

Outdoor Heritage Fund Grant Application



Instructions

After completing the form, applications and supporting documentation may be submitted by e-mail to ndicgrants@nd.gov. It is preferred that only electronic copies 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 by the application deadline. 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: Wildlife and Livestock Dams – Wetlands Creation, Restoration, and Enhancement III

Name of Organization: North Dakota Natural Resources Trust (Trust)

Federal Tax ID#: 36-3512179

Contact Person/Title: Rick Warhurst/Wetlands Biologist

Address: 1605 East Capitol Avenue, Suite 101

City: Bismarck

State: ND

Zip Code: 58501

E-mail Address: rick@naturalresourcestrust.com

Web Site Address: www.ndnrt.com

Phone: 701.471-9760 or 701-223-8501

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)

North Dakota's wetlands are among the most biologically productive biome systems on earth. The 2015 North Dakota State Wildlife Action Plan (SWAP), prepared by the North Dakota Game and Fish Department, provides a conservation strategy for specific conservation habitats. Specifically, the conservation habitat of wetlands was identified in SWAP with suggested conservation actions that include incentives and programs that restore and enhance wetlands. Obligate wetland migratory bird species such as waterfowl, including mallards and Northern pintails; shorebirds, including willets and avocets; wading birds, such as long-billed curlews and American bitterns; and secretive marsh birds, including black terns and horned grebes (all listed in SWAP) will use this project's wetlands for production, brood-rearing and during migration. Resident wildlife species

including ring-necked pheasants, white-tailed deer, mule deer, and Pronghorn antelope will also use the created, restored, and enhanced wetland habitats resulting from this project. The Trust and conservation partners have received numerous requests from landowners seeking assistance in creating small dams, repairing existing, nonfunctional dams, and restoring drained wetlands on their land. This grant proposal will provide a partnership between OHF, the Trust, and landowners to create these new wetlands, restore drained wetlands, and repair damaged, nonfunctional wetlands for wildlife and livestock benefits.

During 2018-2020, OHF, Trust, and landowners cooperatively completed the “Livestock and Wildlife Dams – Wetlands Creation and Enhancement” Project (OHF Contract 012-131). Fourteen (14) wetlands were created or enhanced covering 72.78 surface acres. OHF contributed \$138,850 and was matched with \$161,245.12 of Trust and landowners’ funds in completing this project.

During 2021-2024, OHF, Trust, and landowners/conservation partners cooperatively completed the “Wildlife and Livestock Dams – Wetlands Creation, Restoration, and Enhancement I” Project (OHF Contract 018-178). Twenty-six wetlands (26) were created, restored or enhanced covering 55.99 surface acres. OHF contributed \$240,000 and was matched with \$287,085.70 of Trust and landowners’/conservation partners’ funds in completing this project.

In October 2023 OHF approved the “Wildlife and Livestock Dams – Wetlands Creation, Restoration, and Enhancement II” Project (OHF Contract 023-230). Late in 2024 construction work began on completing this project. To date, nine (9) wetlands have been created, restored, or enhanced covering 18.85 surface acres. OHF has contributed \$83,077.48 and was matched with \$83,077.51 of Trust and landowners’/conservation partners’ funds. Unspent OHF funds on this project total \$184,672.52 presently. However, two projects are under contract and being constructed right now. Eight other projects have signed Trust Agreements and will likely be under construction in the next two months. In addition, two large wetland projects are ready for construction and will likely be presented to construction contractors for their bid price in early summer for mid to late summer construction. Landowners have contacted the Trust seeking assistance on ten other wetland sites that have not received a bio-engineering field reconnaissance yet. By the middle of summer, the OHF funds and match funds for this project will likely be all spent. This grant proposal is being submitted to address wetland projects that presently have no funding commitment available.

The goal of this project is to create, restore or enhance 25 wetlands covering 100 surface acres, primarily situated on private lands. OHF request is for \$445,000 which will be matched with \$445,000 of Trust and Landowners/Conservation Partners funding (1:1 match funding).

Project Duration: 4 years

Indicate the intended schedule for drawing down OHF funds.

Year 1 through Year 4 - Coordinate wetland development work with landowners, perform bio-engineering field reconnaissance reviews of wetland sites, design wetland construction work, coordinate with a professional engineering firm to perform topography survey and design project development, coordinate with Cultural Surveyors on some sites, coordinate construction contracts, perform construction management activities, perform final inspection of completed projects. Prepare and submit Status Reports to OHF
Year 4 – Prepare and submit a final Report for the Project

Amount of Grant request: \$445,000

Total Project Costs: \$890,000

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

Amount of Matching Funds: \$445,000

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.

The Trust will provide \$200,00 cash for Wetland Creation, Restoration, and Enhancement construction activities, \$20,000 cash for Engineering and Contracted Services, and \$20,000 of In-Kind staffing services (\$240,000 total match). Landowners and/or Conservation Partners will supply \$200,000 cash for Wetland Creation, Restoration, and Enhancement construction activities and \$5,000 of In-Kind seeding activities on wetland project sites (\$205,000 total match).

Amount of Match	Funding Source	Type of Match (Cash, In-kind or Indirect)
\$200,000.00	NDNRT	Cash
\$20,000.00	NDNRT	Cash
\$20,000.00	NDNRT	In-kind
\$200,000.00	Landowners/conservation partners	Cash
\$5,000.00	Landowners	In-kind

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)

The Trust was created in 1986 and was originally called the North Dakota Wetlands Trust until 2000. The Trust’s mission is to preserve, restore, manage, and enhance wetlands and associated wildlife habitat, grasslands, and riparian areas in the state of North Dakota. The Trust achieves this mission by partnering with agricultural and conservation organizations to promote productive use of private agricultural lands and private property rights that result in enhancement and protection of private lands, to effectively use North Dakota's public lands both for agriculture and recreation, to promote good land use along urban river corridors, and to enhance the state's significant water resources. The Trust helps shape the landscape through its programs and does its best to help shape both public attitude and public policy to support natural resource protection.

The Trust is managed by a six-member Board of Directors. Three of the Directors are appointed by the governor of North Dakota, one by the National Audubon Society, one by the National Wildlife Federation, and one by the North Dakota Chapter of The Wildlife Society. The North Dakota Game and Fish Department Director is an ex-officio member. The Trust has an Executive Director and six staff members.

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, its goal is to identify common issues, create dialogue, and resolve conflicts.

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.

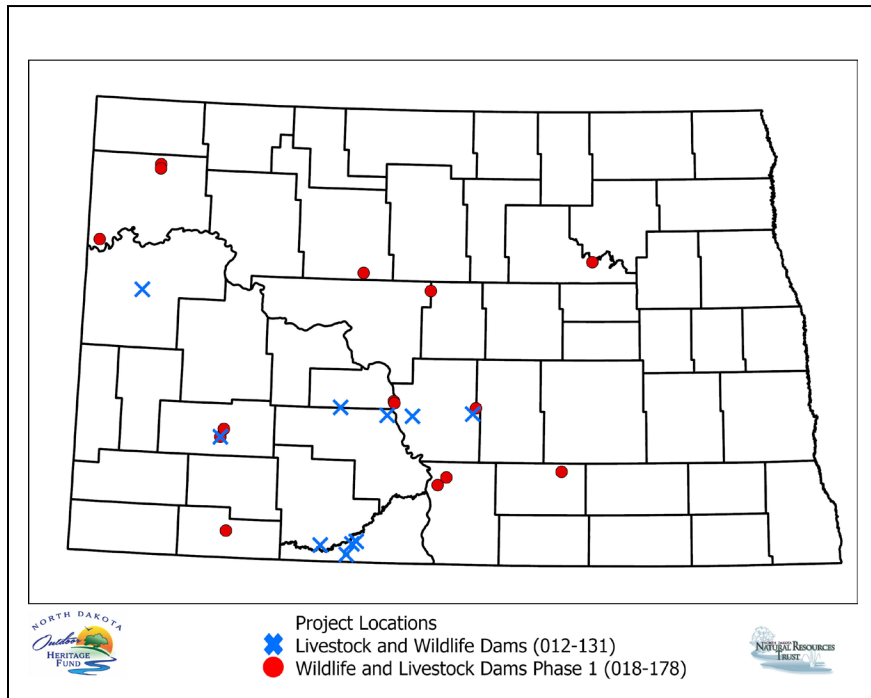
For projects including fencing: A minimum cost share of 40% by the recipient is preferred. Include detailed information on the type of fencing to be installed, whether funding is requested for boundary fencing, new or replacement of existing fencing, and/or cross fencing.

Objective of Grant:

This project will assist private landowners create small wetlands with the construction of new dams, restore drained wetlands with the installation of ditch plugs in drain ditches, and repair existing dams to enhance nonfunctioning wetlands. Additionally, this project will develop a partnership between the Outdoor Heritage Fund (OHF), North Dakota Natural Resources Trust (Trust), and numerous private landowners in developing new wetlands, restoring drained wetlands, and repairing nonfunctional dams for wildlife and livestock production benefits.

This proposed project will assist landowners with approximately 25 wetland dam creations, dam repairs, and drain ditch plugs throughout the state impacting 100 surface acres of wetland habitat (Mean = 4 acres). The OHF grant will provide 50% or \$400,000 cash cost-share assistance for wetland construction activities. The Trust will provide 25% or \$200,000 cash for wetland construction activities. Landowners/Conservation Partners will supply 25% or \$200,000 for wetland construction activities. The OHF grant will provide \$30,000 for Engineering Services and this will be matched with \$20,000 of Trust funds for Engineering Services. OHF will provide \$15,000 for Staffing costs to deliver this project which will be matched with \$20,000 of Trust In-Kind funds for Staffing. Landowners/Conservation Partners will provide \$5,000 of In-Kind expenditure for vegetation seeding at some wetland project sites.

The previously approved “Livestock and Wildlife Dams – Wetlands Creation and Enhancement” Project, and the “Wildlife and Livestock Dams – Wetlands Creation, Restoration, and Enhancement Phase I and Phase II” Projects have been successful in meeting their stated objectives of assisting landowners create, restore, and enhance wetland habitats on their property and developing a partnership between OHF, the Trust and numerous North Dakota landowners. The result of these three projects is 49 functioning wetlands covering 147.62 acres scattered across the North Dakota landscape (Figure 1) providing important and valuable wildlife habitat and water sources for livestock production. OHF expenditures have totaled \$461,927.48 and match expenditures by the Trust and landowners/conservation partners have totaled \$531,408.33 on development of these 49 wetlands.



The goal of this project proposal is to assist landowners create, restore, and enhance approximately 25 wetlands covering 100 surface acres located throughout the state. These wetland developments will supply vital habitat for numerous wildlife species. Obligate wetland migratory bird species including waterfowl, shorebirds, wading birds, and marsh birds will use these project wetlands for breeding, brood-rearing, and during migration. Resident wildlife species including ring-necked pheasants, white-tailed deer, mule deer, and Pronghorn antelope will also use these wetlands. Other wildlife species including

amphibians such as Leopard frogs and Tiger salamanders and reptiles such as Painted turtles and Garter snakes

will live in or near these wetlands. Pollinator species such as native bees and butterflies will also use these important project wetlands.

The functional wetlands developed by this project will provide a stable source of livestock water, provide water storage, and improve water quality as well as supplying wildlife habitat. When completed the 25 wetlands developed by this project will facilitate the enhancement of several thousand acres of surrounding grassland habitat through implementation of managed grazing systems. The Trust desires to develop and enhance wetlands in landscapes dominated by grassland that is used for livestock grazing. These wetlands supply waterfowl breeding pair and brood-rearing habitat that is interspersed in excellent nesting cover and significantly enhances the biodiversity of plants and animals in these prairie landscapes. These ponds provide vital water sources for livestock production, improve water quality, and help retain ranchers and the ranching lifestyle on the North Dakota landscape. Project development activities will include: the construction of new dams and emergency spillways, repair of existing, nonfunctional dams and emergency spillways, installation of primary spillways and water control structures, and the placing of earthen plugs in drain ditches. With professional project design and management these wetland creations and enhancements should have a lifespan of 25+ years.

This project addresses OHF Directive C and will develop, enhance, conserve, and restore wildlife habitat on private lands. It also addresses Directive B by improving and restoring water quality and supports other practices of land stewardship to enhance farming and ranching. Several of the proposed wetland sites occur on public land and Directive A would be addressed; to provide access to private and public lands for sportsmen, including projects that fish and wildlife habitat and provide access for sportsmen. All private landowners on which wetlands are developed will be encouraged to enroll the area in the North Dakota Game and Fish Department's Public Land Open to Sportsmen (PLOTS) Program. Numerous North Dakota landowners have contacted the Trust about developing wetland projects. There is a large demand for wetlands on the North Dakota landscape by landowners. Word of mouth and neighbor to neighbor communications has led to many landowners contacting the Trust and conservation partners about developing wetland projects on their land. Most of the wetlands to be created or enhanced will be small and can be developed without professional engineering design. However, a few sites might have a large watershed or need a North Dakota Department of Water Resources Conditional Water Permit and would therefore require professional Engineering Design. Contracted Services for Engineering Design/ Construction Management/Topography and Cultural Survey totaling \$50,000 is included in the Project Budget.

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.

The Trust will oversee and coordinate all activities associated with this project proposal. Wetlands will be developed on 25 private land sites, with a few possibly occurring on public land. The Trust will develop site specific agreements with landowners which will include a map defining project boundaries, proposed construction activities, the cost-share estimates, and the responsibility of each landowner, conservation

partner, and the Trust. In addition, all project agreements will have the OHF logo on the header of the agreement and all landowners will be informed about OHF funding as a major part of the project. Rick Warhurst, Wetlands Biologist, will serve as the Program Coordinator. Rick has 40 years of experience in delivering wetland conservation projects throughout the Dakotas. Terry Allbee, Trust Biologist/Business Manager, writes all checks for the Trust and mails them to recipients. The Trust will coordinate with landowners and partners to ensure that the OHF funds are spent effectively. The Trust will provide all tracking and reporting of all participant agreements following grant guidelines.

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 Trust will measure success of the “Wildlife and Livestock Dams – Wetlands Creation, Restoration, and Enhancement III” Project by completing the wetland creations, restorations, and enhancements of 25 wetlands totaling 100 surface acres on the North Dakota landscape and monitoring the sites periodically in spring, summer and fall. These on-site visits and photographs of pre-construction and post construction will document the success of the project. During site visits biological observations of wildlife species and vegetation in and around the wetland will be performed. Records will be kept of these observations. Communications with landowner participants will occur to gauge their thoughts about the projects and their management. All grant administration will be completed for this grant by the Trust. The Trust’s programs are structured to be flexible and accommodating to agreement participants.

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)	Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share	Total Each Project Expense
Wetland creation, restoration and enhancement	\$400,000.00	\$200,000.00	\$5,000.00	\$	\$200,000.00	\$805,000.00
Engineering and Contracted Services	\$30,000.00	\$20,000.00	\$	\$	\$	\$50,000.00
Staffing	\$15,000.00	\$	\$20,000.00	\$	\$	\$35,000.00
Total Costs	\$445,000.00	\$220,000.00	\$25,000.00	\$	\$200,000.00	\$890,000.00

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

- **Wetlands Creation, Restoration, and Enhancement**

The OHF request for wetlands creation, restoration, and enhancement construction costs is \$400,000. This amount will be matched with \$200,000 cash from the Trust and \$200,000 cash from landowners and/or conservation partners. In addition, landowners will supply \$5,000 of In-Kind match for seeding vegetation on dams (earthen embankments), in emergency spillways, and on dirt material borrow areas at the project sites. Most construction activity will be using earthen material borrowed on site to build dams and ditch plugs. Some sediment removal from wetland basins may occur. Construction of emergency spillways will also be necessary. The purchase and installation of water control structures and water overflow pipes, which function as primary spillways, will be included at many wetland sites.

- **Engineering and Contracted Services**

Some wetlands, including those with large watersheds, large wetland acreage, and those wetlands requiring a State Water Resources Water Permit, may require professional engineering design and a topography survey. To apply and receive a State Department of Water Resources Water Permit requires that Engineering Design Plans be signed by a North Dakota certified Professional Engineer. The OHF request is for \$30,000 for Engineering and Contracted Services. This will be matched with \$20,000 of Trust funds.

- **Staffing**

This OHF Grant Proposal requests \$15,000 in OHF funds for staffing expenses required to coordinate the completion of wetland creation, restoration, and enhancement projects. The Trust will match this amount with \$20,000 In-Kind expended on staffing activities. Staffing activities would include communicating with landowners seeking wetlands on their land, performing a bio-engineering reconnaissance at each proposed wetland site, construction staking wetland project sites, developing a Trust Agreement with each landowner in which a wetland project will occur, submitting a request for bids from construction contractors, development of a contract with the selected construction contractor, performing construction management, and finally inspecting the final, completed project for acceptable adherence to the construction plans.

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.

This proposal represents landowners who have contacted the Trust or other conservation partners about their interest in wetland creations, restorations, and wetland structure repairs on their property. Many of these wetland projects need repair because of inadequate construction design and not necessarily the fault of the landowners. With updated wetland creation designs that include properly sized primary spillways and emergency spillways, the projects completed in this proposal will have a long-life span. The project participants will manage their property to ensure that the integrity of the structures developed is properly maintained. These landowners will agree to provide the annual maintenance of the installed structures to maintain the integrity and proper function of the project. Landowners will be asked to commit to maintaining the wetlands developed by this project for a period of ten years.

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

The Trust would like to thank the OHF Advisory Board for consideration of this proposal. This wetland development project brings 50% matching funds from the Trust, landowners, and conservation partners to assist in wetland creations, restorations, and enhancements. If OHF does not recommend full funding, then fewer of the proposed project sites will be completed, and matching funds will be reduced proportionally.

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 Trust will place signage at each project site recognizing OHF as a partner in the project. Any news releases, publications, and Trust Website information will include OHF recognition.

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.

Maintenance – Activities that preserve or keep infrastructure in a given existing condition, including repairs. Repair means to restore to sound condition after damage, to renew or refresh; except repairs due to damage caused by Acts of God.

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, the Commission can be reached at 701-328-3722 or ndicgrants@nd.gov.

Revised: November 4, 2019, April 12, 2023