Matching Funds: \$
A minimum of 25% Match Funding is required. Indicate if the matching funds will be in-kind, indirect or cash. 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.

Amount of Match	Funding Source	Type of Match
\$2,977	Valley City State University	<input type="checkbox"/> Cash <input checked="" type="checkbox"/> In-Kind <input type="checkbox"/> Indirect
\$3,000	Cass County Soil Conservation District	<input checked="" type="checkbox"/> Cash <input type="checkbox"/> In-Kind <input type="checkbox"/> Indirect
\$20,130	United Prairie Foundation	<input type="checkbox"/> Cash

		<input checked="" type="checkbox"/> In-Kind <input type="checkbox"/> Indirect
\$13,344	Wildlife Forever	<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind <input checked="" type="checkbox"/> Indirect
\$		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind <input type="checkbox"/> Indirect
\$		<input type="checkbox"/> Cash <input type="checkbox"/> In-Kind <input type="checkbox"/> Indirect

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 in the back 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)

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. 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. Note: 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.

For tree/shrub/grass plantings: 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.

For projects including Section 319 funding: provide in detail the specific best management practices that will be implemented and the specific projects for which you are seeking funding.

For projects including fencing: A minimum cost share of 40% by the recipient is preferred. Include detailed information on the type of fencing to be installed, whether funding is requested for boundary fencing, new or replacement of existing fencing, and/or cross fencing.

Is this project part of a Comprehensive Conservation Plan? Yes No

If yes, provide a copy with the application.

Note: Projects involving buildings and infrastructure will only be considered if part of a Comprehensive Conservation Plan. Please refer to the "Definitions" section at the back of the form for more details.

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.

Dane M. Huinker, Principle Investigator/Project Manager

Dane Huinker is the Conservation Program Manager for Wildlife Forever. He has been working to restore native plant communities with public and private landowners for over 6 years with a variety of organizations: Luther College Land Stewardship, Iowa Natural Heritage Foundation, Conservation Corps of Minnesota and Iowa, U.S. Fish and Wildlife Service, Jackson Soil and Water Conservation District, and most recently with Wildlife Forever. With Wildlife Forever he has worked extensively in the West Central Minnesota region restoring hundreds of acres of native prairie and wetland habitats through collaboration with the Minnesota DNR, U.S. Fish and Wildlife Service and the United Prairie Foundation. He is a certified Conservation Easement Monitor with the Minnesota Land Trust, holds FFT2 Wildland Firefighting Certification, and is a Minnesota Certified Pesticide Applicator.

Evaluation – Describe your plan to document progress and results.

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.

Success will be measured by the number of acres restored, communities participating, and volunteers engaged.

Financial Information

Project Budget – Use the table below to provide an itemized list of project expenses and describe the matching funds being utilized for this project.

Indicate 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. **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.)

Certain values have been identified for in-kind services as detailed under "Budget Information" at the back of this form. Refer to that section and utilize these values in identifying your matching funds.

NOTE: No indirect costs will be funded. Supporting documentation for project expenses, including bids, must be included or application will be considered incomplete.

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
Plant / Seed	\$58,100	\$	\$	\$	\$	\$58,100
Educational Prairie Installation	\$	\$	\$20,130	\$	\$5,977	\$26,107
Educational Signage	\$5000	\$	\$	\$	\$	\$5000
Admin	\$5,935	\$	\$	\$13,344	\$	\$19,279
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
Total Costs	\$69,035	\$	\$20,130	\$13,344	\$5,977	\$108,486

Note: Costs for seeding, fencing, pipelines, wells, and cover crops cannot exceed NRCS Field Office Tech Guide without justification. Projects involving perimeter fencing must follow NRCS eligibility standards.

Budget Narrative – Use the space below to provide additional detail regarding project expenses.
Grant Funds

Educational prairie plantings will utilize 8,000 bare root plants at \$7.00 each = \$56,000. Seed for establishment of the Valley City State University prairie will cost \$2,000.

Each of the 40 prairie plantings will receive educational signage at \$125 each for a total of \$5,000.

Admin costs will cover grant reporting and overall project coordination = \$5,935

Total Grant Funds = \$69,035

In-Kind

VCSU Prairie Establishment (In-kind)

Site preparation roundup herbicide application x 2 = \$35

Site prep mileage 168 miles x federal rate (\$0.545) = \$92

Labor 10 hours x \$15/hr = \$150

VCSU weed and project management 3 years 180 hours x 15 hr = \$2,700

Total weed and project management 3 years 180 hours x 15

Cass County Soil Conservation District (In-kind)

Cash Match towards Educational Prairie Establishment - 3,000

Total CCSCD In-Kind = 3,000

Educational Prairie Establishment (In-kind)

Travel – 5 trips, One for community meeting, two for establishing NRAC, 1 for collecting locally sourced seed and one to install the educational prairie planting. 140 miles per trip x 5

trips = 700 miles x 20 Prairie City USA establishments = 14,000 total miles @ federal rate of .545 per mile = \$7,630.

Program site visit labor 5 hours x 4 trips to establish x 20 Prairie City USA Communities 400 hours x \$15hr = \$6,000.

The establishment of 40 Educational Prairies include labor, North Dakota payroll taxes, North Dakota Workman's Compensation, other incidental project costs and for supplies such as weed barrier and herbicide. 5 hours x 40 plantings = 200 hours x \$30 = \$6,000

Misc. prep supplies to include weed barrier and herbicide. \$500

Total United Prairie Foundation Educational Prairie Establishment = \$20,130

Wildlife Forever Admin (In-kind)

Federally approved indirect cost rate of 19.33% = \$13,344

Total All In-Kind = \$39,451

Sustainability – Indicate how the project will be funded or sustained in future years.

Include information on the sustainability of this project after OHF funds have been expended and whether the sustainability will be in the form of ongoing management or additional funding from a different source.

Restoration sites will be located on public land where we can ensure the long-term protection of the restored resources. In addition, to meet the Prairie City USA criteria, each community must commit to maintaining the restoration sites using our best management practice guidelines.

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

This project is scalable and partial funding will result in fewer communities engaged and acres restored.

Partnership Recognition - If you are a successful recipient of Outdoor Heritage Fund dollars, how would you recognize the Outdoor Heritage Fund partnership? * *There must be signage at the location of the project acknowledging OHF funding when appropriate.*

The education signage at each of the restoration sites will feature an acknowledgement of OHF funding.

Awarding of Grants - Review the appropriate sample contract for your organization on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm>.

Can you meet all the provisions of the sample contract? Yes No

If there are provisions in that contract that your organization is unable to meet, please indicate below what those provisions would be:

ABOUT OHF:

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:

- Litigation;
- Lobbying activities;
- 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;
- The acquisition of land or to encumber any land for a term longer than twenty years; or
- 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.

OHF funds may not be used, except after a finding of exceptional circumstances by the Industrial Commission, to finance:

- 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 Definitions/Clarifications 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 Definitions/Clarifications 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 Definitions/Clarifications 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.

The goal of the Industrial Commission is that at a minimum 15% of the funding received for a biennium will be given priority for recreation projects that meet Directive D.

The following projects are not eligible for funding, unless there is a finding of exceptional circumstances by the Industrial Commission include:

- Construction or refurbishment of indoor/outdoor ice rinks,
- Construction or refurbishment of indoor/outdoor athletic courts and sports fields,
- Other substantially similar facilities.
- Infrastructure that is not part of a comprehensive conservation plan.
- Projects not meeting a minimum funding request of \$2,500.

Budget Information

In-kind services used to match the request for Outdoor Heritage Fund dollars shall be valued as follows:

- Labor costs \$15.00 an hour
- Land costs Average rent costs for the county as shown in the most recent publication of the USDA, National Agricultural Statistics Services, North Dakota Field Office
- Permanent Equipment Any equipment purchased must be listed separately with documentation showing actual cost. (For example: playground equipment)
- Equipment usage Actual documentation
- Seed & Seedlings Actual documentation
- Transportation Mileage at federal rate
- Supplies & materials Actual documentation

More categories will be added as we better understand the types of applications that will be submitted. We will use as our basis for these standards other State and Federal programs that have established rates. For example, the North Dakota Nonpoint Source Pollution Management Program has established rates. If your project includes work that has an established rate under another State Program, please use those rates and note your source.

Definitions/Clarifications:

Building - Defined as "A structure with a roof either with walls or without walls and is attached to the ground in a permanent nature."

Comprehensive Conservation Plan - Defined as "A detailed plan that has been formally adopted by the governing board which includes goals and objectives--both short and long term, must show how this building will enhance the overall conservation goals of the project and the protection or preservation of wildlife and fish habitat or natural areas." This does not need to be a complex multi-page document. It could be included as a part of the application or be an attachment.

New and Expanded Recreational Project means that the proposed building cannot be a replacement of a current building. The proposed building must also be related to either a new or expanded recreational project--either an expansion in land or an expansion of an existing building or in the opportunities for recreation at the project site.

Playground equipment calculation - Only the actual costs of the playground equipment (a bid or invoice showing the amount of the equipment costs must be provided) - cannot include freight or installation or surface materials or removal of old equipment, etc.

Staffing/Outside Consultants Costs - If you are requesting OHF funding for staffing or for an outside consultant, you must provide information in your application on the need for OHF funding to cover these costs. For example, if you are an entity that has engineering staff you must explain why you don't have sufficient staff to do the work or if specific expertise is needed or whatever the reason is for your entity to retain an outside consultant. If it is a request for reimbursement for staff time then a written explanation is required in the application of why OHF funding is needed to pay for the costs of that staff member(s)' time. **The budget form must reflect on a separate line item the specific amount that is being requested for staffing and/or the hiring of an outside consultant.** This separate line item will then be used to make the calculation of 5% or 10% as outlined in the law. Note that the calculation will be made on the grant less the costs for the consultant or staff.

Scoring of Grants

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.

All applications will be scored by the Outdoor Heritage Fund Advisory Board after your ten-minute oral presentation. The ranking form 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.

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 Andrea Pfennig at 701-328-3786 or apfennig@nd.gov.

Revised: September 14, 2018



1665 43rd Street S Ste. 103
Fargo ND 58103
Phone: (701) 282- 2157 extension 3
Fax: (701) 282-9203
Website: www.cassscd.org

Wildlife Forever
5350 Hwy 61 N, Suite 7
White Bear Lake, MN 55110

Letter of Support for Prairie to the People

To Whom It May Concern:

The mission of the Cass County Soil Conservation District is to inform, educate, and provide leadership in conservation and stewardship of soil, water and related natural resources. In keeping with that mission, it is important for us to partner with and support other organizations that can help promote our mission. The United Prairie Foundation and Wildlife Forever’s Prairie are 2 such organizations.

The UPF has been tireless in not only putting prairie on the ground, but working to educate the public on its importance to the landscape. This is critical, as our native prairies have all but disappeared from the landscape in eastern North Dakota. By planting and promoting native prairie, the public can bear witness to the beauty and importance of our native prairies.

The Cass County SCD is proud to partner with the UPF and Wildlife Forever. With a minimal staff, they are able to accomplish a great deal of work. Putting conservation on the ground is of utmost importance, and the UPF excels at that task. We are fully supportive of the grant application to bring Prairie to the People, and would put \$3,000 of our funds towards making it a reality.

Cass County SCD Operations Coordinator

DISTRICT SUPERVISORS	Brooks Whitmore Page	Warren Solberg Horace	Terry Hoffmann Wheatland	Brad Kellerman Davenport	Curt Knutson Page
DISTRICT STAFF	Jeff Miller Operations Coordinator	Amy Cole District Clerk	Tony Peterson District Technician	Eric Dahl 319 Watershed Coordinator	Ashley Fisk Urban Conservationist

*Cass SCD is an equal opportunity provider and employer
USDA is an equal opportunity provider, employer, and lender.*