



# Invasive Species Prevention Grants & Partnerships Request for Proposals - 2009

January 1, 2009

## **New Grant Program**

The Department of Natural Resources (DNR) Invasive Species Program is offering Invasive Species Prevention Grants during 2009. These Grants are intended to help prevent the spread of aquatic invasive species, especially zebra mussels and spiny waterfleas, into Minnesota waters. This offer is a new opportunity for local entities, such as Lake associations, COLAs, and counties to receive state funding and/or partner with the DNR on prevention efforts including public awareness initiatives and watercraft inspections.

## **What is the purpose of providing these grants?**

Grants are being provided to help local entities implement locally focused prevention efforts and to dovetail those efforts with other ongoing statewide aquatic invasive species prevention efforts. One example of a statewide prevention effort is the Stop Aquatic Hitchhikers! campaign, which is being implemented by the DNR, Minnesota Sea Grant, Wildlife Forever, and the US Fish and Wildlife Service.

## **Who can apply?**

- Lake associations
- Coalitions of lake associations (COLAs)
- Local citizen groups
- Local units of government (e.g., conservation districts, lake improvement districts, watershed districts, and counties).

## **How many grants will be available?**

Up to \$100,000 in grants will be available during 2009. Grant funded portions of proposals must be \$10,000 or less.

## **Timelines**

**February 2, 2009**      **Deadline to submit proposals. They must be received on this day by mail, email, or fax.** You may also hand deliver your application on or before February 2 during normal business hours (8:00 a.m. - 4:30 p.m., Monday – Friday)

March 2, 2009      All applicants who submitted proposals by the February 2 deadline will be notified whether their proposal will be funded.

November 2, 2009      Project activities conducted with the grants must be completed.

November 30, 2009      All required actions by the grantee must be completed.

*Note: All grant application materials will become public information once the grant application and selection process is complete.*

## What types of grants or partnership projects are possible?

### **Watercraft Inspections - DNR Watercraft Inspectors**

This is a cooperative hiring program where the local organization provides funding for salaries (at \$12/hour) and the DNR hires watercraft inspectors to work at local water accesses. The DNR will provide an equal amount of inspection hours (up to the maximum grant amount) to those funded by the local entity. The cooperating organization can provide input into scheduling the hours of inspection. For example, if a local group provides \$2,000 for local inspections, which is 166 hours of inspection at \$12/hr, then DNR provides an additional 166 hours at local accesses. DNR will also recruit, hire, and schedule the inspectors, and provide supervision, insurance, and social security costs.



### **Watercraft Inspections – Non-DNR Inspectors**

Local government units (LGU) can hire watercraft inspectors for work at local waters. DNR will train the inspectors and provide grant funds for 50% of the inspection costs. The LGU must recruit, hire, and schedule the inspectors, and provide supervision, insurance, social security and potential unemployment costs.

### **Public Awareness - Projects with standard designs or audio/video provided**

DNR will provide newspaper, TV, and radio ads, and billboards and gas pump ad designs that can include local grantee names/logos. Grantee would provide 50% of ad costs and make all arrangements. Grantees and DNR will coordinate with Wildlife Forever on billboard placement.

Example products to place or distribute locally:

- *Help Stop Aquatic Hitchhikers* newspaper ad
- *Help Stop Aquatic Hitchhikers* billboard
- *Stop Aquatic Hitchhikers and other* radio spots
- 18" x 24" *Help Stop Aquatic Hitchhikers* sign
- *Help Stop Aquatic Hitchhikers* brochure



### **Public Awareness - Customized Public Awareness Projects**

Grants from DNR will provide 50% of the cost to develop and implement local prevention projects. Grantees and DNR staff could work on local projects with bait dealers, local marinas, or dock haulers, or develop new literature and signage. Grantees can provide their half of project costs through work hours necessary to accomplish the project and/or funds to produce new informational products.

Example custom products developed by grantees in 2008:

- Fish ruler sticker with *Stop Aquatic Hitchhikers* logo and message;
- Babe Winkleman wallet-size message and Lake Minnetonka map;
- Custom signs for water accesses;
- Locally produced brochure for distribution to boaters and anglers; and
- Packet of aquatic invasive species information for distribution to resorts.

### **How and when do you apply?**

Proposals must be submitted on the attached application form. Electronic proposals are encouraged. Completed applications should be returned to:

Wendy Crowell, Grants Coordinator  
DNR – Ecological Resources  
500 Lafayette Road  
St. Paul, MN 55155

Wendy.crowell@dnr.state.mn.us

### **How will proposals be evaluated?**

Grants must focus on the prevention of the spread of aquatic invasive species. Priority will be given to proposals that:

- focus on zebra mussels and/or spiny waterflea;
- are a combined effort of local groups who apply for the grant (e.g., COLA level, multi-lake or multi organization projects);
- are located at or near infested waters or high use waters; and
- are located in high use or popular traveler destination areas.

The final amounts awarded per grant will depend upon:

- the total grant amount requested;
- how well the proposal met the prevention grant priorities;
- the past history of grantee on previous prevention grants;
- the stability of the proposing organization; and
- the relative ranking of the proposal with other proposals.

### **Further information**

Questions regarding **public awareness proposals** and **general grant inquiries**:

Jay Rendall  
Invasive Species Prevention Coordinator  
651-259-5131  
jay.rendall@dnr.state.mn.us

Questions concerning the **watercraft inspection** categories:

Heidi Wolf  
Watercraft Inspection Coordinator  
651-259-5152  
heidi.wolf@dnr.state.mn.us

Questions regarding the **grant process in general**:

Wendy Crowell  
Grant Coordinator  
651-259-5085  
wendy.crowell@dnr.state.mn.us



# Invasive Species Prevention Grants Application for 2009

**Project Title** \_\_\_\_\_

**Lead Organization** \_\_\_\_\_

**Project Lead – Name/Title** \_\_\_\_\_

**Address** \_\_\_\_\_ **City** \_\_\_\_\_

**State** \_\_\_\_\_ **ZIP** \_\_\_\_\_ **County** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Fax** \_\_\_\_\_

**E-mail** \_\_\_\_\_

**Federal Tax ID for the organization** \_\_\_\_\_

*(include if the proposal includes any public awareness projects)*

**Type of Project:**

*(Check the type of project or projects for which you are applying.)*

- Watercraft Inspections with DNR Inspectors (Lake Association, COLA, Citizen Organization, LGU)
- Watercraft Inspection with LGU hired inspectors (LGU only)
- Public Awareness Project (using designs or audio/video provided by DNR)
- Public Awareness Project (custom project chosen by grant requestor)

**Short Project Description:**

*(Please briefly describe the project below — include the number of hours and proposed start and end dates for the watercraft inspector projects and the project idea for the custom public awareness projects.)*

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**Amount of Requested Funds:**

*(Proposals may request grant funds up to \$10,000. Show the proposed use of the grant funds for various parts of the project on the budget table. Fill in the table for you proposal and refer to the example budget table.)*

Total amount you are requesting for grant funds and/or watercraft inspections? \$ \_\_\_\_\_

**Grantee Match:**

*(Every dollar of grant money received must be matched by at least one dollar from the grantee. For example, a grant of \$2,000 requires a match of at least \$2,000. Depending upon type of grant, matches may be all funds or a combination of funds and in-kind (e.g., volunteer or staff time. For proposal purposes, in-kind match of labor can be estimated at \$12.00/hour for unskilled activities and \$25.00/hour for professional types of activities.)*

How much match will you provide? (Show the combined amount of both types of match from columns (d) and (e) in the budget table.) \$ \_\_\_\_\_

**Project Partners:**

*(Please list any project partners that will help fund and / or complete this project. Include all COLAs, lake associations, citizen groups, or local units of government)*

<b>1. Name</b>	<b>Organization</b>	<b>Title</b>
<b>Address</b>		
<b>Telephone</b>	<b>Fax</b>	<b>Email</b>

<b>2. Name</b>	<b>Organization</b>	<b>Title</b>
<b>Address</b>		
<b>Telephone</b>	<b>Fax</b>	<b>Email</b>

<b>3. Name</b>	<b>Organization</b>	<b>Title</b>
<b>Address</b>		
<b>Telephone</b>	<b>Fax</b>	<b>Email</b>

<b>4. Name</b>	<b>Organization</b>	<b>Title</b>
<b>Address</b>		
<b>Telephone</b>	<b>Fax</b>	<b>Email</b>

**EXAMPLE - INVASIVE SPECIES PREVENTION GRANT & PARTNERSHIP BUDGET TABLE**

Entity: Big County COLA

(a) Type of Project	Cost Categories				
	(b) Action	(c) DNR Amount	(d) Local Match (Cash)	(e) Local Match (In-kind Labor)	(f) Total
<i>Example – Public Awareness - Customized Public Awareness Projects</i>	<i>1. Car wash brochure &amp; signs - develop and distribute brochures that direct boaters to carwashes in Big County</i>	<i>\$500 for brochures</i>	<i>\$260 for signs at carwashes</i>	<i>20 hours @ \$12/hr = \$240 to distribute brochures to marinas and accesses</i>	<i>\$1,000</i>
	<i>2. Billboards / rent billboard space on major highways leading to Big County</i>	<i>\$1,000 (to Wildlife Forever)</i>	<i>\$1,000 (to Wildlife Forever)</i>		<i>\$2,000</i>
<i>Watercraft Inspections - DNR Watercraft Inspectors</i>	<i>3. Place watercraft inspectors at priority water accesses in Big County</i>	<i>166 hours of inspections</i>	<i>\$2,000 (to DNR for 166 hours of inspection)</i>		<i>\$2,000</i>
<b>Totals</b>		<i>\$1,500 + 166 hours of insp.</i>	<i>\$3,260</i>	<i>\$240</i>	<i>\$5,000</i>

## INVASIVE SPECIES PREVENTION GRANT & PARTNERSHIP BUDGET TABLE

*(Fill in this table with information about your proposal as shown on the example budget table.)*

Entity: \_\_\_\_\_

(a) Type of Project	Cost Categories				(f) Total
	(b) Action	(c) DNR Amount	(d) Local Match (Cash)	(e) Local Match (In-kind Labor)	
<b>Totals</b>					

**Provide a detailed description of the proposed project in the sections below.**

**A. Describe the local need for the project**

*(Discuss why the project is being proposed and why it is important.)*

**B. What are the desired outcomes for the project?**

*(What do you hope to accomplish by doing this project?)*

**C. How you plan to carry out the proposed project**

*(Describe in detail, the procedures, activities and methods that will be used to accomplish the desired outcomes. (e.g., How the work will get done?) Identify key personnel, cooperators and potential project location. Include a timeline for major project tasks.)*

**Example outline –**

*A. Desired Outcome #1: Get people coming to Big County to clean their boats at local carwashes before launching in to Big County lakes.*

*1. Procedures / Activities: Produce and distribute brochures so boaters know where carwashes are located in Big County.*

*a. Timeline:*

*March - Contact car wash owners and design brochure.*

*April – Print brochure and post signs at participating carwashes.*

*May through September – Place brochures at key locations in Big County*

*b. Key personnel – John Doe will work with local printer on design and printing of brochure. Big Lake COLA members will distribute the brochures*