

# Rice County Community Partners Conservation Sub-Grant Program Application and Instructions

## I. Overview

The Sub-Grant Program is a way for citizens and local organizations to access Clean Water Funds to reduce stormwater runoff and improve lakes and streams in Rice County. Citizens and local organizations work together to design and implement their own local initiatives. Funds for this project are provided from the Minnesota Board of Water and Soil Resources (BWSR) through the Clean Water, Land, and Legacy Amendment.

## II. Eligible Applicants

- River, lake, or homeowner associations
- Faith organizations
- Businesses
- Student groups
- Citizens groups
- Nonprofits
- Educational Organizations

## III. Eligible Activities

Activities eligible for reimbursement must support the Goals, Objectives, and Action Items of the 2010 Rice County Water Plan, which are summarized on the attached sheet. Please be aware that the majority of the project must be a structural practice and not the educational activity. The proposed project must be implemented wholly within Rice County. If applicable, all seeds and plants must be native species grown in Minnesota with verifiable origin.

## IV. Ineligible Activities

Aquatic invasive species control, in-lake treatments, garbage cleanups, water monitoring, project enhancement, activities that enforce existing state minimum standards, and work conducted prior to signature of a grant agreement will not be eligible for reimbursement.

## V. Eligible Costs

This is a cost share program. All grants require a minimum of 25 percent local cash or in-kind cash value. Rice County Environmental Services will reimburse 75 percent of cost up to \$5,000. Grantees are responsible for encumbering the cost of the project. Grantees must submit an invoice with receipts that were encumbered over the duration of the project to receive 65 percent



This project is funded  
by the Clean Water, Land,  
and Legacy Amendment,  
Clean Water Fund

Rice County Environmental Services receives a completed Final Report on the project.

## **VI. Application Materials**

The attached application must be submitted for review and selection. Incomplete applications will not be considered for funding.

Refer to Application Guidelines, Selection Criteria, and 2010 Rice County Water Plan Goals & Objectives before completing Application.

Mail completed applications to Rice County Environmental Services, 320 3<sup>rd</sup> St NW, Faribault, MN 55021 or via email to [rcplanningzoning@co.rice.mn.us](mailto:rcplanningzoning@co.rice.mn.us).

## **VII. Selected Applicants**

Funded applicants will be notified by mail or email. Grantees will then be required to return detailed works plans, maintenance plans and signed Grant Agreements. If applicable, successful applicants will be required to provide sufficient documentation that the project expects to receive or has received all necessary federal, state, and local permits. An inspection of the project by Rice County Environmental Services will be required in years 1, 3, and 5 of the project. Final Reports, Invoices, and receipts will be required for reimbursement of eligible project costs to the grantee.



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## Rice County Community Partners Conservation Sub-Grant Program

### APPLICATION

<b>Organization name</b>	
<b>Street address</b>	
<b>City, State, Zip Code</b>	

<b>Contact Name</b>	
<b>Title</b>	
<b>Phone Number</b>	
<b>Email Address</b>	

<b>Name</b> Name of your project	
<b>Summary</b> Include a summary of 50 words or less that summarizes your main goals and activities of your project.	

<b>Location</b> Provide a project address, city or township name, or other information that describes the location of the project. Sign off by property owner will be required at final grant agreement.	
<b>Waterbody</b> Provide a name, 8-digit hydrologic unit code (HUC), and/or lake ID for a water body that this project is intended to protect or enhance. <b>NOTE:</b> the HUC can be found on the MPCA website, and the Lake ID can be found on DNR Lake Finder.	



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**Page 2: Project Goals, Activities, and Outcomes**

<p><b>Water Plan Priorities</b> List the priorities of the 2010 Rice County Water Plan that will be addressed with this project.</p>	
<p><b>Goals</b> List the goals for the project related to water quality protection. Example: “Help improve turtle habitat on Lake Olson.”</p>	
<p><b>Activities</b> List the activities you will undertake to reach the goals. Example: “Build 3 turtle nests on the shore of Lake Olson.”</p>	
<p><b>Outcomes</b> List the expected outcomes that can be measured to determine if the project reached its goals. Example: “Turtle populations increase by 10%.”</p>	



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### Page 3: Publicity, Partnership, and Maintenance

<p><b>Publicity Plan</b> Describe how you will create awareness about the project. Plans to publicize the results of the project and/or follow-up with participants after it is complete are recommended.</p>	
<p><b>Partners</b> Provide organization names, expected contribution to the project, contact persons, and associated contact information.</p>	
<p><b>Community Involvement Plan</b> Describe how you will involve local citizens in planning and/or implementing the project. Also describe how you will encourage community involvement or community service by local citizens.</p>	
<p><b>Maintenance Plan</b> Describe how you plan to maintain project installations over their lifetime. Maintenance should be included in the budget. Installations must have a minimum of 10 year lifetime. A final maintenance plan will be required if the project is selected for funding.</p>	



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**Rice County Community Partners Conservation & Education Sub-Grant Program**

**APPLICATION**

**Page 4: Budget and Timeline**

Provide a budget with timeline in the space below. Be sure to list each item for which you request funding. Note that state and federal funding may not contribute to an organization's 25% in-kind contribution. Please double-check sums before submittal.

Item/Program Element	Start Date	End Date	Total Dollar Amount	Organization Name	Organization In-kind (25% of Total)	Environmental Services Reimbursement (75% of Total)
<i>Example: Purchase tree seedlings</i>	<i>June 1, 2012</i>	<i>August 1, 2012</i>	<i>\$260.00</i>	<i>Thirty Lakes Watershed</i>	<i>\$65.00</i>	<i>\$195.00</i>
		Totals				



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