

Request for Applications and Program Information

2023 Aquatic Invasive Species Control Grant Program

This grant program will begin accepting applications at 12:00 a.m. (midnight) Thursday, November 10, 2022. Applications received before this time will not be accepted. The final application deadline is 9:00 a.m. Monday, December 12, 2022. All completed applications submitted within the one-month application period will be considered for funding. Consideration of grant applications no longer hinges on the order of applications received, as it did years ago.

Grant Application Documents can be downloaded on the [AIS Control Grant Webpage](#).

See “How to Apply” below for more details.

Overview

The DNR has made up to \$400,000 available to all local entities such as lake associations, watershed districts, cities and counties to receive state funding from the DNR for the control of [curly-leaf pondweed](#), [Eurasian watermilfoil](#), [flowering rush](#) or [starry stonewort](#).

Funding is for reimbursement of expenses incurred while conducting local AIS control projects under Invasive Aquatic Plant Management (IAPM) Permits. AIS control projects consist of a pre-treatment delineation survey conducted by a third party and a treatment. Only one application per waterbody (as defined by its unique [Lake ID number](#)) will be accepted. Applications will be selected by a random order until funds are spent, and grant award amounts will be determined by proposed and DNR-reviewed project acreage.

The DNR’s goal for [invasive aquatic plant management](#) is to minimize harmful effects caused by invasive plants while also protecting the natural resources and their use in the State. IAPM permitted treatments are selective for target invasive plants and minimize potential negative impacts to aquatic habitat, including water quality and [native plants](#).

Program Updates

- Waterbodies that received two years of support from the 2022 grant program will not be eligible for control grants in for the 2023 cycle.
- Waterbodies that did not receive program funding in 2022 will have a higher chance of receiving a grant in 2023 to ensure that funds continue to support a wide range of waterbodies and organizations.
- An IAPM permit application will not be required at the time of grant application as it was in past years. Instead, IAPM permit applications will be a step in the grant work plan to be completed in late winter and early spring of 2023. Being awarded a grant does not guarantee an IAPM permit. Expenses incurred for a delineation survey will be eligible for reimbursement, even if a IAPM permit is not issued.
- Applicants proposing management of new infestations of starry stonewort (since January 1, 2021) will receive higher priority for selection. Starry stonewort is a prohibited invasive macroalga that has been detected in nearly two-dozen lakes in Minnesota. Due to this limited distribution and the potential for

adverse effects on recreation and aquatic habitat that may occur with additional spread within and between lakes, starry stonewort management will be a priority for this year's program.

- Applicants proposing hand-pulling or DASH of starry stonewort populations that are contained to public boat accesses will be eligible for increased grant funding support. Starry stonewort control using hand-pulling and diver-assisted suction harvesting (DASH) may be effectively containing its spread from public boat accesses in several lakes in MN.

Funding Availability

In 2023, up to \$400,000 in program funds are available. These grant funds can be used for projects that control target invasive aquatic plants using herbicides, mechanical control or a combination of both.

Award amounts will be determined by estimated project acreage and, for control of starry stonewort populations contained to public accesses, proposed control method during review by Invasive Species Program Staff. The maximum award amount may not exceed \$10,000. The state reserves the right to offer grant amounts that differ from the applicant's request or the maximum award amount. Not all proposed projects will receive funding.

Grant awards will be limited to one control project grant per waterbody as defined by the waterbody's unique eight-digit [Lake ID](#) number. In those applications for control projects that include control efforts for two or more target species that would require separate treatments, organizations can apply for a single grant that includes multiple IAPM permit applications. Project acreage will be summed across each species up to the maximum grant amount.

To receive funding for reimbursement of eligible costs under this grant program, you must:

- 1) be awarded a grant after completing the AIS Control Grant application,
- 2) arrange for a third-party delineation survey of the invasive plant to be controlled, and
- 3) apply for and obtain an IAPM Permit for the work related to the control project.
- 4) Grantees must make all arrangements and pay all project expenses up front.

The DNR will reimburse grantees for eligible costs up to the grant amount for expenses associated with the invasive species delineation and treatment.

Please note the DNR cannot reimburse costs for work done before the grant agreement is signed by all parties or work that is found by the DNR to be unsatisfactory or performed in violation of federal, state or local law. In addition, while projects may be partially funded by external funding sources, a grantee may not receive reimbursement for costs that have already been reimbursed by another external funding source.

This grant opportunity does not obligate the state to award a grant and the state reserves the right to cancel the solicitation if it is considered to be in its best interest due to lack of funding, agency priorities or other considerations.

Reimbursable Expenses

Reimbursable expenses include the cost of:

- Pre-treatment delineation by a qualified third-party contractor that adequately delineates treatment areas for an IAPM permit
- Treatment by a qualified contractor according to an IAPM permit, which could include:
 - Treatment or harvest by a contractor
 - Herbicide, if it is purchased separately
 - If harvesting is done by staff of the grantee, labor and other expenses related to maintaining and operating equipment

After the pre-treatment delineation survey and treatment are completed, additional expenses may be reimbursed using grant funds pending DNR approval, which may include:

- Additional aquatic plant survey monitoring that adequately evaluates the efficacy and nontarget effects of the control project treatment or would aid in future invasive aquatic plant management
- Genetic testing for hybrid watermilfoil in cases where the test would inform management (e.g., distinguish between native watermilfoil and invasive hybrid watermilfoil). Check in with your [Regional Invasive Species Specialist](#) before conducting genetic testing for hybrid watermilfoil.

The purchase cost of durable equipment **is not** an eligible expense.

How to Apply

This grant program will begin accepting applications at 12:00 a.m. (midnight) Thursday, November 10, 2022. Applications received before this time will not be accepted. To provide grants in a timely manner, **the final application deadline is 9:00 a.m. Monday, December 12, 2022.**

1. Review and fill out the Grant Application with Assurances form, only applying for one grant per unique waterbody ID.
 - a. The Application form can be downloaded on the [AIS Control Grant Webpage](#). To fill out the PDF form, download the file and open it in Adobe Reader. Do not open the PDF in your browser as you will not be able to save or sign the form using a browser.
 - b. The Application must include the signature of the person in your organization with delegated authority to sign the grant contract agreeing to the terms of the grant program. When you sign the Application with Assurances, you certify that you have read the application and that you will comply with the approved application with assurances and the assurances in the Grant Award Notification (GAN) and all other applicable federal regulations, state statutes and local policies.
2. Return the Grant Application PDF as an email attachment to **Jake Walsh (Email: jake.walsh@state.mn.us)**.

Using the Minnesota SWIFT Supplier Portal

In the application, you will be asked to provide your organization's SWIFT Supplier ID (sometimes also called

Vendor ID). You can find helpful guides for tasks such as resetting your password or updating your supplier profile in the [SWIFT Vendor Reference Guides](#). If your organization does not have a supplier profile, this link also provides information for registering as a supplier.

If you are unable to locate your organization's SWIFT Supplier ID or create a supplier profile before the application deadline, you will be able to share your organization's Federal Tax ID number, which can serve as a placeholder until you are able to obtain a Supplier ID.

Data Practices

Please note that the day after the grant application deadline, the name and address of all applicants and the amounts requested become public. All other data are nonpublic until the Grant Award Notice is completed. After the application review process is completed, all data (except trade secret data) become public.

Review Process

Grants received within the application period will be reviewed for completeness. The grant program will likely run out of funds before all applications that were received during the application period are funded.

Completed and on-time applications will be randomly ordered for selection. Applicants proposing work in waterbodies that were infested with starry stonewort after January 1, 2021 and waterbodies that did not receive funding in 2022 will have a higher likelihood of being ordered earlier.

DNR Invasive Species Specialists will review and adjust proposed project acreages. Specialists will also confirm that starry stonewort infestations are contained to public accesses and could be feasibly controlled by hand-pulling or diver-assisted suction harvesting for projects proposing such work. Grant award amounts will be calculated using this information, then applications will be selected in this order until funds are spent.

Award Process

Grant Award Calculations

Grant awards will be determined by permitted acreage associated with the IAPM permit application. Grant awards will provide \$1,500 for treatments estimated to be 10 acres or less. For projects larger than 10 acres, the grant will provide \$1,500 for the first 10 acres and \$150 per acre for each acre above 10 acres. In those applications for control projects for two or more target species and separate treatments, project acreage will be summed across each eligible species for determining the grant award offer.

Projects proposing hand-pulling or diver-assisted suction harvesting of starry stonewort populations contained to public accesses will receive \$3,000 for treatments estimated to be 5 acres or less, and for projects larger than 5 acres, \$3,000 for the first 5 acres and \$300 for each additional acre.

No grant award will be more than \$10,000.

Grant Award Notification

The DNR will continue using the Grant Award Notification process to expedite grant execution (when all parties have signed the grant agreement and work can begin) by 2-3 weeks, allowing for more time to plan spring delineation surveys and treatments. Please note the following important components of the process:

- The grantee will agree to the terms of the grant by signing the Grant Application with Assurances document, which contains the terms of the grant agreement and will be incorporated by reference into the Grant Award Notification.
- Grants will be fully executed with the official, signed Grant Award Notification sent to grant recipients. This document will contain all the remaining details (e.g., grant award amount, award period, and necessary funding and encumbrance information) as well as the necessary DNR signatures to complete the grant execution.
- With the grant fully executed at this stage, project work can begin immediately with the official Grant Award Notification.

Clarifications may be necessary before execution of the award. Applicants recommended for an award must wait until they receive the signed Grant Award Notification (GAN), before providing any services and before incurring expenditures. **Any expenses incurred prior to the full execution of the GAN are not reimbursable and are the responsibility of the applicant/grantee.**

Work Plan Requirements

General Expectations of Grantees

- Comply with required grants management policies and procedures set forth through Minn.Stat. §16B.97, Subd. 4 (a) (1).
- Perform the duties outlined in the Grant Award Notification, which will also be listed in each grant application with assurances.
- Grantees will be expected to retain documentation to support the expenditures related to the grant initiative described. Reimbursement must be based on necessary and applicable expenditures related to the program.
- Maintain a ledger to track the grant budget expenditures and payment reimbursements plus documentation that supports your budget line item expenses.
- If subcontracting is an allowable expenditure in the budget, follow applicable state and federal procurement laws and information in the application assurances.

Delineation Survey

Grant funds are intended to support projects that have a delineation survey done in 2023, prior to treatment. Some delineation surveys done in 2022 may be adequate to define treatment areas for 2023 based on species and treatment method. If you believe a delineation survey done in 2022 is adequate to establish treatment areas in 2023, please include it with your permit application. It will be reviewed when your permit application is reviewed. If it is acceptable, the requirement for a new survey can be waived.

- The delineation map must be submitted to complete the IAPM permit application, and the grantee must receive an IAPM permit to conduct the treatment work in the Control Grant Project.

- The delineation survey cannot be done by the same company that does the treatment. It must be done by a qualified third party.
 - Qualified staff or volunteers from the Grantee organization can do the delineation, but it must be acceptable to DNR Specialists who will review the survey. You should confirm with your Regional DNR Specialist whether they would be willing to review and possibly accept a survey done by qualified staff or volunteers in your organization prior to conducting a survey in this way.
- Grantees must pay all survey expenses up front and make all arrangements.
- The DNR reserves the right to request a new delineation survey.
- If the delineation survey results in no areas suitable for treatment, the DNR will reimburse the cost of the delineation, up to the grant amount.
- [List of aquatic plant surveyors](#) (PDF)
- [Guidance for delineating aquatic invasive plants](#) (PDF)

Treatment

The DNR will only reimburse the cost of treatments done under and according to an IAPM permit. Grantees must pay all treatment expenses up front and make all arrangements. **Treatment expenses from the same contractor that did the delineation (i.e., violated the third-party requirement for the delineation survey mentioned above) will not be eligible for reimbursement.**

- [List of licensed commercial applicators](#) (PDF)
- [List of licensed mechanical harvesters](#) (PDF)

Resources for Applicants

2023 Process Overview for Grantees

1. Sign in to the [Minnesota SWIFT Supplier Portal](#) to confirm a) your Supplier ID number and b) that your organization's official address provided in the Grant Application matches the address in the SWIFT system.
2. Complete the grant application and submit within the one-month application period.
3. If selected for funding, receive official Grant Award Notification. Please note: DNR may provide an unofficial email notifying you that your application has been selected for an award and asking for confirmation that you plan to accept the award. This is to provide timely information to you and other grantees for project planning. **Work cannot begin until you have received the signed, official Grant Award Notification.**
4. Apply for an [IAPM Permit](#) using [MPARS](#).
5. Make arrangements and pay for a third-party delineation. Retain documentation of expenditures, the delineation survey report, and the delineation survey map.
6. Submit delineation survey results into MPARS to complete IAPM permit application.
7. Receive IAPM permit.

8. Make arrangements and pay for treatment. Retain documentation of expenditures, formal pesticide application record and treatment map.
9. Submit an email with expenditure documentation and supporting delineation and treatment documentation along with a reimbursement request letter as attachments to State’s Authorized Representative, Jake Walsh (jake.walsh@state.mn.us) to request reimbursement for eligible costs.
10. Receive notice of request approval.
11. Receive reimbursement for eligible costs (generally within 30 days of the request approval).

Helpful Information, Links, and Documents

[AIS Control Grant Webpage](#)

[List of licensed commercial applicators](#) (PDF)

[List of licensed mechanical harvesters](#) (PDF)

[List of aquatic plant surveyors](#) (PDF)

[Delineation Guidance](#) (PDF)

[SWIFT Vendor Reference Guides](#)

Contact Information & FAQ

For assistance and further information on the grant and permit applications, and technical advice on your proposed control project, please contact:

- Your [Regional Invasive Species Specialist](#) for assistance with your grant and permit applications
- Jake Walsh, Aquatic Invasive Species Research and Grants Coordinator, Jake.Walsh@state.mn.us

Please submit questions no later than 4:30 p.m. Thursday, December 8. All questions and responses will be posted on this page by the end of business Friday, December 9. Questions received after 4:30 p.m. Thursday, December 8 may not be posted to the website.

Timeline

Program Step	Date
Updated program and application information posted on program webpage	November 9, 2022
Application Period Opens	12:00 a.m. (midnight) November 10, 2022
Questions due	4:30 p.m. December 8, 2022
Final response to questions posted here	December 9, 2022
Application Period Closes	9:00 a.m. December 12, 2022

Application Review and Randomized Selection	Late December 2022
Grant Award Notification	January 2023
Control Project Work	Begins after receiving the fully signed and executed Grant Award Notification
Grant Expiration	October 15, 2023, or when grant obligations are fulfilled, whichever is earlier

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This document is available in alternative formats to individuals with disabilities by contacting info.dnr@state.mn.us, 651-296-6157. For TTY/TDD communication contact us through the Minnesota Relay Service at 711 or 800-627-3529.

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