



AQUATIC INVASIVE SPECIES Grant Program & Application



A. AQUATIC INVASIVE SPECIES GRANTS

The Montana Department of Natural Resources and Conservation (DNRC) is offering grants to local governments for the prevention, control, and management of aquatic invasive species (AIS). The goal of the grants is to protect the natural resources of Montana from severe and unacceptable damage from AIS. Funding will be available as appropriated by the state legislature each biennium.

B. APPLICANT ELIGIBILITY

AIS grants are available to state, city, county, tribal governments, or other local political subdivisions within the state. Federal agencies, private corporations, and individuals are not eligible to receive grant funding; however, funds may be available for technical assistance.

C. PROJECT ELIGIBILITY

The proposed project must be critical and urgent and contribute to the protection of Montana's aquatic environment from severe and unacceptable damage to natural resources from AIS. Public benefit from implementation of the project must directly relate to the prevention, early detection, rapid response, or control of AIS.

Activities include but are not limited to: (1) outreach and education; (2) prevention; (3) early detection and rapid response; (4) control; (5) treatment demonstration, research or design; or (6) other related actions. Preference will be given to: Montana's Aquatic Invasive Species Program Priorities (see Appendix A); species on the Montana Noxious Weed List (<http://agr.mt.gov/agr/Programs/Weeds/PDF/2015WeedList.pdf>) (see Appendix B); and to locally-led on-the-ground projects such as surveys and removal that result in measurable control of AIS.

On-the-ground control projects are eligible for funding, but **require match funding** and a management plan that includes: description of the problem, impacts to natural resources, alternatives analysis, and management actions supported by scientific research, funding strategy, monitoring plan, and metrics to meet management goals, stakeholder collaboration, and local support for project.

The project must align with state priorities, must show local support, and must be coordinated with related AIS efforts in the area and comprehensive invasive species plans. Priority will be given to local partnerships that demonstrate the administrative, financial, and management capacity to implement the project. The project must commit to using statewide AIS survey and control protocols and reporting.

D. FUNDING LIMITS

Grants may be awarded for up to **\$15,000 for most projects** depending on available funding, the intended activities, and based upon a budget that is supported by a clear scope of work. Control projects may be considered for funding above this level on a case-by-case basis. DNRC will consider subsequent phases of projects for funding. Grant awards may be less than the requested amount. Project duration may be from 1–2 years, with significant progress expected in the first year of the grant.

Applicants may submit more than one project for funding consideration. A complete separate application form is required for each project.

E. INELIGIBLE COSTS

The following tasks are ineligible for grant funds:

- Activities outside of the scope of work
- Costs incurred outside of the contract term
- Routine maintenance and operation
- eDNA sampling/processing
- Salaries/wages, travel, and other expenses not directly related to the project
- Expenses related to presenting the project at workshops, conferences, or other public venues, unless specifically included in the scope of work
- Administrative costs greater than 10% of the total project cost
- Equipment unless specifically included in the scope of work
- Food and beverages for meetings
- Facilities and administration (indirect costs)

F. APPLICATION SUBMITTAL AND REVIEW

Applications must be submitted by 5 p.m. on June 1, 2017.

The complete application form and instructions are available electronically on the DNRC website at: <http://dnrc.mt.gov/divisions/cardd/resource-development/aquatic-invasive-species> or by contacting DNRC. If you need additional information or wish to ascertain the availability of grant funding or eligibility, please contact Stephanie Hester: 406.444.0547, shester@mt.gov.

Applications will be evaluated and ranked based on the following criteria:

- (a) Alignment with state AIS priority species;
- (b) need and urgency for the project;
- (c) demonstration of impacts to natural resources from aquatic invasive species;
- (d) a clear scope of work with identified tasks and deliverables and a complete description of who, what, why, where, when and how project activities will be conducted, linked directly to a clear budget;
- (e) benefits to natural resources from control of AIS;
- (f) the extent of collaboration and local support as well as how well the project aligns with state efforts and priorities;
- (g) research to support activities (if applicable); and
- (h) available funding.

DNRC may award grants for projects that best meet the above criteria. DNRC will reject applications that do not adequately meet program eligibility and intent or if funds are not available.

G. REQUIRED GRANT AGREEMENT DELIVERABLES

Upon award of a grant, **the grantee must enter into a grant agreement with DNRC**. Under terms of the agreement, the grantee must submit periodic progress reports and a final report of project activities.

H. PAYMENT

The grant agreement will not be effective until signed and dated by representatives of DNRC and the grantee. **Expenses incurred before the grant agreement becomes effective will not be reimbursed.** The agreement termination date will depend on the project schedule. DNRC will reimburse eligible project costs upon receipt and approval of requests for payment, supporting documentation, and accompanying progress reports.

DNRC will reimburse project costs upon **receipt and approval of requests for payment, supporting documentation, and accompanying progress reports.** Progress reports will include project activities during the reporting period, costs incurred, funds remaining, anticipated activities during the next reporting period, and expected changes in scope, schedule or budget. The Project Sponsor shall report on total project costs, including those funded by the Project Sponsor and other matching funds. The Project Sponsor will receive the final payment based on the total of actual costs submitted, not to exceed the total contracted amount, upon delivery of a final report and a final invoice. The final invoice must accurately account for grant expenses for contractors and grantee expenses for time and materials, including hourly rates and work hours, contract award amount, total grant amount expended, grant amount received, and remaining grant balance, if any.

I. REPORTING

Progress reports must include project activities during the reporting period, costs incurred, funds remaining, anticipated activities during the next reporting period, and expected changes in scope, schedule or budget. Reported project costs must include those funded by the Project Sponsor and matching funds. Progress reports are required with each reimbursement request or on a quarterly basis, whichever occurs sooner.

DNRC will release final payment based on the total of actual costs submitted, not to exceed the total contracted amount, upon delivery of a final report, final invoice, and other deliverables as outlined in the grant agreement, e.g. survey data sets. The final invoice must accurately account for grant expenses for contractors and grantee expenses for time and materials, including hourly rates and work hours, contract award amount, total grant amount expended, grant amount received, and remaining grant balance, if any.

J. PROCUREMENT AND PERMITTING REQUIREMENTS

Grantees agree to comply with all relevant procurement and contracting requirements related to work performed under DNRC grant agreements. In some cases, DNRC retains the right to approve subcontracts.

Grantees are responsible for obtaining all necessary local, state, and federal permits for the completion of projects approved for funding through the AIS Grant Program. Landowner permission must be secured for projects on private land before contracting.



DNRC Conservation and Resource Development Division AQUATIC INVASIVE SPECIES GRANT APPLICATION



GRANT SUBMITTAL CHECKLIST

- Steps 1-8 below as a MS Word document submitted via email or mail
- Signed authorizing statement
- Project location map
- Letter of collaboration from Fish, Wildlife & Parks (contact Tom Boos at 406.444.1267)
- Other documents, e.g. letters of support
- Management plan for control projects

STEP 1: Grant Application Summary and Authorizing Statement

Applicant Name: _____

Project Title: _____

Requested Grant Amount: _____

Brief Description of Project Location: _____

Latitude and Longitude (e.g. 46.602168, -112.033154): _____

Brief Project Description: _____

Project Type

- Education & outreach
- Prevention
- Early detection
- Rapid response
- Control and management*
- Other

* On-the-ground control projects are eligible for funding, but require match funding and a management plan (see additional requirements, Step 2)

Contact Person: _____
 (Name) (Title)

Mailing Address: _____
 (Street/PO Box)

 (City/State/Zip)

Phone & Email: _____
 (Telephone) (Email)

Please enter the source and amount of ALL funding that may be used to complete the proposed activity. Indicate if alternate sources of funding are other than cash, such as in-kind services.

Proposed Budget		
Funding Source	Amount	Committed/Uncommitted
	\$	
	\$	
	\$	
	\$	
TOTAL		

AUTHORIZING STATEMENT

I certify that the information and the statements in this application are true, complete and accurate to the best of my knowledge. I certify that the project or activity as described in this application complies with all applicable state, local and federal laws and regulations. By my signature below, I certify that I have knowledge of and understand the content of this application and that I am fully authorized to apply to DNRC for the grant specified in the submitted materials.

If the name below is not authorized to enter in to a binding contract should the applicant be awarded a grant, the name, title and relationship to the applicant for the authorized person to execute a contract with DNRC is:

_____.

A facsimile, photocopy or electronic copy of the signature below shall have the same force and effect as an original signature and an electronic signature shall be regarded as an original signature. 30-18-102, MCA.

/s/ _____ Date _____
 Signature and Title of Authorized Applicant Representative

Please print name and title of representative signing above

STEP 2: PROJECT PURPOSE AND SCOPE

- a brief history and description of the problem and need for the proposed project;
- impacts to natural resources as a result of aquatic invasive species;
- measurable project objective(s);
- project tasks and deliverables to attain the project objective (linked directly to the budget);

- additionally, for CONTROL PROJECTS: Management plan required to include:
 - a. alternatives analysis
 - b. management actions supported by scientific research
 - c. funding strategy
 - d. monitoring plan
 - e. metrics for meeting management goals

STEP 3: PROJECT SCHEDULE

- proposed project schedule, broken down chronologically by task

STEP 4: PROJECT BUDGET

- project budget by task using the following format;

Task name and description	AIS Grant Funds	Match Funds	Total
Task 1:	\$	\$	\$
Task 2:	\$	\$	\$
Task 3: etc.	\$	\$	\$
Total	\$	\$	\$

For consulting services include estimated personnel rates, estimated hours per task, and estimated cost of materials and other direct costs such as travel. If the applicant plans to perform project activities using its own employees then list salaries and wages, key personnel, supplies and materials, communications, travel, and other. Identify source of match. Match funds may include in-kind contributions.

STEP 5: NATURAL RESOURCE BENEFITS

- expected natural resource benefits associated with the project as they relate to aquatic invasive species management

STEP 6: PROJECT COORDINATION

- a discussion of local support for the project and how the project aligns with state priorities and activities and with comprehensive invasive species plans
- description of participating partners and collaborators with defined roles and description of experience and local support for project
- in order to demonstrate alignment with state priorities, a letter of collaboration from Tom Boos (406.444.1267, tboos@mt.gov), State AIS Coordinator, Fish, Wildlife & Parks
- demonstration of local support for project

STEP 7: PROJECT MANAGEMENT

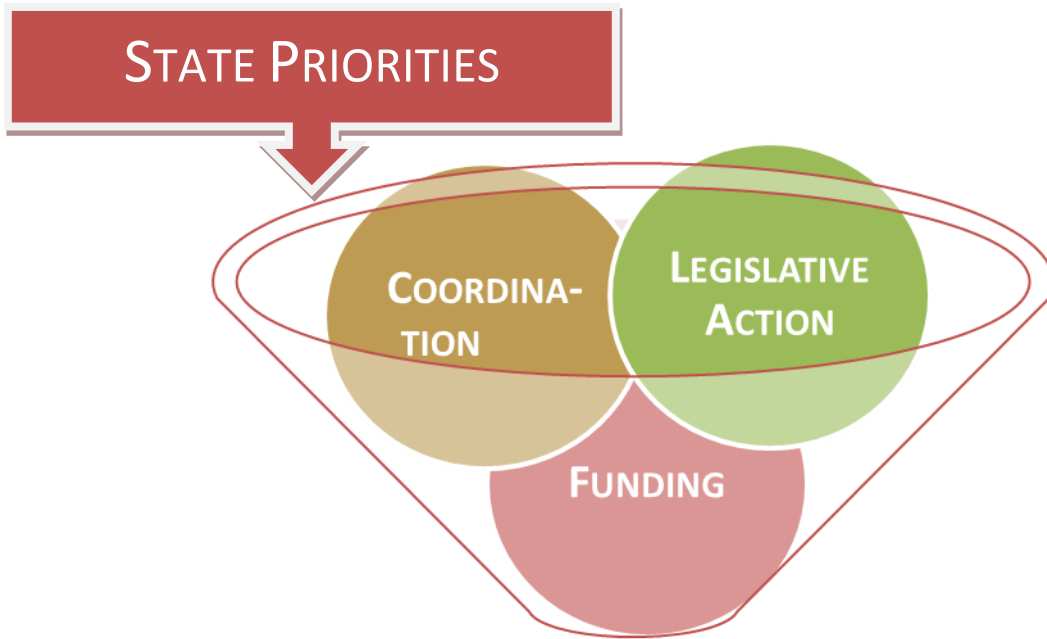
A short narrative highlighting the project management and organization capability

- how the project will be administered
- the skills, qualifications, and experience of the project manager, key personnel, etc.
- identify the procurement policy that will be used for acquiring services or supplies

STEP 8: OTHER

- regulatory issues, if applicable;
- permits and/or landowner permissions needed
- letters of support
- management plan, if applicable

APPENDIX A



1) PREVENTION

- Watercraft Inspection Program (WIP)
- Containment
- Outreach for prevention

2) EDUCATION & OUTREACH

- WIP inspectors (highway & roving crews)
- Collaborators--agencies, partners, schools, volunteers
- Signage & educational campaigns (Inspect, Clean, Dry)

3) EARLY DETECTION

- Surveying/monitoring
- AIS sampling protocols
- Data management

4) RAPID RESPONSE

- RR plan
- RR exercises
- Assessment

5) CONTROL

- Assessment
- FWP facilitation on control projects

MONTANA AQUATIC SPECIES OF CONCERN



Present

- Eurasian watermilfoil
- Flowering Rush
- Curly-leaf pondweed
- Fragrant waterlily
- Yellowflag iris
- Purple loostrife
- Phragmites
- New Zealand mudsnails
- Bullfrogs

Not Present

- Starry stonewort
- Hydrilla
- Brazilian waterweed
- Parrotfeather
- Q/Z mussels
- Corbicula
- Rusty crayfish
- Chinese mysterysnail
- Waterfleas

Invasive Fish

- Carp
- Tench
- Ruffe
- Goby

APPENDIX B

Montana Noxious Weed List

Effective: July 2015

PRIORITY 1A These weeds are not present or have a very limited presence in Montana. Management criteria will require eradication if detected, education, and prevention:

- (a) Yellow starthistle (*Centaurea solstitialis*)
- (b) Dyer's woad (*Isatis tinctoria*)
- (c) Common Reed (*Phragmites australis* ssp. *australis*)

PRIORITY 1B These weeds have limited presence in Montana.

Management criteria will require eradication or containment and education:

- (a) Knotweed complex (*Polygonum cuspidatum*, *P. sachalinense*, *P. * bohemicum*, *Fallopia japonica*, *F. sachalinensis*, *F. * bohemica*, *Reynoutria japonica*, *R. sachalinensis*, and *R. * bohemica*)
- (b) Purple loosestrife (*Lythrum salicaria*)
- (c) Rush skeletonweed (*Chondrilla juncea*)
- (d) Scotch broom (*Cytisus scoparius*)

PRIORITY 2A These weeds are common in isolated areas of Montana. Management criteria will require eradication or containment where less abundant. Management shall be prioritized by local weed districts:

- (a) Tansy ragwort (*Senecio jacobaea*, *Jacobaea vulgaris*)
- (b) Meadow hawkweed complex (*Hieracium caespitosum*, *H. praealtum*, *H. floridundum*, and *Pilosella caespitosa*)
- (c) Orange hawkweed (*Hieracium aurantiacum*, *Pilosella aurantiaca*)
- (d) Tall buttercup (*Ranunculus acris*)
- (e) Perennial pepperweed (*Lepidium latifolium*)
- (f) Yellowflag iris (*Iris pseudacorus*)
- (g) Blueweed (*Echium vulgare*)
- (h) Eurasian watermilfoil (*Myriophyllum spicatum*)
- (i) Flowering rush (*Butomus umbellatus*)

PRIORITY 2B These weeds are abundant in Montana and widespread in many counties. Management criteria will require eradication or containment where less abundant. Management shall be prioritized by local weed districts:

- (a) Canada thistle (*Cirsium arvense*)
- (b) Field bindweed (*Convolvulus arvensis*)
- (c) Leafy spurge (*Euphorbia esula*)
- (d) Whitetop (*Cardaria draba*, *Lepidium draba*)
- (e) Russian knapweed (*Acroptilon repens*, *Rhaponticum repens*)
- (f) Spotted knapweed (*Centaurea stoebe*, *C. maculosa*)
- (g) Diffuse knapweed (*Centaurea diffusa*)
- (h) Dalmatian toadflax (*Linaria dalmatica*)
- (i) St. Johnswort (*Hypericum perforatum*)
- (j) Sulfur cinquefoil (*Potentilla recta*)
- (k) Common tansy (*Tanacetum vulgare*)
- (l) Oxeye daisy (*Leucanthemum vulgare*)
- (m) Houndstongue (*Cynoglossum officinale*)
- (n) Yellow toadflax (*Linaria vulgaris*)
- (o) Saltcedar (*Tamarix* spp.)
- (p) Curlyleaf pondweed (*Potamogeton crispus*)
- (q) Hoary alyssum (*Berteroa incana*)

Priority 3 Regulated Plants: (NOT MONTANA LISTED NOXIOUS WEEDS)

These regulated plants have the potential to have significant negative impacts. The plant may not be intentionally spread or sold other than as a contaminant in agricultural products. The state recommends research, education and prevention to minimize the spread of the regulated plant.

- (a) Cheatgrass (*Bromus tectorum*)
- (b) Hydrilla (*Hydrilla verticillata*)
- (c) Russian olive (*Elaeagnus angustifolia*)
- (d) Brazilian waterweed (*Egeria densa*)
- (e) Parrot feather watermilfoil (*Myriophyllum aquaticum* or *M. brasiliense*)