

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: North Dakota Wetland Access and Restoration Project

Name of Organization: Ducks Unlimited

Federal Tax ID#: 13-5643799

Contact Person/Title: William Palarski, Biologist

Address: 2525 River Road

City: Bismarck

State: North Dakota

Zip Code: 58503

E-mail Address: wpalarski@ducks.org

Web Site Address (If applicable): www.ducks.org

Phone: 701-355-3510 (o), 701-390-7382 (c)

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)

Farmers and ranchers in North Dakota have long looked toward Ducks Unlimited's (DU) working lands conservation biologists and agronomists for technical advice and cost sharing for voluntary habitat restoration and enhanced grazing practices. DU's team works hand-in-hand with private land stewards to build soil health, enhance productivity, restore or enhance wildlife habitat, and improve operational sustainability. With funding through OHF, this North Dakota Wetland Access and Restoration Project (ND WARP) proposal will incentivize the enrollment of new Private Lands Open To Sportsmen (PLOTS) acres and other existing short-term PLOTS acres into longer term, 10-year PLOTS agreements while simultaneously restoring 100 acres of critical wetland habitat. Landowners eligible for this program are those who wish to restore previously surface-drained wetland hydrology in cropland or grassland habitat *AND* enroll in PLOTS for 10 years.

Contractual work required to restore wetland hydrology is estimated at a cost of \$5,000/restored wetland acre. We are requesting 50% of that work from the OHF (\$250,000). DU, North Dakota Natural Resources Trust (NDNRT), and North Dakota Game and Fish Department's (NDGFD) Waterfowl Habitat Restoration Stamp funds will cover the remaining 50% (\$250,000). An access and restoration incentive payment, provided by the OHF, will compensate partnering private land stewards for restoring the wetland, maintaining the wetland hydrology, AND providing new public access to the restored wetland acre and adjacent upland habitat on the property through PLOTS for 10 years. This program asks OHF to fund wetland restoration incentive payments at a rate of \$3,075/acre for restored wetlands (\$307,500). In total, ND WARP is requesting \$570,000.00 from OHF to fund wetland restoration work, an access and restoration incentive payment, and a portion of project delivery necessary to successfully deliver projects with restored wetlands enrolled in PLOTS for 10 years. This will be matched with \$330,000 from DU, NDNRT, NDGFD, other conservation partners, and landowners. NDGFD will also provide up to \$150,000 non-match contribution for public access on adjacent upland habitat through the PLOTS program. This broad partnership through OHF and ND WARP will expand the PLOTS portfolio for the public of North Dakota while also addressing biodiversity, soil health, wildlife habitat, and water quality issues through our long standing and successful wetland restoration programs.

Project Duration: 10 years

Indicate the intended schedule for drawing down OHF funds.

Although this is a 10-year project, we anticipate landowner enrollment, contractual obligation, and expenditure of OHF funds to occur over the first 5 years as follows.

2026: Approximately 10% of funding (\$57,000.00) spent as implementation of ND WARP begins. Project funds begin to be spent as landowner partners begin to implement regenerative practices. DU's team of biologists, agronomists, and engineers will be leading landowner outreach, coordination with partners, and individual project planning.

2027: Approximately 20% of funding (\$114,000.00) spent as additional landowner partners enroll in ND WARP. Project funds begin to be spent as initial wetland restoration projects are completed. DU's team of biologists, agronomists, and engineers continue leading landowner outreach, coordination with partners, and individual project planning.

2028: Approximately 30% of funding (\$171,000.00) spent. New landowner partners enroll in ND WARP while funds are spent as previously enrolled wetland restoration projects are completed. DU's team of biologists, agronomists, and engineers continue leading landowner outreach, coordination with partners, and individual project planning.

2029: Approximately 20% of funding (\$114,000.00) spent as additional landowner partners enroll in ND WARP. Project funds begin to be spent as initial wetland restoration projects are completed. DU's team of biologists, agronomists, and engineers continue leading landowner outreach, coordination with partners, and individual project planning.

2030: Approximately 20% of funding (\$114,000.00) spent as additional landowner partners enroll in ND WARP. Project funds begin to be spent as initial wetland restoration projects are completed.

Amount of Grant request: \$ 570,000.00

Total Project Costs: \$ 1,050,000.00

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

Amount of Matching Funds: \$ 330,000.00 (31%)

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 (Cash, In-kind or Indirect)
\$105,000.00	Ducks Unlimited	Cash
\$125,000.00	North Dakota Game and Fish (Waterfowl Habitat Restoration Stamp)	Cash
\$20,000.00	North Dakota Natural Resources Trust	Cash
\$80,000.00	Ducks Unlimited	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)

Ducks Unlimited (DU) conserves, restores and manages wetlands and associated habitats for North America's waterfowl. These habitats also benefit other wildlife and people. Established in 1937, DU and its partners have conserved more than 15 million acres of habitat across North America thanks to the generous contributions from more than a million supporters. Guided by science and dedicated to program efficiency, DU works toward the vision of wetlands sufficient to fill the skies with waterfowl

today, tomorrow and forever. Thanks to over 85 years of success, DU is recognized as the world's largest and most effective private waterfowl and wetlands conservation organization. DU is known for our ability to partner with private individuals, landowners, government agencies, scientific communities, industry leaders and other entities to successfully deliver collaborative conservation projects. DU is a grassroots and volunteer-based organization. Our 675,000 members are conservationists and outdoor enthusiasts who reside across the United States, Canada and Mexico, including over 6,300 members in North Dakota. DU's Great Plains Regional Office, located in Bismarck, ND, employs a multidisciplinary team of engineers, biologists, scientists, agronomists, real estate and administrative support personnel. Since 1984, DU and our partners have completed over 2,000 projects impacting more than 600,000 acres in North Dakota. DU is a tax exempt, non-profit corporation under section 501 (c)(3) of the Internal Revenue Code and our Board of Directors is comprised of volunteers from across the country. For a full listing of DU's Board members, please visit: <http://www.ducks.org/aboutdu/board-of-directors/>

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.

Unprecedented rates of habitat loss across North Dakota are impacting game and nongame populations of wildlife. These impacts trickle down to the people of North Dakota, reducing the number of hunting licenses available and the quality of hunting and fishing experiences, threatening North Dakota's long standing outdoor recreation heritage. Lack of habitat is a leading concern among sportsmen and women and other outdoor recreationalists across North Dakota. Many concerned citizens attended the Habitat and Access Summit held in Bismarck in December, 2024. The overwhelming consensus from that meeting was that North Dakotans view additional habitat on the landscape and improved public access to that habitat as primary solutions. The ND WARP proposal will help achieve both by incentivizing the enrollment of new PLOTS acres and other existing short-term PLOTS acres into longer term, 10-year PLOTS agreements while simultaneously restoring 100 acres of critical wetland habitat. Landowners eligible for this program are those who wish to restore previously surface-drained wetland hydrology in cropland or grassland habitat *AND* enroll in PLOTS for 10 years. ND WARP links wetland restoration to PLOTS, compensating landowners for practices that benefit their operation, wildlife populations, and public land recreationalists.

DU has received several requests from landowners seeking assistance in restoring wetland hydrology. Our private land stewards know that restored wetlands will provide value to their land by reducing erosion on their property, increasing their soil health, and combating salinity issues. Restored wetlands provide value to the surrounding community by reducing the frequency and duration of flooding events while also absorbing and filtering pollutants. North Dakota's wetlands are also among the most biologically productive biome systems on earth. The 2025 North Dakota State Wildlife Action Plan (SWAP), prepared by NDGFD, provides a conservation strategy for wetlands that include incentives and programs that restore and enhance these hydrologies. Obligate wetland migratory bird species such as waterfowl, shorebirds, wading birds, and secretive marsh birds are all listed in SWAP and will use ND WARP's restored 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 ND WARP's restored wetland habitats throughout important life history stages. ND WARP's restored wetlands will also provide value to all North Dakotans by opening these restored acres and adjacent upland habitats to public access through PLOTS.

Ducks Unlimited has been at the forefront of habitat enhancement and restoration in North Dakota since 1984. DU's ability to deliver these programs has resulted in hundreds of positive experiences with landowners across the state. DU has always pitched the PLOTS program to landowners with some success. However, with added incentive payments to restore wetlands and enroll in PLOTS, landowners who have been considering PLOTS and restoring wetlands will be able to make it pencil out financially for their operation. Information from NDGFD shows that landowners who enroll in PLOTS are very likely to have a positive experience with the program, thus continuing their participation in the program beyond the term of their initial enrollment. ND WARP will introduce new private land stewards to PLOTS, thereby increasing PLOTS acres with improved wetland habitat for North Dakotans to enjoy well beyond the 10-year program period. ND WARP links restored wetland hydrology to PLOTS enrollments, ensuring that OHF's investment is driven to publicly accessible parcels with the highest plant species diversity, improved soil function, elevated wildlife productivity, and superior recreational experience.

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.

DU will provide management, coordination, and administration of ND WARP. DU conservation programs biologists and engineers along with NDGFD private lands biologists will work collaboratively with producers to design wetland restorations, line up contractors for the dirt work, and enroll producers in PLOTS. DU's bio/engineering team will design site specific restoration plans to include ditch plug design, borrow area locations, and other pertinent information regarding the undertaking of the restoring

the wetland(s). The restored wetlands will be reviewed to monitor implementation and effectiveness in achieving wetland functionality goals. All agreements will be signed and dated by the landowner and DU. Projects will be funded on a first come first serve basis until funds expire and agreements will be 10 years in length. Grant funds will be distributed to participating producers as agreement items are completed and proper documentation is provided to DU. DU biologists will coordinate the program from our office located in Bismarck, ND. William Palarski, Conservation Programs Biologist in North Dakota, will serve as the program coordinator. William has more than 3 years of experience in delivering conservation projects for DU. DU will provide tracking and progress reporting of all landowner agreements according to grant deadlines.

Maintaining good communication with agreement participants and partners is important to DU. NDGFD collaboration with DU biologists and engineers to provide technical assistance concentrating on wetland restorations and enrollment in PLOTS will be critical to the success of ND WARP. Both DU and NDGFD’s team of biologists are experts in wetland restorations and enrolling private landowners in public access programs, respectively, and are well known in the farm and ranch community across North Dakota. DU and NDGFD may provide additional incentives to landowners who are interested in restoring grassland habitat around the restored wetlands where applicable. NDGFD will provide producers who enroll in ND WARP with PLOTS contracts for the duration of the 10 years of the agreement, to an estimated total of \$150,000.

Evaluation – Describe your plan to document progress and results.

Please be specific on the methods you will utilize to measure success. Note that regular reporting, final evaluation and expenditure reports will be required for every grant awarded.

Success of ND WARP will be determined by accomplishing the restored wetlands and PLOTS acreage goals. The quality of restored wetlands may also be monitored to ensure that the wetlands are functioning properly and are providing vital habitat for wildlife.

However, the most important measure of success will be the satisfaction of participating landowners. Satisfaction among landowners enrolled in the program will allow for further enrollment in the program as well as future endeavors towards grants that aim to restore habitat and allow public access.

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 (Cash)	Applicant’s Match (In-Kind)	NDGFD (Non-match)	NDGFD State Waterfowl Stamp	Total Expense
1)Access & Restoration Payment	\$307,500.00	\$00.00	\$00.00	(\$150,000.00)	\$00.00	\$457,500.00

2)Wetland Restoration Services	\$250,000.00	\$125,000.00	\$00.00	\$00.00	\$125,000.00	\$500,000.00
3)Project Delivery	\$12,500.00	\$00.00	\$80,000.00	\$00.00	\$00.00	\$92,500.00
Total Costs	\$570,000.00	\$125,000.00	\$80,000.00	(\$150,000.00)	\$125,000.00	\$1,050,000.00

- Access and Restoration Payment

- The OHF request for the Access and Restoration incentive is \$307,500. This equates to 100 wetland acres restored at a rate of \$3,075 per acre. This is a one-time, up-front payment to participating landowners to restore 1 acre of wetland hydrology, maintain the hydrology of restored and other intact wetlands on the property, maintain existing grassland habitat on the property, and allow access for hunting to the restored wetland and surrounding uplands through NDGF’s PLOTS program for the 10-year term of the PLOTS contract. NDGFD will provide PLOTS payments for the remaining acres associated with the restored wetland, estimated at \$5/acre for 10 years. This equates to at least \$150,000 of non-match contribution.

- Wetland Restoration Services

- Wetland restoration services are estimated at a cost of \$5,000 per wetland acre. Total wetland restoration cost is equal to \$500,000. The OHF request for wetland restoration construction costs is \$250,000. This amount will be matched with \$125,000 from the NDGFD’s new State Waterfowl Habitat Restoration Stamp Funds and \$125,000 from Ducks Unlimited and North Dakota Natural Resources Trust, and other conservation partners and/or partnering landowners. This includes the cost of seeding vegetation on earthen embankments and on dirt material borrow areas at the project sites. Most construction activity will be using earthen material borrowed on site to build ditch plugs and earthen dams. Some sediment removal from wetland basins may also occur.

- Project Delivery

- This OHF Grant Proposal requests \$12,500 in OHF funds for staffing expenses required to coordinate the completion of wetland restorations. Ducks Unlimited will match this amount with at least \$80,000 in-kind expended on staffing activities. Staffing activities may include reconnaissance at each proposed wetland site, construction staking wetland project sites, developing DU Agreements with each landowner, submitting requests 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 wetland restoration 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.

Restored wetlands provide value to wildlife as well as the landowners who restore them. Wetlands provide habitat to a multitude of wildlife species, clean water, reduced soil erosion, reduced flooding, and improved overall soil health. These benefits will be evident toward wildlife as well as the landowners

who have intact and functioning wetlands on their property. The PLOTS program shows high levels of re-enrollment and landowners will be encouraged to continue enrollment in PLOTS once their agreement has expired. Also, landowners with intact wetlands on their property may be eligible for higher rates in their PLOTS contracts, further incentivizing landowners to keep those wetlands intact once 10 years has passed and they decide to re-enroll in PLOTS.

By having conversations with landowners about the importance of wetlands and showcasing the results of restored wetlands, we will also foster more wetland advocates in communities across North Dakota.

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

Ducks Unlimited thanks the OHF Advisory Board and North Dakota Industrial Commission for their consideration of ND WARP. Partial funding would result in fewer producers having the opportunity to restore wetlands and enroll their property in PLOTS. Partial funding would also reduce this project's capacity to minimize soil erosion and improve water quality in wetlands in North Dakota. Further, less wetland habitat acres would be restored for wildlife, and less land would be available to hunt for sportsmen. If the proposal receives partial funding, this will also reduce the amount of cash and in-kind match available by Ducks Unlimited, partners, and landowners. However, ND WARP is still possible with partial funding.

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.*

ND WARP will provide OHF partnership and funding recognition in the following ways. 1) ND WARP will include the OHF logo on all landowner agreements. 2) ND WARP will also be mentioned as a partner and funding source in all discussions with landowners in the delivery of this project. 3) DU has placed signs with OHF logos on projects from OHF grants when agreed upon by the landowner. DU staff will continue to do that. 4) All ND WARP distributed information for outreach and/or media will identify OHF as a partner and funding source. Examples of such outreach and media include but are not limited to landowner workshops, landowner field days, national DU press releases, and the DU website. 5) Presentations or discussions with partners and/or other organizations will also acknowledge OHF as a partner and funding source.

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