

Outdoor Heritage Fund Grant Application



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:

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

NO CONSIDERATION:

In addition to those specific items in law that are ineligible for funding, in the absence of a finding of exceptional circumstances by the Industrial Commission, the following projects will NOT receive consideration for funding:

- 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 Budget Form 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 Budget Form 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 Budget Form 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.

Application Deadline

Applications for this grant round cycle are due on **May 1, 2017 at 5:00 p.m. CT.** All information, including attachments, must be submitted by that date. See instructions below for submission information.

Instructions

Please download this Word document (available on the Industrial Commission/Outdoor Heritage Fund Program website at <http://www.nd.gov/ndic/outdoor-infopage.htm>) to your computer and provide the information as requested. You are not limited to the spacing provided except in those instances where there is a limit on the number of words. After completing the application, save it and attach it to an e-mail and send it to outdoorheritage@nd.gov or print it and mail it to the address noted in the next paragraph.

Attachments in support of your application may be sent 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. 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. Early submission is appreciated and encouraged to allow adequate time to review your application and ensure that all required information has been included. Incomplete applications may not be considered for funding.

Any item noted with an * is required.

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.

Name of Organization * Pheasants Forever, Inc.

Federal Tax ID# * 41-1429149

Contact Person/Title * Rachel Bush, ND State Coordinator

Address * 1166 Wahl Street

City * Dickinson

State * ND

Zip Code * 58601

E-mail Address * rbush@pheasantsforever.org
Web Site Address (Optional): www.pheasantsforever.org

Phone * 701-403-4853

Fax # (if available) N/A

List names of co-applicants if this is a joint proposal: N/A

MAJOR Directive: (select the Directive that best describes your grant request)*

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: (select the directives that also apply to the grant application purpose)*

Choose all that apply

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.

Type of organization: (select the category that describes your organization)*

State Agency

Political Subdivision

Tribal Entity

Tax-exempt, nonprofit corporation.

Project Name* Southwest Grazing Lands Improvement Project

Abstract/Executive Summary. An Executive Summary of the project stating its objectives, expected results, duration, total project costs and participants.* (no more than 500 words)

Southwest North Dakota is dominated by iconic landscapes, people and wildlife. The short-grass prairie, badlands and riparian areas of the southwest are home to a number of species, such as the Sharp-tailed Grouse, Bobolink, Lark Bunting, Golden Eagle and Western Meadowlark, which are listed as species of conservation priority in the 2015 State Wildlife Action Plan. The grasslands, badlands and riparian areas of southwestern North Dakota also support some of our most sought after game species like the ring-necked pheasant, mule deer, or turkey.



Alongside those wildlife species is the one species that today allows those landscapes to persist, *Bos taurus*, domestic cattle. While Pheasants Forever's logo contains the pheasant our mission states we are "dedicated to the conservation of pheasants, quail and other wildlife through habitat improvements". Our members in both North Dakota and throughout the nation pursue a host of game species and in southwestern North Dakota without livestock, the habitat necessary to support these wildlife species would be diminished.

Improved management of grassland resources and riparian areas improves wildlife habitat for a plethora of both game and non-game wildlife species. The objective of the Southwest Grazing Lands Improvement Project is to improve the overall health and vigor of grasslands, improve soil health and water quality and enhance wildlife habitat found in southwestern North Dakota by working with producers interested in increasing the overall sustainability of their operation. This project aims to work with livestock producers to assist with the installation of grazing systems to promote rotational grazing that encompasses short periods of exposure followed by long periods of rest, to aid in the regeneration of those landscapes. The Southwest Grazing Lands Improvement Project will work to promote access for sportsmen and women on private lands.

The goals of this project will be accomplished by assisting with the installation of grazing systems on private lands. Grazing system development will include fencing (cross-fence only), pipelines, and watering facilities. This project will also have funding available for grass plantings. By working with private landowners to improve grassland management in the southwest this project will improve, maintain and restore water quality, soil conditions, plant diversity, and animal systems. By supporting practices that increase stewardship; farming, ranching, and wildlife will also benefit.



We estimate we will complete five to ten grass plantings and assist with the installation of five to ten grazing systems, improving management of approximately 6,000 acres. We anticipate project duration to be 3 years (2017-2020). To implement the Southwest Grazing Lands Improvement Project we respectfully request \$232,083 from the Outdoor Heritage Fund for a total project cost of \$376,683.

Project Duration:* 2017-2020 (3 years)

Amount of Grant request \$ * \$232,083

Total Project Costs \$* \$376,683

(Note that in-kind and indirect costs can be used for matching funds)

A minimum of 25% Match Funding is required. Amount of Matching Funds \$* \$144,600

Please indicate if the matching funds will be in-kind, indirect or cash.

Matching funds will be cash contributions and in-kind labor and equipment from participating landowners. The current OHF to match ratio is 62:38 well above the required 75:25.

Source(s) of Matching Funds*

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.

Private landowners that participate in this opportunity will be responsible for 40% of the actual practice installation costs. Cooperating producers will also provide in-kind for labor and equipment use.

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 on Page 1 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)

Pheasants Forever (PF) is a 501(c)3 non-profit organization dedicated to the conservation of pheasants, quail, and other wildlife through habitat improvements, public awareness, education and land management policies and programs. Formed in 1982 in response to declining pheasant populations, PF has grown to over 140,000 members and 650 chapters across North America. The board of directors includes the President/CEO and 16 volunteers from across the country. One key to PF’s success has been the model of empowering local chapters to decide how funds are raised and invested to impact the Pheasants Forever mission. North Dakota is currently home to 27 Pheasants Forever chapters, 200 volunteers and more than 4,000 members. Pheasants Forever chapters hold annual fundraising events, support statewide partnerships and programs, work on habitat projects, and promote youth outdoor education. North Dakota Pheasants Forever currently works with landowners to improve habitat through our youth pollinator habitat program (2015 OHF) and our pollinator habitat partnership (2014 OHF) as well as longstanding local partnerships and programs that assist landowners, provide quality habitat, improve hunter access and engage youth. Pheasants Forever’s tagline is “The Habitat Organization” and we bring a unique model and mission that empowers local people to impact local habitat for pheasants and other wildlife in meaningful ways across North Dakota.

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. Please 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. If your project includes tree/shrub/grass planting, please 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. If your project includes Section 319 program funding, please provide, in detail, the specific best management practices that will be implemented and the specific projects for which you are seeking funding. Please note that 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.

The goal of the Southwest Grazing Lands Improvement Project is to improve the health and vigor of grasslands in southwestern North Dakota, improve grazing distribution, increase rest and recovery, increase biodiversity and subsequently improve wildlife habitat. The project area would encompass Adams, Billings, Bowman, Dunn, Golden Valley, Grant, Hettinger, McKenzie, Mercer, Morton, Oliver, Slope, Sioux and Stark Counties. These counties are located within the Missouri Slope and Badlands ecoregions of North Dakota. These ecoregions are also characterized by riparian areas along the numerous rivers, streams and creeks found throughout the landscape. Large tracts of grassland remain within the project area, with livestock production being a predominant land use. These Missouri Slope and Badlands ecoregions are home to numerous nongame species identified as species of conservation priority, with 39 and 32 species identified respectively, including Upland Sandpipers, Burrowing Owls, Monarch Butterflies, and Chestnut-collard Longspurs, in the North Dakota Game and Fish Department's 2015 State Wildlife Action Plan (SWAP). The Missouri Slope and Badlands ecoregions are also home to many of North Dakota's highly sought economically important game species, such as ring-necked pheasant, sharp-tailed grouse, pronghorn antelope, mule deer, white-tailed deer, elk, moose and big-horn sheep.



Unmanaged grazing of grasslands, riparian areas and badlands can have detrimental effects on plant communities, soil health, water quality and wildlife habitat. The Southwest Grazing Lands Improvement Project seeks to provide cost-share assistance to producers within the project area to complete grass plantings and install grazing infrastructure, such as fencing, pipeline and watering facilities that will allow for improved grazing management, increased plant and soil health, as well as improved water quality and wildlife habitat.

In an attempt to maximize public benefits, participants in this project will be provided with information on the Private Lands Open To Sportsmen (PLOTS) program available through the North Dakota Game and Fish Department. If producers express an interest in learning more about additional opportunities available through the PLOTS program they will be referred to the appropriate PLI Biologist. For those participants that are not interested in PLOTS they will be asked if they are interested in receiving signs through the



Landowner-Sportsman Council that read “Walking Hunters Welcome” or “Ask Before You Enter”. These signs are viewed as more welcoming to sportsmen and women, and offer an alternative to “No Trespassing” signs. There is no cost to the landowner for these signs.

Grass plantings implemented through this program will follow NRCS technical standards for either Forage and Biomass Planting (practice 512) or Range Planting (practice 550). Pipelines installed through this program will meet NRCS’s technical design standards. Prior to practice installation, participants will have a grazing plan completed. Cultural resource reviews will be completed for ground-disturbing practices, such as pipelines, by cooperating partners.

The Missouri Slope and Badlands ecoregions of North Dakota encompass some of the most iconic landscapes of North Dakota. Livestock along with some of North Dakota’s most notable wildlife, like elk, deer, antelope and pheasants, have been and continue to be an integral part of these landscapes. Part of ensuring these iconic landscapes persist is to ensure that livestock operators remain on the landscape and have the opportunity to continually improve their overall operation. Voluntary incentive based conservation has been and will continue to be a successful practice for the rancher, the livestock, soil health, water quality and wildlife. However, interest from livestock producers in southwestern North Dakota to install grazing infrastructure and complete grass plantings continues to exceed available funding. We anticipate this project will take three years to fully implement. This project does not include Section 319 program funding.

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.

Pheasants Forever will provide management, coordination and administration of the Southwestern Grazing Lands Improvement Project. Pheasants Forever will also provide coordination at the local level with program participants and partners, which will include program contract development, grass seeding design, technical standard checklists (pipelines, grass seeding, cultural resource review), and submission of payment applications.

Rachel Bush, North Dakota State Coordinator, will be the project lead, oversee and deliver this grant. Rachel has been employed and an active volunteer with Pheasants Forever since 2011. Rachel has a B.S. in fisheries and wildlife management from Lake Superior State University (2002) and a M.S. in Zoology from North Dakota State University (2006). As State Coordinator, Rachel is responsible for grant writing and reporting, developing partnerships, coordinating with Chapters and volunteers and overseeing contracts enrolled in the North Dakota’s NextGen Habitat projects. Prior to becoming the North Dakota State Coordinator, Rachel spent 4-years as a PF Farm Bill Biologist, working with private landowners, farmers and ranchers to enroll and implement voluntary conservation programs. During her time with PF she has assisted over 2,100 landowners and impacted over 46,000 acres for wildlife habitat conservation efforts. Having grown up on a farm Rachel enjoys working with private landowners and appreciates the value in finding options that work for agriculture and conservation to benefit North Dakota’s wildlife species.

Evaluation – Describe your plan to document progress and results. *

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

Success will be measured in the number grazing systems installed and acres impacted. The number of producers, acres of grass, miles of fence and pipeline, and water developments will be reported. We will record the number of landowners that express interest in the PLOTS program and follow-up with those producers or the NDGFD to see if our referrals resulted in an access agreement. We will also report on the number of producers that expressed interested in signs offered through the Landowner-Sportsman Council.

Financial Information

ATTACHMENT: Project Budget – Using the standard project budget format that is available on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> , please include a detailed total project budget that specifically outlines all the funds you are requesting. Note that a minimum of 25% match funding is required.*

The project budget should identify all matching funds, funding sources and indicate whether the matching funds are in the form of cash or in-kind services. Effective July 1, 2015 no State General Fund dollars can be used for a match unless funding was legislatively appropriated for that purpose. As noted on the standard project budget format, certain values have been identified for in-kind services. Please utilize these values in identifying your matching funds. **NOTE: No indirect costs will be funded.**

X I certify that a project budget will be sent to the Commission*

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

Include information on the sustainability of this project after all the funding from the Outdoor Heritage Fund has been expended and whether the sustainability will be in the form of ongoing management or additional funding from a different source.

Operators participating in this project will sign a project contract indicating they will maintain the installed practices on the land for a minimum of 10 years. Random spot checks and coordination through partners will be completed to ensure practices are maintained for the contract lifespan. The goal of a grazing system is not only to improve the health of the land, but to increase the sustainability of ranching. By helping producers build healthier soils, improve plant diversity and increase periods of rest they will increase the resilience of their operation. Resilience will help producers better manage their operations in the highly variable and ever-changing climate of North Dakota. With the financial investment and increase sustainability the project creates we believe these practices will remain on the landscape far beyond the ten year agreement period.

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

If the project is partially funded, the number of grazing systems and practices installed through this project will be reduced. Reduced funding will likely decrease the number of operators that will be able participate in this opportunity.

Partnership Recognition - If you are a successful recipient of Outdoor Heritage Fund dollars, how would you recognize the Outdoor Heritage Fund partnership? * Please note it is a requirement that there be signage at the location of the project acknowledging the funding from the Outdoor Heritage Fund if appropriate for your project.

The Outdoor Heritage Fund will be recognized when working with producers and in contract documents in both text and logo form. Pheasant Forever will highlight this opportunity and project success, acknowledging the Outdoor Heritage Fund, through its network of over 4,000 members. Pheasants Forever will also work with local media contacts to highlight successful projects completed through the Outdoor Heritage Fund.

Scoring of Grants

All applications will be scored by the Outdoor Heritage Fund Advisory Board after your ten-minute oral presentation. The ranking sheet(s) 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. Please note the appropriate sample contract for your organization on the website at <http://www.nd.gov/ndic/outdoor-infopage.htm> that set forth the general provisions that will be included in any contract issued by the North Dakota Industrial Commission. Please indicate if you can meet all the provisions of the sample contract. If there are provisions in that contract that your organization is unable to meet, please indicate below what those provisions would be. *

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 Karlene Fine at 701-328-3722 or kfine@nd.gov

Revised: January 18, 2017



Natural Resources
Conservation Service

Bismarck State Office
PO Box 1458
Bismarck, ND
58502-1458

Voice: 701.530.2000
Fax: 855.813.7556

April 21, 2017

Rachel Bush | North Dakota State Coordinator
Pheasants Forever, Inc. | 1166 Wahl Street | Dickinson, ND 58601

Dear Rachel,

I have reviewed the Southwest Grazing Lands Improvement Project Outdoor Heritage Proposal. It fits very closely with the goals of the Natural Resources Conservation Service to assist private landowners and operators with voluntary conservation technical assistance and to address natural resource concerns identified by producers North Dakota.

The proposal meets the conservation needs producers on private lands. The project leverages resources through partners and participants to implement conservation technical and financial assistance.

I appreciate Pheasants Forever, Inc. to incorporate the requirement to meet NRCS standards and specifications. As a part of the conservation planning process, we will be able to assist the producer by providing pipeline designs, as well as provide training to PF staff or designees.

Sincerely,

MARY E. PODOLL
State Conservationist

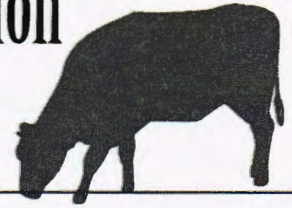


North Dakota Grazing Lands Coalition

PO BOX 325

MANDAN, ND 58554

www.ndglc.com or info@ndglc.com



April 25, 2017

Karlene Fine, Executive Director
North Dakota Industrial Commission
ATTN: Outdoor Heritage Fund
600 E. Boulevard Avenue, Dept. 405
Bismarck, ND 58505

Dear Ms. Karlene Fine,

Please accept this letter of support from the North Dakota Grazing Lands Coalition for the "Southwest Grazing Lands Improvement Project" proposal submitted by Pheasants Forever.

As a grassroots organization dedicated to promoting the health and sustainability of North Dakota's grasslands, our members have a strong focus on managing for soil health and biodiversity to support sustainable farming and ranching. The North Dakota Grazing Lands Coalition backs the "Southwest Grazing Lands Improvement Project" as it seeks to work with livestock producers to assist with the installation of grazing systems to promote rotational grazing that encompasses short periods of exposure followed by long periods of rest, aiding in the regeneration of grasslands.

Our coalition members believe in discovering common goals and objectives and generating new ideas. As such, we appreciate and recognize the opportunity the Southwest Grazing Lands Improvement Project offers for Pheasants Forever and agricultural producers to work together towards a common goal of healthy and sustainable grasslands. We also commend Pheasants Forever for allowing us the opportunity to review and comment on the proposal. We feel that by allowing for an agricultural producers perspective and input a stronger proposal is in front of you today.

Sincerely,

A handwritten signature in black ink that reads "Chad Njos". The signature is fluid and cursive.

Chad Njos
NDGLC Chair

Budget Standard Form - Southwest Grazing Lands Improvement Project

Please use the table below to provide a detailed total project budget that specifically outlines all the funds you are requesting and the matching funds being utilized to fund this project. Please note 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. Match can come from any source (i.e. private sources, State and Federal funding, Tribal funding, etc.) 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. Note 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.)

Please feel free to insert columns and rows as needed. Please include narrative to fully explain the proposed budget.

Note that NO INDIRECT COSTS will be funded from the Outdoor Heritage Fund. Also by law several items are ineligible for funding -- see Exemptions in the Application Form. Effective June 10, 2015 the following guidelines were approved by the Industrial Commission:

NO CONSIDERATION:

In addition to those specific items in law that are ineligible for funding, in the absence of a finding of exceptional circumstances by the Industrial Commission, the following projects will NOT receive consideration for funding:

- 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 below)
- 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 below)
- 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 below)
- A project in which the applicant is not directly involved in the execution and completion of the project.

Southwest Grazing Lands Improvement Project Budget				
Project Expense	OHF Request	Landowner's Match Share (Cash)	Landowner's Match Share (In-Kind)	Total Project Expense
Grazing Infrastructure Practices	\$174,900	\$116,600		\$291,500
Grass Planting Operation (site prep, seed, planting)	\$42,000		\$28,000	\$70,000
Direct to Project Personnel (7%)	\$15,183			\$15,183
Total Costs	\$232,083	\$116,600	\$28,000	\$376,683

Southwestern Grazing Lands Improvement Project - Budget Narrative

1. \$174,900 is requested in OHF grant funds to implement grazing systems within the project area. For planning purposes we estimate installation of a grazing system to be \$53.00 per acre. Practices installed may include cross-fence, pipeline, watering facilities, wells, pumps, or rural water hook-up. No perimeter fence will be cost-shared.
2. \$42,000 is requested in OHF grant funds to complete grass plantings within the project area. For planning purposes we use a cost of \$140.00 per acre. Cost includes seed bed prep, seed, and the planting operation.
3. \$15,183 (7%) is requested for direct to project personnel costs to develop contracts, compile and submit required reports, issue reimbursements, track funding and progress.
4. \$116,600 will be provided as cash match by participants in this project. Participants installing grazing systems will be responsible for 40% of the actual cost.
5. \$28,000 will be provided as in-kind match from participants that complete grass seeding. In-kind match will be in the form of labor and equipment use.

This budget was developed based on estimated interest in the two practice categories. We request the flexibility to move dollars between the two categories (grazing infrastructure practices and grass plantings) as needed based upon interest and need.

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.

Recommended by OHF Advisory Board: October 17, 2013
Approved by Industrial Commission: October 22, 2013
Revisions recommended by OHF Advisory Board: January 22, 2014
Approved by Industrial Commission: January 29, 2014
Revisions recommended by OHF Advisory Board: May 13, 2014
Approved by Industrial Commission: May 27, 2014
Revisions recommended by OHF Advisory Board: June 3, 2015
Approved by Industrial Commission: June 10, 2015