

Lessard-Sams Outdoor Heritage Council

Laws of Minnesota 2016 Accomplishment Plan



Date: June 24, 2020

Program or Project Title: Conservation Partners Legacy Grant Program Phase VIII: Statewide and Metro Habitat

Funds Recommended: \$ 7,438,000

Manager's Name: Kathy Varble

Title: CPL Program Coordinator

Organization: MN DNR

Address: 500 Lafayette Road

Address 2: Box 20

City: St. Paul, MN 55155

Office Number: 651-259-5233

Email: kathy.varble@state.mn.us

Legislative Citation: ML 2016, Ch. 172, Art. 1, Sec. 2, Subd. 5(k)

Appropriation Language: \$7,438,000 the second year is to the commissioner of natural resources for a program to provide competitive, matching grants of up to \$400,000 to local, regional, state, and national organizations for enhancing, restoring, or protecting forests, wetlands, prairies, or habitat for fish, game, or wildlife in Minnesota. Of this amount, up to \$2,500,000 is for grants in the seven-county metropolitan area and cities with a population of 50,000 or greater. Grants shall not be made for activities required to fulfill the duties of owners of lands subject to conservation easements. Grants shall not be made from the appropriation in this paragraph for projects that have a total project cost exceeding \$575,000. Of the total appropriation, \$588,000 may be spent for personnel costs and other direct and necessary administrative costs. Grantees may acquire land or interests in land. Easements must be permanent. Grants may not be used to establish easement stewardship accounts. Land acquired in fee must be open to hunting and fishing during the open season unless otherwise provided by law. The program must require a match of at least ten percent from nonstate sources for all grants. The match may be cash or in-kind resources. For grant applications of \$25,000 or less, the commissioner shall provide a separate, simplified application process. Subject to Minnesota Statutes, the commissioner of natural resources shall, when evaluating projects of equal value, give priority to organizations that have a history of receiving or a charter to receive private contributions for local conservation or habitat projects. If acquiring land in fee or a conservation easement, priority must be given to projects associated with or within one mile of existing wildlife management areas under Minnesota Statutes, section 86A.05, subdivision 8; scientific and natural areas under Minnesota Statutes, sections 84.033 and 86A.05, subdivision 5; or aquatic management areas under Minnesota Statutes, sections 86A.05, subdivision 14, and 97C.02. All restoration or enhancement projects must be on land permanently protected by a permanent covenant ensuring perpetual maintenance and protection of restored and enhanced habitat, by a conservation easement, by public ownership, or in public waters as defined in Minnesota Statutes, section 103G.005, subdivision 15. Priority must be given to restoration and enhancement projects on public lands. Minnesota Statutes, section 97A.056, subdivision 13, applies to grants awarded under this paragraph. This appropriation is available until June 30, 2020. No less than five percent of the amount of each grant must be held back from reimbursement until the grant recipient has completed a grant accomplishment report by the deadline and in the form prescribed by and satisfactory to the Lessard-Sams Outdoor Heritage Council. The commissioner shall provide notice of the grant program in the game and fish law summary prepared under Minnesota Statutes, section 97A.051, subdivision 2.

County Locations: Not Listed

Eco regions in which work will take place:

- Forest / Prairie Transition
- Metro / Urban
- Northern Forest
- Prairie
- Southeast Forest

Activity types:

- Enhance

- Protect in Easement
- Protect in Fee
- Restore

Priority resources addressed by activity:

- Forest
- Habitat
- Prairie
- Wetlands

Abstract:

The Conservation Partners Legacy Grant Program will be managed by the Department of Natural Resources to provide competitive matching grants of up to \$400,000 to local, regional, state, and national non-profit organizations and government entities.

Design and scope of work:

The CPL program fulfills MS 97a.056 Subd. 3a, directing LSOHC to establish a conservation partner's grant program encouraging/supporting local conservation efforts. \$6,850,000 of the requested \$7,438,000 will be available for grants. Of this amount, up to \$2,500,000 will be used for projects in the 7-county metro area and in cities with a population of 50,000 people or greater. If money remains from this \$2,500,000 after two grant rounds, the funds may be used for projects statewide. Statewide funds may be used in the metro area. This is a stand-alone program, but depends on support/technical advice from public land managers, habitat and acquisition specialists, and support staff.

Grant activities include enhancement, restoration and protection of forests, wetlands, prairies, and habitat for fish, game, or wildlife in Minnesota. A 10% match from non-state sources is required for all grants. Match may be cash or in-kind, and must be identified at time of application.

CPL Program Staff will develop a Request for Proposal (RFP)/Program Manual incorporating LSOHC priorities. Staff also solicits applications, works with applicants to submit applications, oversees grant selection, prepares/executes grant documents, reviews expenditure documentation ensuring financial integrity, makes payments, monitors grant work, assists recipients with closing out agreements, and prepares required reports.

Applicants will describe the project location, activity type and habitat, benefit to habitat, fish, game and wildlife, and duration of benefits. For acquisition projects, applicants will describe the parcel selection process.

CPL staff complies with the Department of Administration-Office of Grants Management policies. Stakeholders involved in this program include applicants, reviewers, and land managers. No opposition is known.

Application Process:

The RFP/Program Manual will be posted on the CPL website in August 2016.

The Traditional and Metro grant cycles will have one guaranteed grant round and a second round if funds remain. Applications will be accepted online through mid-September for Round 1. Projects under \$25,000 will have a simplified application.

The Expedited Conservation Projects grant cycle will be open continuously beginning in August, and applications will be awarded up to 5 times through May 2017, depending on available funds.

DNR may choose to make additional awards under this announcement, consistent with DNR and OHF policy and guidance, if additional funding becomes available or if a grantee cannot complete a project as planned.

Grant Selection Process:

CPL Grant Program Staff will review applications for completeness. Technical Review Committees, selected by the Commissioner of Natural Resources, evaluate applications based on criteria listed below. A final score will be given to all applications. Committees include representatives from DNR, BWSR, the University of MN, the US Fish and Wildlife Service, or other appropriate members from government, and non-profit organizations. A final ranking committee of Directors of the DNR Divisions of Fish and Wildlife, Ecological Resources/Waters, and Forestry consider TRC, Division and Regional DNR comments, and recommend projects/funding levels to the Commissioner. ECP Grants will be reviewed by CPL staff and DNR habitat experts using criteria established for each type of project. The Commissioner will make final funding decisions.

Application Criteria:

Applications will be evaluated on the following criteria:

- o Amount/quality/connectivity of habitat restored, enhanced, or protected
- o Local support

- o Degree of collaboration
- o Urgency
- o Multiple or diverse species and habitat benefits
- o Consistency with current conservation science
- o Adjacent to protected lands
- o Full funding of project
- o Budget/ cost effectiveness
- o Public access for hunting/fishing and other wildlife-based recreation
- o Use of native plant materials
- o Applicants' capacity to successfully complete, sustain work

Project Reviews and Reporting:

Grantees submit annual accomplishment reports on forms provided by CPL staff, based on L-SOHC report forms. Reports account for the use of grant/match funds, and outcomes in measures of wetlands, prairies, forests, and fish, game, and wildlife habitat restored, enhanced, and protected. The report must include an evaluation of these results. A final report is required by all grantees 30 days after project completion.

CPL Grant staff will submit accomplishment reports to L-SOHC as required and post reports on CPL website.

CPL Administration Budget:

Grant administration costs of \$588,000 will be billed using actual costs. Costs include salary/fringe for grants staff, direct support services, travel, supplies, and outreach. An internal Service Level Agreement (SLA) will be developed with DNR's Management Information Systems to update/manage the online grant application system. Three FTEs are necessary to run an ongoing grant program with a cumulative budget of over \$20 million. As of May 2016, there are 200 active grants, and 200 grants have been completed and closed. Having 3 FTEs will ensure that the CPL program is able to effectively promote the program, monitor grants, and meet all program requirements.

DNR Land Acquisition Costs:

Applicants are required to budget for DNR Land Acquisition costs that are necessary to support the land acquisition process for parcels to be conveyed to the DNR. These costs are billed to awarded grants on a professional services basis.

DNR Technical Support:

The Division of Fish and Wildlife provides ongoing technical guidance, helping applicants prepare grant proposals and meet requirements for working on state lands. Project development and oversight is provided by area managers and additional guidance is provided for land acquisitions.

Grantee Payment:

Grantees are paid on a reimbursement or "for services rendered" basis, meaning payment is made to the grantee after work has been performed or materials have been purchased, but before the vendor is paid by the grantee. Grantees must provide proof that work has been completed or a purchase has been made in order to receive payment. Proof that the vendor was paid must be submitted to CPL staff before additional grant payments are made. Funds may be advanced to projects to accommodate cash flow needs for acquisitions.

How does the request address MN habitats that have: historical value to fish and wildlife, wildlife species of greatest conservation need, MN County Biological Survey data, and/or rare, threatened and endangered species inventories:

All CPL project requests will include a Natural Heritage Database Review, which addresses wildlife species of greatest conservation need, the MN County Biological Survey data, and/or rare, threatened and endangered species inventories.

Describe the science based planning and evaluation model used:

The CPL program has a Technical Review Committee that reviews and evaluates projects for sound conservation science.

Which sections of the Minnesota Statewide Conservation and Preservation Plan are applicable to this program:

- H1 Protect priority land habitats
- H5 Restore land, wetlands and wetland-associated watersheds

Which other plans are addressed in this program:

- Minnesota DNR Strategic Conservation Agenda

- Plans addressed will vary depending on applications received and approved.

Which LSOHC section priorities are addressed in this program:

Forest / Prairie Transition:

- Protect, enhance, and restore wild rice wetlands, shallow lakes, wetland/grassland complexes, aspen parklands, and shoreland that provide critical habitat for game and nongame wildlife

Metro / Urban:

- Protect, enhance, and restore remnant native prairie, Big Woods forests, and oak savanna with an emphasis on areas with high biological diversity

Northern Forest:

- Protect shoreland and restore or enhance critical habitat on wild rice lakes, shallow lakes, cold water lakes, streams and rivers, and spawning areas

Prairie:

- Protect, enhance, and restore remnant native prairie, Big Woods forests, and oak savanna

Southeast Forest:

- Protect, enhance, and restore habitat for fish, game, and nongame wildlife in rivers, cold-water streams, and associated upland habitat

Relationship to other funds:

- Not Listed

How does this program accelerate or supplement your current efforts in this area:

This CPL proposal accelerates and/or supplements the wildlife and habitat management plans and activities of numerous nonprofit organizations and governments throughout the state of Minnesota.

Per MS 97A.056, Subd. 24, Any state agency or organization requesting a direct appropriation from the OHF must inform the LSOHC at the time of the request for funding is made, whether the request is supplanting or is a substitution for any previous funding that was not from a legacy fund and was used for the same purpose:

Not Listed

Describe the source and amount of non-OHF money spent for this work in the past:

Not Listed

How will you sustain and/or maintain this work after the Outdoor Heritage Funds are expended:

Applicants are asked to describe their long-term management plans when submitting a project proposal, and the Technical Review Committee considers these plans when scoring proposals and making funding recommendations.

Explain the things you will do in the future to maintain project outcomes:

Not Listed

Activity Details:

If funded, this program will meet all applicable criteria set forth in MS 97A.056 - Yes

Will there be planting of corn or any crop on OHF land purchased or restored in this program - **No**

Will local government approval be sought prior to acquisition - **Yes**

Is the land you plan to acquire (fee title) free of any other permanent protection - **Yes**

Is this land currently open for hunting and fishing - **Yes**

The land may be open for hunting and fishing, depending on individual project applications.

Will the land be open for hunting and fishing after completion - **Yes**

Lands acquired with CPL funds will be open for hunting and fishing according to law.

Will the eased land be open for public use - **Yes**

Public use will depend on the conditions of the easement.

Is the land you plan to acquire (easement) free of any other permanent protection - **Yes**

Are there currently trails or roads on any of the acquisitions on the parcel list - **No**

Will new trails or roads be developed or improved as a result of the OHF acquisition - **No**

Will restoration and enhancement work follow best management practices including MS 84.973 Pollinator Habitat Program - **Yes**

Is the activity on permanently protected land per 97A.056, subd 13(f), tribal lands, and/or public waters per MS 103G.005, Subd. 15 - **Yes (WMA, WPA, SNA, AMA, Private Land with a Conservation Easement, County/Municipal, Refuge Lands, Public Waters, State Wilderness Areas, State Recreation Areas, State Forests)**

Accomplishment Timeline:

| Activity | Approximate Date Completed |
|---|----------------------------|
| Solicit applications: RFP posted online | August 2016 |
| First round applications due (ECP applications accepted continuously) | September 2016 |
| First round grantees announced | December 2016 |
| First round grants encumbered, grantees begin work | June-April 2017 |
| Solicit round 2 applications, if needed | January 2017 |
| Round 2 applications due | February/March 2017 |
| Round 2 grantees announced | May 2017 |
| Round 2 grants encumbered, grantees start work | May-June 2017 |
| Ongoing grant monitoring, per OGM policy | June 2020 |
| Annual reports to the council | August 2017, 2018, 2019 |
| Grantees complete grants and submit final reports | June 2021 |
| Final report to council | October 2021 |

Date of Final Report Submission: 11/1/2021

Federal Funding:

Do you anticipate federal funds as a match for this program - **No**

Outcomes:

Programs in the northern forest region:

- Outcomes are dependent on proposals received and approved.

Programs in forest-prairie transition region:

- Outcomes are dependent on proposals received and approved.

Programs in metropolitan urbanizing region:

- Outcomes are dependent on proposals received and approved.

Programs in southeast forest region:

- Outcomes are dependent on proposals received and approved.

Programs in prairie region:

- Outcomes are dependent on proposals received and approved.

Budget Spreadsheet

Budget reallocations up to 10% do not require an amendment to the Accomplishment Plan

How will this program accommodate the reduced appropriation recommendation from the original proposed requested amount

Less grant money will be available.

Total Amount of Request: \$ 7438000

Budget and Cash Leverage

| BudgetName | LSOHC Request | Anticipated Leverage | Leverage Source | Total |
|----------------------------|---------------|----------------------|-----------------|-------------|
| Personnel | \$480,000 | \$0 | | \$480,000 |
| Contracts | \$6,850,000 | \$685,000 | Local match | \$7,535,000 |
| Fee Acquisition w/ PILT | \$0 | \$0 | | \$0 |
| Fee Acquisition w/o PILT | \$0 | \$0 | | \$0 |
| Easement Acquisition | \$0 | \$0 | | \$0 |
| Easement Stewardship | \$0 | \$0 | | \$0 |
| Travel | \$25,000 | \$0 | | \$25,000 |
| Professional Services | \$36,000 | \$0 | | \$36,000 |
| Direct Support Services | \$42,000 | \$0 | | \$42,000 |
| DNR Land Acquisition Costs | \$0 | \$0 | | \$0 |
| Capital Equipment | \$0 | \$0 | | \$0 |
| Other Equipment/Tools | \$0 | \$0 | | \$0 |
| Supplies/Materials | \$5,000 | \$0 | | \$5,000 |
| DNR IDP | \$0 | \$0 | | \$0 |
| Total | \$7,438,000 | \$685,000 | | \$8,123,000 |

Personnel

| Position | FTE | Over # of years | LSOHC Request | Anticipated Leverage | Leverage Source | Total |
|---------------------------------|------|-----------------|---------------|----------------------|-----------------|-----------|
| CPL Coordinator | 1.00 | 2.00 | \$180,000 | \$0 | | \$180,000 |
| CPL Grant Specialist | 1.00 | 2.00 | \$140,000 | \$0 | | \$140,000 |
| CPL Natural Resource Specialist | 1.00 | 2.00 | \$160,000 | \$0 | | \$160,000 |
| Total | 3.00 | 6.00 | \$480,000 | \$0 | | \$480,000 |

Amount of Request: \$7,438,000

Amount of Leverage: \$685,000

Leverage as a percent of the Request: 9.21%

DSS + Personnel: \$522,000

As a % of the total request: 7.02%

How did you determine which portions of the Direct Support Services of your shared support services is direct to this program:

DNR calculator

Output Tables

Table 1a. Acres by Resource Type

| Type | Wetlands | Prairies | Forest | Habitats | Total |
|--|----------|----------|--------|----------|-------|
| Restore | 0 | 0 | 0 | 0 | 0 |
| Protect in Fee with State PILT Liability | 0 | 0 | 0 | 0 | 0 |
| Protect in Fee W/O State PILT Liability | 0 | 0 | 0 | 0 | 0 |
| Protect in Easement | 0 | 0 | 0 | 0 | 0 |
| Enhance | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 |

Table 2. Total Funding by Resource Type

| Type | Wetlands | Prairies | Forest | Habitats | Total |
|--|----------|----------|--------|----------|-------|
| Restore | \$0 | \$0 | \$0 | \$0 | \$0 |
| Protect in Fee with State PILT Liability | \$0 | \$0 | \$0 | \$0 | \$0 |
| Protect in Fee W/O State PILT Liability | \$0 | \$0 | \$0 | \$0 | \$0 |
| Protect in Easement | \$0 | \$0 | \$0 | \$0 | \$0 |
| Enhance | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$0 | \$0 | \$0 | \$0 | \$0 |

Table 3. Acres within each Ecological Section

| Type | Metro Urban | ForestPrairie | SE Forest | Prairie | N Forest | Total |
|--|-------------|---------------|-----------|---------|----------|-------|
| Restore | 0 | 0 | 0 | 0 | 0 | 0 |
| Protect in Fee with State PILT Liability | 0 | 0 | 0 | 0 | 0 | 0 |
| Protect in Fee W/O State PILT Liability | 0 | 0 | 0 | 0 | 0 | 0 |
| Protect in Easement | 0 | 0 | 0 | 0 | 0 | 0 |
| Enhance | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 0 | 0 | 0 | 0 | 0 | 0 |

Table 4. Total Funding within each Ecological Section

| Type | Metro Urban | ForestPrairie | SE Forest | Prairie | N Forest | Total |
|--|-------------|---------------|-----------|---------|----------|-------|
| Restore | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Protect in Fee with State PILT Liability | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Protect in Fee W/O State PILT Liability | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Protect in Easement | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Enhance | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

Table 5. Average Cost per Acre by Resource Type

| Type | Wetlands | Prairies | Forest | Habitats |
|--|----------|----------|--------|----------|
| Restore | \$0 | \$0 | \$0 | \$0 |
| Protect in Fee with State PILT Liability | \$0 | \$0 | \$0 | \$0 |
| Protect in Fee W/O State PILT Liability | \$0 | \$0 | \$0 | \$0 |
| Protect in Easement | \$0 | \$0 | \$0 | \$0 |
| Enhance | \$0 | \$0 | \$0 | \$0 |

Table 6. Average Cost per Acre by Ecological Section

| Type | Metro/Urban | Forest/Prairie | SE Forest | Prairie | Northern Forest |
|--|-------------|----------------|-----------|---------|-----------------|
| Restore | \$0 | \$0 | \$0 | \$0 | \$0 |
| Protect in Fee with State PILT Liability | \$0 | \$0 | \$0 | \$0 | \$0 |
| Protect in Fee W/O State PILT Liability | \$0 | \$0 | \$0 | \$0 | \$0 |
| Protect in Easement | \$0 | \$0 | \$0 | \$0 | \$0 |
| Enhance | \$0 | \$0 | \$0 | \$0 | \$0 |

Automatic system calculation / not entered by managers

Target Lake/Stream/River Feet or Miles

0

Parcel List

For restoration and enhancement programs ONLY: Managers may add, delete, and substitute projects on this parcel list based upon need, readiness, cost, opportunity, and/or urgency so long as the substitute parcel/project forwards the constitutional objectives of this program in the Project Scope table of this accomplishment plan. The final accomplishment plan report will include the final parcel list.

Section 1 - Restore / Enhance Parcel List

No parcels with an activity type restore or enhance.

Section 2 - Protect Parcel List

No parcels with an activity type protect.

Section 2a - Protect Parcel with Bldgs

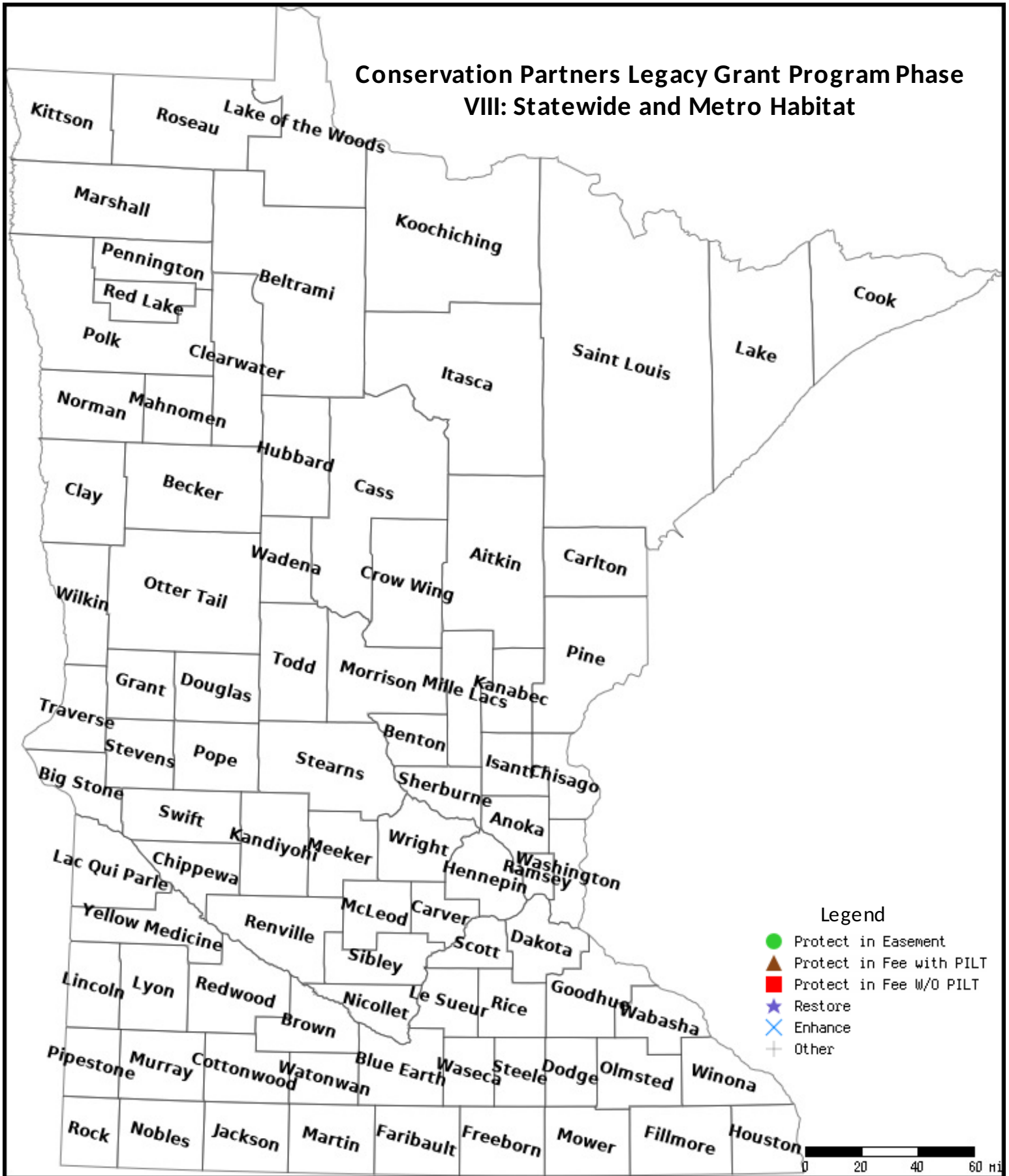
No parcels with an activity type protect and has buildings.

Section 3 - Other Parcel Activity

No parcels with an other activity type.

Parcel Map

Conservation Partners Legacy Grant Program Phase VIII: Statewide and Metro Habitat



Data Generated From Parcel List