



2024-25 SMALL GRANTS: NOTICE OF GRANT OPPORTUNITY

Minnesota's Lake Superior Coastal Program

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Minnesota Department of Natural Resources

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<http://www.mndnr.gov/mlscp>



The DNR supports these projects with pass through funds received through Federal Financial Assistance Awards from the Coastal Zone Management Administration, U.S. Department of Commerce, National Oceanic and Atmospheric Administration (NOAA), Catalog of Federal Domestic Assistance 11.419.

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Requirements	3
Grant Provisions	7
2024-25 STAR Grant Specifics	9
Capacity Grant Specifics	12
Appendix A: Coastal Area (Maps)	13
Appendix B: Budget Guidance	15
Appendix C: STAR Scoring Worksheets for Coastal Council	17
Appendix D: Website References	19

PURPOSE

The mission of Minnesota’s Lake Superior Coastal Program (MLSCP; Coastal Program) is to empower and support leaders and professionals in the work they do to manage Lake Superior’s coastal areas. We strive to ensure the state’s coastal places and spaces are healthy, resilient, and sustainable so that everyone can use and enjoy them. The Minnesota Department of Natural Resources (DNR) manages the Coastal Program.

This Notice of Grant Opportunity provides the information to apply for a Coastal Program small grant (\$10,000 or less). **Small grant projects are short-term and limited in scope.** In general, projects seed or feed bigger opportunities and make coastal management more effective. The DNR will accept grant applications for:

- Short Term Action Request ([STAR](#)): \$4,501 to \$10,000; will be competitively awarded as funds are available.
- [Capacity](#): \$1,000 to \$4,500; will be non-competitively awarded as funds are available.

The Coastal Program can support projects that:

- **Planning** - develop engineering and design plans; comprehensive plans or an update to; integrate data into plans; and/or model existing data.
- **Outreach** - reach out to key audiences. This includes such things as replacing “trunk” pieces (e.g., books, displays, posters); reproducing brochures and coloring books; translating print media to digital formats; and hosting a booth at a community event.
- **Conference and training** - host or send people to a conference or training focused on coastal management. The primary purpose of these events must be providing technical information; participants will enhance their skills and knowledge for managing coastal resources.
- **Technology** - advance the technology needed to do coastal management, such as supplies (e.g., software, survey-grade GPS) and upgrades to databases and modeling tools.
- **Youth education** – support and/or develop Lake Superior focused educational opportunities for youth (ages 0-18); includes (but is not limited to) curriculums, field trips, content experts, substitute teachers, bussing, and supplies such as water sampling kits, fish identification guides, and weather monitoring stations.

While intended to be indoor activities, there may be education or observations in the field. During outdoor activities, there can be no dirt moving (i.e., ground/vegetation disturbing) activities. These activities must have no real-time environmental impact.

REQUIREMENTS

Coastal Program grant funded projects must be consistent with the objectives of the Coastal Zone Management (CZM) Act of 1972, as amended; support the mission of the DNR; and comply with state and federal grant requirements.

- The [Coastal Zone Management Act of 1972](#) provides the basis for protecting, restoring, and responsibly developing our nation’s diverse coastal communities and resources.
- The [mission](#) of the DNR is to work with Minnesotans to conserve and manage the state's natural resources, to provide outdoor recreation opportunities, and to provide for commercial uses of natural resources in a way that creates a sustainable quality of life.

Successful applicants must meet eligibility requirements and:

1. Submit appropriate application for the funds requested.
 - STAR by the published deadlines, Capacity accepted at any time.
2. Request between \$1,000 and \$10,000 in grant funds.
3. Provide required match from a non-federal source.
4. Be eligible to receive state and federal grant funds.
5. (STAR only) Be recommended for funding by the Governor’s Council on Minnesota’s Coastal Program (Coastal Council).
6. Comply with applicable state and federal laws.

Please read this entire Notice, the [Application Instructions](#), and the [Terms and Conditions](#) before starting an application.

ELIGIBILITY

To be eligible, a project must:

1. Help achieve a coastal management goal.
2. Take place within the coastal area.
3. Be submitted by an eligible organization.

Coastal Management Goals

“Coastal management” covers the decisions and actions taken to balance the natural environment, built environment, quality of life, and economic prosperity of coastal areas. To be eligible, a project must help achieve one or more of these coastal management goals:

- Help communities manage development along the Lake Superior coast in a sustainable way. (Coastal Community Development)
- Protect and restore the coastal area’s natural resources and habitats. (Coastal Habitat)
- Protect lives and property in the coastal area by minimizing risk from natural hazards such as storms, flooding, and erosion. (Coastal Hazards)
- Research, analyze, and share information that leads to better coastal land and water management by government and residents. (Coordination and Public Involvement)
- Create or enhance public access to Minnesota’s coast and Lake Superior. (Public Access)

- Safeguard and restore water quality in Lake Superior and area streams. (Water Quality)

Coastal Area

The project's principal activities must occur either:

- In the Minnesota waters of Lake Superior; or
- On public (non-federal) land in Minnesota's coastal area (see [Appendix A](#))

If any activities take place outside of the designated coastal area, the applicant will need to demonstrate that the project will have direct substantial benefits within the coastal area. For more information on Minnesota's coastal area, see the [maps](#) online or call 218-834-1446.

The Coastal Program cannot fund projects on private property or that solely benefit a private business or individual.

Eligible Organizations

The following types of organizations are eligible to apply:

- Area-wide agency, including a county and/or regional planning agency
- College or university
- Conservation district
- Joint powers board
- Local unit of government (e.g., city, township, county)
- Nonprofit organization
- Port authority
- Public school district
- Sanitary sewer district
- State agency¹
- Tribal governments and agencies

The Grantee must receive a Unique Entity Identifier from the [System for Award Management](#) (SAM) and may not be a [suspended or debarred vendor](#) in Minnesota.

DIVERSITY, EQUITY, AND INCLUSION IN GRANT MAKING

It is the policy of the State of Minnesota to ensure fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant-making.

The DNR believes that Minnesotans have an inherent right to a healthy environment and the personal health and wellness that come from access to thriving natural resource systems. We are committed to providing equitable access to outdoor spaces and the benefits afforded by a healthy environment to all Minnesotans throughout our work. This includes ensuring that the services, facilities, lands, and

¹The DNR is only eligible for non-competitive capacity funds, through a service level agreement or other approved funding mechanism. DNR employees follow department policies, see [Operational Order 118](#).

engagement processes of grant partners are welcoming and accessible, and that our work is equitable across economic and cultural communities.

We require applicants to consider the impact of their work both on Minnesotans as a whole and on specific communities and groups. The Coastal Program encourages projects that:

- Include Traditional Ecological Knowledge, Tribal input, and/or listening and responding to Tribal interests in advance of issues and decision points, while respecting Tribal sovereignty.
- Serves diverse populations through outcomes or are submitted by an underserved applicant.
- Partner with organizations with diversity, equity, and inclusion objectives.

Diverse Populations

For purposes of this Notice, diverse populations include Black, Indigenous, and People of Color (BIPOC); Tribal members; LGBTQI communities; people with disabilities; and veterans.

Historically underserved applicants

The Coastal Program has identified eligible communities that have not received grant funding, this includes organizations that serve or are led by diverse populations; women led organizations; townships; and applicants that have not received a grant for 5+ years.

Definitions

Tradition Ecological Knowledge

Traditional Ecological Knowledge (TEK) is the on-going accumulation of knowledge, practice, and belief about relationships between living beings in a specific ecosystem that is acquired by indigenous people over hundreds or thousands of years through direct contact with the environment, handed down through generations, and used for life-sustaining ways. This knowledge includes the relationships between people, plants, animals, natural phenomena, landscapes, and timing of events for activities such as hunting, fishing, trapping, agriculture, and forestry. It encompasses the world view of a people, which includes ecology, spirituality, human and animal relationships, and more. ([National Parks Service](#))

Diversity

Psychological, physical, and social differences including race, ethnicity, nationality, religion, socioeconomic status, education, marital status, language, age, gender, sexual orientation, mental or physical ability, life experiences, ideas, knowledge and learning styles.

Equity

Achieving successful systems and structures that offer fair treatment for all, ensuring access, opportunity, advancement and full participation by individuals and groups.

Inclusion

The act of creating environments in which any individual or group is and feels welcomed, respected, supported, and valued to participate fully and authentically.

COASTAL RESILIENCE

Minnesota's climate is changing. This change is impacting wildlife, plants, waters, historic resources, infrastructure, and outdoor recreation areas. To combat these impacts, we all have a responsibility to adapt and build resilience. Accordingly, the Coastal Program encourages projects that help prepare the area for the impacts of climate change, minimize its effects, and build the capacity to recover quickly from its impacts.

COLLABORATION

Multi-organization collaboration is welcome, but not required.

Applicants are encouraged to utilize partnerships for project implementation (e.g., university, state agencies, local and regional governments, federal partners, multi-disciplinary partners, community groups, non-profits, foundations). Partners may provide funding or in-kind support.

CONFLICTS OF INTEREST

State grant policy requires that steps and procedures are in place to prevent individual and organizational conflicts of interest, by applicants, Coastal Program staff, and the Coastal Council per [Minn. Stat. §16B.98 Subd. 2-3](#) and [08-01 Conflict of Interest in State Grant-Making Policy](#).

Organizational conflicts of interest occur when:

- A grantee or applicant is unable or potentially unable to render impartial assistance or advice to the Department due to competing duties or loyalties.
- A grantee or applicant's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties.

In cases where a conflict of interest is in question or disclosed, the DNR will notify the applicants or grantees and may pursue actions, including but not limited to, revising the grant work plan or grantee duties to mitigate the risk, requesting the grant applicant to submit an organizational conflict of interest mitigation plan, disqualification from eligibility for the grant award, amending the grant, or termination of the grant contract agreement.

STATE'S RIGHT TO CANCEL

This Notice does not obligate the state to make awards. The state reserves the right to cancel the solicitation if it is in its best interest due to lack of funding, agency priorities, or other considerations.

QUESTIONS

Please direct questions to the Coastal Program Grants Specialist: 218-834-1447 or mlscp.dnr@state.mn.us. The Coastal Program will post responses to questions [online](#).

If you would like Coastal Program staff to pre-review your application, you must send a draft via [email](#) a minimum of two weeks prior to the due date. Pre-review by Coastal Program staff does not guarantee the application will score well or receive grant funds.

RESOURCES

Coastal Zone Management

The National Coastal Zone Management Program monitors and evaluates the success of its efforts through [national performance measures](#). The system is used to evaluate progress toward national goals.

Minnesota Department of Natural Resources Conservation Agenda

The [Conservation Agenda](#) sets strategic direction for natural resources and measures results.

Minnesota's CZM Program Document

Combined Coastal Management Program and [Final Environmental Impact Statement](#) for the State of Minnesota (May 1999) provides the program framework: relevant laws, policies, and underlying goals.

GRANT PROVISIONS

Successful applicants who accept an award under this Notice will be required to comply with all state and federal laws, executive orders, regulations, and policies governing the funds.

TERMS AND CONDITIONS

Please see the Coastal Program [Grant Contract Agreement Terms and Conditions](#) for a full list of applicable terms and conditions. We require funding acknowledgement on products and publications. You must follow state and federal contracting laws. Please contact us to work through any additional requirements that may apply.

PAYMENT/REIMBURSEMENT

Federal law defines eligible costs, see [Appendix B: Budget Guidance](#).

Per [Policy 08-08](#), reimbursement is the preferred method for making grant payments. The DNR will reimburse project expenses once at the end of the project. The State will review each request for reimbursement against the approved grant budget, grant expenditures to-date, and the project report before approving payment. Grant payments will not be made on grants with past due reports unless the Coastal Program has given the grantee a written extension. The DNR will consider requests for advance grant payments on a case-by-case basis.

ENVIRONMENTAL IMPACT

NOAA has already approved specific activities for these funds, as required by the [National Environmental Policy Act \(NEPA\)](#). These are mostly indoor activities. Education or observations in the field are the only exception and must not have an environmental impact in real-time. In these cases:

- There can be no dirt moving (i.e., ground/vegetation disturbing) activities.
- Grantees and participants must access the sites from road crossings or on public lands/waters.
- Grantees and participants must follow best practices to prevent the spread of [invasive species](#), including brushing off boots and equipment on site at the end of the day and cleaning equipment prior to visiting another site to prevent the spread of invasive species.

If your project has any outdoor activities, you must include these details in your application.

APPLICATIONS MADE PUBLIC

Per [Minn. Stat. § 13.599](#)

- Names and addresses of grant applicants will be public data once applications are opened (day after received).
- All remaining data in application responses (except trade secret data as defined and classified in [§13.37](#)) will be public data after the evaluation process is completed (for the purposes of this grant, after project start date(s)).
- All data created or maintained by the DNR as part of the evaluation process (except trade secret data as defined and classified in [§ 13.37](#)) will be public data after the evaluation process is completed (for the purposes of this grant, after project start date(s)).

If you submit any information that you believe to be trade secret information, you must clearly mark all trade secret materials in the application and attach a statement justifying the designation for each item.

AUDITS

Per Minn. Stat. §16B.98 Subdivision 8, the grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the Commissioner of Administration, the state granting agency and either the legislative auditor or the state auditor, as appropriate. This requirement will last for a minimum of six years from the grant contract agreement end date, receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

AFFIRMATIVE ACTION AND NON-DISCRIMINATION REQUIREMENTS

- A. Minn. Stat. §363A.02. The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.
- B. Minnesota Rules, part 5000.3500. The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
- C. The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

2024-25 STAR GRANT SPECIFICS

FUNDING AVAILABLE

You may request between \$4,501 and \$10,000 in grant funds.

The DNR will award approximately \$70,000 in STAR grants under this Notice. Additional funds may be available due to other projects that come in under budget, were incomplete, or otherwise withdrawn. The DNR will award grants through a competitive process with review by the Coastal Council. The [Coastal Council](#) is a citizen advisory board made up of 15 Governor appointed members, three from each Carlton, St. Louis, Lake, and Cook counties as well as three at-large members.

Match

You will need to provide **20% of the grant request** in non-federal dollars as match. For example, if you apply for a \$10,000 grant, you will need to provide \$2,000 in match. See the [Terms and Conditions](#) for more information. Note: For youth education activities, student time is NOT eligible match, but teacher/staff time is eligible.

TIMELINE

You may select from one of three STAR project start dates². You must complete your project within six months. You should consider time of year, uncooperative weather, change in schedules, and partner delays. It may be beneficial to think about one piece of a larger initiative, such as a single aspect of a research project or a single phase of a community plan.

Project Start Dates

- April 1
- July 1
- October 1

APPLICATION SUBMISSION

You must use the [application form](#) for STAR grants. The Coastal Program must receive applications via email to mlscp.dnr@state.mn.us by **5:00 pm on December 1, 2024; March 1, 2025; or May 1, 2025**. If the due date falls on a holiday or weekend, applications are due the first business day after. You will receive confirmation of receipt via email.

You must submit all required application materials by the due date to be eligible for review, see [Application Instructions](#).

The Coastal Council will review submitted applications at the next scheduled meeting after each deadline. Applicants can find the meeting schedule on the [Coastal Council webpage](#).

² If funds are available. Check the webpage for announcements.

Eligibility Screening

Coastal Program staff will screen all submitted applications for eligibility and ensure it is materially complete. If your application does not conform to the requirements and the deadline for submission has passed, the Coastal Program will not accept the application. The Coastal Program, in its sole discretion, may continue the review process for applicants with non-substantive issues easily rectified.

Please note: It may take up to two business days to validate or reject your application.

Application Scoring, Recommendations, & Selection

The Coastal Council is seeking applications to recommend for funding that:

1. Have direct benefit to Lake Superior and/or communities in the coastal area.
2. Reflect best practices for coastal management.
3. Describe need and activities in plain (easy to understand) language.
4. Have specific, measurable results.
5. Demonstrate a capability to successfully manage and implement the project; and
6. Request a realistic monetary amount given the stated scope and timeframe.

Be advised: the review, approval, and grant contract agreement processes can take up to three months. You should submit your application accordingly.

During an [open meeting](#), which you are welcome to attend, the Coastal Council will discuss each application after which the members provide a score. The Scoring Form is included in [Appendix C](#). Coastal Program staff will add and average the scores to get a total score for each application.

The Coastal Council recommends the DNR award grants to the projects that score 35 or more points in rank order, based on the availability of funds. Projects will be funded in rank order, as grant funds are available. The DNR has the discretion to select projects out of rank order based on availability of funding and program priorities. The DNR does not guarantee that grant funds will be available for all recommended projects.

Selection Criteria and Weight

Members of the Coastal Council will review each eligible application using the following criteria.

- The proposal aligns with the purpose and goals of the STAR grant program. (maximum 5 Points)
- Planning - The proposal clearly describes the need for the project and provides strong, clear, convincing arguments for the methods. (maximum 15 points)
- Process - The proposal clearly outlines the project plan and activities and describes the ability of applicant to complete the project. (maximum 15 points)
- Outcomes - The proposal clearly describes the return on investment (how the benefit is worth the cost). (maximum 15 points)

The Coastal Council will award up to six bonus points (two points each):

- The project includes Traditional Ecological Knowledge and/or Tribal input.
- The project acknowledges and addresses the cultural and historical heritage of the area.
- The project has direct impact on Lake Superior's ecosystem.

Coastal Program staff will add bonus points (maximum of two) to the total for a final application score if:

- The project achieves a NOAA program evaluation metric or performance measure.
- The application is submitted by an underserved applicant³ or serves diverse populations through grant outcomes.

Award Process

After the Coastal Council meeting, the Coastal Program will email scoring results to the authorized representative and the grant project contact identified in the application. Staff will work with the selected applicants to complete the award process.

- 1) Coastal Program staff and applicants will develop a Task Description (project overview).
 - a. We will negotiate final scope of activities, products, budget, and specific award conditions.
 - b. If your project includes **any** outdoor activities, you will have to provide sufficient information for the DNR to ensure there is no [environmental impact](#).
- 2) The State and grantee will execute a grant contract agreement, which is binding and enforceable. It will include necessary terms and any specific award conditions.
 - a. The State will include the Task Description in the agreement as the work plan.
- 3) The grantee must participate in a Project Start-Up meeting.

REPORTING/MONITORING

The Coastal Program's report forms are available online under [Resources for Grantees](#), Reporting. You will need to provide to the DNR:

- Two progress updates (mid-point and end of project) unless otherwise specified in the terms of the award
- Final summary report
- Financial report and supporting documentation
- Products, to be determined by grant application

You will have an additional 30 days from the project end date to submit the final report, product(s), and reimbursement request.

³ Historically underserved applicants include organizations that serve or are led by diverse populations; women led organizations; townships; and applicants that have not received a grant for 5+ years.

CAPACITY GRANT SPECIFICS

FUNDING AVAILABLE

You may request between \$1,000 and \$4,500 in grant funds.

The DNR will award approximately \$30,000 in Capacity grants under this Notice. Additional funds may be available under previous awards or due to other projects that come in under budget, were incomplete, or otherwise withdrawn. The DNR will award eligible requests, as funds exist.

If limited funds are available, we will give priority to requests from rural (less than 500 residents) or Tribal communities, and those that have not yet received funds.

Match

You will need to provide **10% of the grant request** in non-federal dollars as match. For example, if you apply for a \$4,000 grant, you will need to provide \$400 in match. See the [Terms and Conditions](#) for more information. Note: For youth education activities, student time is NOT eligible match, but teacher/staff time is eligible.

APPLICATION SUBMISSION

You must use the [capacity](#) grant request form. You may submit your request at any time. The Coastal Program must receive applications via email to mlscp.dnr@state.mn.us. Coastal Program staff will review requests at staff meetings, a minimum of twice a month. It may take up to 30 days to review your application and execute a grant agreement.

AWARD PROCESS

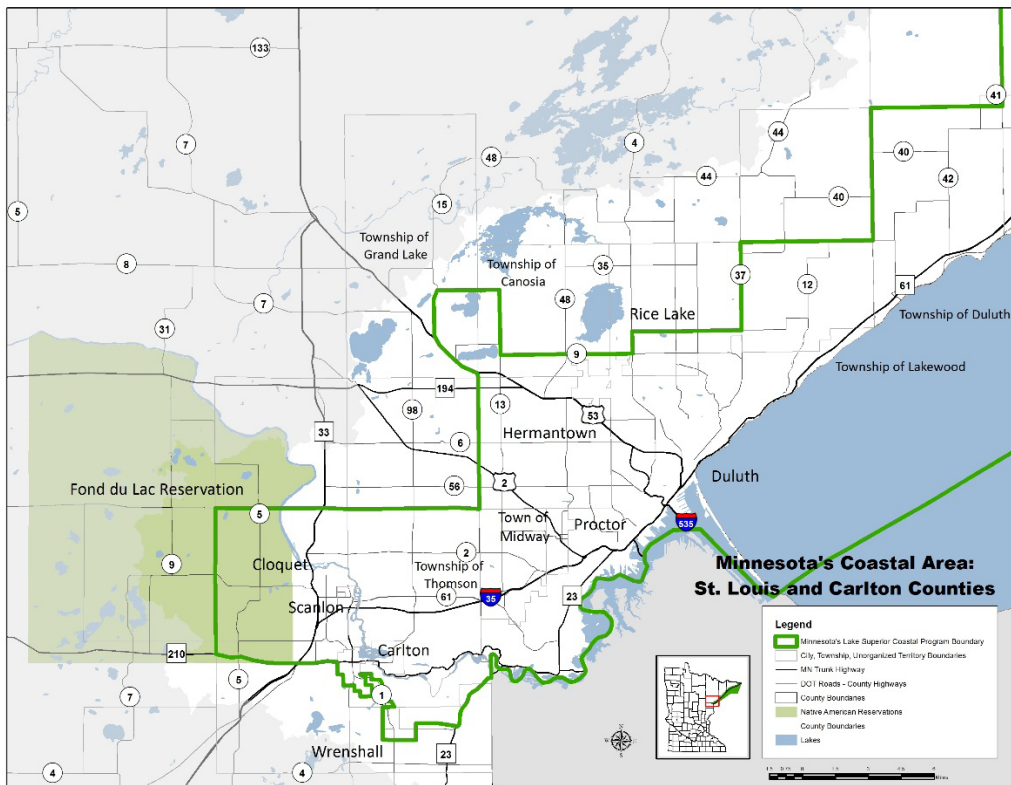
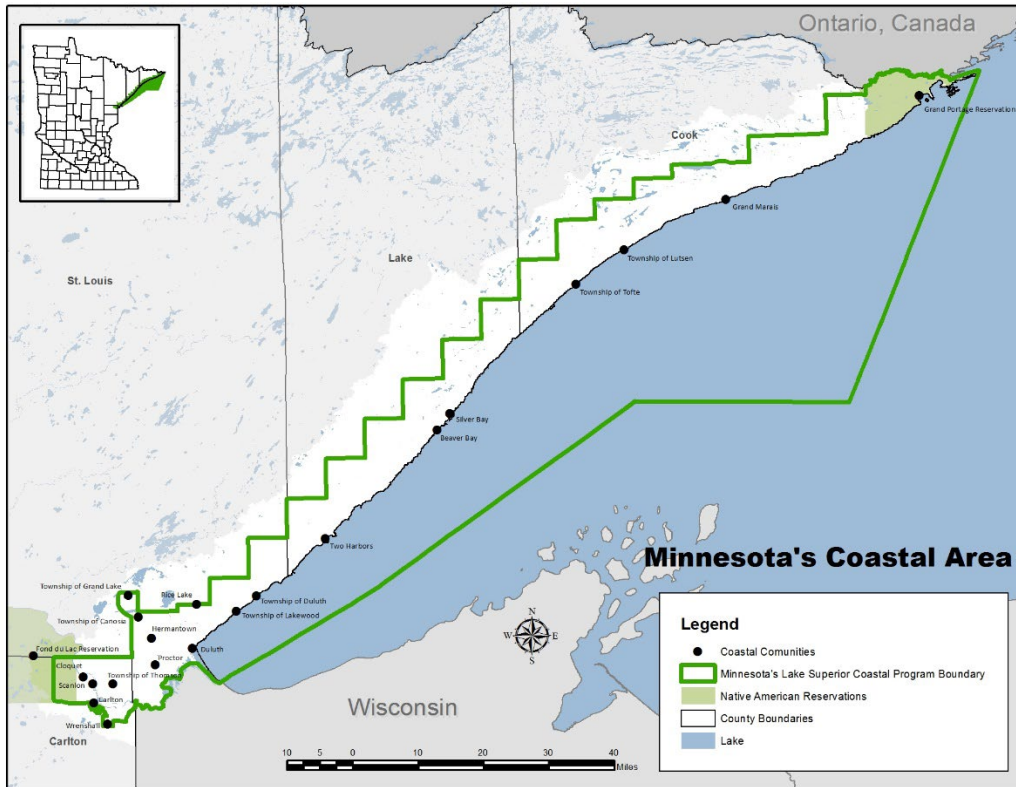
After the DNR reviews the request, the Coastal Program will email results to the authorized representative and the grant project contact identified in the application. Staff will work with the selected applicants to execute a grant contract agreement⁴, which is binding and enforceable. It will include necessary terms and any specific award conditions.

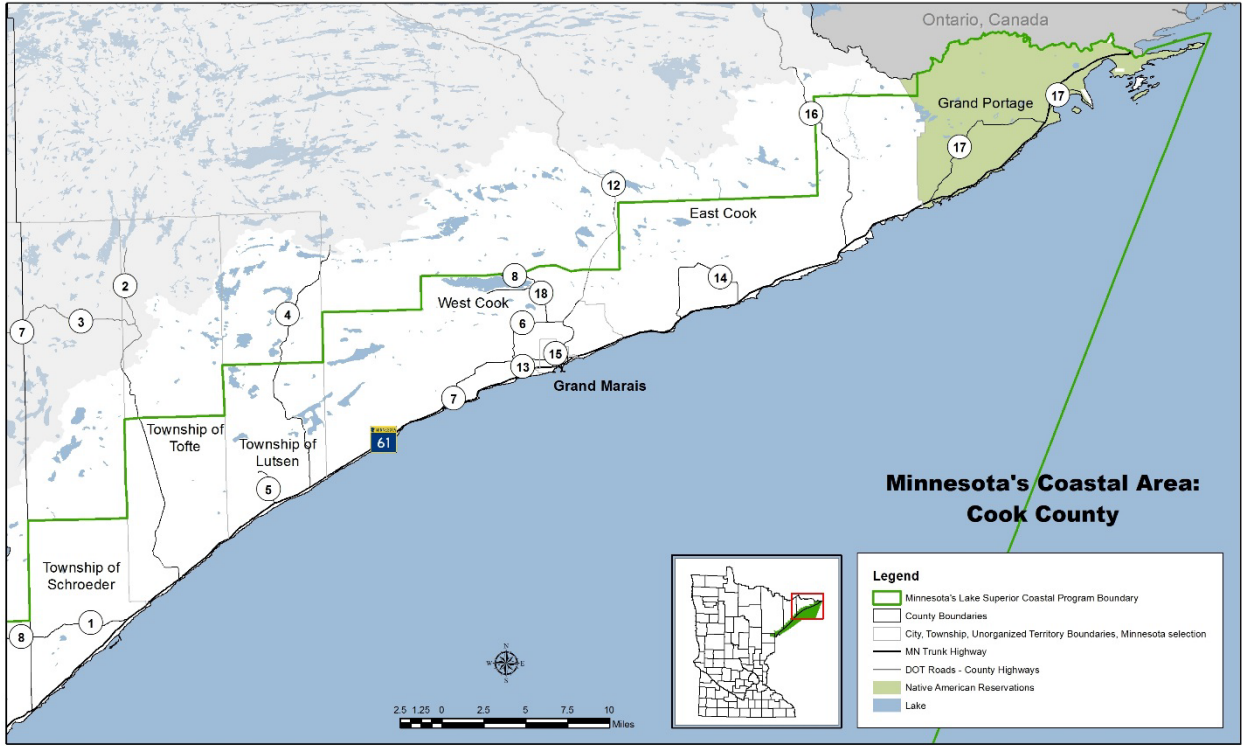
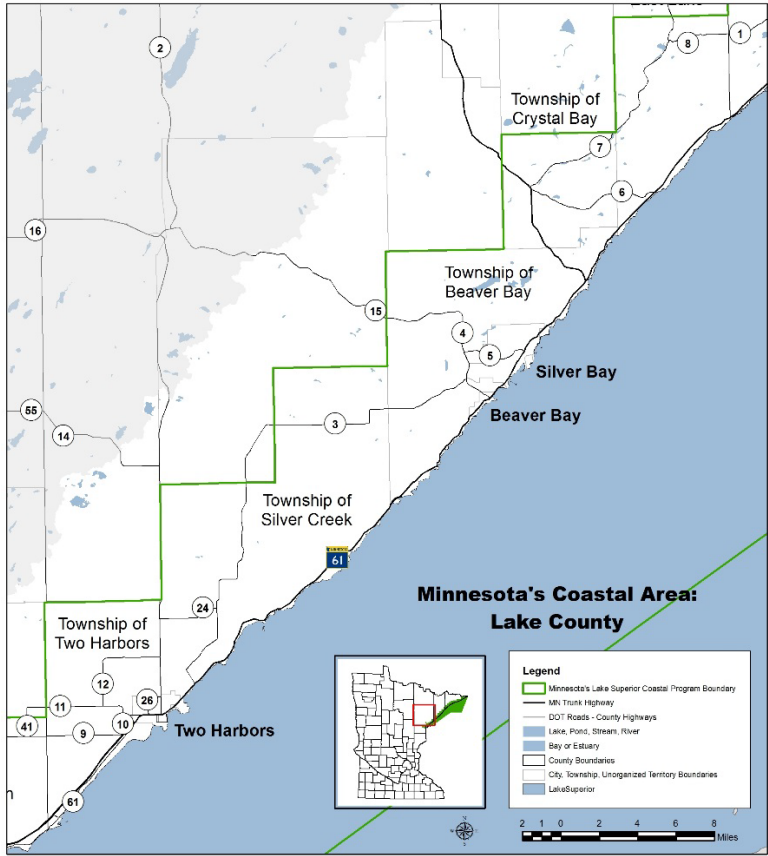
REPORTING/MONITORING

You must submit a [summary report](#) of the project/event and reimbursement request within 30 days of the event or end of the grant contract agreement. We will accept grantee generated invoices with supporting documentation (e.g., invoices or receipts).

⁴ For DNR requests, we use a service level agreement or other approved funding mechanism per department policies, see [Operational Order 118](#) for more information.

APPENDIX A: COASTAL AREA (MAPS)





APPENDIX B: BUDGET GUIDANCE

Provide justification for all budget items in sufficient detail to enable the Coastal Council to evaluate the appropriateness of the funding requested. Include detail for each expense. Explain how funds will be used and matched (include the source of the match). All costs must be reasonable, allowable and allocable as defined in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards [2 CFR Part 200](#); Subpart E.

PERSONNEL

List the staff and/or volunteers (name and title) involved in the project. Include the designated dollar amount (both salary and fringe), number of hours, cost per hour, and the task responsibilities per staff/volunteer.

Example

Jane Doe; Principal Investigator; \$2,588: 75 hours at \$30/hour plus 15% (\$4.50) fringe; \$1,588 grant request; \$1,000 match from (organization).

Tasks: Field Work and Community Meeting Facilitation

Salaries

Wages and salaries paid to employees of the grantee organization or volunteers who are directly involved in the project implementation.

Fringe Benefits

The cost of benefits paid to the personnel including the cost of employer's share of FICA, health insurance, workers' compensation, and vacation.

TRAVEL

Refers to [travel costs](#) of personnel that are reasonable and necessary to effectively manage and carry out project activities, provide oversight, or measure program effectiveness. Expenditures for all proposed travel must not exceed amounts in the [Commissioner's Travel Reimbursement Plan](#).

List each trip, including destination and purpose. The DNR will not reimburse for travel and subsistence expenses incurred outside of Minnesota unless you have received prior written approval from the Coastal Program for out of state travel (i.e., trip stated in the application). NOAA does not allow travel out of country with these funds.

EQUIPMENT

Refers to non-expendable personal property that has a useful life of more than one year and a per-unit cost of \$5,000 or more. Equipment purchase requires special review and approval by the Coastal Program. Shipping, delivery, and installation, if necessary, are a normal part of the cost of equipment and should be included. Equipment previously purchased with a Coastal Program grant (either Annual or STAR) cannot be used as match.

List the piece of equipment and its purpose; include rental rate or purchase price. If you are purchasing equipment, include how you will maintain the equipment and provide justification for purchasing rather than renting for the project activities.

SUPPLIES

Includes all consumable materials less than \$5,000 per unit such as copy paper, pens and pencils, and computers/technology.

List the supply, a description of the item and associated costs, including a description of how you will use it in the project.

CONTRACT COSTS

Includes consultants, subcontractors, and subrecipients. You will need to follow the state requirements for bid (in [Terms and Conditions](#)).

Include the budgets and budget justifications of contracts and information supporting the price or cost of contracts. Identify what the subcontractor will provide. Explain how you arrived at the amount, including if you solicited quotes.

OTHER COSTS

Refers to direct costs that do not fit any of the other categories, such as rent for buildings used to conduct project activities, leased equipment, training costs, etc. Rental/leasing costs cannot exceed the cost of purchasing the item new.

Include [conference](#) (2 CFR 200.432) expenses as 'Other'. "A conference is defined as a meeting, retreat, seminar, symposium, workshop, or event whose primary purpose is the dissemination of technical information and is necessary and reasonable for successful performance under the award. Allowable conference costs paid by the Grantee as a sponsor or host of the conference may include rental of facilities, speakers' fees, costs of meals and refreshments, local transportation, and other items incidental to such conferences unless further restricted by the terms and conditions of the Federal award. As needed, the costs of identifying, but not providing, locally available dependent-care resources are allowable."

List other costs with detail.

INDIRECT COSTS

Identify the eligible indirect cost rate (federally negotiated or de minimis). If you do not have an established indirect cost rate, you may choose to negotiate a rate or use the de minimis indirect cost rate of 10%* of modified total direct cost (as allowable under 2 CFR §200.414).

*Or federal rate at time of application.

APPENDIX C: STAR SCORING WORKSHEETS FOR COASTAL COUNCIL

Minnesota Department of Natural Resources; Minnesota’s Lake Superior Coastal Program
 2024 – 2025 Small Grants: STAR Application Scoring Worksheet

Criteria	Scoring	Points Awarded
<p>Planning</p> <p>The proposal clearly describes the need for the project and provides strong, clear, convincing evidence of advance planning.</p>	<p>15-11 Points - The proposal clearly defines a need that will be addressed by the proposed activity and describes the planning process with supporting evidence.</p> <p>10-6 Points - The proposal describes a need that will be addressed by the proposed activity and the planning process.</p> <p>5-1 Points - The proposal identifies a need that will be addressed by the proposed activity and describes the planning process but lacks sufficient detail.</p>	(15 points possible)
<p>Process</p> <p>The proposal clearly outlines the project plan and activities and describes the ability of applicant to complete the project.</p>	<p>15-11 Points - Methods and activities are sound, reflect best practices, innovative, and provide a clear, reasonable timeline with supporting evidence. The proposed budget is reasonable, accurate, and sufficiently detailed.</p> <p>10-6 Points - The methods and activities are good; they will fulfill the need. The proposed budget is reasonable.</p> <p>5-1 Points - The proposal does not clearly describe the methods or activities, nor does it include supporting documentation. The proposed budget is lacking sufficient detail.</p>	(15 points possible)
<p>Outcomes</p> <p>The proposal clearly describes the return on investment (how the benefit is worth the cost).</p>	<p>15-11 Points - The product is clearly described; the results are measurable and will positively impact the coastal area.</p> <p>10-6 Points - The product is achievable, and results will impact the coastal area.</p> <p>5-1 Points - The product is potentially achievable and will impact the coastal area but needs improvement.</p>	(15 points possible)
<p>Project fulfills the purpose and goals of the STAR grant program.</p>	<p><i>Select best option.</i></p> <p>5 = All materials are excellent; project is clearly a good use of Coastal Program grant funds.</p> <p>4 = Most materials are above average; project is a good use of grant funds.</p> <p>3 = Materials are good; project is potentially a good use of grant funds.</p> <p>2 = Materials are variable quality, project not a good use of grant funds this year.</p> <p>1 = Materials are of poor quality; project not a good use of grant funds this year.</p>	(5 points possible)
<p>Bonus Points</p>	<p><i>Award 2 points per, if applicable.</i></p> <p>The project includes Traditional Ecological Knowledge and/or Tribal input.</p> <p>The project acknowledges and addresses the cultural and historical heritage of the area.</p> <p>The project has direct impact on Lake Superior’s ecosystem.</p>	(6 points possible)

FFY24 STAR SCORING WORKSHEET

Minnesota Department of Natural Resources; Minnesota’s Lake Superior Coastal Program
2024 – 2025 Small Grants: STAR Application Scoring Worksheet

Use this worksheet to help award points on the scoring form.

> Excellent = Good < Poor N/A Not Applicable

Planning

Components	>	=	<	N/A
The proposal clearly states the need and what the proposed activity is intended to accomplish, with evidence.				
The applicant includes their experience, or opportunity to build experience with evidence.				
The applicant selected and/or designed the project with public input or participation (i.e., plan, survey, conversations).				
The applicant considers resiliency in project planning.				
If proposal is part of a larger project, application includes description of the larger project.				
Proposal has meaningful input and contributions from partners (shown by letters of support).				

Process

Components	>	=	<	N/A
The application describes the activities/methods to achieve the project goals.				
The project includes community activities and/or public input.				
The applicant has measurable commitment to inclusive practices including a plan of action.				
The project/program design appears scalable or replicable.				
The applicant has included best practices to minimize impact to the environment.				
The proposed budget is reasonable, accurate, and sufficiently detailed.				

Outcomes

Components	>	=	<	N/A
The products are possible with project timeline and design.				
The applicant will share the results with the public, land managers, and/or partners.				
The proposal details how the proposed activity will be sustained after grant is done.				
There is evaluation of the project and/or activities, and a plan for evaluation long-term (if applicable).				

APPENDIX D: WEBSITES REFERENCES

The following websites are in the Notice of Grant Opportunity:

Page	Website
3	https://coast.noaa.gov/czm/act/
3	http://www.dnr.state.mn.us/aboutdnr/mission.html
4	https://www.sam.gov/
4	https://mn.gov/admin/osp/government/suspended-debarred/
5	https://www.nps.gov/subjects/tek/description.htm
7	https://coast.noaa.gov/czm/performance/
7	https://www.dnr.state.mn.us/conservationagenda/index.html
7	http://www.dnr.state.mn.us/waters/lakesuperior/feis/index.html
7	http://www.nepa.noaa.gov/
15	https://mn.gov/mmb/employee-relations/labor-relations/labor/commissioners-plan.jsp

Coastal Program Webpages <https://www.dnr.state.mn.us/waters/lakesuperior/index.html>

- <https://www.dnr.state.mn.us/waters/lakesuperior/grants.html>
 - Funding Opportunities; Resources for Grantees; Questions

The referenced state statutes are on the state register's website: <https://www.revisor.mn.gov/statutes>

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (as referenced throughout) is available in the Electronic Code of Federal Regulations http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl