

Conservation Partners Legacy Grant Program Budget Definitions

Definitions are listed in the order they appear on the Budget Information page of the CPL application. They should be used when completing a CPL application. Definitions are derived from the "Proposal Definitions" developed by the LSOHC.

Personnel: Costs for paid staff directly related to and necessary for grant work. The staff must be employees of the grantee's organization. Costs may include salary and fringe. Grant administration costs may not exceed 2.5% of grant funds requested. On-the-ground personnel costs may not exceed 5% of the grant amount requested.

Contracts: Include all contracted professional or service work associated with projects that are not included in personnel above. Examples include burn crews, tree removal, and seed planting.

Fee Acquisition with PILT: The price paid for the fee interest in real property that will have future PILT requirements. Do not include personnel costs or other professional services fees necessary for the fee acquisition. Those should be listed in the appropriate categories.

Fee Acquisition without PILT: The price paid for the fee interest in real property that will not have future PILT requirements. Do not include personnel costs or other professional services fees necessary for the fee acquisition. Those should be listed in the appropriate categories.

PILT: Payments in lieu of taxes (PILT) is a local governmental aid payment for state owned natural resource lands that is made by the state to counties, townships, and some school districts.

Easement Acquisition: The price paid for the acquisition of permanent easement on real property. Do not include personnel costs or other professional services fees necessary for the acquisition. Those should be listed in the appropriate categories.

Easement Stewardship: Onetime payment to perpetually fund all costs directly associated with the on-going landowner relations, monitoring and defending of permanent easements. This may include legal, financial or public education costs. Travel and contractual costs for stewardship should be listed here and not listed in travel or contractual line.

Travel: Expenses related to travel in Minnesota directly necessary for the success of the project, including mileage, lodging, parking and per diem expenses.

Professional Services: Costs associated with appraisals, surveys, design, engineering, legal fees, etc that are necessary to support the project. Do not include these costs in other line items.

DNR Land Acquisition Costs: Costs associated with appraisal review, negotiators time, title, and legal fees that are necessary to support the land acquisition process for parcels to be ultimately conveyed to the DNR. The average cost per parcel is estimated to be \$4,000.

Equipment/Tools/Supplies: Costs for equipment, tools or supplies directly related to the project. Most equipment should be rented or leased, not purchased. Supplies include fencing, posts, seed, trees, lumber, etc.