

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: TMBCI Fishing/Boat Access Project

Name of Organization: Turtle Mountain Band of Chippewa

Federal Tax ID# : #450223071

Contact Person/Title: Jeff Desjarlais, Jr., TMBCI Natural Resources Director

Address: Box 900, Highway 281 W

City: Belcourt

State: North Dakota

Zip Code: 58316

E-mail Address: desjarlais.jeffrey@yahoo.com

Web Site Address (If applicable): www.tmchippewa.com

Phone: 701-477-2640

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

MAJOR Directive:

Choose only one response

Directive A. Providing access to private and public lands for sportsmen, including projects that create fish and wildlife habitat and provide access for sportsmen;

Directive B. Improving, maintaining and restoring water quality, soil conditions, plant diversity, animal systems and by supporting other practices of stewardship to enhance farming and ranching;

Directive C. Developing, enhancing, conserving and restoring wildlife and fish habitat on private and public lands; and

Directive D. Conserving natural areas and creating other areas for recreation through the establishment and development of parks and other recreation areas.

Additional Directive:

Choose all that apply

Directive A.

Directive B.

Directive C.

Directive D.

Type of organization:

State Agency

Political Subdivision

Tribal Entity

Tax-exempt, nonprofit corporation.

Abstract/Executive Summary.

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

The Turtle Mountain Band of Chippewa proposes to purchase seven (7) handicapped accessible Fishing/Boat Access Docks to be installed at five tribal lakes for the purpose of expanding recreational opportunities as well as providing lake access for water quality testing. This is critical to improving tribal fish & wildlife habitats so that current and future generations of tribal members and our visitors to the reservation can continue to enjoy the abundance of natural resources on the reservation.

The total amount requested from the ND Outdoor Heritage Fund is \$117,000 and the tribe will contribute \$29,400 in cash and in-kind tribal resources for a total project budget of \$146,400. The Fishing/Boat Access Docks will be purchased from the local tribal manufacturing company – Metalworks. The TMBCI Natural Resources Department will provide equipment and manpower to:

conduct preparatory site work; develop a handicapped-only parking area; construct cement walkways; purchase signage & parking posts/chains, and; landscape around the lakefront perimeters.

The tribal Natural Resources Department will be responsible for maintaining and grooming the lakefront beach areas, the handicapped parking lot area, the cement walkways, and the Fishing/Boat Access Docks.

Goal: To purchase and install seven (7) Fishing/Boat Access Docks for the purpose of expanding recreational opportunities and to conduct water quality assessment activities for the benefit of fish & wildlife on the Turtle Mountain Chippewa Reservation.

Objectives:

1. Conduct site work in preparation of handicapped park area and cement walkways.
2. Purchase and install seven (7) handicapped accessible Fishing/Boat Access Docks from local tribal manufacturing firm – Metalworks.
3. Install seven Docks at seven tribal lakes.
4. Landscape the landscape area and plant new native trees and shrubs.
5. Promote Fishing/Boat Project in media publications (TM Times, TM Star, TMBCI Web).
6. Properly maintain the lakefront areas for seasonal usage (fall, winter, spring, summer).

Project Duration: One year from start to completion of project activities.

Indicate the intended schedule for drawing down OHF funds.

Turtle Mountain Band of Chippewa intends to draw down funds upon completion of project activities.

Amount of Grant request: \$117,000

Total Project Costs: \$146,400

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

Amount of Matching Funds: \$29,400

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)
\$ 20,000	Turtle Mountain Band of Chippewa	In-Kind
\$ 9,400	Turtle Mountain Band of Chippewa	Cash

\$		
\$		
\$		
\$		

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 TMBCI Tribal Government oversees the Department of Natural Resources (NR) who manages the wildlife and fish, bison, parks and recreation, agricultural, and other natural and cultural resources on Turtle Mountain Tribal lands. The NR Department maintains a full-time staff and partners with local training programs such as Summer Youth, Adult Workforce Training, and Experience Works (tribal elders age 55 and over) to assist the NR throughout the year.

Mission Statement: The Turtle Mountain Band of Chippewa is committed to preserving and protecting the natural and cultural resources of the Turtle Mountain Indian Reservation for the benefit of present and future generations of tribal members and for those who visit our Reservation. As a tribal nation, it is an obligation and duty to protect our natural resources. It is inherited within our traditional beliefs that have been passed down for generations. It is also critical that we pass down to our youth the importance of preserving our natural resources. This is best practiced through “holistic teachings” and the integration of educational and cultural programming, recreational and wellness activities, and outdoor experiential learning.

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.

The Turtle Mountain Band of Chippewa proposes to purchase seven (7) handicapped accessible Fishing/Boat Access Docks to be installed at seven tribal lakes for the purpose of expanding recreational opportunities as well as providing lake access for water quality testing. This is critical to improving tribal fish & wildlife habitats so that current and future generations of tribal members and our visitors to the reservation can continue to enjoy the abundance of natural resources on the reservation.

Goal: To purchase and install seven (7) Fishing/Boat Access Docks for the purpose of expanding recreational opportunities and to conduct water quality assessment activities for the benefit of fish & wildlife on the Turtle Mountain Chippewa Reservation.

Objectives:

- 1) Conduct site work in preparation of handicapped park area and cement walkways.
- 2) Purchase and install seven (7) handicapped accessible Fishing/Boat Access Docks from local tribal manufacturing firm – Metalworks.
- 3) Install seven Docks at seven tribal lakes.
- 4) Landscape the landscape area and plant new native trees and shrubs.
- 5) Promote Fishing/Boat Project in media publications (TM Times, TM Star, TMBCI Web)
- 6) Properly maintain the lakefront areas for seasonal usage (fall, winter, spring, summer).

Each of the tribal host opportunities for fishing, walking and nature trails, swimming and water sports, individual and group picnic facilities, and wildlife viewing opportunities -- as these may be developed carefully within the context of an integrated stewardship and management plan.

The TMBCI Natural Resources in the midst of updating its Park Management Plan and have identified the need to conduct thorough water quality analysis and studies in each of our tribal lakes. This will also help determine which lakes would be suitable for a sustainable fish habitat. Along with the studies will be implementation plan strategies that will include timelines, budgets, and infrastructure needs. The need for water studies was reiterated in the tribe's recently adopted tribal Fish Management Plan for 2018-2028.

In the forthcoming months, the tribe will be hiring a full-time.....to assist the Natural Resources Department in developing the tribal fishery management project. Following is the tentative job duties.

Fish & Wildlife Biologist/Project Coordinator - GS 12 Permanent Full-time

Serve as a Fish & Wildlife Biologist responsible for technical assistance and monitoring plans and programs related to Turtle Mountain Band of Chippewa Indians (TMBCI) fish & wildlife program. Prepare and submit program budgets, goals and objectives to conform available funds to comply with policies, standards and procedures. Recommend actions relating to litigation and negotiation support concerning fisheries program activities. Monitor anadromous fish & wildlife regulatory actions of the area to ensure regulations do not deprive members of the band the opportunity to harvest their share of the fish and wildlife resources. Responsible for managing budgets and prepare annual budget estimates and distributions based on allotted funds. Prepares, conducts or coordinates consultation required by Section (7) of the Endangered Species Act for actions taken by or on behalf of the TMBCI effecting listed marine and freshwater aquatic species.

The handicapped fishing piers will be constructed by the local tribal manufacturing firm – Metalworks Industries. The firm has built fishing piers for the Natural Resources Department in the past and they have been a popular addition to our lakes. Metalworks has also fabricated metal bench braces, garbage bins, and other necessary amenities for the Natural Resources Department. The docks will be constructed using USA made materials as that is policy of the tribe and a directive given to tribal enterprises.

The Turtle Mountain Community College, has agreed to assist the tribe by instructional support and training for future natural resource specialist. They have also offered to provide internship to students interested in participating in water studies and other research.

Each fishing/boat dock site is in need of leveling and tree and shrub removal as well as watershed embankment work. The tribe has heavy equipment available such as large bulldozers, scrapers, and hauling trucks that will be used for clearing and landscaping. One dock will be situated at each of the following lakes – Martin, Crow, Wheaton, Schute, Crow, Jarvis, & Black Duck.

The Natural Resources Department will construct a handicapped parking only area at Lake Schute and Black Duck Lake. These lakes are the most accessible and will be adequately suitable for cement walkway to the water shorelines. These sites will have signage posted to assure they will be handicapped-only parking.

Although the fishing/boat docks will have multi-functional usage (expanded fishing opportunities, handicapped accessibility), it ultimately will provide our tribal Natural Resources department access to waterways for water quality studies and related research. The health of our lakes supersedes the tribe's ability to capitalize on fish & wildlife resources, tourism, a sustainable water Marina, etc.

The NR Director, working collaboratively with the tribal Promotion/Media Specialist, will promote the new Fishing/Boat Access Project in all available media campaigns and outlets. The tribal Tourism Department is an active member with several state and national Tourism organizations that promote

tourism activities in Indian Country. The Turtle Mountain Band of Chippewa is a big draw due to its cultural significance and natural landscape and bountiful waterways.

Timeline:	Month 1-3	Survey and stake out dock/parking sites Pre-order docks from Metalworks Pre-order signage from tribal Print Shop Purchase sign poles & hardware Prepare quarterly progress report
	Months 4-6	Construction of docks. Heavy machinery site work Prepare quarterly progress report
	Months 7-9	Continued construction of docks Heavy machinery site work Prepare quarterly progress report
	Months 10-12	Installation of docks Installation of signage Landscaping and tree planting Initiate media campaign Prepare final summation progress report

Major benefits of the proposed Fishing/Boat Access Dock Project include:

1. Provide additional fishing and recreational opportunities for tribal members.
2. The docks will be handicapped accessible
3. Allow access to smaller lakes for water quality studies and research.
4. Railing will provide additional safety to fishing patrons.
5. Will enhance the local tribal tourism industry.
6. Provide healthy environment that promotes social, mental and physical well-being

is project part of a Comprehensive Conservation Plan Yes No

If yes, provide a copy with the application. A copy of TMBCI Fishery Plan is included w/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 Sky Chief Park complex is managed by the tribal Natural Resources Department and is headed by Mr. Jeff Desjarlais, Jr (JJ). Mr. Desjarlais is spearheading the Fishing/Boat Access Dock project in collaboration with several key partners/stakeholders who have been involved since the development phase of the project including the TMBCI Tribal Government and the TM BIA Agency.

The TMBCI Tribal Government (www.tmchippewa.com) provides a steady source of funding toward the tribal Natural Resources Department and oversees a diverse array of federal, state, and tribal programs on behalf of the tribe. A professional Financial Audit is conducted yearly. The Bureau of Indian Affairs (BIA) has trust responsibilities and provides funding for our Natural Resources including a Youth/Elder mentoring employment program.

The NR Department meet bi-weekly to discuss developmental efforts & implementation strategies in regard to the Sky Chief Park complex. During the meetings, conference calls and video chats are set up with a host of agencies that have contributed to the needs of the tribe's natural resources. To assure progress success, the NR Department is guided by several plans in relation to stewarding the tribe' natural resources including:

- TMBCI Sky Chief Park Management Plan – the tribal 1,313 acre park contains a relatively natural landscape that includes two lakes, a diversity of natural habitats and cultural features and provide opportunities for a range of nature based outdoor recreational activities. The mission of the Park is “to preserve the Sky Chief Park’s natural and cultural heritage values.”
- TMBCI Fish Management Plan 2018-2028 - a comprehensive plan developed with the support of US. Fish & Wildlife and conducted by fish management specialist –Samuel Hultberg and Josh Wert. The plan is an essential guide in monitoring the numerous tribal lakes and waterways located within the Turtle Mountain Band of Chippewa Reservation.

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 Tribal Natural Resources Director (JJ) will assure that the tasks and activities of the project are accomplished in an efficient and timely manner. The Tribal Government has assigned Mr. Ron Trottier, District II Councilman, to be liaison with the NR team and to assure the needs of the tribe are addressed.

A quarterly and yearly progress report will be prepared by the NR Director who will in turn disseminate it to the tribal council and BIA for review and discussion. These reports will include the level of progress made toward project objectives, timelines, and measurable outcomes. They will also formulate the basis for reporting to the North Dakota Outdoor Heritage Fund.

Financial Information

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

Indicate if the matching funds are in the form of cash, indirect costs or in-kind services. The budget should identify all other committed funding sources and the amount of funding from each source. **A**

minimum of 25% match funding is required. An application will be scored higher the greater the amount of match funding provided. (See Scoring Form.)

Certain values have been identified for in-kind services as detailed under “Budget Information” at the back of this form. Refer to that section and utilize these values in identifying your matching funds. **NOTE: No indirect costs will be funded. Supporting documentation for project expenses, including bids, must be included or application will be considered incomplete.**

Project Expense	OHF Request	Applicant's Match Share (Cash)	Applicant's Match Share (In-Kind)	Applicant's Match Share (Indirect)	Other Project Sponsor's Share	Total Each Project Expense
Fish/Boat Docks	\$ 117,000	\$	\$	\$	\$	\$ 117,000
Site Work	\$	\$	\$ 20,000	\$	\$	\$ 20,000
Concrete Work	\$	\$ 6,000	\$	\$	\$	\$ 6,000
Signage/Posts	\$	\$ 3,400	\$	\$	\$	\$ 3,400
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
Total Costs	\$ 117,000	\$ 9,400	\$ 20,000	\$	\$	\$ 146,400

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

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

Site Work (7 sites):	Shoreline Restoration \$5,000 Leveling and Fill \$10,000 Landscaping \$ 5,000	= \$20,000
Cement Walkways (2 Sites)	Concrete & manpower	= \$6,000
Signage/Posts (7 sites)	Materials & installation costs	= \$3,400
Fishing/Boat Docks (7 units)	Handicapped accessible w/railings 6' x 40' Portable dock walkway Aqua green Solar safety lights Seven units delivered and set up	= 117,000

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.

Natural Resources Office will continually seek any funding opportunities afforded the tribe via federal, state, foundation, and private funding. This will involve having pro-active working relationships with a multitude of agencies and organizations – locally, statewide, and

nationally. The tribe is in the process of preparing a portfolio to complement its Work Plan and will be distributed to all potential funding agencies.

Recent leveraging:

- Conservation Law Enforcement Officers (CLEO) – to hire several Officers who will serve to enforce Fish and Wildlife codes and protect Natural Resources habitat areas on the reservation. The first year grant is funded for \$48,000 and is renewable in five-year increments.
- Portable Saw Mill Equipment and facility– to purchase portable saw mill equipment that will be used to make park structures such as cabins, picnic tables, signage, etc. A 32’ x 60’ foot metal building is currently being constructed to house the portable wood mill operation. Thus far, over \$500,000 has been committed to the project with tribal and BIA funds.
- Tribal Senior Program – to hire seniors ages 55 and over to assist with park maintenance including mowing grass, litter disposal, shoreline brushing, etc. Funded by BIA and the tribe in 2023 for 120,000.
 - Tribal Youth Program – to hire youth ages 14-18 to assist to work alongside seniors that was funded in 2023 for 60,000.
 - Belcourt Lake “Boy Scout Camp” development – the development of the sit with an investment of over \$300,000 for site development and addition of amenities such as docks, restroom, and picnic arbors. Funds were secured from the ND Outdoor Heritage Fund and the TMBC Tribal Government.
 - RV Park Development – the tribe has invested over \$30,000 for site development and engineering cost analysis to determine budget needed for installing water, sewer, & electrical power to the RV park site.
 - Greenhouse Lab – the NR department purchased and erected a greenhouse that will be used for engaging youth and elders in gardening and horticulture. The greenhouse is valued at \$20,000.

Pending projects

Sky Chief Park Stewardship Lodge: The TMBCI Tribal Government has recently authorized the Natural Resources Department to conduct a capital campaign for a \$2 million roundhouse facility to be used to host a multitude of educational stewardship activities. The NR Department will be headquartered within the lodge and will be equipped with the necessary technology equipment for video & web-based instructional delivery support.

Tribal Fishery Specialist – the tribe recently has obligated funds to hire a Fish & Wildlife Botanist to assist in studying the current status of the tribal lakes & waterways and recommend strategies for improvement.

TMBCI Tribal Marina/Bait Shop – the tribe is planning to conduct a feasibility study for the development and implementation of a tribal marina and bait shop to be housed at the Sky Chief Park. The tribe submitted a grant application to the National Fish & Wildlife Foundation for an “America the Beautiful” grant that will fund the feasibility as well as other fish management activities.

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

Any shortcomings in funding will be addressed by meeting with the Tribal Government to determine what tribal resources are available to meet the financial needs of the project. The tribe has been very committed to the Natural Resources Department in recognition of the vast amount of land and water that it is responsible for. It is a beautiful habitat that has nourished the TM Chippewa for generations and provided a wealth of recreational activities and programming.

It is essential the tribal government afford Native youth every opportunity to participate in natural resource educational and social programming to assure long term sustainability. Tribal members do not have to pay park entrance fees and almost all events initiated at the Belcourt lake complex is free to the public.

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 Turtle Mountain Band of Chippewa has access to all local media such as the Turtle Mountain Times & Turtle Mountain Star newspapers, tribal radio KEYA-FM radio, and social media such as facebook and you-tube. The tribe will take advantage of these opportunities and will assure that the ND Outdoor Heritage fund will receive recognition and promotional coverage within these media streams. A plaque recognizing all financial partners will be mounted at the entrance to each of the fishing/boat access dock sites.

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? X 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 outdoorheritage@nd.gov.

Revised: November 4, 2019, April 12, 2023