Lessard-Sams Outdoor Heritage Council

Template / Directions for ML 2024

ML 2024 Request for Funding

General Information

Date: 03/27/2023 (auto populated - date of your submission)

Proposal Title: Template / Directions for ML 2024

Funds Requested: $46,200 (this amount will be auto populated from the budget table)

Confirmed Leverage Funds: $10,000 (this amount will be auto populated from the budget table)

Is this proposal Scalable?: No (this info will be auto populated from info in the Budget tab)

For requests under $500,000 see the MN DNR's Conservation Partners Legacy Grant Program

Manager Information

Manager's Name: Sandy Tester
Title: Program Analyst Manager
Organization: LSOHC
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Location Information

County Location(s): Blue Earth, Beltrami, Chippewa and Murray (this is auto populated from the Parcel List)

Selections below for eco-regions, activities, and resources will trigger specific questions in the proposal.

Eco regions in which work will take place: (see map in the Call for Funding Request)

- Forest / Prairie Transition
- Northern Forest
- Southeast Forest
- Metro / Urban
- Prairie

Activity types:

- Enhance
- Protect in Fee
- Other : example: fish barriers
- Protect in Easement
- Restore

Priority resources addressed by activity:

- Forest
- Habitat
- Wetlands
- Prairie

Narrative

(the CRITERIA indicted throughout refers to the hearing criteria on pg. 5 of Call for Funding Request)

Abstract

CRITERIA #1 - Provide a clear, concise summary of the proposed program's activities and outcomes. This should include the Who, What, When, Where, Why and How. This is the most visible description of your program. The abstract will provide readers with an overview of program objectives and will be publicly visible on the LSOHC website and summary reports.

Design and Scope of Work

CRITERIA #2 - This section describes in more/greater detail the problem to be addressed, the scope of work, how priorities were set, and the urgency and opportunity of the proposed project/program. Be sure that the narrative answers what specific habitat will be affected and how the actions will directly restore, enhance, and/or protect prairies, wetlands, forests, or habitat for fish, game, and wildlife. Your narrative should also address the level of stakeholder involvement and partnership. Be sure it is clearly written and addresses: Who, What, Where, When, Why, and How in greater depth.

Explain how the proposal addresses habitat protection, restoration, and/or enhancement for fish, game & wildlife, including threatened or endangered species conservation

CRITERIA #3 description entered here

What are the elements of this proposal that are critical from a timing perspective?

CRITERIA #4 description entered here

Describe how the proposal expands habitat corridors or complexes and/or addresses habitat fragmentation:

CRITERIA #5 description entered here

Which Conservation Plans referenced in MS97A.056, subd. 3a are most applicable to this project and why? (choose up to 2 plans from list provided with option to enter one of your own)

- A Vision for Wildlife and Its Use -- Goals and Outcomes 2006-2012

- Driftless Area Restoration Effort
- Ducks Unlimited Living Lakes Initiative
- Grassland Bird Conservation Area
- Grassland Conservation Plan for Prairie Grouse
- Long Range Duck Recovery Plan
- Long Range Plan for Fisheries Management
- Long Range Plan for Muskellunge and Large Northern Pike Management Through 2020
- Long Range Plan for the Ring-Necked Pheasant in MN
- Long Range Plan for the Wild Turkey
- Lower St. Louis River Habitat Plan
- Managing Minnesota's Shallow Lakes for Waterfowl and Wildlife
- Midwest Glacial Lakes Partnership
- Minnesota DNR AMA Acquisition Plan
- Minnesota DNR Nongame Wildlife Plans
- Minnesota DNR Scientific and Natural Area's Long Range Plan
- Minnesota DNR Strategic Conservation Agenda
- Minnesota Forest Resource Council Landscape Plans
- Minnesota Prairie Conservation Plan
- Minnesota Statewide Conservation & Preservation Plan
- Minnesota Sustainability Framework
- Minnesota's Wildlife Action Plan 2015-2025
- Minnesota's Wildlife Management Area Acquisition - The Next 50 Years
- Mississippi River Headwaters Comprehensive Plan
- Moose Advisory Committee Report to the Minnesota DNR
- National Audubon Society Top 20 Common Birds in Decline
- National Fish Habitat Action Plan
- North American Waterbird Conservation Plan
- North American Waterfowl Management Plan
- Northern Plains Prairie Potholes Regional Shorebird Conservation Plan
- Northern Tallgrass Prairie Ecoregion: A River and Stream Conservation Portfolio
- Northern Tallgrass Prairie Habitat Preservation Area (HPA) Final Environmental Impact Statement
- Other : You can enter another plan that is not included on the list provided
- Outdoor Heritage Fund: A 25 Year Framework
- Partners in Flight Conservation Plans for States and Physiographic Regions
- Partners in Flight Grassland Bird Plan
- Red River of the North Fisheries Management Plan
- Ruffed Grouse in Minnesota: A Long-Range Plan for Management
- State Comprehensive Outdoor Recreation Plan
- Strategic Plan for Coldwater Resources Management in Southeastern Minnesota
- Superior National Forest Land and Resource Management Plan
- The Nature Conservancy's Superior Mixed Forest Ecoregional Plan
- U.S. Fish and Wildlife Service Strategic Habitat Conservation Model
- U.S. Prairie Pothole Joint Venture Plan
- Upper Mississippi River and Great Lakes Region Projects Joint Ventures Plan

Explain how this proposal will uniquely address habitat resilience to climate change and its anticipated effects on game, fish & wildlife species utilizing the protected or restored/enhanced habitat this proposal targets.

CRITERIA #6 - NEW QUESTION - description entered here

Which LSOHC section priorities are addressed in this proposal?

(system will filter sections based on selections in general tab – select ONE main priority for each section)

Forest / Prairie Transition

- Protect, restore, and enhance habitat for waterfowl, upland birds, and species of greatest conservation need

Metro / Urban

- Protect habitat corridors, with emphasis on the Minnesota, Mississippi, and St. Croix rivers (bluff to floodplain)

Northern Forest

- Provide access to manage habitat on landlocked public properties or protect forest land from parcelization and fragmentation through fee acquisition, conservation or access easement

Prairie

- Protect, enhance, or restore existing wetland/upland complexes, or convert agricultural lands to new wetland/upland habitat complexes

Southeast Forest

- Restore forest-based wildlife habitat that has experienced substantial decline in area in recent decades

Describe how this project/program will produce and demonstrate a significant and permanent conservation legacy and/or outcomes for fish, game, and wildlife, and if not permanent outcomes, why it is important to undertake at this time:

CRITERIA #7 description entered here.

Outcomes

Programs in forest-prairie transition region:

- Improved aquatic habitat vegetation ~ *CRITERIA # 7 Further explanation here*

Programs in metropolitan urbanizing region:

- A forest land base that contributes to the habitat picture ~ *CRITERIA # 7 Further explanation here*

Programs in the northern forest region:

- Forestlands are protected from development and fragmentation ~ *CRITERIA # 7 Further explanation here*

Programs in prairie region:

- Agriculture lands are converted to grasslands to sustain functioning prairie systems ~ *CRITERIA # 7 Further explanation here*

Programs in southeast forest region:

- Forestlands and savannas are protected from parceliazation and fragmentation and accessible for resource management purposes ~ *CRITERIA # 7 Further explanation here*

What other dedicated funds may collaborate with or contribute to this proposal?

- Arts and Cultural Heritage Fund
- Environment and Natural Resource Trust Fund
- Clean Water Fund
- Parks and Trails Fund

Per MS 97A.056, Subd. 24, Please explain whether the request is supplanting or is a substitution for any previous funding that was not from a legacy fund and was used for the same purpose.

Explain why the program does not supplant or substitute here.

How will you sustain and/or maintain this work after the Outdoor Heritage Funds are expended?

CRITERIA #9 description entered here

Actions to Maintain Project Outcomes

Year	Source of Funds	Step 1	Step 2	Step 3
2018	Funding Source A	step 1 to maintain outcome - CRITERIA # 9	step 2 to maintain outcome	step 3 to maintain outcome
2019	Funding Source B	step 1 to maintain outcome	step 2 to maintain outcome	-
2020	Funding Source C	step 1 to maintain outcome	step 2 to maintain outcome	step 3 to maintain outcome

How will the program directly involve, engage, and benefit BIPOC (Black, Indigenous, People of Color) and diverse communities:

Explain / Describe here: examples include outreach activities, partner and volunteer involvement, secondary educational or community opportunities of environmental or social significance.

Activity Details

(questions here vary based on the activities selected in General Tab, this is a list of ALL possible questions)

Requirements

If funded, this proposal will meet all applicable criteria set forth in MS 97A.056?
Yes

Will county board or other local government approval be formally sought prior to acquisition, per 97A.056 subd 13(j)?
No

Describe any measures to inform local governments of land acquisition under their jurisdiction:
If no above, Explain here

Is the land you plan to acquire (fee title) free of any other permanent protection?
No

Describe the permanent protection and justification for additional protection:
If no above, Explain here

Is the land you plan to acquire (easement) free of any other permanent protection?
No

Describe the expected public use:
If no above, Explain here

Will restoration and enhancement work follow best management practices including MS 84.973 Pollinator Habitat Program?
No

Explain why the work will not follow best management practices:
If no above, Explain here

Is the restoration and enhancement activity on permanently protected land per 97A.056, Subd 13(f), tribal lands, and/or public waters per MS 103G.005, Subd. 15 or on lands to be acquired in this program?
Yes

Where does the activity take place?

- WMA
- SNA
- Permanently Protected Conservation Easements
- Refuge Lands
- State Wilderness Areas
- State Forests
- WPA
- AMA
- County/Municipal
- Public Waters
- State Recreation Areas
- Other : example: State Park

Land Use

Will there be planting of any crop on OHF land purchased or restored in this program?
Yes

Explain what will be planted:
If yes above, Explain here

Will neonicotinoid pesticide products be used within any activities of this proposal?
Yes

Please Explain:
If yes above, Explain here

Is this land currently open for hunting and fishing?
Yes

Describe any variation from the State of Minnesota regulations:
If yes above, Explain here

Will the land be open for hunting and fishing after completion?
Yes

Describe any variation from the State of Minnesota regulations:
If yes above, Explain here

Will the eased land be open for public use?
Yes

Describe the expected public use:
If yes above, Explain here

Are there currently trails or roads on any of the proposed acquisitions?
Yes

Describe the types of trails or roads and the allowable uses:
If yes above, Explain here

Will the trails or roads remain and uses continue to be allowed after OHF acquisition?
Yes

How will maintenance and monitoring be accomplished?
If yes above, Explain here

Will new trails or roads be developed or improved as a result of the OHF acquisition?
Yes

Describe the types of trails or roads and the allowable uses:
If yes above, Explain here

How will maintenance and monitoring be accomplished?
If yes above, Explain here

Will the land that you acquire (fee or easement) be restored or enhanced within this proposal's funding and availability?
No

Explain how, when, and source of the R/E work:
If no above, Explain here

Other OHF Appropriation Awards

Have you received OHF dollars in the past through LSOHC that are current OPEN appropriations?
Yes   (if yes, you will be required to complete a table showing all open OHF appropriations)

Approp Year	Funding Amount Received	Amount Spent to Date	Funding Remaining	% Spent to Date
2019	$1,500,000	$750,000	$750,000	50.0%
2018	$1,000,000	$1,000,000	-	100.0%
Totals	$2,500,000	$1,750,000	$750,000	70.0%

Timeline

(click "add new activity" to create a timeline of your program's MAJOR activities and estimated completion dates)

Activity Name	Estimated Completion Date
Activity 1 - example seek willing landowners and obtain purchase agreements	Month / year
Activity 2 - start restoration of purchased lands	-
Activity 3 - close on acquisitions	Month / year
Activity 4 - convey lands to final management organization	-
Activity 5 - design, engineering, and permitting complete	Month / year

Budget

Totals   Criteria #11

Item	Funding Request	Total Leverage	Leverage Source	Total
Personnel	$30,000	$15,000	federal funds, donations/private	$45,000
Contracts	$100	-	-	$100
Fee Acquisition w/ PILT	$100	$100	Federal dollars	$200
Fee Acquisition w/o PILT	$100	-	-	$100
Easement Acquisition	$100	-	-	$100
Easement Stewardship	$100	-	-	$100
Travel	$100	-	-	$100
Professional Services	$100	-	-	$100
Direct Support Services	$100	-	-	$100
DNR Land Acquisition Costs	$100	-	-	$100
Capital Equipment	$15,000	$5,000	-	$20,000
Other Equipment/Tools	$100	-	-	$100
Supplies/Materials	$100	-	-	$100
DNR IDP	$100	-	-	$100
Grand Total	**$46,200**	**$20,100**	**-**	**$66,300**

Personnel

Position	Annual FTE	Years Working	Funding Request	Total Leverage	Leverage Source	Total
various: program management	2.5	5.0	$20,000	$10,000	donations/private	$30,000
engineering	1.0	3.0	$10,000	$5,000	federal funds	$15,000

Capital Equipment (only for single items over $10,000)

Item	Funding Request	Total Leverage	Leverage Source	Total
UTV with spray unit	$15,000	$5,000	-	$20,000

Amount of Request: $46,200   (amounts auto populated from tables)

Amount of Leverage: $20,100

Leverage as a percent of the Request: 43.51%

DSS + Personnel: $30,100

As a % of the total request: 65.15%

Easement Stewardship: $100

As a % of the Easement Acquisition: 100.0%

Total Leverage (from above)	Amount Confirmed	% of Total Leverage	Amount Anticipated	% of Total Leverage
$20,100	$10,000	49.75%	$10,100	50.25%

Detail leverage sources and confirmation of funds:

CRITERIA #10 - EXPLAIN HERE

Does this proposal have the ability to be scalable?
No

> **Please explain why this project can NOT be scaled:**
> Explain Here

Personnel

Has funding for these positions been requested in the past?
Yes

> **Please explain the overlap of past and future staffing and position levels previously received and how that is coordinated over multiple years?**
> If yes above, Explain Here

Contracts

What is included in the contracts line?
Explain Here

Professional Services

What is included in the Professional Services line?

- Appraisals
- Design/Engineering
- Other : Explain other professional service here
- Surveys
- Title Insurance and Legal Fees

Fee Acquisition

What is the anticipated number of fee title acquisition transactions?
This box only shows up if fee title acquisition funds are entered in the budget table

Easement Stewardship

What is the number of easements anticipated, cost per easement for stewardship, and explain how that amount is calculated?
This box only shows up if easement acquisition funds are entered in the budget table

Travel

Does the amount in the travel line include equipment/vehicle rental?
Yes

Explain the amount in the travel line outside of traditional travel costs of mileage, food, and lodging
Explain Here

I understand and agree that lodging, meals, and mileage must comply with the current MMB Commissioner Plan:
Yes

Direct Support Services

How did you determine which portions of the Direct Support Services of your shared support services is direct to this program?
Explain Here

Other Equipment/Tools

Give examples of the types of Equipment and Tools that will be purchased?
Explain Here

Federal Funds

(federal fund match MAY affect the end date of the appropriation availability)

Do you anticipate federal funds as a match for this program?
Yes

> **Are the funds confirmed?** (if yes, you will be required to attach the confirmation letter/contract as proof of funds)
> Yes
>
> - Cash : $20,000
> - In Kind : $5,000
> - Other : Explain here

Output Tables

(outputs are specific products resulting from activities and are described as volume of work achieved)

Acres by Resource Type (Table 1)

Type	Wetland	Prairie	Forest	Habitat	Total Acres
Restore	10	10	10	10	40
Protect in Fee with State PILT Liability	10	10	10	10	40
Protect in Fee w/o State PILT Liability	10	10	10	10	40
Protect in Easement	10	10	10	10	40
Enhance	10	10	10	10	40
Total	**50**	**50**	**50**	**50**	**200**

How many of these Prairie acres are Native Prairie? (Table 1b)

Type	Native Prairie (acres)
Restore	5
Protect in Fee with State PILT Liability	5
Protect in Fee w/o State PILT Liability	5
Protect in Easement	5
Enhance	5
Total	**25**

Total Requested Funding by Resource Type (Table 2)

Type	Wetland	Prairie	Forest	Habitat	Total Funding
Restore	$3,000	$3,000	$1,700	$500	$8,200
Protect in Fee with State PILT Liability	$3,000	$3,000	$3,000	$500	$9,500
Protect in Fee w/o State PILT Liability	$3,000	$3,000	$3,000	$500	$9,500
Protect in Easement	$3,000	$3,000	$3,000	$500	$9,500
Enhance	$3,000	$3,000	$3,000	$500	$9,500
Total	**$15,000**	**$15,000**	**$13,700**	**$2,500**	**$46,200**

Acres within each Ecological Section (Table 3)

Type	Metro/Urban	Forest/Prairie	SE Forest	Prairie	N. Forest	Total Acres
Restore	10	10	10	10	10	50
Protect in Fee with State PILT Liability	10	10	10	10	10	50
Protect in Fee w/o State PILT Liability	10	10	10	10	10	50
Protect in Easement	10	10	10	10	10	50
Enhance	10	10	10	10	10	50
Total	**50**	**50**	**50**	**50**	**50**	**250**

Total Requested Funding within each Ecological Section (Table 4)

Type	Metro/Urban	Forest/Prairie	SE Forest	Prairie	N. Forest	Total Funding
Restore	$2,500	$2,500	$2,000	$2,000	$500	$9,500
Protect in Fee with State PILT Liability	$2,500	$2,500	$2,000	$2,000	$500	$9,500
Protect in Fee w/o State PILT Liability	$2,500	$2,500	$1,000	$2,000	$500	$8,500
Protect in Easement	$2,500	$2,500	$1,000	$2,000	$500	$8,500

Enhance	$2,500	$2,500	$2,700	$2,000	$500	$10,200
Total	**$12,500**	**$12,500**	**$8,700**	**$10,000**	**$2,500**	**$46,200**

Average Cost per Acre by Resource Type (Table 5) (this table is auto populated)

Type	Wetland	Prairie	Forest	Habitat
Restore	$300	$300	$170	$50
Protect in Fee with State PILT Liability	$300	$300	$300	$50
Protect in Fee w/o State PILT Liability	$300	$300	$300	$50
Protect in Easement	$300	$300	$300	$50
Enhance	$300	$300	$300	$50

Average Cost per Acre by Ecological Section (Table 6) (this table is auto populated)

Type	Metro/Urban	Forest/Prairie	SE Forest	Prairie	N. Forest
Restore	$250	$250	$200	$200	$50
Protect in Fee with State PILT Liability	$250	$250	$200	$200	$50
Protect in Fee w/o State PILT Liability	$250	$250	$100	$200	$50
Protect in Easement	$250	$250	$100	$200	$50
Enhance	$250	$250	$270	$200	$50

Target Lake/Stream/River Feet or Miles

3 miles

Parcels

Sign-up Criteria? (must attach document if there are no parcels listed in the proposal)
No

Explain the process used to identify, prioritize, and select the parcels on your list:
Explain here.

Restore / Enhance Parcels (Enter only one parcel per row. Make sure to **scroll all the way to the right** in the Parcel Tab table and complete all fields.)

Name	County	TRDS	Acres	Est Cost	Existing Protection
-	-	-	22	$20,000	No
Tract 5	Murray	-	5	$300	No

Protect Parcels

Name	County	TRDS	Acres	Est Cost	Existing Protection
Tract 1	Blue Earth	-	150	$5,000	No
Tract 9	Chippewa	-	20	$500	No

Protect Parcels with Buildings

Name	County	TRDS	Acres	Est Cost	Existing Protection	Buildings	Value of Buildings
Smith Farm	Beltrami	-	50	$2,000	No	2	$0

Other Parcels

Name	County	TRDS	Acres	Est Cost	Existing Protection
-	-	-	1	$150,000	Yes

Entering Parcel Data
There are dropdown menus for most of the fields in the form:
> **Township:** Numerical range is 026-258. A "0" must be placed in front of single or double digits.
> **Range:** Numerical range is 01-51 A "0" must be placed in front of single digits.
> **Direction:** All of Minnesota is 02, except for parts of northeastern Cook County which are 01.
> **Section:** 01-36. A "0" must be placed in front of single or double digits.
> **Description:** Add a brief land description of the target property.
> **Activity:** If completing the spreadsheet template provided for upload, make sure that this field is filled with the choices in the drop down box exactly as they appear. (*Protect in Fee w/o PILT*, *Protect in Fee with PILT*, *Protect in Easement*, *Restore*, *Enhance*, *Other*, *Not Applicable*)
> **Existing Protection:** Check *Yes* if there is already existing permanent protection on this property and *No* if not.
> **Open to Hunting and Fishing:** Options are: *Full*, *Limited*, *No*, *Not Applicable*. Trapping is included in hunting. Regarding fishing, if the parcel does not have water, select *Not Applicable* rather than *No* in this field. *No* means it is NOT open for hunting/fishing.
> **Status:** All proposed parcels should default to *Proposed*.
> **Buildings/Improvements**: For fee acquisition programs, complete the final four columns for buildings or improvements on the property.

Attachments

Required Attachment

Proposal Illustration *is required* – a one-page (front and back) illustration that helps visually convey the Who, What, Where, When, Why, and How of your proposal. This graphic representation may be in color and will be provided with the proposal for evaluation. Readers should have a strong understanding of your proposal after reviewing this document. Items to consider include photos, graphics, tables, maps, highlights, etc.

Required Attachments for Non-Government Organizations

- Most Recent Financial Audit
- List of Board Members

Optional Attachments
- Letters of support (combine all letters into one PDF – please use electronic copies of letters, not scanned copies whenever possible)
- Maps: should show the neighborhood, aerial photos, and adjacent public lands to help show habitat connections
- Attachments have a maximum file size of 25MB/file

Submitting Requests

Print your proposal for review prior to submission. To do this: Click the *Dashboard* link near the top of the page, bringing you to your manager dashboard. Click the *Generate Proposal* link to open your draft and request as a PDF to save or print. The way your proposal looks when it is printed is how the proposal will be presented to the Council.

When you are ready to submit your final request for funding, AFTER you have reviewed it, click the *Select Action* button near the top right side of the page. Select *Submit to LSOHC*. If errors exist, a dialogue box will appear listing the errors and how to correct them. *Select Submit to LSOHC* again after addressing the errors.

Important: Once your proposal has been submitted, your request for funding is final. There is no option for further editing.
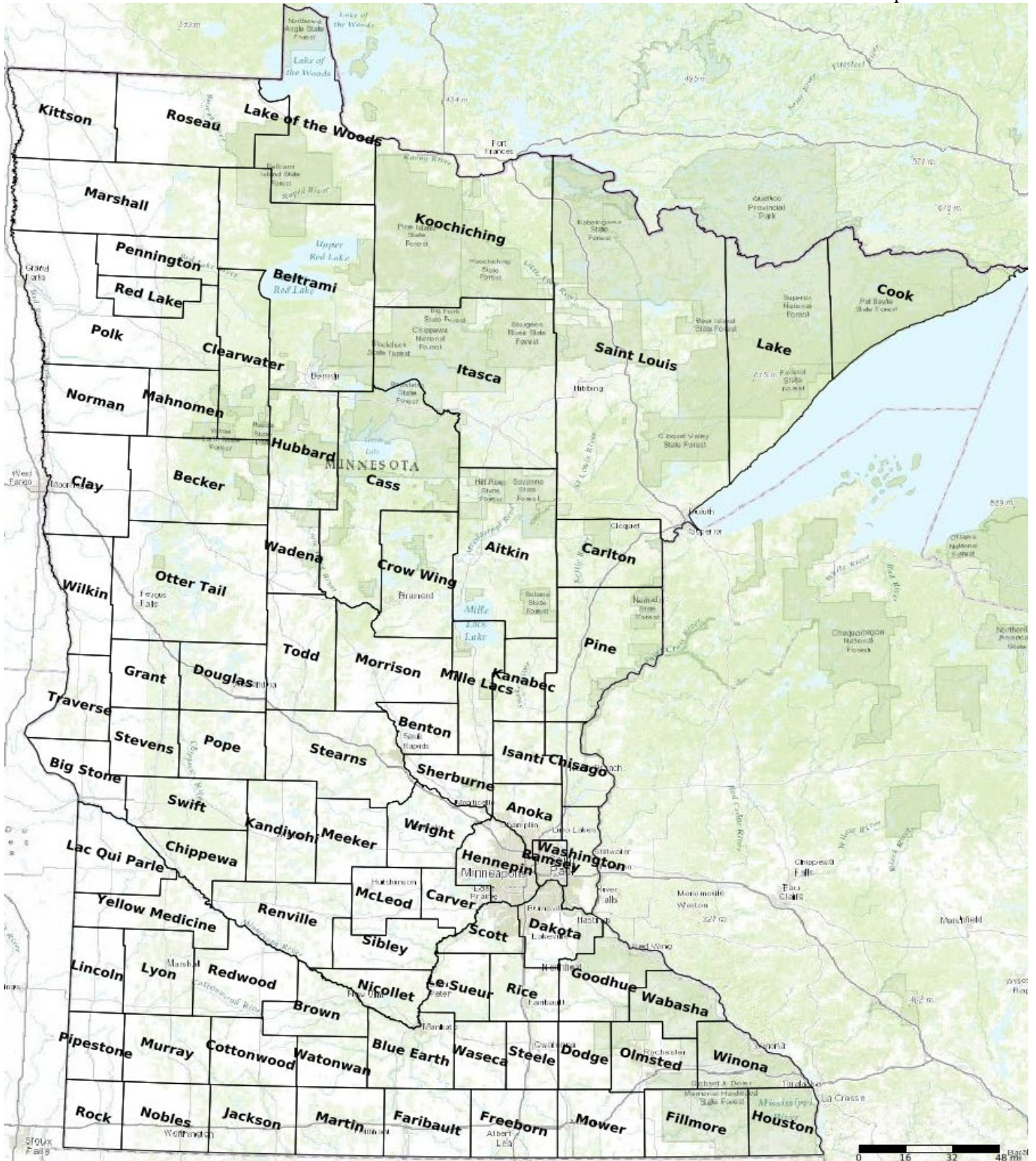
You will receive an automated system generated email confirmation of your submission. If you do not receive a confirmation email, contact LSOHC staff.

Information and Assistance

Council staff is available to assist applicants with general proposal questions or technical issues during the submission process.

For proposal questions, technical issues, or system errors - contact Sandy Smith at **651-297-7141** or **sandy.smith@lsohc.mn.gov**
To make an appointment with staff to review a new proposal prior to submission - contact Amanda Schnabel at **651-284-6430** or **amanda.schnabel@lsohc.mn.gov**

Protect in Easement
Protect in Fee with PILT
Protect in Fee W/O PILT
Restore
Enhance
Other

Parcel Map
Template / Directions for ML 2023
(Data Generated From Parcel List)