

## STAR Application Questions and Answers

Minnesota Department of Natural Resources  
Minnesota's Lake Superior Coastal Program  
2020-21 Short Term Action Request (STAR) Notice of Grant Opportunity  
Version 2; Date: 02/19/2021

### Introduction

On August 1, the Department of Natural Resources (DNR) published the "[Minnesota's Lake Superior Coastal Program 2020-21 Short Term Action Request \(STAR\) Notice of Grant Opportunity](#)". Program staff have received several questions from potential applicants. We are sharing the answers, which may benefit you.

Please contact us if you have additional questions. We will continue to add questions and answers to this document through June 1, 2021.

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## Questions and Answers

### Applications

#### ***Can we submit more than one application?***

Yes you can. We do not limit the number of applications per applicant. In the project management section of the application, you should include how you will manage the multiple projects and funding strings.

#### ***How many applications will the DNR fund?***

The DNR has designated \$100,000 for STAR grants through June 1, 2021. This may be as few as 10 projects but as many as 40, depending on the amounts requested. In the past five years, the DNR awarded grants to all STAR applications recommended for funding (total 77 projects).

#### ***What appendices may we submit?***

You may submit any documentation that supports your application. This includes but is not limited to graphics, photos, or excerpts from plans or needs assessments.

We will print and mail your application to the Coastal Council. Your application (overview, narrative, budget, and appendices) may not exceed 10 pages and must be printable on standard letter sized paper. You should ensure graphs, charts, and photos print clearly in grayscale.

***Should we submit a letter of support from a potential contractor?***

Letters of support from contractors are not required. However, if they are an identified project partner a letter may be beneficial. A letter can show you have communicated with partners and have their support.

***Updated 02/19/2021: I am sending letters of support, to whom should I address them?***

You should address the letters of support to the Coastal Council, or the Governor's Council on Minnesota's Coastal Program, 1568 Highway 2, Two Harbors, MN 55616.

**Activities**

***Can I apply for work on my private property?***

Unfortunately not. We are unable to fund private individuals and/or work on private properties. We are unaware of any grant programs that will fund private individuals or private property projects. We can provide landowner information resources. Contact us if that would be helpful.

***Can we fabricate a sign for a wayside?***

Fabrication of informational panels is an allowable cost. Installation should be on existing infrastructure. We cannot fund fabrication or installation of posts or kiosks.

***Can we include activities outside of the coastal area?***

The Coastal Council will assess activities outside of the identified coastal area for the impact to the coast. In your application, you should speak to how your activities will directly benefit coastal management priorities.

***Updated 02/19/2021: What is considered 'Public Access'?***

Public access is the ability for residents and tourists to use public beaches and other public coastal areas and the coastal waters for recreation. Minnesota defines 'coastal areas' as any area within the defined coastal zone.

**Finances and Reimbursement**

***Can we contract with a local artist for original artwork?***

Absolutely. You should check the subcontract requirements for grantees, as solicitation of quotes might be required. In most cases, verbal quotes from two or more artists would be sufficient.

***We have AmeriCorps volunteers; can we use their time as match?***

Because AmeriCorps volunteers receive a stipend from federal funds, their time is not eligible as match.

***Is food for a community event an eligible cost? If so, in what category?***

Food is an eligible cost. You must comply with the commissioner's plan for reimbursement (or the University of Minnesota travel plan). As of August 20, 2020, the reimbursement for breakfast is \$9, lunch is \$11, and dinner is \$16.

If including food for a conference\*, it should be listed under conference costs in the 'Other' category. Refreshments (snacks) for other events or meetings should be minimal and only as necessary to improve or sustain community participation. Snacks for a meeting are a 'Supply' cost.

\*A conference is a meeting, retreat, seminar, symposium, workshop or event whose primary purpose is the dissemination of technical information.

***Should we buy or rent equipment?***

The first thing is to make sure that it really is equipment. Equipment costs \$5,000 or more **and** has a useful life of more than one year. If it does not meet both of these requirements, it is a supply. If it does, you may rent or purchase equipment as necessary. Renting the equipment must not cost more than purchasing the item. You should submit documentation supporting the justification to rent or purchase.

***Updated 02/19/2021: Should we include both salary and benefits as in-kind match?***

Yes. Any expenses the organization or partner is paying for and 'donating' as in-kind match should be included. If the staff member receives both a salary and benefits, they should both be included.