



DNRC Conservation and Resource Development Division

RECLAMATION & DEVELOPMENT PLANNING GRANT APPLICATION

A. PLANNING GRANT OVERVIEW

The Montana Department of Natural Resources and Conservation (DNRC) manages the Reclamation and Development Grants Program (RDGP) to fund projects that indemnify the people of the state for the effects of mineral development on public resources and that meet other crucial needs to protect Montana's environment. Crucial state need projects must serve the public interest and the total environment of the citizens of Montana. The purposes of the reclamation and development grants program are to:

- (a) repair, reclaim, and mitigate environmental damage to public resources from nonrenewable resource extraction; and,
- (b) develop and ensure the quality of public resources for the benefit of all Montanans.

Sites with natural resource damage have unique planning needs. RDGP planning grants are intended to assist local jurisdictions with these unique planning needs.

Pending final approval by the 2013 Montana Legislature, DNRC is accepting applications for planning grant projects. Recipients of planning grants in many cases will be expected to complete and submit to DNRC an RDGP application for full-scale project funding by May 15, 2014. *Note:* RDGP applications for full-scale projects are only accepted in even numbered years.

B. APPLICANT ELIGIBILITY

RDGP planning grants are available to city, county, or other local political subdivisions or Tribal governments within the state. State and federal agencies and private corporations and individuals are ineligible to receive planning grant funding.

C. PROJECT ELIGIBILITY

Proposed projects must provide benefits in one of two categories: mineral development impacts or crucial state need. Projects must address:

1. Reclamation of land, water or other resources adversely affected by mineral development
2. Mitigation of damage to public resources caused by mineral development
3. Research, demonstration, or technical assistance to promote the wise use of Montana minerals, including efforts to make processing more environmentally compatible
4. Investigation and remediation of sites where hazardous wastes or regulated substances threaten public health or the environment
5. Research to assess existing or potential environmental damage resulting from mineral development
6. Prevention or elimination of severe and unacceptable damage to natural resources or capture of extraordinary public benefit that would otherwise be lost.

Activities may include, but are not limited to: (1) problem analysis, (2) feasibility or design studies, (3) environmental monitoring, (4) remedial action plans or implementation, (5) technology demonstration, (6) research, (7) construction or acquisition of capital facilities, or (8) other related actions that lead to cleanup of contamination, mitigation of damage, or protection of Montana's environment.

D. FUNDING LIMITS

Grants may be awarded for any amount up to \$50,000, depending on the intended planning activities. An applicant may submit planning grant applications for more than one project. Matching funds are required. Match funds may be in-kind contributions. The match amount is not specified.

Planning grant funds can be applied only toward consulting or engineering services, with the exception of applicant administrative expenses up to 3% of the awarded grant amount. In limited circumstances, DNRC will consider waivers to this policy. Contact DNRC to discuss the planning budget if you intend to request a waiver.

E. APPLICATION SUBMITTAL AND REVIEW

Three paper copies and an electronic copy (WORD format) of your application must be submitted to:

Montana DNRC
Resource Development Bureau
1625 11th Avenue
Helena, Montana 59620-1601
Phone: (406) 444-6668 Fax: (406) 444-6721

This application form and instructions are available electronically on the DNRC website at: <http://www.dnrc.mt.gov/cardd/ResourceDevelopment/rdg/ProjectPlanningGrants.asp> or by contacting DNRC at the above address or phone number. If you need additional information or wish to ascertain the availability of planning grant funding, please contact Alicia Stickney at 444-0547.

The first cycle of planning grant applications will be accepted on May 15, 2013. DNRC will announce additional grant cycles until all funds are expended. DNRC will consider out of cycle applications upon request.

DNRC will evaluate planning grant applications based on:

- (a) benefits to natural resources;
- (b) a well reasoned, achievable strategy for dealing with the problem or need;
- (c) the need and urgency for the project; and
- (d) a clear description of who, what, why, where, when and how planning grant activities will be conducted.

DNRC may award planning 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.

F. REQUIRED CONTRACT AND DELIVERABLES

Upon award of a planning grant, the grantee must enter into a contract agreement with DNRC. Under terms of the contract, the grantee must submit periodic progress reports and a final report of planning grant activities. The form and content of the reports will be agreed upon prior to contract execution and will depend on the amount of the planning grant, nature, and type of planning activities. Smaller grants will likely have reduced reporting requirements. DNRC approval of the final planning grant report will not guarantee that any subsequent grant application to DNRC will be recommended for funding.

G. PAYMENT

The contract agreement will not be effective until signed and dated by representatives of the DNRC and the grantee. **Expenses incurred before the grant agreement becomes effective will not be reimbursed.** The contract termination date will depend on the planning needs of the grantee.

DNRC will award up to 90 percent of the contracted amount upon receipt and approval of requests for payment, supporting documentation, and accompanying progress reports. The grantee will receive the final payment based on the total of actual costs submitted, not to exceed the total contracted amount, and upon delivery of a final report and a final invoice. The final report must follow the format attached to the contract. The final invoice must accurately account for planning grant expenses for contractors and for 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.

H. AGENCY COORDINATION

For all proposed projects regulated, or likely to be regulated, in some capacity by the Montana Department of Environmental Quality (DEQ), planning grant applicants must submit with the application a letter from an authorized DEQ official confirming support for the project.

HOW TO APPLY:

STEP 1: FILL OUT APPLICATION SUMMARY FORM and SIGN AUTHORIZING STATEMENT

STEP 2: DESCRIBE PROPOSED PROJECT AND BUDGET

Please Limit Project Description to THREE PAGES of text. Attach a MAP & BUDGET PAGE

The following information is required:

- (a) Project goal;
- (b) A brief history of the problem and need for the project;
- (c) Specific project objectives and tasks, linked directly to the budget. Describe who, what, why, where, when, and how the project activities will be conducted.
- (d) Expected natural resource benefits associated with the project;
- (e) Regulatory issues, if applicable;
- (f) Proposed project schedule, broken down chronologically;
- (g) Location map; and
- (h) Project cost estimate and budget summary table. Planning grants must be used for contracted consulting or engineering services, with the exception of applicant administrative expenses of 3% of the awarded grant amount. Cost estimates should include estimated personnel rates, estimated hours per task, and estimated cost of materials and other direct costs such as travel. Identify funding sources, funding status (committed or uncommitted) and match contribution. Match is required.



RECLAMATION & DEVELOPMENT PLANNING GRANT SUMMARY FORM

Applicant Name: _____

Project Title: _____

Requested Grant Amount: _____

Brief Description of Project Location: _____

Latitude and Longitude (decimals): _____

Proposed Project Brief Description: _____

(For ex.: site assessment, reclamation, cleanup under Brownfields or the Voluntary Cleanup & Redevelopment Act, site affected by oil & gas development or hazardous substance releases, natural resource improvement in damaged area)

Authorized Representative: _____

(Name, Title)

Mailing Address: _____

(Street/PO Box)

(City/State/Zip)

(Telephone)

Contact Person: _____

(Name, Title)

Mailing Address: _____

(Street/PO Box)

(City/State/Zip)

Telephone & email _____

AUTHORIZING STATEMENT

An authorized agent representing the applicant, usually the chief elected official, must, by his or her signature, verify that this application is authorized as presented. I hereby declare that the information included in and all attachments to this application are true, complete, and accurate to the best of my knowledge.

I further declare that, on behalf of _____ (Applicant), I am legally authorized to enter into a Grant Agreement with the Montana Department of Natural Resources and Conservation to obtain funding if this application is approved. I understand that all grant funding must be authorized by the Montana Department of Natural Resources and Conservation.

Signature: _____
(Title)

Date: _____