

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: Grand Forks Area Prairie Management Toolbox Phase II

Name of Organization: Audubon Dakota

Federal Tax ID#: 13-1624102

Contact Person/Title: Marshall Johnson, Executive Director

Address: 2315 University Drive North, Suite 15

City: Fargo

State: North Dakota

Zip Code: 58012

E-mail Address: mejohanson@audubon.org

Web Site Address (Optional): Dakota.audubon.org

Phone: 701-298-3373

Fax # (if available)

List names of co-applicants if this is a joint proposal

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)

The Grand Forks Area Prairie Management Toolbox (GFAPMT) Phase II will provide forage and habitat enhancement resources to landowners within the Grand Forks area, across four counties – Grand Forks, Eddy, Foster, and Nelson. Project activities are focused within the Grand Forks County Prairie, a conservation planning and restoration area dedicated to the rare saline prairie landscape encompassing over 300,000 acres. Support emphasis will be placed on 6,500 acres within the Grand Forks area.

This project is building on the success of the Grand Forks County Prairie Management Toolbox Phase I, initiated in 2017 by a \$121,220 OHF grant award. Phase I will be completed on July 31st, 2020 and will impact 4,878 acres through invasive species removal, prairie restoration, and grazing infrastructure support.

For this OHF grant application, Audubon Dakota is requesting financial support for GFAPMT, from January 1, 2020 to December 31, 2022. Audubon Dakota will lead funding distribution by working with landowners in need of financial support for projects related to GFAPMT goals. The GFAPMT goals include providing financial and technical assistance and conserving the unique alkaline grassland ecosystem through conservation practices, such as invasive species removal and supporting grazing infrastructure on 6,500 acres.

Total project costs associated with GFAPMT equal \$1,924,821. Audubon Dakota is requesting \$1,268,170 in OHF support.

Project Duration: January 1, 2020 to December 31, 2022

Indicate the intended schedule for drawing down OHF funds.

April 2020 to October 2020, April 2021 to October 2021 – Grazing infrastructure

January 2020 to December 2022 – Invasive species removal

Amount of Grant request: \$ 1,268,170

Total Project Costs: \$1,924,821

Note: in-kind and indirect costs can be used for matching funds.

Amount of Matching Funds: \$ 656,651

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
\$108,225	Audubon Dakota	Indirect
\$41,580	Audubon Dakota	In-Kind
\$184,646	Landowners	Cash
\$310,200	Landowners	In-Kind
\$10,000	ND Natural Resources Trust	Cash
\$2,000	ND Natural Resources Trust	In-Kind

Certifications

I certify that this application has been made with the support of the governing body and chief executive of my organization.

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)

Audubon Dakota is the North and South Dakota state program within the National Audubon Society. Since 1905, the National Audubon Society has been focused on conserving bird habitat, promoting avian education, and engaging individuals and communities in a variety of activities and opportunities. Audubon Dakota as a state program was instituted in 1997, however Audubon’s role in the Dakotas spans back to the mid-1970s.

The mission of the National Audubon Society is to protect birds and the places they need, today and tomorrow, throughout the Americas using science, advocacy, education, and on-the-ground conservation.

Audubon seeks partnerships that advance its habitat conservation goals, including supporting grassland habitat projects and the ranching industry. As a state office, Audubon Dakota has eight full time staff members for the two-state region (North and South Dakota). Audubon Dakota’s Advisory Board is comprised of eight North Dakota citizens. Currently, Audubon Dakota directly manages roughly 5,000 acres within the state. Audubon Dakota is also working on a habitat enhancement project on urban acres in Fargo, and the Conservation Ranching Initiative throughout the Dakotas. In all of our programs, the efforts and cooperation of our supporters is crucial to our success and the conservation of bird habitat in the Dakotas.

Purpose of Grant – Describe the proposed project identifying how the project will meet the specific directive(s) of the Outdoor Heritage Fund Program



*Figure 1: Draxton Family in front of 363 acre fencing project funded through GFAPMT Phase I.
Photo: Sarah Hewitt, Audubon. 2018*

The second phase of the Grand Forks Area Prairie Management Toolbox, if funded, will begin January 1, 2020 and continue until December 31, 2022. GFAPMT will provide private landowners the financial and technical assistance for conservation focused agricultural practices, while protecting enrolled acres between 5 to 10 years.

GFAPMT will support grazing systems on 1,500 acres. Acres with grazing systems provided through the Toolbox will enter into a 10-year non-conversion agreement with Audubon Dakota. Fencing type includes barbwire multi-strand boundary fencing (45,000 feet) and electric high-tensile cross fencing with energizer (25,000 feet). This goal meets Directives B and C.

An additional objective of GFAPMT is to provide financial support for invasive woody vegetation removal on 5,000 acres. Acres receiving invasive species removal through the Toolbox will enter into a 5-year non-conversion agreement with Audubon



Figure 2: NDWF's "Ask Before You Enter" Metal Sign

Dakota. To receive this service, landowners will be asked to open their project acres for public access by either applying to PLOTS (if not already enrolled) or post "Ask Before You Enter Signs" provided for free by the North Dakota Wildlife Federation. This meets Directives A and C.

Currently, five of the interested landowners' CRP acres are eligible for PLOTS as indicated by the North Dakota Game and Fish Department.

This project is building on the success achieved through the Grand Forks County Prairie Management Toolbox initiated in 2017 through a \$121,220 North Dakota OHF grant. Over the last two years, more than 4,800 acres were enhanced through invasive species removal (specifically woody vegetation), prairie restoration, and grazing infrastructure support. The enhancement of these prairie tracts directly benefit landowners through increased forage production and profitability, while improving habitat quality for birds and other wildlife species.

The GFPP in northeast North Dakota, encompassing over 70,000 acres of rare saline prairie, is one of the few remaining prairie tracts left in the North American tallgrass prairie range, and is a priority conservation area for the Grand Forks County Prairie Partners (GFPP), of which, Audubon Dakota is an active member.

Unfortunately, within the Grand Forks County Prairie area, the unique alkaline soils encourage the rapid spread of Russian olives and other tree species. Grassland acres not routinely managed become highly invaded. Financial assistance for woody invasive species removal on grassland acres is not offered through existing cost-share programs such as CRP, resulting in the financial burden of removal placed on the landowner.



Figure 3: Russian Olive Tree Removal in Grand Forks County, Phase I. Photo: Carla Kramer. 2018

Though the invasive species removal tool through the GFAPMT will assist landowners in the removal of all woody species invading grassland acres, emphasis will be on Russian olive removal. This particular species distributes quickly, leading to a major land management challenge for individual landowners (Sing and Delaney 2014). In a grassland habitat, Russian olives easily crowd out native plant species and even alter soil chemistry, modifying the native plant community (Zouhar 2005). Grouse species, such as sharp-tailed grouse and greater prairie chicken, and grassland nesting birds, such as bobolink and western meadowlark (all four species are Species of Conservation Priority Level II, ND State Wildlife Plan 2015), avoid habitat with tree encroachment as these areas are degraded and the present trees provide perches for nest predators. Though cattle will occasionally consume the leaves of Russian olive, the tree provides no forage value and leads to diminished habitat quality (Zouhar 2005). Management of this species is a known challenge, with the most effective control method combining complete removal of the tree and root system, or cutting trees and following up with an herbicide application.

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.

Phase II of the GFAPMT will focus on grassland acres in the project area and projects identified through Phase I that did not receive assistance due to lack of funding. 6,500 acres will be impacted within the project period through grazing infrastructure installation and invasive species removal. Audubon Dakota has identified 1,543 of those acres for immediate invasive species removal.

For habitat projects yet to be identified, priority will be given to lands adjacent to fee title lands or other lands protected by conservation programs in order to enhance impact. Landowners interested in additional cost share or public access incentives will be directed to the Private Lands Open To Sportsmen (PLOTS) program through the North Dakota Game and Fish Department. If PLOTS is not of interest to the landowner, Audubon Dakota will provide a North Dakota Wildlife Federation “Ask Before You Enter” metal sign to open project acres for public access.

From Audubon Dakota, the staff members associated with the project will be Marshall Johnson, Sarah Hewitt, Jodi Meisch, and Juli Bosmoe. Marshall Johnson is the Executive Director of Audubon Dakota and has been leading conservation projects within North Dakota for the past 10 years. His background in business and his leadership skills make him a natural manager for this project. Sarah Hewitt, Audubon Dakota’s conservation programs manager has been with Audubon Dakota for 4 years, and, along with Marshall, has led the development and implementation of Audubon’s Prairie Management Toolbox program throughout Grand Forks, Stutsman, Sheridan, Burleigh, and Mclean counties. Jodi Meisch has been Audubon Dakota’s office manager for 1 year, and is responsible for administrating the Prairie Management Toolbox projects. Juli Bosmoe, an Audubon range ecologist since August 2019, provides on-the-ground technical assistance to landowners enrolled in the Prairie Management Toolbox.

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.

The GFAPMT project will be considered successful if acreage goals for each project objective are met, and landowners approve of the services received.

For grazing system support, Audubon Dakota and partners plan to impact up to 1,500 acres by collaborating with Grand Forks area landowners. An important aspect to grazing support is the technical assistance that Audubon and partners can provide to landowners aimed at enhancing forage productivity and sustainable land use. Each enrolled landowner will collaborate with an Audubon Dakota employee to develop a habitat management plan, detailing land management goals over the life of the project. Strategies to improve grassland productivity are incorporated into the habitat management plan, and are evaluated through site and cattle health monitoring reports by the landowner and Audubon staff. These evaluations will include the collection of avian and vegetation community data.

The GFAPMT will deliver woody invasive species removal on 5,000 acres. Of those acres, 1,543 acres are identified for immediate invasive species removal. Audubon staff evaluates the impacts of the invasive species removal. Data collected during these visits is integrated into the habitat management plan to inform future management needs. Data information will include baseline vegetation inventories and avian point count data, collected every 2 years.

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 (Indirect)	Other Project Sponsor’s Share	Total Each Project Expense
Livestock and Wildlife Friendly Grazing Systems	\$78,730		\$124,486	\$203,216
Invasive Species Removal	\$1,179,440		\$370,360 \$10,000 (NDNRT)	\$1,559,800
Contracted Services	\$10,000			\$10,000
Staff		\$41,580	\$2,000 (NDNRT)	\$43,580
Indirect Costs (24.66%)		\$108,225		\$108,225
Total Costs	\$1,268,170	\$149,805	\$506,846	\$1,924,821

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.

Livestock and Wildlife Friendly Grazing Systems: perimeter (barbed multi strand) and cross fencing (electric high tensile) were priced through 2019 or most up to date FOTG Allowable Costs, at the rates of \$1.40/ft and \$0.84/ft. respectively. The GFAPMT is expected to assist in the installation of 70,000 feet of total fence (combination of 45,000 ft. perimeter and 25,000 ft. cross fencing). Water System project expense rates are based on NRCS FOTG rates for wells (\$3,575/well, 3 wells), pipelines (\$2.63/ft. 2,000 ft.), solar-powered pump (\$2,754.99/pump, 5 pumps), rural water connection equipment (\$2,815.47/item, 2 connections), and tanks (\$1.41/gal, 8,000 gal.). Landowners will be responsible for 40% cost share of the grazing system expenses (\$52,486).

The future land management related to the new grazing infrastructure is captured as in-kind landowner match. Audubon Dakota will enroll at least five landowners who will dedicate 320 hours per year to their

grazing systems. Using OHF's labor cost of \$15/hr., the total in-kind match from landowners for this practice is \$72,000.

Invasive Species Control: Project expense rate is based upon the average estimate rates Audubon Dakota received from local tree service contractors (\$300/ac., 3,457 acres) and the contractor estimates that have been collected for the 1,543 acres requesting removal (estimates are attached), for a total impact of 5,000 acres. The contractor rates that have been collected do not exceed NRCS FOTG rates (\$660.23/acre). Landowners will be responsible for 10% of contractor costs for invasive species removal, for a total cash match of \$103,710. NDNRT has committed \$10,000 cash match to contribute to contract expenses related to invasive species removal.

Enrolled landowners will be responsible for post treatment enhancement, including brush management through chemical application or removal of cut trees. Landowner in-kind match was calculated for this practice using NRCS FOTG rate for Brush Management (314, mechanical, small shrubs, medium infestation) – of \$47.64/ac across 5,000 acres for a total in-kind match of \$238,200.

Contractual Services: Project expense rate was based upon industry average for cultural resource surveys of \$1,000/survey. Audubon expects to need to contract 10 surveys over the course of the project period.

Indirect rate: Audubon Dakota will be contributing indirect rate match of \$108,225. This indirect total is calculated based on 24.66% for the first \$25,000 of each expected project.

Staff: Audubon Dakota has committed \$41,580 in-kind match through project implementation and administration led by the office manager and eastern range ecologist. North Dakota Natural Resources Trust has committed \$2,000 in-kind match through project identification and coordination.

Project Implementation:

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.

GFAPMT will be a phased project, and will remain on going as long as the interest from landowners exist. Audubon Dakota is dedicated to seeking outside funding support through additional granting parties and foundations in order to sustain GFAPMT and ensure that the overall habitat management support resources it provides can be accessible to all within the Grand Forks area.

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

Audubon Dakota is seeking funding through avenues outside of the ND Outdoor Heritage Fund for the GFAPMT project. However, if the ND Outdoor Heritage Fund is unable to fund this portion of GFAPMT then program implementation will be delayed, which could lead to missed opportunities for effective conservation within the Grand Forks area.

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.**

At each participating site that utilizes GFAPMT and approves signage use, signage will be installed recognizing the financial support provided by OHF and other project supporters. Additionally, as the project is implemented within the Grand Forks area landscape, Audubon Dakota and partners will place an emphasis on promoting GFAPMT and project supporters through newspaper articles and local news exposure.

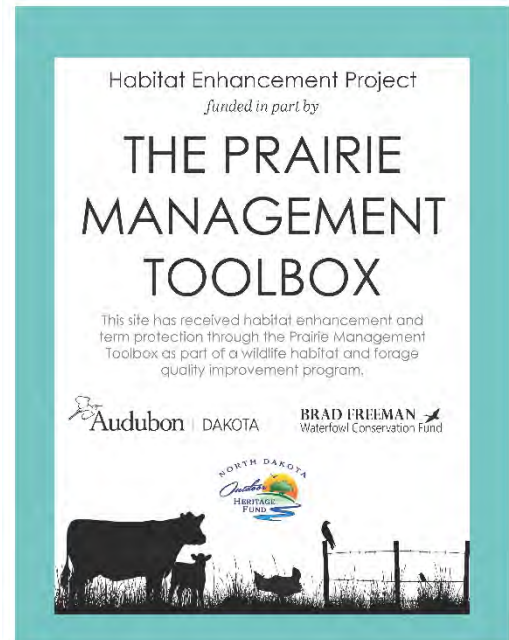


Figure 4: Prairie Management Toolbox Program Sign.

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:

Literature Cited:

Dyke, S.R., S.K. Johnson, and P.T. Isakson. 2015. North Dakota State Wildlife Action Plan. North Dakota Game and Fish Department, Bismarck, ND.

Sing, S.E. and K.J. Delaney. 2014. Current Knowledge and Attitudes: Russian Olive Biology, Ecology and Management, pp. 42– 62. In: Schwarzländer, M. and J.H. Gaskin, Eds. 2014 Proceedings of the 3rd Northern Rockies Invasive Plants Council Conference February 10-13, 2014. Airway Heights, WA. USDA Forest Service, Forest Health Technology Enterprise Team, Morgantown, West Virginia. FHTET-2016-03. 189 pp.

Zouhar, Kris. 2005. *Elaeagnus angustifolia*. In: Fire Effects Information System, [Online]. U.S. Department of Agriculture, Forest Service, Rocky Mountain Research Station, Fire Sciences Laboratory (Producer). Available: <https://www.fs.fed.us/database/feis/plants/tree/elaang/all.html>



North Dakota Natural Resources Trust
1605 E. Capitol Avenue, Suite 101
Bismarck, ND 58501-2102
Phone: (701) 223-8501

October 31, 2019

Karlene Fine, Executive Director
North Dakota Industrial Commission
ATTN: Outdoor Heritage Fund Program
State Capitol – Fourteenth Floor
600 East Boulevard Ave., Dept. 405
Bismarck, ND 58505

Dear Ms. Fine:

The North Dakota Natural Resources Trust's (Trust) mission is to preserve, enhance, restore, and manage wetlands and associated wildlife habitat, grasslands, and riparian areas in the state of North Dakota. We are writing in support of the Audubon Outdoor Heritage Funds grant proposal titled "Grand Forks Area Prairie Management Toolbox Phase II." The Trust will provide \$10,000 in cash match and \$2,000 of in-kind match.

From its inception, the Trust has played a role as facilitator between agricultural and conservation interests. In addition to facilitating and funding sound, on-the-ground conservation of natural resources, our goal is to identify common issues, create dialogue, and resolve conflicts. Along with our agricultural and conservation partners, the Trust advocates for recognition, appropriate development, and protection of North Dakota's unique natural resource values.

Consistent with the Trust's mission, this grant proposal will be a critical component for providing technical and financial assistance to landowners. Providing landowners with grassland management tools will deliver increased livestock production as well as increased wildlife conservation habitat creating a true "win-win situation."

We are happy to provide our endorsement of Audubon's grant proposal and look forward to the accomplishments.

Sincerely,

A handwritten signature in black ink that reads "Keith Trego". The signature is written in a cursive, flowing style.

Keith Trego
Executive Director



Eddy County, North Dakota

Office of County Auditor

524 Central Avenue

New Rockford, ND 58356

PH: (701) 947-2434 Ext. 2020

FAX: (701) 947-2279

pawilliams@nd.gov

October 17, 2019

RE: North Dakota Outdoor Heritage Fund Grant
Letter of Support
Audubon Dakota

To Whom It May Concern:

The Eddy County Commission is in support of Audubon Dakota's second phase titled the Grand Forks Area Prairie Management Toolbox. We consider this proposed second phase an important tool for our landowners to utilize and to improve the quality of their land.

We believe that Eddy County would benefit greatly from the land management tools this program would provide and hope that you consider the importance of this program as well.

Sincerely,

Glenda Collier, Chairperson
Eddy County Commission



Board of Commissioners

Diane K. Knauf
Grand Forks, ND

David Engen
Northwood, ND

Cynthia Pic
Niagara, ND

Tom Falck
Grand Forks, ND

Bob Rost
Grand Forks, ND

October 16, 2019

North Dakota Industrial Commission
Outdoor Heritage Fund
14th Floor 600 E Boulevard Ave. Dept. 405
Bismarck, ND 58505

Dear North Dakota Outdoor Heritage Fund Board,

I write on behalf of Grand Forks County in support of Audubon Dakota's North Dakota Outdoor Heritage Fund grant project titled, *Grand Forks Area Prairie Management Toolbox*. Grand Forks County's saline soil makes land management both unique and difficult. This project expands on the previously ND OHF funded project, *Grand Forks County Prairie Management Toolbox*, which provided private landowners financial and technical support for grazing infrastructure, invasive species removal, and prairie restoration. To magnify the impact of these tools, Audubon Dakota will implement the Prairie Management Toolbox in four counties including Grand Forks, Eddy, Foster, and Nelson, offering financial and technical assistance for grazing infrastructure and invasive species removal on 6,500 acres.

For Grand Forks County landowners, access to management tools such as grazing infrastructure and invasive species removal is critical to sustain and grow local ranching operations. Due to this region's unique soil properties, invasive species such as Russian olive quickly establish and spread across native grasslands or pasturelands, diminishing wildlife habitat and cattle forage quality. Without control measures such as mechanical and chemical treatments, this species continues to rapidly encroach and degrade grasslands. Audubon Dakota's commitment to providing not only financial support for these costly practices, but also technical support through the development of habitat management plans and routine natural resource monitoring will be a great benefit to Grand Forks County landowners.

Grand Forks County therefore fully supports the goals and commitments presented within Audubon Dakota's ND Outdoor Heritage Fund, and we look forward to seeing the program continue its success in the coming years.

Thank you for your time.

Sincerely,

Tom Ford
Director of Administration
Grand Forks County



"VARIETY IN HUNTING AND FISHING"

NORTH DAKOTA GAME AND FISH DEPARTMENT

100 NORTH BISMARCK EXPRESSWAY BISMARCK, NORTH DAKOTA 58501-5095 PHONE 701-328-6300 FAX 701-328-6352

October 31, 2019

North Dakota Industrial Commission
Outdoor Heritage Fund
14th Floor 600 E Boulevard Ave. Dept. 405
Bismarck, ND 58505

Dear North Dakota Outdoor Heritage Fund Board,

The North Dakota Game and Fish Department's (Department) mission is to protect, conserve and enhance fish and wildlife populations and their habitats for sustained public consumptive and non consumptive use. The Department's Private Land Initiative is the mechanism for delivering the mission on to the private landscape and the Wildlife Action Plan is the principle document for safeguarding rare and declining fish and wildlife species in North Dakota.

Audubon Dakota's North Dakota Outdoor Heritage Fund grant project titled, *Grand Forks Area Prairie Management Toolbox* compliments the Department's mission by providing private landowners support for grazing infrastructure on 1,500 acres of grasslands and removal of invasive species across 5,000 acres of grasslands in four counties, including Grand Forks, Eddy, Foster and Nelson.

Invasive species such as Russian olive quickly establish and spread across native and planted grasslands, diminishing wildlife habitat and cattle forage quality. Without control, these important grasslands that many species of conservation priority depend on, will continue to be invaded by Russian olive. The Department will work directly with Audubon Dakota to evaluate project offers for the Private Land Open To Sportsmen (PLOTS).

We fully support Audubon Dakota's Outdoor Heritage Fund proposal, and we look forward to seeing the program continue its success in the coming years.

Sincerely,

A handwritten signature in black ink that reads "Kevin Kading". The signature is written in a cursive, flowing style.

Kevin Kading, Private Land Section Leader



NORTH DAKOTA WILDLIFE FEDERATION

October 31, 2019

North Dakota Industrial Commission
Outdoor Heritage Fund
14th Floor 600 E Boulevard Ave. Dept. 405
Bismarck, ND 58505

Dear North Dakota Outdoor Heritage Fund Board,

On behalf of the North Dakota Wildlife Federation, our member's support of Audubon Dakota's North Dakota Outdoor Heritage Fund grant project, *Grand Forks Area Prairie Management Toolbox*. This project expands on the previously ND OHF funded project, *Grand Forks County Prairie Management Toolbox*. Expanding the Prairie Management Toolbox in four counties including Grand Forks, Eddy, Foster, and Nelson will provide private landowners financial and technical support for grazing infrastructure, invasive species removal, and prairie restoration. Audubon Dakota goal is to offer financial and technical assistance on 6,500 acres for these practices.

Providing landowners access to management tools such as grazing infrastructure and invasive species removal is critical to sustain and grow local ranching operations. Unique soil properties in this area allow invasive species, such as Russian olive, to quickly establish and spread across native grasslands or pasturelands, diminishing wildlife habitat and cattle forage quality. Without control measures such as mechanical and chemical treatments, this species continues to rapidly encroach and degrade grasslands. Audubon Dakota's commitment to provide technical and financial support for these practices will be a great benefit to landowners and the grassland and wildlife resources they manage.

In addition, we hope the landowners will consider enrolling acres in the PLOTS Program or post a North Dakota Wildlife Federation's "Ask Before You Enter" sign. This project has the potential to open 5,000 acres of privately-owned land in northeast North Dakota to sportsmen.

Therefore, the North Dakota Wildlife Federation fully supports the goals and commitments presented within Audubon Dakota's ND Outdoor Heritage Fund, and we look forward to seeing the program continue its success in the coming years. Thank you for consideration of this project.

Sincerely,

David Dewald
President, NDWF
1605 E Capitol Ave
Bismarck, ND 58501

October 21, 2019

North Dakota Industrial Commission
Outdoor Heritage Fund
State Capitol, 14th Floor
600 E Boulevard Ave, Dept. 405
Bismarck, ND 58505-2820

Dear North Dakota Industrial Commission,

I am writing to support the proposal titled “Grand Forks Area Prairie Management Toolbox Phase II” submitted by the Audubon Dakota. This project is aimed at improving and restoring habitat that would promote plant and animal diversity in the Grand Forks County Area. Specifically, this project is aimed at reducing the increasing Russian Olive encroachment and increasing grazing that will enhance the quality of grasslands in the area, providing opportunities for ranching and conservation to work together and facilitate improved recreation for birders and hunters.

In spring of 2019, I conducted surveys in Grand Forks County evaluating breeding prairie chickens. This area historically had a large population of breeding prairie chickens with as many as 300 males booming in the spring of 2004. However, the numbers of prairie chickens has been declining with the loss of grasslands and perhaps more importantly the overall loss of quality of the grasslands in the County. My team only found 29 booming males this spring at historic lek sites. North of Highway 2 in areas surrounding the Prairie Chicken WMA, we only found 1 pure booming grounds and 4 others that were mixed leks that included sharp-tailed grouse. South of Highway 2, we found an additional 3 booming grounds that only had prairie chickens and no mixed leks resulting in only a few areas still remaining for prairie chickens to boom each spring.

There were two clear challenges that threatened the prairie chickens and many other bird species. The first was that the wet cycle we have been in has resulted in many areas holding a lot of water that had become dominated by cattails, including several historic lek sites. The second was the increase of woody encroachment, specifically Russian Olive (*Elaeagnus angustifolia*) across the grasslands. This was most noticeable in areas north of Highway 2. Areas where prairie chickens were found booming did not contain much, if any woody vegetation, while areas where historic sites had been abandoned, often contained Russian Olive or were in need of some level of disturbance in the grasslands. Woody vegetation like Russian Olive is not only problematic for prairie chickens, but it also provides perches for aerial predators that threaten the rapidly declining grassland songbirds that migrate and breed in the prairies each year.

Grand Forks County is known for an active birding community and the saline prairies west of the town of Grand Forks provide a tremendous resource for avid birders and outdoor enthusiasts to experience the prairie. However, with fire presenting a variety of challenges to implement and limited cattle operators in the area that have likely not been able to keep up with the potential areas that could be grazed, there is a need to promote more opportunities to manage grasslands with disturbances that would have mimicked the past when bison roamed the prairie. As a result, I enthusiastically support Audubon Dakota in their efforts to provide management that would enhance the quality of this Tallgrass Prairie ecosystem. The proposed project would provide substantial benefits for wildlife and the people of North Dakota. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in purple ink that reads "Susan N. Ellis - Felege".

Susan Ellis-Felege
Associate Professor of Wildlife Ecology and Management
Department of Biology
University of North Dakota
10 Cornell Street, Stop 9019
Grand Forks, ND 58202

Email: susan.felege@email.und.edu
Phone: 701-777-3699

ATTACHMENTS: Tree Removal Estimates

Prairie Restorations Inc. 

P.O. Box 1027 • Hawley, Minnesota 56549
Office: 218-498-0260 Fax: 218-498-2862
Email: bkeller@prairieresto.com

JOB QUOTATION

Landowner: Roger Ellingson
Attn: Sarah Hewitt –Audubon Dakota
Location: T153N R51W Sec. 32 -Grand Forks County, ND
Activity: Tree cutting and follow-up treatment
Date: 6/13/2018

QUANTITY	UNIT COST	ITEM	COST
640 acres	\$ 31,900.00	Cut trees/lay flat –follow up chemical treatment of stumps or regrowth	\$ 31,900.00
640 acres	\$ 8,960.00	Conduct a prescribed burn over entire section.	\$ 8,960.00

Also included in the price is as follows:

1. Mobilization/Demobilization
2. Equipment, labor, supplies, transportation, fuel, and all else necessary for job completion as described within request.

The Prescribed Burn estimate was not included in OHF grant budgeting.

Notes: Quote is for cutting trees 6 inch dbh or less

Due to the nature of how the wetlands flow through the site we would not be able to establish a fire break to safely contain the fire to the portion laid out in the request.

Main Office Address: Prairie Restorations, Inc.
31646 128th Street
Princeton, MN 55371

Insurance: Westfield Insurance Company
Anderson Insurance & Investment Agency
312 Central Avenue SE Suite 392
Minneapolis, MN 55414

Corporate entity (not tax-exempt)
Federal Tax ID #: 41-1292279
MN Tax ID #: 5072173

If you accept the proposal as written and want to proceed with the project, please sign and return.



Blaine Keller
Site Manager/ Restorationist
Prairie Restorations, Inc.

Signed

Accepted By

Signed

Bringing people together with the land...



Chisholm Construction

2586 12th STREET NE
GRAND FORKS, ND 58203

(701) 696-2550
701-741-2845

JOB ESTIMATE

PHONE _____ DATE _____

JOB NAME/LOCATION _____

TO Audubon DAKOTA

JOB DESCRIPTION: Scott Pederson -

> 511 + 150N R54W AUDON -

NO RUSSIAN OLIVES

ALL other trees - \$1500.00

S 26 + 150N R54W AUDON

NO RUSSIAN OLIVES

ALL other trees - \$1500.00

S 31 + 150N R54W AUDON

LOTS OF trees on south part -

could NOT access north part

NO BID

> S 7 + 149N R52W UNION

LOTS OF trees

South end CRP acreage NOT CLEAR

NO BID

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE.
IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL
PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH
MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE
WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED
JOB COST _____

ESTIMATED
BY [Signature]

Chisholm Construction

2586 12th STREET NE
GRAND FORKS, ND 58203
(701) 696-2550

JOB ESTIMATE

PHONE _____

DATE _____

JOB NAME/LOCATION _____

TO Rudolfer Dakota

JOB DESCRIPTION: John Botsford

>

59 x 715 N R 53 W - Chester

Remove ALL trees - \$ 116,000.00

>

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE. IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED
JOB COST

\$ 116,000.00

ESTIMATED
BY

Kevin Chisholm

Chisholm Construction

2586 12th STREET NE
GRAND FORKS, ND 58203
(701) 696-2550

Approved

JOB ESTIMATE

PHONE _____ DATE _____

JOB NAME/LOCATION _____

TO Audubon ND Dakota

JOB DESCRIPTION:

John Hancock

>

S 8 + 153 N R 54 W Wheat Field

\$ 50.00 / Acre x 96.4 = \$ 4820.00

>

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE. IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED
JOB COST

ESTIMATED
BY

[Signature]

Chisholm Construction

2586 12th STREET NE
GRAND FORKS, ND 58203

(701) 696-2550

701-741-2845

JOB ESTIMATE

PHONE

DATE

JOB NAME/LOCATION

TO Audubon DAKOTA

JOB DESCRIPTION:

CASEY HOVERSON

>

534 - 153 N 52 W LAKEVILLE

\$ 20.00 / Acre RUSSIAN OLIVES \$1,600.00

ALL OTHER TREES \$ 18,750.00

>

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE. IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED
JOB COST

ESTIMATED
BY



Chisholm Construction

2586 12th STREET NE
GRAND FORKS, ND 58203

(701) 696-2550

701-741-2845

JOB ESTIMATE

PHONE _____ DATE _____

JOB NAME/LOCATION _____

TO Audubon DARTA

JOB DESCRIPTION:

BILL KNIFE

> 52 T 149 N R 52 W UNION

THOUSANDS OF TREES

VERY FEW RUSSIAN OLIVES

\$ 31,000.00

>

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE.
IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL
PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH
MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE
WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED
JOB COST

ESTIMATED
BY

[Signature]

Practice	Acres	OHF Cost	Share ICR Eligible
Invasive Spp Removal	640	\$28,710.00	\$ 25,000.00
Invasive Spp Removal	160	\$43,200.00	\$ 25,000.00
Invasive Spp Removal	320	\$104,400.00	\$ 25,000.00
Invasive Spp Removal	80	\$18,315.00	\$ 18,315.00
Invasive Spp Removal	158	\$74,025.00	\$ 25,000.00
Invasive Spp Removal	79.5	\$21,465.00	\$ 21,465.00
Invasive Spp Removal	60	\$16,200.00	\$ 16,200.00
Invasive Spp Removal	23	\$6,210.00	\$ 6,210.00
Invasive Spp Removal	180	\$27,900.00	\$ 25,000.00
Invasive Spp Removal	30	\$8,100.00	\$ 8,100.00
Invasive Spp Removal	160	\$43,200.00	\$ 25,000.00
Invasive Spp Removal	150	\$40,500.00	\$ 25,000.00
Invasive Spp Removal	180	\$48,600.00	\$ 25,000.00
Invasive Spp Removal	165	\$2,700.00	\$ 2,700.00
Invasive Spp Removal	8	\$2,160.00	\$ 2,160.00
Invasive Spp Removal	156	\$42,120.00	\$ 25,000.00
Invasive Spp Removal	37	\$9,990.00	\$ 9,990.00
Invasive Spp Removal	160	\$43,200.00	\$ 25,000.00
Invasive Spp Removal	2253.5	\$608,445.00	\$ 25,000.00
Grazing Infrastructure	300	15745.98	\$ 15,745.98
Grazing Infrastructure	300	15745.98	\$ 15,745.98
Grazing Infrastructure	300	15745.98	\$ 15,745.98
Grazing Infrastructure	300	15745.98	\$ 15,745.98
Grazing Infrastructure	300	15745.98	\$ 15,745.98
		TOTAL	\$ 438,869.90
		NICRA	24.66%
			\$ 108,225.32

**Nonprofit Organization
Indirect Cost Negotiation Agreement**

EIN: 13-1624102

Organization:

National Audubon Society, Inc.
225 Varick Street, 7th Floor
New York, NY 10014-4396

Date: July 15, 2019

Report No(s) : 19-A-0945 (20P)

Filing Ref. :

Last Negotiation Agreement
dated February 21, 2018

The indirect cost rate contained herein is for use on grants, contracts, and other agreements with the Federal Government to which 2 CFR Part 200 apply for fiscal years beginning on or after December 26, 2014 subject to the limitations contained in Section II.A. of this agreement. Applicable OMB Circulars and the regulations at 2 CFR 230 will continue to apply to federal funds awarded prior to December 26, 2014. The rate was negotiated by the U.S. Department of the Interior, Interior Business Center, and the subject organization in accordance with the authority contained in applicable regulations.

Section I: Rate

Type	Effective Period		Rate*	Locations	Applicable
	From	To			To
Provisional	07/01/19	06/30/20	24.66%	All	All Programs

***Base:** Total direct costs, less capital expenditures and the portion of subawards in excess of the first \$25,000.

Treatment of fringe benefits: Fringe benefits applicable to direct salaries and wages are treated as direct costs; fringe benefits applicable to indirect salaries and wages are treated as indirect costs.

Treatment of paid absences: Vacation, holiday, sick leave, and other paid absences are included in salaries and wages and are claimed on grants, contracts, and other agreements as part of the normal cost for the salaries and wages. Separate claims for the costs of these paid absences are not made.

Section II: General

Page 1 of 3

A. Limitations: Use of the rate(s) contained in this agreement is subject to any applicable statutory limitations. Acceptance of the rate(s) agreed to herein is predicated upon these conditions: (1) no costs other than those incurred by the subject organization were included in its indirect cost rate proposal, (2) all such costs are the legal obligations of the grantee/contractor, (3) similar types of costs have been accorded consistent treatment, and (4) the same costs that have been treated as indirect costs have not been claimed as direct costs (for example, supplies can be charged directly to a program or activity as long as these costs are not part of the supply costs included in the indirect cost pool for central administration).

B. Audit: All costs (direct and indirect, federal and non-federal) are subject to audit. Adjustments to amounts resulting from audit of the cost allocation plan or indirect cost rate proposal upon which the negotiation of this agreement was based will be compensated for in a subsequent negotiation.

C. Changes: The rate(s) contained in this agreement are based on the organizational structure and the accounting system in effect at the time the proposal was submitted. Changes in organizational structure, or changes in the method of accounting for costs which affect the amount of reimbursement resulting from use of the rate(s) in this agreement, require the prior approval of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowance.

D. Rate Type:

1. **Fixed Carryforward Rate:** The fixed carryforward rate is based on an estimate of the costs that will be incurred during the period for which the rate applies. When the actual costs for such period have been determined, an adjustment will be made to the rate for a future period, if necessary, to compensate for the difference between the costs used to establish the fixed rate and the actual costs.

2. **Provisional/Final Rate:** Within six (6) months after year end, a final indirect cost rate proposal must be submitted based on actual costs. Billings and charges to contracts and grants must be adjusted if the final rate varies from the provisional rate. If the final rate is greater than the provisional rate and there are no funds available to cover the additional indirect costs, the organization may not recover all indirect costs. Conversely, if the final rate is less than the provisional rate, the organization will be required to pay back the difference to the funding agency.

3. **Predetermined Rate:** A predetermined rate is an indirect cost rate applicable to a specified current or future period, usually the organization's fiscal year. The rate is based on an estimate of the costs to be incurred during the period. A predetermined rate is not subject to adjustment. (Because of legal constraints, predetermined rates are not permitted for Federal contracts; they may, however, be used for grants or cooperative agreements.)

E. Rate Extension: Only final and predetermined rates may be eligible for consideration of rate extensions. Requests for rate extensions of a current rate will be reviewed on a case-by-case basis. If an extension is granted, the non-Federal entity may not request a rate review until the extension period ends. In the last year of a rate extension period, the non-Federal entity must submit a new rate proposal for the next fiscal period.

F. Agency Notification: Copies of this document may be provided to other federal offices as a means of notifying them of the agreement contained herein.

G. Record Keeping: Organizations must maintain accounting records that demonstrate that each type of cost has been treated consistently either as a direct cost or an indirect cost. Records pertaining to the costs of program administration, such as salaries, travel, and related costs, should be kept on an annual basis.

H. Reimbursement Ceilings: Grantee/contractor program agreements providing for ceilings on indirect cost rates or reimbursement amounts are subject to the ceilings stipulated in the contract or grant agreements. If the ceiling rate is higher than the negotiated rate in Section I of this agreement, the negotiated rate will be used to determine the maximum allowable indirect cost.

I. Use of Other Rates: If any federal programs are reimbursing indirect costs to this grantee/contractor by a measure other than the approved rate(s) in this agreement, the grantee/contractor should credit such costs to the affected programs, and the approved rate(s) should be used to identify the maximum amount of indirect cost allocable to these programs.

J. Other:

1. The purpose of an indirect cost rate is to facilitate the allocation and billing of indirect costs. Approval of the indirect cost rate does not mean that an organization can recover more than the actual costs of a particular program or activity.

2. Programs received or initiated by the organization subsequent to the negotiation of this agreement are subject to the approved indirect cost rate(s) if the programs receive administrative support from the indirect cost pool. It should be noted that this could result in an adjustment to a future rate.

3. This Negotiation Agreement is entered into under the terms of an Interagency Agreement between the U.S. Department of the Interior and the cognizant agency. No presumption of federal cognizance over audits or indirect cost negotiations arises as a result of this Agreement.

4. Organizations that have previously established indirect cost rates-exclusive of the 10% de minimis rate-must submit a new indirect cost proposal to the cognizant agency for indirect costs within six (6) months after the close of each fiscal year.

Section III: Acceptance

Listed below are the signatures of acceptance for this agreement:

By the Nonprofit Organization:

By the Cognizant Federal Government Agency:

National Audubon Society, Inc. Grantee/Contractor

U.S. Department of the Interior Cognizant Agency

Mary Beth Henson /s/ Signature

/s/ Signature

Mary Beth Henson Name (Type or Print)

Craig A. Wills Name

VP, CFO Title

Division Chief Indirect Cost Services Division Title

7/15/19 Date

U.S. Department of the Interior Interior Business Center Agency

Negotiated by Stacy Frost Telephone (916) 930-3815

PRAIRIE MANAGEMENT TOOLBOX

PROJECT MATCH EXPENSES

[Month day, year-month day, year]

I participate in the [_____ County Prairie Management Toolbox] program that is supported by North Dakota Industrial Commission Outdoor Heritage Fund grant number [xxx-xxx] titled, [“_____.”] This is a [x-year] project that began on [month day, year].

I understand that Audubon must report match to the grant, which can include work done by project partners and ranchers. As such, I report the following contributions of labor or other costs associated with participation in the program (e.g. ranch improvements, supplies, etc.) working directly on project activities, including brush management and grazing system management. I am only including costs that will not be reimbursed by any other federal funding source such as EQIP.

Activity	Hours	Federal Labor Rate	Total Cost
Grazing system management	320	\$15.00/hr	\$4,800.00
Ranch/livestock management	xxx	\$47.64/hr	\$x,xxx.00
Other Expenses			
TOTAL			\$x,xxx.00

Landowner signature:

Owner/operator: [if applicable]

Date: xx/xx/xx

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