



DNRC Reclamation and Development Grants Program AQUATIC INVASIVE SPECIES Grant Application



A. AQUATIC INVASIVE SPECIES GRANTS

The Montana Department of Natural Resources and Conservation (DNRC) Reclamation and Development Grants Program (RDGP) is offering grants to local governments for projects that address the prevention, management, and control 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 government subdivisions within the state.

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, aquatic invasive species: (1) outreach and education; (2) prevention; (3) surveying and monitoring; (4) control; (5) treatment demonstration, research or design; or (6) other related actions.

The project must align with state AIS priorities, must show local support, and must be coordinated with related AIS efforts in the area and at a statewide level. The project must commit to using statewide AIS protocols and reporting methods. While a letter of support from the state is not necessary, a letter of coordination is recommended.

The state AIS program includes the Clean, Drain, Dry campaign and associated materials and products. Education and Outreach projects must be coordinated with the state campaign for consistency, accuracy, and brand recognition to ensure maximum effectiveness. FWP will provide outreach materials for distribution and customization. For more information about AIS education and outreach, call Liz Lodman at 406-444-9940.

Preference will be given to: AIS species on the Montana Noxious Weed List and AIS under the authority of Montana Fish, Wildlife & Parks (FWP) (see Appendix A); and to locally-led on-the-ground projects that result in measurable prevention and control of AIS.

On-the-ground control projects are eligible for funding but **require** 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.

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 that demonstrate need may be considered for funding above this level on a case-by-case basis. Contact DNRC before applying for funding over \$15,000. DNRC will consider subsequent phases of projects for funding, provided that the subsequent phases are not programmatic in nature. Grant awards may be less than the requested amount. Project duration may be for 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, as well as tasks that are programmatic in nature
- eDNA sampling/processing
- Salaries/wages, travel, and other expenses not directly related to the project
- Administrative costs greater than 10% of the total project cost
- Equipment that does not lead to the prevention, management, and control of aquatic invasive species or continue that purpose after completion of the project
- Indirect costs (for example, facilities and administration or routine program operations costs)

F. APPLICATION SUBMITTAL AND REVIEW

Applications must be submitted by 5 p.m. on March 28, 2019.

The complete application form and instructions are available electronically on the DNRC website at: <http://dnrc.mt.gov/divisions/cadd/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 or Heidi Anderson Folnagy, 406.444.6691, handersonfolnagy@mt.gov. DNRC staff will pre-review applications by request.

Applications may be submitted by email or mail to the addresses listed below.

Submit by email to:

Heidi Anderson Folnagy
(406) 444-6691
hfolnagy@mt.gov

Submit by mail to:

Department of Natural Resources
and Conservation
Resource Development Bureau
Attn: Heidi Anderson Folnagy
P.O. Box 201601
Helena, MT 59620-1601

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 and severity of the problem;
- (c) benefits to natural resources from control of AIS;
- (d) demonstration of impacts to natural resources from aquatic invasive species;
- (e) technical and financial feasibility of the project – the application must contain a clear scope of work with identified tasks and deliverables linked directly to a clear and detailed budget;
- (f) the extent of collaboration and local support as well as how well the project aligns with state efforts and priorities;
- (g) demonstration of the administrative, financial, and management capacity to implement the project
- (h) research to support activities (if applicable); and
- (i) available funding.

DNRC will 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 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, a vendor invoice (signed by authorizing agent), supporting documentation to back-up expenses, 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, certificate of compliance signed by the authorizing agent, a final vendor invoice, and supporting documentation. 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, match funding, and remaining grant balance, if any.

I. REPORTING

Progress reports are required with each reimbursement request or on a quarterly basis, whichever occurs sooner. 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.

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.

A memorandum of understanding to outline roles and responsibilities is required when work is being performed by a partner(s) organization.

K. CHANGES TO SCOPE OF WORK

If changes to the projects scope, schedule and budget are needed, the project sponsor must send a written request to DNRC prior to new work being performed demonstrating the need for the change(s) and detailing the requested changes.

A transfer of funds between tasks in an amount greater than 20% of the task amount is not authorized without written approval of DNRC.



DNRC Reclamation and Development Grants Program AQUATIC INVASIVE SPECIES GRANT APPLICATION



STEP 1: Grant Application Summary Form and Authorizing Statement

APPLICANT INFORMATION

Applicant Name _____
(city, county, tribal government, district, other local or state government entity)

Authorized Person _____
(Person authorized to enter into a grant agreement with DNRC.)

Mailing Address _____

City, State, Zip _____

Telephone _____ Email _____

Contact Person _____
(Person to contact with questions about the proposed project)

Mailing Address (if different from applicant) _____

City, State, Zip _____

Telephone _____ Email _____

PROJECT INFORMATION

Project Title _____
(Describe the specific project. Example: Curly Leaf Pondweed Monitoring and Control)

Requested Grant Amount \$ _____

Brief Project Description _____

(For example: education and outreach, monitoring, sampling on Flathead Lake)

Latitude (decimal degrees) _____ Longitude (decimal degrees) _____

County(s) _____

Estimated project start date: _____ Estimated project end date: _____

PROJECT TYPE

- | | |
|---|--|
| <input type="checkbox"/> Education & Outreach | <input type="checkbox"/> Rapid response |
| <input type="checkbox"/> Prevention | <input type="checkbox"/> Control and management* |
| <input type="checkbox"/> Early detection | <input type="checkbox"/> Other |

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

AUTHORIZING STATEMENT

Applicant Name _____
(city, county, tribal government, district, other local or state government entity)

Project Title _____

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.

I further declare that, for _____ (Applicant Name), I am legally authorized to enter into a binding contract with the Department of Natural Resources and Conservation to obtain funding if this application is approved. I understand that all funds must be both authorized by the Montana Legislature and available in the natural resources project account before grants are available.

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



Instructions: In steps 2-8, describe the scope, budget, and natural resource benefits of your project in a narrative that follows the steps outlined below.

STEP 2: PROJECT PURPOSE AND SCOPE

- A. Include a brief history and description of the problem and need for the proposed project;
- B. Explain the current or potential impacts to natural resources as a result of aquatic invasive species;
- C. Explain the project goals and objectives
- D. List and describe each of the project tasks and deliverables necessary to attain the project goals and objectives and show project success. Please use the same tasks when building the budget below.
- E. For CONTROL PROJECTS only: Management plan required to include:
 - i. alternatives analysis
 - ii. management actions supported by scientific research
 - iii. funding strategy
 - iv. monitoring plan
 - v. metrics for meeting management goals

STEP 3: PROJECT SCHEDULE

Provide a project schedule including a start and end date. Match your schedule to project tasks

STEP 4: PROJECT BUDGET

- A. Budget Justification: Provide a short narrative that summarizes the available funding, how costs for the project were derived, and the need for RDG funding.
- B. Budget Table: Provide a project budget by task using the following format. Please match the budget tasks to the tasks described in your project purpose and scope (Step 2).

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.

- C. Identify source of match. 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. Match funds may include in-kind contributions.

Proposed Budget - All Funding Sources		
Funding Source	Amount	Committed/Uncommitted
	\$	
	\$	
Add lines as needed	\$	
TOTAL		

STEP 5: NATURAL RESOURCE BENEFITS

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

STEP 6: PROJECT COORDINATION

- Provide a discussion of how the project aligns with state priorities and activities.
- List the participating partners and collaborators and describe their roles and experience .
- Describe and/or demonstrate local support for the project (e.g. letters of support)

STEP 7: PROJECT MANAGEMENT

Provide 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

Include any other relevant information that may be useful in determining the feasibility or success of the project. This may include, but is not limited to:

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

GRANT SUBMITTAL CHECKLIST

- Steps 1-8 below as a Word or PDF document submitted via email or mail
- Signed authorizing statement
- Project location map
- Other documents, e.g. letters of support
- Management plan for control projects

Appendix A:

*Indicates present in Montana

1. Montana Noxious Weed List under the authority of MT Department of Agriculture

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. × bohémica*, *Reynoutria japonica*, *R. sachalinensis*, and *R. × bohémica*)
- (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.

Revised February 2019

- (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*)**

2. Aquatic Invasive Species under the authority of MT Department of Fish, Wildlife & Parks

This list is dynamic and is subject to change as knowledge of individual species increases.

*Indicates present in Montana

Aquatic Invasive Plants

- a) Fragrant waterlily* (*Nymphaea odorata*)
- b) Starry stonewort (*Nitellopsis obtusa*)
- c) Yellow floating heart (*Nymphoides peltata*)
- d) Variable-leaf milfoil (*Myriophyllum heterophyllum*)
- e) Fanwort (*Cabomba caroliniana*)
- f) Common water hyacinth (*Eichhornia crassipes*)
- g) Brittleleaf naiad (*Najas minor*)

Aquatic Invasive Animals

- a) Quagga mussel (*Dreissena rostriformis bugensis*)
- b) Zebra mussel (*Dreissena polymorpha*)
- c) New Zealand mudsnail* (*Potamopyrgus antipodarum*)
- d) Asian clam (*Corbicula fluminea*)
- e) Chinese mysterysnail (*Cipangopaludina chinensis*, *Cipangopaludina chinensis malleata*)
- f) Faucet snail* (*Bithynia tentaculata*)
- g) Red-rim melania* (*Melanoides tuberculata*)
- h) Fishhook waterflea (*Cercopagis pengoi*)
- i) Spiny waterflea (*Bythotrephes longimanus*)
- j) American bullfrog* (*Lithobates catesbeianus*)
- k) Rusty crayfish (*Orconectes rusticus*)
- l) Virile crayfish (*Orconectes virilis*)
- m) Red swamp crayfish (*Procambarus clarkia*)

Invasive Fish

- a) Bighead carp (*Hypophthalmichthys nobilis*)
- b) Black carp (*Mylopharyngodon piceus*)
- c) Silver carp (*Hypophthalmichthys molitrix*)
- d) Grass carp (*Ctenopharyngodon idella*)
- e) Tench (*Tinca tinca*)
- f) Ruffe (*Gymnocephalus cernua*)
- g) Round goby (*Neogobius melanostomus*)
- h) Zander (*Sander lucioperca*)
- i) Northern snakehead (*Channa argus*)

Aquatic Pathogens

- a) Chytrid Fungus (*Batrachochytrium dendrobatidis*)
- b) Proliferative Kidney Disease (PKX) (*Tetracapsuloides bryosalmonae*)
- c) Viral hemorrhagic septicemia (VHS) (*Oncorhynchus 2 novirhabdovirus*)
- d) Whirling disease (*Myxobolus cerebralis*)