

CONSERVATION DISTRICT ADVISORY COUNCIL

November 14, 2023

DoubleTree Hotel, Billings, MT

Table of Contents

Agenda	Pg. 2
Meeting Minutes from June 28, 2023	Pg. 3
CD Compliance Accountability Assessment	Pg. 4
CD Grant Program Guidelines	Pg. 8
CD Grant Application Scoring Sheet Criteria Guide	Pg. 16
Grant Application Scoring Sheet (11" x 17")	Pg. 17
CD Bureau Staff Application Rankings and Review	Pg. 19
Applications for Project > \$10,000 for CDAC Review	Pg. 25
Applications for Projects < \$10,000	Pg. 71

This meeting is open to the public. The most current meeting information including meeting materials are available on the CDB website at:

<https://dnrc.mt.gov/Conservation/Conservation-Programs/Conservation-Districts/conservation-district-advisory-council>





Conservation Districts Advisory Council (CDAC) AGENDA

November 14, 2023

DoubleTree Hotel (Skybridge 1)
27 N. 27th Street
Billings, MT

Join Zoom Meeting

<https://mt-gov.zoom.us/j/83562536496?pwd=bWZCKzZNTXNuZkV1c09RQU9obCt4dz09>

Meeting ID: 835 6253 6496; Password: 363803

Tuesday, November 14, 2023

1:00 p.m.	Meeting Commences Welcome (Chair Wortman) Introductions
1:10 p.m.	CD Bureau Updates CD Account and Budget Accountability Assessment 310 Updates Water Reservation Program CD Professional Services
1:50 p.m.	BREAK
2:00 p.m.	CD Grant Hearings – FY24, Cycle 1 <i>(15 minutes/project for presentation and Q&A)</i> Planning Projects: Park (2), Missoula Pollinator Projects: Gallatin, Pondera, Glacier Project: Petroleum, Roosevelt, Fergus Council Discussion, Deliberations, and Recommendations
4:30 p.m.	Wrap-up and Adjourn CDAC Reauthorization Next Meeting Public comment

This meeting is open to the public. The most current meeting information including meeting minutes can be accessed at: <https://dnrc.mt.gov/Conservation/About-Us/cd-bureau-overviewpage>.

Agenda is subject to change and times are approximate. Actual times may vary by up to one hour.

Any oral or written public comment provided to the committee is a public record that is recorded and archived.

The Montana Department of Natural Resources and Conservation will make reasonable accommodations for persons with disabilities who wish to participate in this public meeting. For questions about accessibility or to request accommodations contact Abigail.Weimer@mt.gov as soon as possible before the meeting date.

Conservation District Advisory Council (CDAC)

DNRC, Lewistown, MT

CDAC MEETING MINUTES 6/28/2023

OPEN MEETING

ATTENDANCE

CDAC Appointed Officials Present:	Others Present:	
<input type="checkbox"/> Richard Iversen	In-person: Stacey Barta Mark Bostrom Randy Bogden Dean Rogge Donna Sonnemaker Stafford Veronica Grigaltchik Kasydi Lucas	Via Zoom: Kathleen Johnson Dick Iversen Becca Boslough-King Joey Grewell Chris Evans Mary Hendrix Hailey Graf
<input checked="" type="checkbox"/> Greg Jergeson		
<input checked="" type="checkbox"/> Gayla Wortman		
<input checked="" type="checkbox"/> Judi Knapp		
<input type="checkbox"/> Kathleen Johnson		
<input checked="" type="checkbox"/> Robert Schroeder		
<input type="checkbox"/> Steve Tyrrel		

CALL TO ORDER

Gayla, Chair, called the meeting to order at 8:03 AM.

ACTION ITEM

Approval of Minutes

Greg Jergeson moved to approve the previous meeting date, minutes. Bob Schroeder seconded. Motion passed unanimously.

FUNDING FORUM RECAP

Mark Bostrom provided a brief overview of the results of the legislative session, particularly noting HB321 and SB28, as well as SB422, which was passed but vetoed by the Governor. Becca noted that when this particular bill was vetoed, it wasn't read on the Senate floor before Sine die. So, the procedural challenge is based on the fact that the Senate didn't have the opportunity to overturn it when they were in session. The council discussion focused on HB321, which established CD funding through the Coal Tax Revenue Trust Fund. Bob Schroeder expressed his uncertainties of the stability of this funding source and the insecurities that it brings to conservation districts. Mark justified that the Trust Fund is capped at \$1.0 million with 65% set as the total to load the trust for conservation districts. As the funding matures, conservation districts can expect more. However, that amount won't be achieved for several years.

The CDB staff noted upcoming Funding Forums being planned around the state. The dates and locations of the next are Kalispell on August 7 (the venue is yet to be determined), Hysham (rescheduled from July 13 to sometime in August), Missoula (TBD), Dillon (TBD), and possibly Great Falls. Becca also mentioned that there may be an opportunity to have these conversations during area meetings. Dick commented that, like him, some of the people who have attended the funding forums probably wouldn't have been at the area meetings, so it's great for DNRC to keep getting out face to face with conservation districts.

The preceding conversation brought up the topic of dues. Gayla mentioned that they have worked hard to obtain a 5013c status, to enable corporate sponsorship. In response, Becca explained that they hired an Engagement Coordinator on June 20 who will be working with another expert, potentially Terry Profota, to build out a fundraising plan that would address this issue.

AREA REPRESENTATIVE REPORT OUT

The council determined that they need more guidance from CDB in terms of what the outreach with districts is supposed to look like. This brought up the question of if this is within the council's scope of work. Several members and attendees stressed that the need for further education to conservation districts on MACD and the EO is a priority moving forward.

Break 10:19 – 10:30

CDB PROGRAM UPDATES

- **Project closeout briefings**
All CD specialists gave reports regarding current grants and project closeouts. Written reports were provided.
- **Summary of Grant Guideline Changes**
Hailey gave a brief update on the upcoming changes to the grant guidelines. Areas of change included conservation district accountability and record-keeping, as this will be crucial for legislative reporting. The topic of higher significance is the change in the standard 10% admin fee districts have charged in the past. In place, administrators and supervisors will be required to track *actual expenses incurred by the district in the administration and implementation of the project*. Additionally, grant quarterly reports will have hard dates of January 15, April 15, June 15, and October 15.
- **Budget Review**
Mark Bostrom provided a detailed explanation of the current DNRC budget and changes that may arise come August when the budget is finalized. The cash flow status for CDB is budgeted at \$548,000, which allows a maximum of \$40,000 for qualified conservation districts through the Conservation District Administration (CDA) Grants program. Mark mentioned that this amount could potentially be upped to \$80,000. However, the discussion concluded that \$60,000 would be a more realistic goal. This would be accomplished through a second round of CDA grants.
- **Other**
Stacey Barta gave a report of the activities of the Rangeland Resources Program and noted programs that might interest conservation districts, such as the Rangeland Improvement Loan Program (will be discussed during the August 3rd CDB Office Hours) and the Working Lands Internship Program.

WRAP UP & ADJOURN

Chair Wortman called for an in-person meeting on September 13 at 9:00 AM in Helena at DNRC. The fall grants will be reviewed during convention, likely on November 14.

PUBLIC COMMENT

None

ADJOURNMENT

Gayla moved to adjourn this meeting at 11:10 AM.

DNRC Conservation Districts Accountability Assessment



Description

The Conservation Districts Accountability Assessment is a checklist to assist your district in understanding, implementing, and developing practices and systems for compliance with state regulations; thus, supporting your ability to meet your conservation districts mission.

Authority

[76-15-105](#) and [76-15-106](#), MCA, sets forth duties of the Department of Natural Resources and Conservation (DNRC) as they relate to providing technical and financial support to the state's 58 conservation districts.

Montana Conservation District Law [76-15-101](#) through [76-15-810](#), MCA, as well as laws pertaining to political subdivisions, set standards for conservation district operations in financial management, personnel management, and administration of the 310 Law.

Purpose & Background

New funding provided by the legislature in the 2024 session is expected to bring with it increased legislative scrutiny. Therefore, the purpose of this new requirement is to assure that each conservation district is complying with state law and can successfully complete legislative performance and financial audits. Further, this assessment provides a mechanism for districts to gain efficiencies and identify improvements to programs and services.

Beginning in FY24, districts will be required to complete an assessment as a condition of funding. If issues of non-compliance are found, the CD Bureau will work with districts on a plan and schedule to correct non-compliant items.

Assessment Process

The CD Bureau has identified six performance standards and accompanying statutes for assessment over the next two years. These are:

1. Financial Operations;
2. District Operations;
3. Supervisors, Elections & Governance;
4. Personnel Management; and
5. 310 Administration.

While there are host of best practices that are recommended for conservation districts to adopt, this assessment focuses on statutorily required functions and activities of CDs.

Completing the CD Assessment Tool

Supervisors and employees are strongly encouraged to complete the assessment together. This will provide a whole, body-of-knowledge, view of the district and an opportunity for mutual learning. If a district does not meet all of the legal requirements, the district will be required to develop and implement a compliance plan and timeline in order to receive CD Administrative (CDA) grant funds. Your CD Specialist is available to assist in completing the assessment and/or working on developing a compliance plan.

Please note that this list may not be all-inclusive as other laws may apply.

Contact your County Attorney or DNRC if you have questions or need legal counsel.



Conservation District: _____

Date: _____

Individual(s) completing the assessment: _____

FINANCIAL MANAGEMENT

Review your districts current performance and policies and check the box that corresponds with your Compliance. Provide a plan and timeline for any items checked no.

Compliance with Laws and Requirements	MT Code Annotated	Yes	No
Check Signing: Checks always have two supervisor signatures.	76-15-525		
Annual Financial Reports: sent to MT Department of Administration, Local Government Services. DOA-LGS financial form Date Submitted to DOA-LGS:	76-15-315(4)(b) and 2-7-503(a)		
<i>Audit Threshold and Requirements:</i> <ul style="list-style-type: none"> State: If district received revenue or financial assistance in the period covered by the financial report that is in excess of \$500,000, must complete audit every 2 years. Federal. If district expends \$750,000 or more during the district's fiscal year in Federal awards. 	2-7-503(3)(a) 31 U.S.C. 7502		
Travel reimbursement: State rates are used for travel reimbursement for supervisors and staff.	2-18-501 through 2-18-504 and 76-15-313(3)		
Use of Funds: Funds are used only for lawful purposes related to CD law and in a manner appropriate for governmental spending.	76-15-501 and 76-15-547		
Vendors: CD gives preference to Montana vendors and state contracts to lowest bidder.	18-1-102		
District complies with CD Procurement Law	76-15-1001 through 76-15-1014		
District has levied the maximum mill levy	2-9-212 15-10-420 and 15-10-425		



DISTRICT OPERATIONS AND REPORTING

Review your districts current performance and policies and check the box that corresponds with your compliance. Provide a plan and timeline for any items checked no.

Compliance with Laws and Requirements	MT Code Annotated	Yes	No
Administrative functions of supervisors: <ul style="list-style-type: none"> • Copies of ordinances, rules, orders, contracts, forms, and other documents the district adopts or employs including monthly meeting minutes sent to DNRC; • Provide for the execution of surety bonds for employees and officers entrusted with funds or property; • Keep full and accurate records of all proceedings and of all resolutions, regulations, and orders issued or adopted; • Provide for an annual audit of accounts of receipts and disbursements. 	76-15-315		
Annual amount of money to be raised assessment sent to County.	76-15-511 through 76-15-513		
State public participation, public noticing and Public Records Act are followed.	2-3-101 through 2-3-114 2-6-1001 through 2-6-1033 76-15-315(3)(4)(a)(b)(c)		
Open Meetings: Meeting dates are publicly noticed and are open to the public. Public notice is done consistently in the same manner and form for every meeting. Notice must include the specific agenda items to be discussed.	2-3-201 through 2-3-221		
Operation of Supervisors: No official business is conducted without a quorum. Supervisors do not receive compensation for attending regularly scheduled meetings of the board of supervisors.	76-15-313		
Code of ethics: <ul style="list-style-type: none"> • Supervisors disclose possible conflicts of interest. • CD employees or supervisors do not accept personal gifts exceeding \$50 in value. 	2-2-101 through 2-2-145		
Minutes: Meeting minutes contain the date, time, place, and list of attendees along with detail on each item discussed. Monthly meeting minutes are provided to DNRC and the county clerk and recorder. If meetings are recorded electronically, each meeting must be handled in the same way.	2-3-212 and 76-15-324		
Public Records: CD retains, records, and disposes of public records and public information and provides access to the public. CD records retention schedule 9 (sos.mt.gov/local)	2-6-1001 through 2-6-1033 and 2-6-1205		
Liability Insurance. Note: failure to obtain liability insurance puts the CD and local taxpayers at risk. A CD can be liable up to \$750,000 for each claim and \$1.5 million for each occurrence.	2-9-102 , 2-9-108 ; recommended		



SUPERVISORS, ELECTIONS, AND GOVERNANCE

Review your districts current performance and policies and check the box that corresponds with your Compliance. Provide a plan and timeline for any items checked no.

Compliance with Laws and Requirements	MT Code Annotated	Yes	No
Fiduciary Responsibilities: CD supervisors are aware of their liability, protections, and exposures.	2-9-101 through 2-9-318		
Governing Body of District and Residency: If a CD requires a supervisor to live in the area they represent, a residency ordinance was adopted.	76-15-301 and 76-15-311		
Elections: Supervisors are nominated and elected at large.	76-15-303 and 76-15-304		
Oath of Office: Each supervisor has taken an oath of office for each term.	2-16-211		
Terms of Office and Filing: Urban supervisors are reappointed and take an oath of office every three years. Oaths of office taken, subscribed, and filed properly. Meeting Attendance: Supervisors attend meetings regularly or are excused from attending if meetings must be missed.	76-15-312 and 2-16-212		
Removal for neglect of duty or malfeasance, unexcused absences, and vacancies.	76-15-314 and 76-15-312(2)(d)		
Compensation: <ul style="list-style-type: none"> Supervisors and staff are reimbursed for meals, lodging, and transportation. Supervisors do not receive compensation for attendance at regularly scheduled meetings 	2-18-501 through 2-18-504 and 76-15-313(3)		
Administration Functions of Supervisors are performed.	76-15-315 through 76-15-318		
Chairperson: A chairperson is elected each year.	76-15-313		
Planning: CD board is actively involved and participates in developing annual and long-range plans. District reviews and updates plans regularly reviewed. <i>Note: Planning documents required to receive grant funding through the CD Bureau.</i>	<i>Recommended</i>		



PERSONNEL MANAGEMENT

Review your districts current performance and policies and check the box that corresponds with your Compliance. Provide a plan and timeline for any items checked no.

Compliance with Laws and Requirements	MT Code Annotated	Comments	Yes	No
<p>The Fair Labor Standards Act of 1938 29 U.S.C. § 203 (FLSA) is a United States labor law that creates the right to a minimum wage, and "time-and-a-half" overtime pay when people work over forty hours a week. If an employee opts to be compensated in time and one-half compensatory time in lieu of time and one-half overtime pay, the supervisor and the employee sign an agreement each time extra hours are worked.</p> <p><i>According to federal regulations, a form must be signed each time that overtime comp time credits are given instead of overtime pay. Overtime comp time accrues at 1.5 times the hours worked over 40 and overtime pay is paid at 1.5 times the salary per hour worked over 40.</i></p>	<p>Wages and the Fair Labor Standards Act</p>			
<p>District employees, no matter the funding source, are treated equally and under the same policies.</p>	<p>Wages and the Fair Labor Standards Act</p>			
<p>Employees are provided annual leave and sick leave at state rates.</p>	<p>2-18-601 and 2-18-611</p>			
<p>CD employee takes holidays in accordance with state holidays. <i>*a floating holiday was added by the 2023 legislature, MCA has not been updated as of 10/11/23</i></p>	<p>2-18-603 See 1-1-216 for a list of holidays.</p>			
<p>Holiday pay is prorated for part-time employees and does not exceed 8 hours for any employee.</p> <p><i>Example: Regardless of a FT employees schedule, the maximum pay for a holiday is 8 hours. If an employee works half-time, the maximum time holiday pay would be 4 hours.</i></p>	<p>2-18-603</p>			
<p>District keeps employment and payroll records for each employee for 5 years. CD records retention schedule 9</p>	<p>ARM 24.11.2704</p>			



310 ADMINISTRATION

Review your districts current performance and policies and check the box that corresponds with your Compliance. Provide a plan and timeline for any items checked no.

Compliance with Laws and Requirements	MT Code Annotated	Yes	No
All local rules are current. The CD has filed a copy of their rules with DNRC. If the CD has revised forms, copies are filed with the DNRC Conservation Districts Bureau.	76-15-315		
District administers the 310 Law.	75-7-101 through 75-7-125		
Procedure for Considering Projects—Teams: <ul style="list-style-type: none"> • CD uses team inspection reports to document and assess the potential impacts of projects. • CD notifies Department of Fish, Wildlife and Parks of each 310-application received within 10 working days. • CD fully discusses criteria for review of 310 application at scheduled board meeting and includes discussion in meeting minutes. • CD notifies the applicant of the board decision within 60 days of receipt of the application, or it formally extends the time period. 	75-7-112		
Decisions are not made by individuals, but rather by motions at meetings attended by a quorum of the supervisors.	75-7-112 and 76-15-313		

These assessments are based on the best available information at the time it was conducted. I certify that I have knowledge of and understand the content of this document with attachments and that each law and statute has been reviewed and approved by the Board of Supervisors.

Board of Supervisors, Chairman Signature: _____

Date: _____

Additional Resources:

Montana DNRC, [Conservation Districts Bureau](#)

Montana [CD Employee Organization](#)

State of Montana, [Local Government Services Bureau](#)

Montana State University, [Local Government Center](#)

Conservation Districts Grant Program Guidelines

2023-2025



Garfield County Photo

Updated 10/31/23

Contents

Background.....	3
General Grant Eligibility Requirements.....	4
Deadlines and Cycles.....	4
Grant Types and Program Details.....	4
Conservation District Planning Grants.....	5
Conservation District Project Implementation Grants.....	5
Education Mini-Grants.....	5
Pollinator Grants.....	6
CD Eligibility Requirements.....	6
Application and Submittable Process.....	6
Authorized Representative.....	6
Submittable Account.....	6
Scope of Work.....	6
Public Resource Benefits.....	6
Goals and Objectives.....	6
Tasks.....	7
Deliverables.....	7
Timeline.....	7
Budget.....	10
MEPA.....	10
Application Assistance.....	11
Application Ranking Criteria.....	13
Grant Review Process.....	14
Awarding and Contracting.....	14
Reporting and Reimbursement.....	14
Procurement and Permitting Requirements.....	15
Contract Terms and Conditions.....	15
Project Close Out.....	15

Background

The Montana State Legislature (MCA 76-15-106) provides funding for the conservation districts of Montana. The Department of Natural Resources and Conservation (DNRC) distributes funds through the Conservation District Bureau (CDB) based on need to conservation districts (CD) for any purpose that they are authorized to perform pursuant to MCA 76-15-4. Since 1981, conservation districts have used these funds for conservation and administrative related projects. CD funding is also allocated to partner organizations, such as the river councils and Montana Salinity Control Association, who are subject to these guidelines. The purpose of these guidelines is to assist grant applicants in developing their grant proposal.

General Grant Eligibility Requirements

All grant funds are provided by the legislature with the goal of empowering conservation districts to conserve the natural resources of Montana through locally-led conservation. Grant funds can be used for activities such as implementing on-the-ground conservation projects, educational programs, and building district capacity. General guidelines for all grant programs include the following:

1. Conservation districts **must submit an annual work plan or strategic plan** that includes conservation priorities, planned annual activities, and an operational budget prior to application. The only exception is if applying for a planning grant to conduct strategic planning and/or develop an annual work plan.
2. Funds cannot be used to purchase food in excess of 10% of the total project budget, common items that can be easily borrowed, equipment for contractors, or items not considered essential to conducting a project or meeting project goal.
3. Applications must demonstrate a public conservation benefit(s). Funds will not be provided for projects that are for private benefit only. Applications that address multiple resource benefits will rank higher in the evaluation process.
4. Preferential consideration will be given to applications that include in-kind or cash match from other sources or that are for less than the total project costs.
5. All previous grants received by the conservation district must be in good standing (invoicing up to date and reports filed on time) before any new funds will be released.
6. The Authorized Representative must be an elected official (conservation district Chair, Vice Chair, or other Supervisor as approved by a motion of the board) and must sign the application. District staff may not be the Authorized Representative, but they may be the main point of contact.
7. Incomplete applications or applications not meeting the expectations described below will not be considered.
8. Applications should be approved by the Board of Supervisors during a public meeting prior to application submittal.

Deadlines and Cycles

Open grant cycles will be announced on the [CDB grants website](#) and through the *Conservation Matters* newsletter. In general, it takes 3-4 months for the review, approval, and contracting process for any submitted application. For this reason, applications for projects that will take place in the spring/summer must be submitted in the preceding fall and vice versa. Contracts are generally one year or less in duration unless a longer period is specifically requested in the application.

Grant	Occurrence	Application Periods	Implementation Begins
CD Administrative & 310 Grants	Annual	March 1 - April 15	Beginning July 1
Education Mini-Grants	Ongoing	Rolling Deadline	No sooner than 3 months following application submission
CD Planning Grants	Biannual	<ul style="list-style-type: none"> • February 1 - March 15 • September 1 - October 15 	<ul style="list-style-type: none"> • August 1 • March 1
CD Project Grants	Biannual	<ul style="list-style-type: none"> • February 1 - March 15 • September 1 - October 15 	<ul style="list-style-type: none"> • August 1 • March 1
Pollinator	Biannual	<ul style="list-style-type: none"> • February 1 - March 15 • September 1 - October 15 	<ul style="list-style-type: none"> • August 1 • March 1

Grant Types and Program Details:

CONSERVATION DISTRICT PLANNING GRANTS

Conservation District Planning Grants are intended to assist conservation districts with operational planning and for the planning and design of technically feasible natural resource projects. These grants are specifically available to fund a formal planning process that results in a written plan or report. Examples include strategic plans, watershed restoration plans, preliminary engineering reports, feasibility studies, new program guidelines, or completed applications for larger project grants. In addition to the general guidelines provided previously in the overview section, the following guidelines apply specifically to the Conservation District Planning Grants:

1. The minimum application amount is \$2,000 and applications may not exceed \$20,000.
2. The final deliverable must be a completed planning document, report, or grant application.
3. Planning grants are intended to lead to on-the-ground project(s).

CONSERVATION DISTRICT PROJECT IMPLEMENTATION GRANTS

The Conservation District Project Implementation Grants are for any project under the authority of Conservation Districts pursuant to MCA, Title 76, Chapter 15, Part 4. Funds may be used for any project a conservation district is authorized to carry out, including, but not limited to stream restoration, soil health improvements, water quality improvements, demonstration projects, farm

experiments, equipment purchases, or construction projects. In addition to the general guidelines provided previously in the overview section, the following guidelines apply specifically to the Conservation District Project Implementation Grants:

1. Projects must be identified in the district's strategic plan or annual workplan, a copy of which must be provided with the application.
2. The minimum application amount is \$2,000 and applications may not exceed \$50,000. Conservation Districts may request funds above this limit, but 50:50 cash match is required for the entire amount.
3. Applications that include a monitoring plan, a public outreach and education plan, and a partners' plan will rank higher.
4. For education events, funds can only be used to pay for expenses that exceed revenues (registration fees, sponsorships, donations, etc.). A detailed spreadsheet that itemizes expenditures and revenues must be submitted with the final report.
5. Applications that include the purchase of equipment must include a maintenance plan that includes rental fees, repair and maintenance costs, deposits (if applicable), and long-term leases (if applicable). Reasonable rental fees must be charged to cover maintenance and replacement costs.
6. Per DNRC policy, noxious weed projects must demonstrate that funding was first sought through the through the Noxious Weed Trust Fund at the Montana Department of Agriculture and be coordinated with the local weed district.
<https://agr.mt.gov/NoxiousWeedTrustFund>
7. Per DNRC policy, aquatic invasive species project funding must be sought through the DNRC Aquatic Invasive Species Program. <https://invasivespecies.mt.gov/montana-invasive-species/Aquatic-Invasive-Species-Grant-Program>

EDUCATION MINI-GRANTS

The Education Mini grant program assists conservation districts with conservation and natural resource educational projects that are on a smaller scale and may not be included in the annual workplan, allowing focus on a specific audience and/or topic. Activities for both youth and adults are eligible. Schools and other organizations may apply, but their application must be sponsored and approved by their local conservation district.

Example projects include organizing and attending workshops, school field trips, adult or youth programs, promoting educational opportunities, developing resources for the community, and working with a school or group to promote natural resource education. Funds may be used for CD employee salary related to the project, travel expenses, advertising, resource materials, scholarships towards camps, speaker fees, or transportation costs for field trips. A description of ineligible expenses can be found in the overview section of these guidelines. In addition to the general guidelines provided previously in the overview section, the following guidelines apply specifically to the education mini-grant program:

1. The minimum application request is \$1,000, and requests may not exceed \$5,000.

2. An outreach strategy must be included in the application.
3. If an education event takes place annually, applicants are encouraged to apply for multiple years at a time.

POLLINATOR GRANTS

Pollinator grants are available to conservation districts for any projects that will improve pollinator habitat within Montana. Example projects include community and demonstration gardens, area-wide pollinator initiatives, education events, and planting pollinator plots. In addition to the general guidelines provided previously in the overview section, the following guidelines apply specifically to the Pollinator Grants:

1. The minimum application request is \$1,000, and requests may not exceed \$15,000.
2. Applications that include a monitoring plan, a public outreach and education plan, and a partners' plan will rank higher.
3. Schools and other organizations may apply for a Pollinator Grant, but the project must be approved and sponsored by the conservation district. All payments will be made from the DNRC to the local conservation district. The school or organization will be reimbursed by the sponsoring conservation district.

CD Eligibility Requirements

All conservation districts in Montana are eligible if they: 1) have levied the maximum county mills allowed for the current fiscal year, 2) demonstrate a need for additional funds; and 3) are working towards a conservation activity as identified in an annual workplan, watershed restoration plan, or district strategic plan.

Eligible conservation districts may also sponsor grants for partner organizations, as long as they demonstrate they are active partners in the project. When sponsoring a grant, a Memorandum of Agreement (MOA) outlining the roles and responsibilities between the CD and partner organization is required. Any equipment or software purchased with grants funds must stay in CD ownership will be required.

Application and Submittal Process

All applications will be submitted through the [Submittable online grant system](#). Late or incomplete applications will not be accepted. Early submissions are encouraged. Requesting a preliminary review of a grant application prior to submission is also encouraged. CDB staff are available to help with project development and the application process. Please utilize the planning form, found [here](#), to solicit initial feedback.

Authorized Representative

The grant application must be authorized by a representative of the conservation district (conservation district Chair, Vice Chair, or other Supervisor as approved by a motion of the board). Conservation district employees or administrators may not be the authorized representative; however, they may be listed as the main contact for the grant.

Submittable Account

Each CD must create an account with Submittable to apply for grants. CDs are encouraged to create an account for the district, rather than for an individual employee. This will enable the account to be maintained in the event of staff turnover. All applications will be submitted through the district's established Submittable account.

Scope of Work

Applications must include a clear scope of work including a description of the public natural resource benefits, the goals and objectives, specific tasks that will be accomplished, and what deliverables will be provide to DNRC during reporting. The scope of work is the main justification for the funding and clearly demonstrates how the funding will be used and what activities will be accomplished.

Public Resource Benefits

All grant funding must benefit a public natural resource. To receive funding, an application must clearly describe how the funds will be used to benefit a public natural resource(s). This could be direct benefits such as on-the-ground conservation, or indirect benefits such as public education or increasing a district's capacity to fulfill their mission of conserving natural resources. Projects benefiting multiple natural resources will be more competitive.

Goals and Objectives

Goals and objectives describe intended outcomes of the project. They should be specific and measurable so anyone could clearly understand what will be accomplished with the grant funding. Simply stating that capacity will be increased, or that a resource will be improved is not specific enough. Rather, goals and objectives should result in quantifiable outcomes (e.g., miles of streambank that will be restored, number of trees that will be planted, acres that will be seeded, number of students that will be taught, skills that will be gained by an employee, or the number of additional hours an employee will work). Partners can be a great way for determining accurate, measurable outcomes of a project.

Tasks

Tasks describe the specific actions the district will take to accomplish the goals and objectives of the project. For example, a task for a planting project may include developing landowner agreements, purchasing seedlings, coordinating volunteers, and submitting the final report to DNRC. For an educational project, the tasks might include hosting a planning meeting with local teachers, purchasing materials, presenting the lesson, and grant management.

Deliverables

Deliverables are tangible items that can be used to demonstrate the project was successful. Deliverables should include before and after photos of a restoration project, copies of newspaper ads or newsletters, monitoring reports, workshop attendee surveys and attendance lists, technical reports, training certificates, or snapshots of website updates. Copies or records of the deliverables should be included in grant reporting.

Timeline

The project timeline must include specific benchmarks indicating when each task will be accomplished including reporting deadlines. The following are common examples: construction will take place July-August 2023, workshop planning meetings will be scheduled in April with the workshop hosted on May 15, website updates will be completed by October 31, supplies will be purchased in March. A timeline such as, “the project will begin immediately and be completed within a year,” will not be accepted.

Budget

The budget is an estimated accounting of how all funds will be spent and must be detailed. Grant funding cannot be provided as a “blank check” where funding is requested for a generalized purpose. The budget must describe what will be purchased and the estimated cost. If the budget includes salaries (either as match or as a grant expense), include the estimated hours and hourly rate. For travel expenses, estimate the miles and the rate or the number of nights in a hotel and associated costs. Mileage and per diem are reimbursed at the state rate. Lodging is reimbursed at the GSA rate. A budget template can be found [here](#).

INELIGIBLE EXPENSES

Ineligible expenses will not be reimbursed. As grant funds are tax dollars, all expenses must be appropriate to the project. Expenses that benefit an individual or an organization other than a CD will not be considered eligible. This includes, but is not limited to, the items below:

- Activities outside the scope of work
- Costs incurred outside the contract term
- Costs for food in excess of 10% of the overall project budget

- Routine maintenance and operation
- Equipment or gear that will be owned by an entity other than the CD beyond the grant lifetime
- Salaries/wages, travel, or other expenses not directly related to the project
- Funding for infrastructure
- Expenses not supported by back-up documentation

MATCH REQUIREMENTS/EXPECTATIONS

Match is not required for any of the grants; however, applications that include match will be more competitive, rank higher, and are more likely to receive funding. Match can include in-kind services or cash match.

CASH MATCH

Cash match includes any purchases or expenses paid for by the CD or partner organizations directly for the project and not reimbursed by a grant. This might include the purchase of supplies or equipment or payments for services. It does not include the purchase of equipment that will be retained in private ownership. That is, equipment purchased by a contractor or partner that will not be retained by the district does not count as match.

Irrigation construction or design projects, including sprinklers and drip systems must have a 50:50 cash match from the landowner(s) or other beneficiary (such as an irrigation district, ditch company, or community garden host).

IN-KIND MATCH

In-kind match is match that is calculated as the value of time volunteering for the project or the provision of free services for the project. This can include in-kind match from CD Supervisors or employees, landowners, partner organizations, and community volunteers. It can be calculated at an hourly rate using [the Value of Volunteer Labor Worksheet](#), or as a total estimate of the value of provided professional services. A record of the in-kind match should be included with the final report. This record could be a simple spreadsheet documenting who volunteered on what dates and the number of hours, or it could be documentation from a contractor/consultant estimating the value of the free professional services provided.

In-kind match can also be provided from other grant sources. For example, if applying for multiple grants for one project, include in the budget table a description of each funding source and what components of the project are budgeted for each funding source.

TYPES OF EXPENSES

If a project is approved for funding, the applicant must enter into a grant agreement with DNRC before any funds will be reimbursed. The agreement will include a detailed scope and budget with

eligible expenses. Actual costs for eligible expenses within the grant agreement will be reimbursed with proper reporting and back-up documentation. Types of expenses include:

Administrative expenses are the actual personnel costs associated with administering a grant. Typical costs include grant reporting and financial management of the project. These costs can be invoiced at the employee's wages plus benefits.

Project management expenses are the actual costs associated with managing the activities of a project. These costs can be incurred by CD staff or by external individuals hired to carry out the project activities.

Project activity costs are the other direct costs incurred to complete the work described in the scope of work and may include costs associated with communications, materials & supplies, travel, equipment, construction.

MEPA

All projects are subject to the Montana Environmental Protection Act (MEPA). Potential impacts to the natural environment will be determined through a simple questionnaire during the application process. If the project is determined to have a physical impact on the natural environment, the MEPA process must be completed before the project can begin.

Application Assistance

CDB staff are available to CDs for assistance with the application process. While CDB staff cannot write the application, they can help develop project ideas and review preliminary proposals prior to application submittal. They are also available to help with questions regarding match, budget development, and allowable expenses. This assistance is offered so CDs can confidently submit high-quality applications. CDs interested in application assistance are encouraged to communicate with the CD specialist for their area well in advance of the grant application deadline.

Application Ranking Criteria

Receipt of grant funds is not guaranteed and is subject to available funding. Only those projects that demonstrate a public resource benefit and include clearly stated objectives, deliverables, timelines, and budget will be considered. All applications, regardless of the grant program will be reviewed based on the following ranking criteria:

Ranking Criteria	Scoring Range
<p>Overall, is the application high-quality, clear and concise, and well thought out?</p> <ul style="list-style-type: none"> • 10 = Proposed project has few grammatical or mathematical errors, all sections are complete, and the proposal is clear to the reviewer. • 5 = Proposed project is complete but has some errors and is missing some needed details. • 0 = Proposed project has missing sections, is poorly written, and does not include enough detail for the reviewer. 	0-10
<p>Does the proposed project address the district's conservation priorities as identified in their annual workplan or strategic plan?</p> <ul style="list-style-type: none"> • 10 = Proposed project is clearly identified in the CD's planning documents • 5 = Proposed project is in line with the CD's priorities but not specifically identified. • 0 = Proposed project is not in line with the CD's planning documents or CD has not submitted any planning documents. 	0-10
<p>Has the applicant/CD demonstrated their ability to lead the project to a successful outcome?</p> <ul style="list-style-type: none"> • 10 = The project team has the collective experience, education, and capacity to lead the project to a successful outcome. • 5 = The project team has some experience leading projects. • 0 = The project team has no experience leading projects, lacks the capacity, or currently has other grants that are not in good standing. 	0-10
<p>Are the public resource benefits clearly described?</p> <ul style="list-style-type: none"> • 10 = Proposed project clearly indicated how public natural resources would benefit from the successful project. 	0-10

<ul style="list-style-type: none"> • 5 = Proposed project indicates some public benefit but does not adequately describe how the grant funds will help accomplish the benefit. • 0 = Proposed project does not describe how public resources will benefit. 	
<p>Does the application include clearly stated goals and objectives?</p> <ul style="list-style-type: none"> • 10 = Proposed project includes specific and measurable goals and objectives, and it is clear what the outcomes of the project will be. • 5 = Goals and objectives are vague, and it is somewhat unclear what will be accomplished with grant funds. • 0 = Proposed project does not include goals or objectives; it is unclear what the outcome of the project will be. 	0-10
<p>Does the application include clearly stated tasks that describe what actions will be taken to accomplish the goals and objectives and associated tasks?</p> <ul style="list-style-type: none"> • 10 = Proposed project includes clearly stated tasks that detail what actions will be taken to accomplish the goals and objectives. • 5 = Proposed project includes tasks, but they are not detailed, or it is unclear how they will accomplish the goals and objectives. • 0 = Proposed project does not describe what actions will be taken to accomplish the goals and objectives. 	0-10
<p>Does the proposed project list specific deliverables as evidence of how grant funding will be used to successfully complete the project?</p> <ul style="list-style-type: none"> • 10 = Proposed project lists specific, tangible deliverables that will adequately showcase the accomplished goals and objectives. • 5 = Proposed project includes some deliverables, but the deliverables are not appropriate to prove the project was successfully completed. • 0 = Proposed project does not indicate what deliverables will be provided to DNRC. 	0-10
<p>Does the timeline include milestones describing when each task will be accomplished?</p> <ul style="list-style-type: none"> • 10 = Proposed project clearly describes what will be accomplished and when. • 5 = Proposed project includes a timeline, but it is unclear or too vague to understand what will be accomplished at what time. 	0-10

<ul style="list-style-type: none"> 0 = Proposed project does not include an appropriate timeline. 	
<p>Is the budget reasonable, clear, and includes only allowable expenses?</p> <ul style="list-style-type: none"> 10 = Budget clearly describes how grant funding will be used, what the anticipated expenses will be, and provides sufficient detail to ensure all expenses are allowable. 5 = Budget provides some detail, but it is unclear what specific rates are or how the grant funds will be spent. 0 = A budget is not provided or is a “blank check” request with no detail provided on how the grant funds will be used. 	0-10
<p>Does the project have broad community support as showcased through letters of support, project partners, or matching funds from other sources?</p> <ul style="list-style-type: none"> 10 = Proposed project includes letters of support, confirmed project partners, or matching funds from other sources. 5 = Proposed project includes some description of community support but does not include letters of support, does not have project partners, and does not include matching funds from outside sources. 0 = It is unclear if the project would be supported by the community. 	0-10
Total Possible Points	100

Grant Review Process

The Montana Department of Natural Resources and Conservation (DNRC) Conservation Resource Development Division (CARDD) provides fiscal management of the grant programs. The Conservation Districts Bureau (CDB) staff review applications, rank them qualitatively and quantitatively, and provide funding recommendations to the Conservation Districts Advisory Council (CDAC). DNRC makes final funding decisions based on recommendations. All projects will be reviewed and ranked according to the guidelines described in this document.

CDAC

The Conservation District Advisory Council (CDAC) will review and rank applications for any CD Planning Grants, Project Grants, or Pollinator Grants over \$10,000. The CDAC will review the applications during a public hearing during which applicants may present their project and address the CDAC's questions. Following the hearing, the CDAC will rank all proposed projects

including recommended funding and justifications, as well as any constraints or stipulations. CDAC recommendations and rankings will then be provided to DNRC for final decision making.

Awarding and Contracting

The grant agreement will not be effective until fully executed (signed by both the Authorized Representative and DNRC). Any expenses incurred before the contract is fully executed will not be reimbursed. Districts are advised that it generally takes several months for contracts to be written, approved, and executed. Therefore, planning is critical when seeking grant funding. Please note, DNRC is transitioning to executing all grant agreements electronically.

Reporting and Reimbursement

All grant programs, except the CD Administration/310 Grants, are reimbursable programs. Costs may not be incurred outside of the contract term and signatures. DNRC will reimburse project costs upon receipt and approval of a vendor invoice, supporting documentation, proof of payment and project status report. Ten percent of the total project funds may be held back until receipt of a complete final report.

Reports must include an accounting of all project costs, including those funded by the district and other matching funds/grants. The district 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.

Progress reports are required quarterly on January 15, April 15, July 15, and October 15 for the entire duration of the grant. Progress reports are required even if no work has been done on the project that quarter or no reimbursement is requested. All progress reports must be completed online using Submittable.

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 district 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. The conservation district will submit the expenses using the DNRC vendor invoice and final report. The final invoice must accurately account for all 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. Remaining funds will be reverted to DNRC's conservation district account.

Additional guidance on status and final reports can be found in the grant contract.

Procurement and Permitting Requirements

Grantees agree to comply with all relevant procurement and contracting requirements related to work performed under DNRC grant agreements. Record of all procurement and solicitation processes should be submitted with grant reporting. In some cases, DNRC retains the right to approve subcontracts.

Grantees are responsible for conducting all necessary environmental assessments and obtaining all necessary local, state, and federal permits. Landowner permission must be secured for projects on private land before contracting.

For specific questions about procurement and solicitation, please contact your CD Specialist or review the resources on the CDB website.

Contract Terms and Conditions

Amendments to a grant must be approved and documented as part of the grant contract by CDB. **Requests for contract extensions must be provided in writing to DNRC 45 days prior to the end of contract term and must include a justification or description of why the extension is necessary.** Additional terms and conditions can be found in the grant contract.

Project Close Out

Final disbursement of funds is contingent upon DNRC receipt and approval of a final report that meets the requirements specified in the grant contract. Final reports must be submitted to DNRC within 90 days of the Agreement termination date. Final reports must include a signed Certificate of Compliance (included in this attachment) to DNRC upon project completion. Projects that included construction must also submit a signed Engineer's Statement of Completion. DNRC may also request as-built drawings for construction projects, if applicable to the project.



PROJECT SCORING CRITERIA GUIDELINES	SCORING RANGE
<p>Applicant has demonstrated financial need for the project.</p> <ul style="list-style-type: none"> • 10 = Proposed project is included in plan and need is demonstrated. • 5 = Proposed project is included in plan and need is somewhat demonstrated. • 0 = Proposed project is not in district plan and/or need is not demonstrated. 	0-10
<p>To what degree does the proposed project promote or result in conservation benefits?</p> <ul style="list-style-type: none"> • 10 = Proposed project significantly promotes or results in conservation. • 5 = Proposed project moderately promotes or results in conservation. • 0 = Proposed project does not directly promote or result in conservation. 	0-10
<p>To what degree does the proposed project have public benefits?</p> <ul style="list-style-type: none"> • 10 = Proposed project has significant direct benefit to many people and/or acres. • 5 = Proposed project has some direct benefits. • 0 = Proposed project has no direct benefits. 	0-10
<p>Does the project team have the collective experience, education and capacity to lead the proposed project to a successful outcome?</p> <ul style="list-style-type: none"> • 10 = The team has documented their experience, education, and capacity to lead the project successfully. • 5 = The team has some experience in leading conservation projects. • 0 = The project team has no experience in leading conservation projects. 	0-10
<p>Are the proposed project goals and outcomes clearly stated?</p> <ul style="list-style-type: none"> • 10 = The proposed project has clearly stated project goals and the objectives and methods are appropriate to achieve the objectives. • 5 = The proposed project has identified goals and objectives, but the methods are not completely described. • 0 = The proposed project lacks clear goals and objectives and the methods are not described. 	0-10
<p>Are the proposed project methods and protocols appropriate for accomplishing the goals and objectives?</p> <ul style="list-style-type: none"> • 10 = The project design is clear and employs acceptable methods and/or established protocols. • 5 = The project is plausible, but it is unclear whether the goals can be accomplished using the proposed methods. • 0 = The project design is unclear or does not include appropriate methods. 	0-10
<p>Are the proposed project tasks adequately described?</p> <ul style="list-style-type: none"> • 10 = Task descriptions are clear, and it is evident what they will accomplish and the related expenses that will require reimbursement under an agreement. • 5 = Tasks are adequately described, but not all information requested was provided in the application. • 0 = The task information provided lacks detail and it is unclear how the task will accomplish project goals and objectives. 	0-10



Is there a demonstrated level of support and commitment for the project? <ul style="list-style-type: none">• 10 = Level of support is clearly documented through past efforts and current letters of support.• 5 = Level of community support is somewhat documented through past efforts OR current letters of support.• 0 = Level of community support is not documented through past efforts nor does the application contain any letters of support.	0-10
Is the budget reasonable, clear, and complete? Consider cost of similar projects.	0-10
Overall, the grant application was presented well, and the information provided in the application demonstrates a strong likelihood of success.	0-10
The proposed project includes matching funds and/or required cost share.	Y/N
Past performance (if applicable). The applicant has previously received 223 funding, and successfully completed the project, met project goals, and administration/management of the grant was acceptable.	P/F

CDB Grant Awards - FY24, Cycle 1 - October 2023

Initial rankings from CD Bureau staff

Cycle 1

Rank	Conservation District Name	Project Title	Type of Project	Project Contact	CD Bureau Specialist	Project Contact Email	Amount Requested
80.2	Petroleum County Conservation District	Musselshell River Stream Bank Restoration	Project	Laura Nowlin	Veronia Grigaltchik	info@winnettares.org	\$47,700
80	Phillips Conservation District	CD Strategic Plan	Planning	Conni French	Kasydi Lucas	phillipsconservationdistrict@gmail.com	\$5,790
80	Park Conservation District	Shields River Restoration at Elk Creek Rd Bridge	Planning	Ashley Lowrey	Mary Hendrix	ashley.lowrey@mt.nacdnet.net	\$20,000
79.3	Park Conservation District	Building Organizational Structure, Annual and Strategic Planning	Planning	Ashley Lowrey	Mary Hendrix	ashley.lowrey@mt.nacdnet.net	\$20,000
76.8	Hill County Conservation District	Pollinator Project	Pollinator	Emma Korntheuer	Kasydi Lucas	emma.k@macdnet.org	\$8,112
76.7	Lewis and Clark Conservation District	Blake Lake Helena Project	Project	Chris Evans	Mary Hendrix	chris@lewisandclarkcd.org	\$7,090
76.3	Gallatin Conservation District	Pollinator Pathway at Public Art Installations in Big Sky	Pollinator	Elizabeth Emeline	Mary Hendrix	elizabeth@gallatincd.org	\$15,000
75.4	Missoula Conservation District	Lower Grant Creek Conceptual Design	Planning	Bryan Vogt	Catey Bauer	bvogt@missoulacd.org	\$20,000
73.7	Eastern Sanders County Conservation District	Sanders County Pollinator Initiative	Pollinator	Emily Baker	Catey Bauer	eastersanderscd@macdnet.org	\$5,312
73.6	Pondera Conservation District	Rasmuson Wildlife Conservation Center Pollinator Habitat Initiative & Education Program	Pollinator	Kasyie Steele	Kasydi Lucas	rwcc@boone-crockett.org	\$15,000
71.5	Valley County Conservation District	Pollinator Improvement	Pollinator	Hayley Young	Veronia Grigaltchik	vccdm20@gmail.com	\$4,889
65.2	Glacier County	Area 3 Pollinator Playground Equipment and Signage	Pollinator	Kim Stoltz	Kasydi Lucas	glaciercountycd@gmail.com	\$15,000
61.8	Roosevelt County Conservation District	No Till Drill Soil Health	Project	Robbie Savelkoul	Veronia Grigaltchik	rccd17@gmail.com	\$50,000
60	Fergus Conservation District	Cottonwood Drainage	Project	Dona Stafford	Kasydi Lucas	fcd@midrivers.com	\$49,271
Total Amount Requested							\$283,165
							\$362,869

CDB Grant Awards - FY2
Initial quantitative ranking

Cycle 1

Rank	Time
80	2:00 PM
79.3	2:15 AM
72.6	2:03 AM
79	2:45 AM
76.2	3:00 AM
66.2	3:15 AM
80.2	3:30 AM
61.8	3:45 AM
60	4:00 AM

4, Cycle 1 - October 2023

;\$

Project Title
Park Conservation District - Shields River Restoration at Elk Creek Rd Bridge
Park Conservation District - Building Organizational Structure, Annual and Strategic Planning
Missoula Conservation District - Lower Grant Creek Conceptual Design
Gallatin Conservation District - Pollinator Pathway at Public Art Installations in Big Sky
Northern Central Conservation District- Rasmuson Wildlife Conservation Center Pollinator Habitat Initiative and E
Glacier County Conservation District - Area 3 Pollinator Playground Equipment and Signage
Musselshell River Stream Bank Restoration
Roosevelt County Conservation District - No Till Drill Soil Health
Fergus CD - Cottonwood Drainage
Total Amount Requested
Total Amount Available

Conservation District Name	CD Specialist	First Name	Last Name
Park Conservation District	Mary Hendrix	Ashley	Lowrey
Park Conservation District	Mary Hendrix	Ashley	Lowrey
Missoula Conservation District	Catey Bauer	Bryan	Vogt
Gallatin Conservation District	Mary Hendrix	Elizabeth	Emeline
Pondera Conservation Distrct	Kasydi Lucas	Madison	Todd
Glacier County	Kasydi Lucas	Kim	Stoltz
Petroleum County Conservation District	Veronia Grigaltchik	Laura	Nowlin
Roosevelt County Conservation District	Veronia Grigaltchik	Robbie	Savelkoul
Fergus Conservation District	Kasydi Lucas	Dona	Stafford

Project Contact Email	Type of Project	Amount Requested	DNRC Recommendation*
ashley.lowrey@mt.nacdnet.net	Planning	\$ 20,000	\$20,000
ashley.lowrey@mt.nacdnet.net	Planning	\$ 20,000	\$20,000
bvogt@missoulacd.org	Planning	\$ 20,000	\$20,000
elizabeth@gallatincd.org	Pollinator	\$ 15,000	\$15,000
rwcc@boone-crockett.org	Pollinator	\$ 15,000	\$15,000
glaciercountycd@gmail.com	Pollinator	\$ 15,000	\$15,000
info@winnettaces.org	Project	\$ 47,700	\$47,700
rccd17@gmail.com	Project	\$ 50,000	\$0
fcd@midrivers.com	Project	\$ 49,271	\$0
		\$ 251,971	\$ 152,700
		\$ 362,869	

*Funding may include

CDAC Rec./DNRC Approved Award

: contingencies if awarded.

**CD Grant Hearing Schedule
November 14, 2023**

Time	Project Title	Conservation District Name	CD Specialist
2:00 PM	Park Conservation District - Shields River Restoration at Elk Creek Rd Bridge	Park Conservation District	Mary Hendrix
2:15 PM	Park Conservation District - Building Organizational Structure, Annual and Strategic Planning	Park Conservation District	Mary Hendrix
2:30 PM	Missoula Conservation District - Lower Grant Creek Conceptual Design	Missoula Conservation District	Catey Bauer
2:45 PM	Gallatin Conservation District - Pollinator Pathway at Public Art Installations in Big Sky	Gallatin Conservation District	Mary Hendrix
3:00 PM	Northern Central Conservation District- Rasmuson Wildlife Conservation Center Pollinator Habitat Initiative and Education Program	Pondera Conservation District	Kasydi Lucas
3:15 PM	Glacier County Conservation District - Area 3 Pollinator Playground Equipment and Signage	Glacier County	Kasydi Lucas
3:30 PM	Musselshell River Stream Bank Restoration	Petroleum County Conservation District	Veronica Grigaltchik
3:45 PM	Roosevelt County Conservation District - No Till Drill Soil Health	Roosevelt County Conservation District	Veronica Grigaltchik
4:00 PM	Fergus CD - Cottonwood Drainage	Fergus Conservation District	Kasydi Lucas

CD Planning, Project, and Pollinator FY 24, Cycle 1 Grant Applications

Applications for CDAC Review

Park CD–Shields River Restoration at Elk Creek Road Bridge - \$20,000

RECOMMEND FUNDING IN FULL

Strengths:

- Addresses accelerated bank erosion and sedimentation adjacent and immediately upstream of the Shields River at the Elk Creek Road bridge crossing
- Addresses soil loss, critical riparian zone losses, sedimentation impacts on water quality and cutthroat fisheries
- Improve aquatic and riparian habitat through innovative bioengineered alternatives
- Prevent further impacts to county road infrastructure

Funding Conditions:

- Mentions meeting with landowners and ranchers, but no support letters from this group.
- No support letter from the County and/or County Road Department
- Who owns this property – does there need to be a MOU with landowner?
- Development of Joint Application – SP 124
- Deliverables listed above to be provided with the final report
- \$500 GPS survey equipment – Park CD to retain equipment

Park CD–Building Organizational Structure, Annual and Strategic Planning- \$20,000

RECOMMEND FUNDING IN FULL

Strengths:

- Bolster operational and organization strengths of Park CD
- Will result in long-range and annual planning documents
- Provides opportunity to update rules and policies
- Provides staff with education, training, and resources
- Will provide review of natural resource concerns, collaboration and partnerships, and resiliency after the Shields/Yellowstone River floods
- Confusion about education task

Funding conditions:

- Revise education and outreach task so it's in keeping with the intent of the project. Task is to inform and gather stakeholder input.
- Confirm with staff they have in-house capacity and expertise for project.
- Planning tools created to be included with project deliverables
-

Missoula CD – Lower Grant Creek Conceptual Design - \$20,000

RECOMMEND FUNDING IN FULL

This application is for conceptual design planning for the Lower Grant Creek area in Missoula. This area is of importance to the public as this section of Lower Grant Creek has been highly modified and the public is interested in seeing the creek restored to a more natural flood plain. This area is also experiencing rapid development. This project is in line with the Missoula CD's mission and has public support and strong partnerships including the Clark Fork Coalition and the Grant Creek Working Group.

- The application has a lack of detail that needs to be provided prior to contracting including the project goals, tasks, and deliverables.
- This is a pass-through grant with funding going to the Clark Fork Coalition. It is unclear what the Missoula CD's role is intended to be, and how they will engage in the project.
- The Missoula CD intends for this design to integrate with other design strategies included in Grant Creek planning efforts.
- The Missoula CD will need a robust MOU with the Clark Fork Coalition for this project.
- Add reporting deadlines to the project schedule.

Gallatin CD–Pollinator Pathway at Public Art Installations in Big Sky-\$15,000

NEED MORE DETAILS BEFORE MAKING FUNDING RECOMMENDATIONS

Strengths:

- Connects art, trails, and pollinators in the public sphere
- Creative idea in a very visual location
- Increase pollinator habitat
- Increases pollinator education
- Looking to inspire the public to create their own pollinator habitat

Funding Conditions:

- Gallatin to demonstrate project engagement and substantive role in project. Project grows capacity for partner, not Gallatin.
- Need further detail on match (example: Personnel Salary and Wages: ACBS \$30,000 – is that towards Grow Wild's staff time or ACBS staff time)
- Need additional budget detail on personnel time/travel hours
- Is this the first of 9 grant applications for additional planned installments
- Need robust MOU with detail on roles and responsibilities for project and grant administration

Pondera CD – Rasmuson Wildlife Conservation Center Pollinator Habitat Initiative and Education - \$15,000

RECOMMEND FUNDING IN FULL

The purpose of this proposed project is to improve pollinator habitat and increase pollinator species populations near the Rasmuson Wildlife Conservation Center by establishing an interactive pollinator garden with multiple plots and interpretive signage.

Strengths:

- Pollinators provide important public natural resource benefits.
- Public and student education outreach
- The RWCC property is open to the public for year-round recreation.

Funding Conditions:

- Pondera to define role in project. Must have role in administering, managing, contributing to project.
- Application paperwork needs updating- authorizing statement, project contact
- Clarify budget and justification for all of the materials/tools included in project budget
- Need MOU with Boone and Crockett Club
 - Interpretive signage must acknowledge funding came from DNRC and is sponsored by Pondera County Conservation District.
 - Boone and Crockett website article on pollinator project should also mention DNRC as project funding and the Conservation District as a sponsor.
- Make it clear that purchases made *before* an agreement is executed cannot be reimbursed.
- What species will the pollinator mix consist of?
-

Glacier CD - Area 3 Pollinator Playground & Signage - \$15,000

RECOMMEND FUNDING IN FULL

This project proposes adding interactive playground equipment to a park that borders the Community Garden, which contains a pollinator garden that was previously funded by DNRC. The equipment would be purchased from Game Time and would consist of a 6-cell honeycomb for children to climb on and interpretive signage that includes fun facts on butterflies, bees, and bugs, as well as a customized fiberglass sign that would acknowledge the contributions from GCCD and DNRC funds. The goal of the playground equipment is to draw attention to the pollinator garden and educate children at play.

Strengths:

- Good match funding
- MOA with District #15 provides liability insurance
- Addresses important resource concern for community
- District has had good success with pollinator projects and good partnership with local school district

Funding Conditions:

- Need additional detail on scope, schedule, and budget for contracting (tasks and deliverables are vague)
- Signage must be locally-sourced (contact Gallatin CD for referrals) and geared towards Montana pollinators. Generic signage will not be reimbursed.
- Need to demonstrate that the amount for the playground equipment seems excessive for cost-benefit in light of potential liability
- Deliverables need to be tangible and tasks need to be more detailed.

Petroleum (Musselshell River Stream Restoration) - \$47,700

RECOMMEND FUNDING IN FULL

Strengths:

- Employs soft stream restoration techniques implemented (use of willows and revegetation)
- Addresses multiple conservation benefits—habitat, aquatic resources, erosion, sedimentation,
- Strong application quality
- Lots of support and match (e.g. Future Fisheries)

Funding Conditions:

- Permitting and MEPA required. Discuss monitoring plan with Petroleum.
- Procurement documentation
- MOU between sponsor and project collaborators

Roosevelt CD - No-till drill - \$50,000

RECOMMENDATION NOT TO FUND

Project is to order a second drill to expand rental program. Application doesn't include enough information to evaluate project.

Application issues and justification for recommendation not to fund:

- Application doesn't provide a lot of information and is missing detail
- Application does not include a scope of work--no goals, objectives, tasks, or deliverables
- Application discusses need but no letters of support from landowners or partners
- Unclear if district has a comprehensive rental program plan including rental agreement
- No maintenance/replacement plan provided

Fergus CD - Cottonwood Drainage Restoration - \$49,271.40

RECOMMENDATION NOT TO FUND

The project proposed is to restore an eroding bank of Cottonwood Creek by applying rip rap and rerouting stream back to its original channel. Is this mainly an infrastructure project?

Application issues and justification for recommendation not to fund:

- The overall application is low quality.
- The project requires a 124 permit, as a CD cannot administer 310 permits to themselves.
- No alternative analysis done to determine that hard restoration and channelization are the best methods. No project design plans.
- Letters of consultation with the USACE and FWP should be included with application.
- Need letter of support/landowner agreements are necessary since project is on private property.

Awards Under \$10,000

Phillips CD - CD Strategic Plan – 5,790

Phillips Conservation District (PCD) plans to hire a consultant to develop a strategic plan and identify key areas of concern and need to help the district meet its mission and goals. The process will help to re-energize the board and staff, improve communication and understanding between the board and staff, and enable PCD to provide clearer more effective outreach to the public.

Hill County CD – Pollinator Project \$8,112

The purpose of the Hill County Pollinator project is to provide resources for and education on the native pollinators present along the Hi-Line. Hill County CD plans to district seeds, assist landowners and producers with large-scale plantings, and host outreach events.

Lewis and Clark CD – Blake Lake Helena Project –\$7,090.00

The purpose of this project is to reduce erosion on a 500-foot section of shoreline on Lake Helena using a bioengineered willow-wall/trench technique. This method is a faster and less expensive alternative to the willow soil lifts. This restoration work will benefit water quality in Lake Helena and the Missouri River system. LCCD has successfully implemented several of these types of projects.

Eastern Sanders County CD – Sanders County Pollinator Initiative - \$5,312

This is a collaboration between Green Mountain and Eastern Sanders CDs. They plan to purchase 3 acres of pollinator seeds to be dispersed free of charge to Sanders County residents. Other project tasks include planting a new 26' x 12' plot in Plains and replanting/maintaining a 10' x 20' plot in Trout Creek.

Valley County CD – Pollinator Improvement - \$4,889

The purpose of this project is to create pollinator habitat, specifically a couple of pollinator plots in Valley County in northeastern Montana. VCCD plans to create two 4' x 20' side by side pollinator plots planted with native both annual and perennial plants. The project also includes a monitoring and education and outreach component.

Title	<p>Park Conservation District - Shields River Restoration at Elk Creek Rd Bridge</p> <p>by Park Conservation District in FY24 CD Planning, Project, and Pollinator Grants - Cycle 1</p> <p>5242 US HWY 89 S Livingston, Montana 59047 Montana United States 406-946-3008 ashley.lowrey@mt.nacdnet.net</p>	<p>10/12/2023</p> <p>id. 44362641</p>
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Original Submission	10/12/2023
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Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title	Park Conservation District - Shields River Restoration at Elk Creek Rd Bridge
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Amount Requested	20000.0
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Applicant Information

Applicant Information

Conservation District Name	Park Conservation District
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Applicant Authorized Representative	Ned Zimmerman
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Title of Authorized Representative	Park Conservation District Board of Superisors Chair
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Authorized Representative Address	5242 US Hwy 89 S. Livingston MT 59047 US
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Authorized Representative Phone	+14069463008
Authorized Representative Contact Email	znccattle@gmail.com
Project Contact	Ashley Lowrey
Project Contact Address	5242 US Hwy 89 S. Livingston MT 59047 US
Project Contact Phone	+14069463008
Project Contact Email	ashley.lowrey@mt.nacdnet.net
	Project Information
	Project Summary
Type of Project	CD Planning Grant
What type of planning activity or document will result from this project?	The planning activity and documents will include a project site assessment, local topographic survey using GPS, and the development of a restoration design plan and specifications , construction cost estimates, and submittal of complete joint permit application packages to all regulatory agencies.

Project Purpose and Need The Shields River watershed comprises a substantial portion of rural northern Park County. Its intrinsic natural resources include a rural and wild landscape still predominately managed as open, undeveloped space for agriculture production. The native aquatic and wildlife habitat of the upper Shields River are invaluable for their intrinsic ecologic value and as a publicly accessible natural sustainable resource. Despite inter species competition from non-native brook trout, hybridization from rainbow trout, and extended drought conditions, the native Yellowstone cutthroat maintains a viable population throughout the upper watershed. Decades of below average snowpack, followed by large often early 'flashy' spring runoff flood conditions are a challenge for landowners along the Shields and the Park County road department with its dynamic and often episodic flood regime.

This project addresses accelerated bank erosion and bridge alignment problems adjacent and immediately upstream of the the Shields River - Elk Creek road bridge crossing. Historically, the county road was located to the northwest of its current location. The abandoned road embankment is actively eroding and the channel continues to migrate, threatening to flank and undermine the riprap protecting the bridge and Elk Creek Road. This project proposes to prevent further bank degradation and accelerated erosion, and preemptively improve channel-bridge alignment before Elk Creek Road and the bridge are further compromised. Alternative and innovative bank restoration and revegetation efforts will be targeted to improve aquatic and riparian habitat and to prevent further impacts to county road infrastructure.

Public Resource & Conservation Benefits The public resource and conservation benefits include the following:

- 1) reducing accelerated bank erosion and sedimentation- Shields River TMDL Restoration Plan identifies impaired water quality from excess erosion-sedimentation;
- 2) aquatic-riparian habitat improvement through innovative bioengineered alternatives;
- 3) project site restores natural resources fully accessible to the public;
- 4) project goals are to improve active channel - bridge alignment along a County public road.
- 5) Project implementation may be used as a potential demonstration project for Shields Valley Watershed Group and Conservation District, which aligns with the CD's future operation-strategic plan; the Shields Watershed Group's prioritized resource concerns: soil loss from stream bank erosion, loss of critical riparian zones; sedimentation impacts on water quality and cutthroat fisheries; and moving towards conservation oriented projects on the ground.

Project Location The project is located approximately 2.3 miles northeast of Wilsall, MT, immediately upstream of the the Elk Creek Road and Shields River bridge crossing. NW1/4 Sec. 8 S08, T03 N, R09 E; Latitude: 46.025940°; Longitude: -110.640950°

Scope of Work

Project Scope of Work

Project Objective 1: Development of a restoration design plan and regulatory permit applications for the stabilization and revegetation of several bank margins upstream of the Elk Creek Road- Shields River bridge crossing and potential channel re-alignment. The project reach extends approximately 1,500 feet above the bridge crossing, and includes at least three separate bank segments with a total length of about 800 lineal feet.

Task 1: Project Administration / Management.

Activities: coordinate with county and landowner stakeholders, develop design/permit request for proposal.

Deliverables- finalize project scope/boundaries, contract with vendors- design/engineering consultant.

Task 2: Site Assessment/Survey.

Activities: GPS engineer grade topographic survey of project reach; define project parameters, modes of degradation and restorative options.

Deliverables: project reach geomorphic and field topographic data to develop base maps and subsequent plans and specifications.

Task 3: Concept Design- Draft Plans and Specifications.

Activities: develop preliminary design concepts and preferred design alternatives; coordinate with county/landowner/stakeholders. Deliverable: Draft design plans.

Task 4: Final Design Plans and Specifications;

Activities: develop design engineering plans and drawings, material quantities. Deliverable: joint permit application package submittal to Park CD, USACE, and Park County floodplain administration.

Task 5: Pre-Construction Project Management.

Activities: Provide site inspection support for regulatory agency reviews and project management.

Deliverables: detailed cost estimate for construction implementation; construction project grant application identification; project construction schedule; and bid package.

Project Schedule

November 2023: Contract with DNRC;

November 2023: Project kick-off meeting with stakeholders; geomorphic site assessment and topographic survey;

December 2023: Preliminary design plans and project alternatives; meeting with stakeholders to solidly preferred alternatives;

Jan-Feb. 2024: Final design plans and specifications; construction cost estimates; regulatory permit submittals and review;

Submit DNRC quarterly report

March 2024: Pre-construction management - construction contractor bids/cost estimates;

June 2024: Submit DNRC Quarterly report

October 2024 : Proposed construction implementation (to be determined) .

Submit DNRC Quarterly report/Final report.

CDB-FY24-Cycle-1-application-budget-form.xlsx

Budget Narrative	DNRC Grant Administration: total: \$1,073 (\$53.67/hr x 20hrs)
	Watershed Coordinator's Wage: \$30/hour
	Medicare \$2.97
	Social Sec \$12.71
	MT Unemp \$1.55
	MT AdmTax \$.19
	Health Ben \$6.25
	Total: \$53.67/hour

Project Related Activities:

Task 1: Project Administration / Management.

Activities: coordinate with county and landowner stakeholders, develop design/permit request for proposal.

Deliverables- finalize project scope/boundaries, contract with vendors- design/engineering consultant.

Consultant fee: \$880.00

Park CD Personnel: \$1265.00 (\$53.67 x 23.5 hrs)

Watershed Coordinator's Wage: \$30/hour

 Medicare \$2.97

 Social Sec \$12.71

 MT Unemp \$1.55

 MT AdmTax \$.19

 Health Ben \$6.25

Total: \$53.67/hour

Total for TASK 1: \$2145.00 (\$880 + \$1265)

Task 2: Environmental Engineering/Design Planning

Contracted Services - Site Survey:

Total: \$2,600

Task 3: Environmental Engineering /Design Planning

Contracted Services: Data Compilation - Draft Design:

Total: \$3,900

Task 4: Environmental Engineering /Design Planning

Contracted Services - Provide final design plan and specifications, joint permit application submittal to Park CD, USACE, and Park County floodplain administration:

Total: \$7,240

Task 5: Environmental Engineering /Design Planning

Contracted Services - Provide site inspection support for regulatory

agency review; detailed cost estimate for construction implementation; project construction schedule; and bid package: \$1620
Park CD Staff: Pre-Construction Management: \$700 (\$53.67 x 13hrs)
Total for TASK 5 : \$2,320

Gear (\$522) and Mileage (\$200):
Total: \$722

GRAND TOTAL: \$20,000

Matching Funds:

The Park CD will be providing \$1,965.00 in matching dollars to help fund the Park CD staff in an additional 36.5 hrs of project coordination time. (36.5 hrs x \$53.67)

The Park CD will be providing \$2,147.00 in in-kind match (\$53.67 x 40hrs). 40 hours of staff and CD Supervisor time have already been put into the project for planning and scoping efforts. This includes time talking with contractors, time discussing project with Board, and time conducting site visits to the project site.

Project Management Ashley Lowrey PCD watershed coordinator will administer this project on behalf of the PCD. The Watershed Coordinator has 15 years experience in grant writing, project management and collaborative planning experience. She has been working with the CD for over 6 years. The Park CD Board of Supervisors will provide the necessary guidance and technical expertise to advise and provide council throughout this planning process. The Park CD will be hiring a contractor to implement the contracted services, including engineering assessment, survey and design work. See the attached quote from the local design and engineering consultants who will be conducting the work. Restoration Engineering and Point Bar Resources have been chosen to conduct the contract design and engineering for this project as they are the most trusted local consultants and offer the best price.

Will this project impact the physical environment? No

Upload Supplemental Documents Here

[LOS_ParkCounty.pdf](#)

[Johnstone_LOS.pdf](#)

[GE_Shields_ElkCkRd.jpg](#)

[Shields_ElkCkRd_costestPCD.pdf](#)

[CDA_MILL_LEVY_VERIFICATION.pdf](#)

Authorizing Statement

Authorizing Statement: I have signed and submitted in the Authorizing Statement. checked

Your application will not be accepted without this document. Download the Authorizing Statement and attach to this application. [DNRC Authorizing Statement Link](#)

Authorizing Statement Attachment

[DNRC_AUTH_STATE._RESTORATION_PLANNING_GRANT.pdf](#)

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. 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. Yes

Internal Form

Purpose of Internal Form: The internal form is where we will collect data on our grants that we can report out of the system for multiple purposes. The integrity of this information is important. Please check and double check this information. To easily find information in this document, use the table of contents or search for key words like "amendment." Table of Contents: ServiceNow Case Link - DO NOT TOUCH Project Information Coordinating Project Information Award Information Grant Agreement and Amendment General Information Grey Box/Accounting Information Claim Pay and Progress Reports Progress Reporting Project Closeout Program-Specific Information Additional Grant File Documents

1. ServiceNow Case Link NOT for CARDD! Do not touch or remove.

2. Project Information Grant Manager fills out this section.

3. Coordinating Project Information Grant Manager fills out this section.

4. Award Information

Multiple Grant Agreements per Submission

Agreement 1 Award Amounts

Agreement 2 Award Amounts

5. Grant Agreement and Amendment General Information Update/check with each amendment. Grant Manager fills this out. CARDD Accounting checks this.

Grant Term Dates - Agreement 1

Grant Term Dates - Agreement 2

6. Grey Box/Accounting Information Grant Manager fills this out. CARDD Accounting checks this.

Grant Agreement 1 For ARPA, please enter MAG in Grant 1 fields and Competitive in Grant 2 fields. If competitive only, leave all grant 1 fields blank and fill in the second field.

Fund, Subclass, Org Fields for Agreement 1 For CDA and 310 grants, please enter CDA in Fund/Subclass/Org 1 fields and 310 in Fund/Subclass/Org 1.1 fields. If 310 only, leave all grant 1 fields blank and fill in the Fund/Subclass/Org 1.2 fields.

Grant Agreement 2 For ARPA, please enter MAG in Grant 1 fields and Competitive in Grant 2 fields. If competitive only, leave all grant 1 fields blank and fill in the second field.

Fund, Subclass, Org Fields for Agreement 2

7. Claim Pay and Progress Reports

8. Progress Reporting Grant Managers fill out this section. This section ONLY is updated with each progress report. Please update the fields below as the project proceeds. Review the status at minimum after submission of the mandatory progress reports.

9. Project Close-out

10. Program-Specific Information Grant Manager fills this out.

11. Additional Grant File Documents

Title	Missoula Conservation District - Lower Grant Creek Conceptual Design	10/14/2023 id. 44375377
	by Missoula Conservation District in FY24 CD Planning, Project, and Pollinator Grants - Cycle 1 1075 South Avenue West Suite 3 Missoula, Montana 59801 United States 406-258-3430 office@missoulacd.org	

Original Submission	10/14/2023
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Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title	Missoula Conservation District - Lower Grant Creek Conceptual Design
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Amount Requested	20000.0
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Applicant Information

Applicant Information

Conservation District Name	Missoula Conservation District
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Applicant Authorized Representative	Timothy Hall
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Title of Authorized Representative	Chair
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Authorized Representative Address	1075 South Avenue West Suite 3 Missoula MT 59801 US
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Authorized Representative Phone	+14062583430
Authorized Representative Contact Email	office@missoulacd.org
Project Contact	Bryan Vogt
Project Contact Address	1075 South Avenue West Suite 3 Missoula MT 59801 US
Project Contact Phone	+14068803526
Project Contact Email	bvogt@missoulacd.org
	Project Information
	Project Summary
Type of Project	CD Planning Grant
What type of planning activity or document will result from this project?	This planning grant will support the Clark Fork Coalition's contract with River Design Group to produce conceptual restoration designs for the lower 6 miles of Grant Creek, a tributary of the Clark Fork of the Columbia River, that will be used for planning and prioritizing future restoration implementation projects.
Project Purpose and Need	Grant Creek is an important although often overlooked tributary of the Clark Fork of the Columbia River. The overall watershed encompasses 30 square miles with the stream flowing 18 miles to its confluence with the Clark Fork. Its relatively pristine, cold headwaters originate in the Rattlesnake Wilderness on the Lolo National Forest and provides upwards of 12 miles of healthy native trout habitat as it flows through the national forest and several miles of private land before entering segments severely impacted by development. Through its lowest 6 miles, these impacts include irrigation diversions, being culverted underneath Interstate-90 (I-90), then running through commercial development, under bridges, parking lots, and a railroad before continuing through several miles of irrigation ditch followed by flood control features. Grant Creek eventually winds its way through agricultural properties on the floodplain of the Clark Fork before joining the river. A more comprehensive description of the watershed is provided in introduction and background portions of the attached supplemental documents, "Vision and Strategy for Restoring Grant Creek" and "Grant Creek Riparian Assessment."

Public desire and willingness to develop a collaborative approach for enhancing this highly altered portion of lower Grant Creek has heightened in the past several years. In 2019, the City of Missoula and Missoula County jointly applied for and were awarded a \$13 million grant through the US Department of Transportation known as a Better Utilizing Investments to Leverage Development (BUILD) grant. The grant funded the Mullan BUILD project focused on developing public infrastructure to support residential and commercial development in an area that includes an already highly manipulated section of Grant Creek between West Broadway and Mullan Road in west Missoula. The resulting Sxwtpqyen Master Plan will guide the development of upwards of 6,000 new residences and businesses.

In the summer of 2021, Missoula Conservation District (MCD) was contacted by Dale Frey, a long-time landowner along lower Grant Creek. Mr. Frey's family has owned over 70 acres of bottomland along the Clark Fork River since the 1930's, including close to 0.75 miles of Grant Creek just upstream of its confluence with the Clark Fork. Mr. Frey has expressed a great interest in improving the health and function of Grant Creek and its floodplain on his property. He has recently reduced the number of cattle grazing along his section of creek and has sought funding from the MCD to fence cattle out of the riparian area.

The Clark Fork Coalition (CFC) also completed a study in 2021 that assessed the riparian health and fish habitat in the lower 10 miles of Grant Creek. The "Grant Creek Riparian Assessment" (see attached) documented the upper sections of Grant Creek above I-90 to be in good condition. Below the interstate, however, stream health deteriorates dramatically with Grant Creek being rated "at-risk" and a "high restoration priority" (refer to Figure 4.1 on page 13 of the attached Grant Riparian Assessment), including all segments flowing through the Mullan BUILD project area.

The CFC also brought together the Grant Creek Working Group (GCWG) in March of 2022 to "capitalize on and amplify the current momentum for a revitalized Grant Creek, and to ensure that its restoration and protection is a central goal, not an afterthought, in the build-out of the lower Grant Creek Watershed." Both the MCD and Dale Frey have been active participants in the GCWG along with other participants representing city, county, state, homeowner, business, airport authority, agricultural, and non-profit interests.

As part of the Sxwtpqyen Master Plan, the City of Missoula created a plan to enhance and restore Grant Creek "back to a natural state with a flood plain that is wide, not deep, and meanders as it historically did." The GCWG developed and provided the "Recommendations for the Grant Creek Project at Horseshoe Bend" in October 2022 (see attached). The city has since utilized these recommendations as it works with a professional consultant skilled in stream restoration design to develop design plans for the Horseshoe Bend segment of Grant Creek.

As meetings of the GCWG have continued monthly, the MCD and CFC realized a need to standardize design strategies across all segments of

Grant Creek identified in the Vision and Strategy document. This will prevent complications and potential incompatibilities resulting from individual projects being designed by separate consultants as groups and/or individuals prepare for on-the-ground implementation projects. CFC has therefore initiated a contract with the same professional consultant that the City of Missoula is using for the Horseshoe Bend restoration project to produce conceptual restoration designs for the remaining segments of Grant Creek from I-90 to the confluence with Clark Fork. This grant will ensure that this can be fully realized and add to MCD's efforts as an active partner in these efforts.

This planning project fits within MCD's newly adopted Strategic Plan 2023 – 2026 (see attached), specifically Goal #1 of enhancing water quality, Goal #3 of promoting stewardship of forest, riparian, upland, and grassland habitat, and Goal #4 of maintaining and promoting agriculture and open space.

Public Resource & Conservation Benefits

Utilizing River Design Group to develop the conceptual restoration design plans will ensure that these plans will:

- 1) Include all 4 segments of lower Grant Creek identified by CFC in their assessment instead of having separate design approaches from individual consultants that get piecemealed together for the individual sections/projects.
- 2) Align with the Grant Creek Working Group's Vision & Strategy for Restoring Grant Creek.
- 3) Fit into the already planned restoration designs for the Horseshoe Bend area of lower Grant Creek.
- 4) Incorporate multiple conservation goals including fish, wildlife, and aquatic habitats; floodplain restoration; climate change preparedness; flood control and prevention; sediment transport; water quality; aesthetics; etc.
- 5) Be readily available to develop into implementation ready engineering design plans for restoration projects.
- 6) Allow for more competitive funding applications for the full design and/or implementation of future projects, including a planned application by CFC to the FY24 cycle of the Natural Resources Conservation Service's (NRCS) Regional Conservation Partnership Program (RCPD).

Project Location

This planning project will be located along the lowest 6 miles of Grant Creek, a tributary of the Clark Fork of the Columbia River, located in the western portion of Missoula, Montana located within Missoula County.

Scope of Work

Project Scope of Work

The objective of this project is the development of conceptual restoration design plans for all segments of Grant Creek below I-90 that will be compatible with the already developed plans for the Horseshoe Bend segment included with the Sxwtpqyen Master Plan.

Tasks and deliverables include developing a contract with the consultant, the consultant conducting any necessary surveys and collection of data, and the production and delivery of conceptual restoration design plans for each additional segment of Grant Creek below I-90 except for the already designed Horseshoe Bend segment.

Project Schedule

- 1) CFC will finalize a contract with the consultant in the coming months
- 2) MCD will develop a MOA or MOU specifying the partnership agreement with CFC for this project by the end of 2023.
- 3) The consultant will conduct surveys, gather data, and develop conceptual restoration designs for delivery by April 2024 to allow for CFC and MCD to move forward with an application for NRCS RCPP implementation funding.

Upload Project Schedule

Upload Project Budget

[Project_Budget_-_Lower_Grant_Creek_Conceptual_Design.pdf](#)

Budget Narrative

Detailed breakouts for the cost figures shown are included on the Project Budget Detail sheet on the second page of the attached Project Budget. The overall cost figures for Contracted Services are based on CFC's discussion with the consultant. Matching figures for Contracted Services come from commitments from CFC and MCD. The \$5,000 commitment from MCD comes from a planned grant the conservation district awarded to Dale Frey for riparian fencing that he has agreed to use toward these planning efforts to ensure his on-the-ground activities match with the final restoration vision on his section of Grant Creek. Matching fund amounts for Personnel and Grant Administration from both CFC and MCD are based on these entities experience managing similar projects.

Project Management

CFC will hold the contract with River Design Group for the development and delivery of conceptual designs and preliminary cost estimates. Will McDowell, Stream Restoration Coordinator with the CFC, will oversee the contract between CFC and River Design Group. Bryan Vogt, MCD Conservation Program Specialist, will manage the DNRC grant contract and agreement between CFC and MCD for this project. Vogt will be the primary point of contact with McDowell and review work completed by River Design Group. Radley Watkins, MCD Executive Director, will provide quality assurance and review of the DNRC grant contact and agreement between CFC and MCD.

Will this project impact the physical environment?

No

Upload Supplemental Documents Here

[1_-_Vision_Strategy_for_Restoring_Grant_Creek_-_Final_Draft.pdf](#)

[2_-_Grant_Creek_Riparian_Assessment.pdf](#)

[3_-_Recommendations_for_the_Grant_Creek_Project_at_Horseshoe_Bend.pdf](#)

[4_-_MCD_Strategic_Plan_2023-2026_Adopted_04-10-2023.pdf](#)

Authorizing Statement

Authorizing Statement: I have signed and submitted in the Authorizing Statement. checked

Your application will not be accepted without this document. Download the Authorizing Statement and attach to this application. DNRC Authorizing Statement Link

Authorizing Statement Attachment

[Authorizing-Statement_Lower-Grant-Creek-Conceptual-Design.pdf](#)

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. 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. Yes

Internal Form

Purpose of Internal Form: The internal form is where we will collect data on our grants that we can report out of the system for multiple purposes. The integrity of this information is important. Please check and double check this information. To easily find information in this document, use the table of contents or search for key words like "amendment." Table of Contents: ServiceNow Case Link - DO NOT TOUCH Project Information Coordinating Project Information Award Information Grant Agreement and Amendment General Information Grey Box/Accounting Information Claim Pay and Progress Reports Progress Reporting Project Closeout Program-Specific Information Additional Grant File Documents

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2. Project Information Grant Manager fills out this section.

3. Coordinating Project Information Grant Manager fills out this section.

4. Award Information

Multiple Grant Agreements per Submission

Agreement 1 Award Amounts

Agreement 2 Award Amounts

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Grant Term Dates - Agreement 1

Grant Term Dates - Agreement 2

6. Grey Box/Accounting Information Grant Manager fills this out. CARDD Accounting checks this.

Grant Agreement 1 For ARPA, please enter MAG in Grant 1 fields and Competitive in Grant 2 fields. If competitive only, leave all grant 1 fields blank and fill in the second field.

Fund, Subclass, Org Fields for Agreement 1 For CDA and 310 grants, please enter CDA in Fund/Subclass/Org 1 fields and 310 in Fund/Subclass/Org 1.1 fields. If 310 only, leave all grant 1 fields blank and fill in the Fund/Subclass/Org 1.2 fields.

Grant Agreement 2 For ARPA, please enter MAG in Grant 1 fields and Competitive in Grant 2 fields. If competitive only, leave all grant 1 fields blank and fill in the second field.

Fund, Subclass, Org Fields for Agreement 2

7. Claim Pay and Progress Reports

8. Progress Reporting Grant Managers fill out this section. This section ONLY is updated with each progress report. Please update the fields below as the project proceeds. Review the status at minimum after submission of the mandatory progress reports.

9. Project Close-out

10. Program-Specific Information Grant Manager fills this out.

11. Additional Grant File Documents

Title	Gallatin Conservation District - Pollinator Pathway at Public Art Installations in Big Sky	10/11/2023 id. 44350124
	by Elizabeth Emeline in FY24 CD Planning, Project, and Pollinator Grants - Cycle 1	
	120 S 5th St Manhattan, Montana 59714 MT Montana United States 4062824350 elizabeth@gallatincd.org	

Original Submission	10/13/2023
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Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title	Gallatin Conservation District - Pollinator Pathway at Public Art Installations in Big Sky
Amount Requested	15000.0
	Applicant Information
	Applicant Information
Conservation District Name	Gallatin Conservation District
Applicant Authorized Representative	Sherwin Leep
Title of Authorized Representative	Chairman
Authorized Representative Address	120 S 5th St STE 104 Manhattan MT 59714 US

Authorized Representative Phone	+14062824350
Authorized Representative Contact Email	elizabeth@gallatincd.org
Project Contact	Elizabeth Emeline
Project Contact Address	120 S 5th St STE 104 Manhattan MT 59741 US
Project Contact Phone	+14062824350
Project Contact Email	elizabeth@gallatincd.org
	Project Information
	Project Summary
Type of Project	CD Pollinator Grant
How many acres of pollinator habitat are expected to be improved through this project?	.57 for the first pollinator garden, with more to come along the pollinator pathway.
Project Purpose and Need	<p>Partners: Grow Wild is partnering with the Gallatin Conservation District and two nonprofits in Big Sky to create a Pollinator Pathway at Public Art Installations that will educate the community about pollinators, pollinator habitat, and native plants with the goal of inspiring landowners to create habitat of their own.</p> <p>Partners:</p> <ol style="list-style-type: none"> 1. Grow Wild (GW) works to conserve native species, educate the community about invasive species, and inspire stewardship of the land. Grow Wild is a non-profit organization, eligible to be a 3rd Party Subrecipient and manage grant funds. 2. Arts Council of Big Sky (ACBS) works to is to enrich our community through artistic experiences. Our vision is for Big Sky to be a community connected and inspired through art. 3. Big Sky Community Organization (BSCO) connects people with recreational and enrichment opportunities. 4. Gallatin Conservation District (GCD) has been a long-time collaborator on multiple resource conservation projects since 2008. With this project, we aim to work closely with GCD on education and outreach efforts. GCD

is also the grant sponsor and will assist Grow Wild with Grant Administration and invoicing.

Public Art Trail Project: Since 2016, the Arts Council of Big Sky has become the steward of 11 outdoor sculptures. ACBS is developing a network of public art installations that connect the community via a public trail system. This public art trail will be an accessible space for gathering and experiencing recreation, culture, and fine art.

Inspired by the success of Grow Wild's native demonstration garden at the Historic Crail Ranch, ACBS reached out to Grow Wild to discuss the creation of a pollinator pathway and pollinator gardens at every art installation along the public trail system.

Some of the installations, including the first location, are at Big Sky Community Organization's trail heads or along the trail. Additionally, Grow Wild's native demonstration garden is located at one of BSCO's property, the Historic Crail Ranch.

Ultimately, our pollinator pathway will consist of multiple public native gardens (please see Attachment 1: Pollinator Pathway Map & Ousel Falls Photos) serving to provide food and habitat for pollinating insects and birds at public art installations along a public pathway. This pollinator pathway will serve to educate the community about the importance and benefits of pollinators and native plants and inspire them to create their own.

With all partners excited by the opportunity to beautify, educate, and inspire the community, planning has begun for site #1 – Moose sculpture at Ousel Falls trailhead, which is an asset of BSCO.

The purpose of this project is fourfold:

- (1) Partner with GCD, ACBS, and BSCO to build pollinator gardens at art installations along a public pathway in Big Sky, MT. This pollinator pathway combines art and ecology, leveraging all partner's assets and contributions to our community. When multiple organizations collaborate to conserve and expand habitat, success is more likely. This unique opportunity has tremendous potential to educate and inspire residents and visitors alike!
- (2) To improve pollinator habitat in a community experiencing exponential growth, development, and tourism which have profoundly impacted local natural resources. With habitat loss, fragmentation, and degradation increasing in the greater Big Sky area, existing open space is proving to be a critical component of preserving important habitat. The pollinator pathway will serve as a habitat refuge in an inspiring public space.
- (3) This project will build off the success of the Grow Wild's native demonstration garden at the Historic Crail Ranch. Crail Gardens were created to showcase how native plants create wildlife habitat, conserve water, and preserve the historic landscape. Built in 2019, the gardens are proof that if habitat is built, pollinators and wildlife will thrive! Please see the attached 2022 Crail Garden Report for details and photos. This pollinator pathway project will build upon and complement Grow Wild's efforts to

conserve native plants and improve wildlife habitat.

(4) To educate both locals and visitors about pollinators, their relationships with native plants, and the elements of habitat. The educational component of this project will provide landowners with the tools and information they need to create their own pollinator garden.

Project Need: Rapid growth and development are placing extraordinary stress on our natural resources, resulting in a significant transformation of native to nonnative vegetation. Landscaping practices have a direct and substantial impact on water quality, plant communities, ecosystems, wildlife habitat, and ecosystem resiliency. Native plants create the habitat necessary for wildlife and are essential to sustain biodiversity and resilient landscapes. As the foundation of healthy functioning ecosystems, native plant communities buffer the impacts of extreme weather events such as severe flooding and prolonged drought. Native plants are critical for pollinators, and promoting habitat creation via pollinator gardens as the community develops is critical to preserving ecological function.

Complimentary Project: This project will complement another, large scale collaborative endeavor by 4 organizations in Big Sky currently called the Big Sky Landscape Partnership (BSLP). This is a collaboration between four Big Sky entities: Gallatin River Task Force (GRTF), Grow Wild (GW), Big Sky Sustainability Network Organization (SNO), and the Big Sky Fire Department (BSFD). The primary project objective for the BSLP is to create a centralized website to host information on landscaping practices that prioritize water conservation, native species, drought resilience, and reduced wildfire risk. The website will include information and resources such as educational videos, landscape design templates, plant lists, and more. In later stages we plan to create classes and workshops, both in-person and online, that are promoted through the website.

The pollinator pathway project, in combination with Crail Gardens and the above BSLP, is part of a paradigm shift from unmitigated natural resource use and “traditional” landscaping practices to a conscious and conscientious way of living within our natural resource means.

“In the past, we have asked one thing of our gardens: that they be pretty. Now they have to support life, sequester carbon, feed pollinators and manage water.” - Dr. Doug Tallamy

When we landscape only for beauty, we drain the vitality from local ecosystems. We cannot live on a planet without functioning ecosystems, and this collaborative effort seeks to strengthen and expand the way we support the habitat required to keep our ecosystems healthy and resilient.

Need for DNRC funding: To be an inspiring and educational pollinator pathway, execution must be exceptional, and the gardens must match or exceed the interest and awe of public art. Funds to prepare the site have been secured, thus funds from this grant will be used for grant administration, plant materials (and associated travel/transportation), an interpretive sign, and staff time.

Project exceptionality: This project is a unique opportunity for multiple organizations to collaborate and exploit existing assets (public art and pathways) to create an inspiring community experience and pollinator habitat. Such a project, championed by multiple partners and supported with educational resources and outreach efforts, has great potential to inspire people to create their own pollinator habitat. The combination of art and ecology along a public pathway has the promise of a greater impact than a single pollinator demonstration garden alone.

Public Resource & Conservation Benefits

The project has numerous public resource and conservation benefits:

- (1) The collaboration between the GW, GCD, ACBS, and BSCO leverages each organization's assets and resources, increasing the likelihood of success.
- (2) A Pollinator Pathway aligns with Grow Wild's existing efforts to conserve native species and improve wildlife habitat.
- (3) As this community is experiencing exponential growth and development, this unique project mitigates the negative impacts of habitat loss in a very public space combined with continued habitat creation at multiple locations along a pollinator pathway.
- (4) This community has a keen appreciation of natural resources and a commitment to conservation. By providing examples and information on how to create pollinator habitat, the probability of private landowners replicating habitat creation is high. And when adoption by the public happens, habitat conservation increases exponentially.
- (5) This community is visited by many from around the state, country and even world. In fact, staff from Grow Wild have had discussions with visitors from England about their pollinator efforts along roads and in cityscapes, with lessons learned from our garden being taken back to their project abroad and vice versa. Pollinator gardens in a resort community can inspire efforts within the local community, throughout Montana, and beyond.
- (6) Pollinator gardens placed under public art installations provide an unparalleled opportunity to engage and inspire.

Project Location

The public art pathway is located in Big Sky, 45.2618° N, 111.3080° W, The first garden location will be at the Moose Pair Sculpture at Ousel Falls Trailhead. Ousel Falls is the busiest trailhead in Big Sky, with over 90,000 visitors in 2021. As iconic as Lone Peak itself, Ousel Falls Trail and its surrounding park are a favorite for both locals and visitors from around the world. This 1.6-mile hike, which crosses a ravine over the South Fork of the West Fork of the Gallatin River and meanders through the woods before ending at a 100-foot waterfall, is an impressive hike worth visiting any time of year. Garden site #1 will be at the Moose Pair Sculpture, located right at the Ousel Falls trail head parking lot. Ousel Falls Road is one of the busiest in Big Sky, thus this pollinator garden will be highly visible by trail visitors and travelers on the road. As shown by the Attachment #1: Pollinator Pathway Map & Ousel Falls Photos, there are 10 more proposed pollinator garden sites. To begin with, our focus will be on the Ousel Falls site.

Scope of Work

Project Scope of Work

Objective 1: Initiate a Pollinator Pathway with the first garden at the Moose Sculpture at Ousel Falls.

Task 1: Build pollinator pathway garden #1 at Ousel Falls.

Activities: Coordinate with project partners and work with contractors to prepare the site, place sculpture, add hardscaping, and install drip irrigation. Plan and secure plant & mulch materials. Recruit volunteers for 1-3 days of garden planting.

Task 1 Deliverable: At least 20 community volunteers assist with garden build and planting.

Objective 2: Improve public awareness about pollinator gardens, the importance of pollinators and native plants, inspire landowners to create their own, and provide information on how to create pollinator habitat and the work of Grow Wild.

Task 2: Create educational/outreach materials and host events at and tours of the pollinator garden once built.

Activities: Develop and disseminate educational/outreach materials with project partners. Plan, schedule, and promote outreach events.

Task 2 Deliverable: At least 30 community members attend planned events (ribbon cutting, guided hikes, tours). Other deliverables include an interpretive sign at the garden, Pollinator Pathway webpage (at www.growwildmt.org), a RAC card, a How to Create Your Own Pollinator Garden PDF guide for landowners, at least one article in the local newspaper, promotion via Grow Wild's and partners e-newsletters, and 10 social media posts.

Project Schedule

July 2023

- Project initiation. The site was selected, and planning began.
- Partners were identified and lines of communication established.
- Fundraising for the build was initiated.

Aug 2023

- The landscaping company was selected by ACBS for site preparation, moose sculpture resetting, hardscape addition, and drip irrigation. Garden build was scheduled for spring 2024.

September 2023

- Project planning continues with budget development, task assignments, and funding procurement.

Oct 2023 - April 2024

- Grow Wild will coordinate with partners and lead development of educational materials: garden interpretive signage, project webpage (which will reside on www.growwildmt.org) that will include project story and educational resources, Pollinator Pathway RAC card, and other outreach materials that are identified during development.
- Initiate project promotion via social media and e-newsletters.
- Select and reserve plant materials.
- Notify volunteers.
- Identify and plan for public outreach and event opportunities.
- Connect with local media to promote the project.
- March 2024: Submit DRNC quarterly report.

May - July 2024

- Build garden as soon as weather/conditions allow.
- Secure and transport plant & mulch materials.
- Mobilize volunteers to plant garden.
- Install signage.
- June 2024: Submit DNRC quarterly report.
- Continue project promotion via social media and local outlets.

July 2024

- Host ribbon cutting with partners during our Big Sky Wildflower Festival in July (typically second week). This will include a tour and a guided “wildflower & weed” hike down Ousel Falls trail.

Aug - Nov 2024

- Maintain & monitor garden with volunteer help. Plan for potential 2025 improvements.
- Continue any public outreach opportunities and events.
- Begin planning for next garden along pollinator pathway.
- Submit DRNC quarterly report in September.

December 2024

- Project close – DNRC final report

*Please note, the combination of weather and elevation (specifically timing of snowmelt) can significantly impact project timelines. If weather conditions impact the schedule listed above, all partners will work to execute the build, planting, and events as quickly as conditions allow.

Upload Project
Schedule

Upload Project Budget

2023_Pollinator_Pathway_GW_GCD_CDB-FY24-Cycle-1-application-budget-form.xlsx

Budget Narrative *Please note, Grow Wild has contracted staff who is paid an hourly rate (not salaried and receives no benefits).

Administration Total: \$1,800

- Administration Time: Est 36 hours @ \$50/hr

Personnel Salary Wages Total: \$5,500

- Coordinator Time: Est. 110 hours @ \$50/hr

Personnel Travel Total: \$260

- Travel: Est. 396 miles @ \$0.655/mile

- For materials procurement and transportation (plants, pea gravel mulch, etc.).

Materials & Supplies Total \$7,440

- Plant materials: \$4,500

- Interpretive Garden Sign (design and production): \$2,940

Project Management The project will be managed and executed by the Grow Wild, who has been successfully executing multiple DNRC grants since 2018. Grow Wild's executive director (2010-2023), Jennifer Mohler, will coordinate and implement the tasks in coordination with partners as outlined above. 2024 marks Grow Wild's 20th anniversary of working to conserve and protect natural resources in the Upper Gallatin Watershed.

As mentioned previously, Grow Wild has successfully built and maintained Crail Gardens, a native demonstration garden at the Historic Crail Ranch since 2019.

Grow Wild will coordinate with the Gallatin Conservation District, Arts Council of Big Sky, and Big Sky Community Organization. All partner organizations have long standing working relationships with Grow Wild.

The garden build will be executed by Big Sky Landscaping, who also assisted Grow Wild in building Crail Gardens. Plant materials will be sourced from Westscape Native Nursery and Great Bear Native Plants, both of which provided plants for Crail Gardens.

Our solid connections and a history of successful projects with the above partners, contractors, and nurseries set a solid foundation for project success.

Will this project impact the physical environment? Yes

Upload the Completed Environmental Checklist Here

[MEPA-BigSkyPollinatorPathway_GrowWild_GCD_2.docx](#)

Upload Supplemental Documents Here

[Pollinator_Pathway_Map_Ousel_Falls_Photos.pdf](#)

[2022_Crail_Gardens_Report_opt.pdf](#)

[Big_Sky_Resort_Area_District_-_Letter_of_Support_-_Pollinator_Grant.pdf](#)

[Big_Sky_Community_Organization_-_Letter_of_Support_-_Pollinator_Grant.pdf](#)

[Arts_Council_of_Big_Sky_-_Letter_of_Support_-_Pollinator_Grant.pdf](#)

[MOA_GCD_Grow_Wild_2023.docx](#)

Authorizing Statement

Authorizing Statement: I have signed and submitted in the Authorizing Statement.

checked

Your application will not be accepted without this document. Download the Authorizing Statement and attach to this application. DNRC Authorizing Statement Link

Authorizing Statement Attachment

[GCDs_Authorizing_Statement.pdf](#)

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. 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.

Yes

Internal Form

Purpose of Internal Form: The internal form is where we will collect data on our grants that we can report out of the system for multiple purposes. The integrity of this information is important. Please check and double check this information. To easily find information in this document, use the table of contents or search for key words like "amendment." Table of Contents: ServiceNow Case Link - DO NOT TOUCH Project Information Coordinating Project Information Award Information Grant Agreement and Amendment General Information Grey Box/Accounting Information Claim Pay and Progress Reports Progress Reporting Project Closeout Program-Specific Information Additional Grant File Documents

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4. Award Information

Multiple Grant Agreements per Submission

Agreement 1 Award Amounts

Agreement 2 Award Amounts

5. Grant Agreement and Amendment General Information Update/check with each amendment. Grant Manager fills this out. CARDD Accounting checks this.

Grant Term Dates - Agreement 1

Grant Term Dates - Agreement 2

6. Grey Box/Accounting Information Grant Manager fills this out. CARDD Accounting checks this.

Grant Agreement 1 For ARPA, please enter MAG in Grant 1 fields and Competitive in Grant 2 fields. If competitive only, leave all grant 1 fields blank and fill in the second field.

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Grant Agreement 2 For ARPA, please enter MAG in Grant 1 fields and Competitive in Grant 2 fields. If competitive only, leave all grant 1 fields blank and fill in the second field.

Fund, Subclass, Org Fields for Agreement 2

7. Claim Pay and Progress Reports

8. Progress Reporting Grant Managers fill out this section. This section ONLY is updated with each progress report. Please update the fields below as the project proceeds. Review the status at minimum after submission of the mandatory progress reports.

9. Project Close-out

10. Program-Specific Information Grant Manager fills this out.

11. Additional Grant File Documents

Title **Northern Central Conservation District- Rasmuson Wildlife Conservation Center Pollinator Habitat Initiative and Education Program** 10/16/2023
 id. 44391574

by **Pondera County Conservation District in FY24 CD Planning, Project, and Pollinator Grants - Cycle 1**

406 North Main Street
 Conrad , Montana
 59425
 United States
 406-750-9962
 ponderacd@gmail.com

Original Submission 10/16/2023

Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title Northern Central Conservation District- Rasmuson Wildlife Conservation Center Pollinator Habitat Initiative and Education Program

Amount Requested 15000.0

Applicant Information

Applicant Information

Conservation District Name Northcentral Conservation District

Applicant Authorized Representative Kaysie Steele

Title of Authorized Representative Pondera County Conservation District Administrator

Authorized Representative Address	406 N. Main Conrad Montana 59425 US
Authorized Representative Phone	+14062787611
Authorized Representative Contact Email	ponderacd@gmail.com
Project Contact	Madison Todd
Project Contact Address	388 Upper TRM Ranch Road Dupuyer Montana 59432 US
Project Contact Phone	+13045734045
Project Contact Email	rwcc@boone-crockett.org
	Project Information
	Project Summary
Type of Project	CD Pollinator Grant
How many acres of pollinator habitat are expected to be improved through this project?	Our project takes place within one acre of land which will be directly impacted by the improvements made. Our property however spans 6,600 acres, which will be positively impacted by the pollinator restoration project, running up to the base of the Rocky Mountain Front and the Helena-Lewis and Clark National Forest and will supply a sleuth of pollinator species for the key ecosystem along Dupuyer Creek.

Project Purpose and Need

The purpose of the Boone and Crockett Club's Pollinator Garden is to improve pollinator habitat and increase pollinator species populations near the Rasmuson Wildlife Conservation Center (RWCC) adjacent to the Rocky Mountain Front. Our project is designed to educate students and visitors of all grade levels and ages on the importance of pollinators, native plants, water-wise landscaping, and the key aspects of pollinator habitat in an immersive, hands-on unit in which they can derive the skills to improve pollinator habitat in their own communities. This project will serve the rural, agriculturally based communities and schools in Pondera County, Teton County and beyond including the entire Golden Triangle of Montana. We believe there is a distinct need to connect the public to this project since much of the local economy relies on agriculture success directly linked to the health of native pollinators in Northcentral Conservation District.

There is an ever present disconnect between today's students and nature and this extends to their knowledge of pollinators. A 2018 study showed that 40% of university level students couldn't identify a Honeybee and that only 45.6% of those students understood there are pollinator species other than bees (Penn, et.al.). Our goal for this project is to spread education and awareness about pollinators, their importance in agriculturally productive areas and the population decline many species are experiencing. Our pollinator garden project will not only increase and improve pollinator habitat, but we will supply students with an opportunity to put their hands in the dirt and take home the knowledge and experience they gain from the beginning of the design process to the post-monitoring of the population of species impacted by the project.

Penn, H., Penn, J., Hagan, M., & Hu, W. (2020). The buzz about Bee campuses: Student thoughts regarding pollinator conservation. *American Entomologist*, 66(4), 54–61. <https://doi.org/10.1093/ae/tmaa055>

Public Resource & Conservation Benefits

Our pollinator garden projects main public resource is the education outreach we will supply to the next generation of conservationists. Our Conservation Education program has served rural communities and students for over 22 years through our various place-based education programs. We are a working ranch dedicated to fostering wildlife habitat and the property is open to the public to hike, hunt, and recreate. Each year we welcome over 180 summer campers, 300 field trip students, and 80 homeschoolers as well as multiple other educational groups for both adults and youth in the area. This place-based project will supply our community with a tangible experience in conservation, being able to see the project through to the end and monitoring the impact they made on native species.

The Rocky Mountain Front Ecosystem is also home to several diverse and unique pollinator species, both vertebrate and invertebrate, many of which suffer declining pollutions due to compounding factors of climate change and habitat loss.

At-risk solitary bee species, such as the Mining Bee, Leaf-cutter Bee, Long-Horned bee, Mason Bee, and many more are found in the region our pollinator garden will reside. The Arogos Skipper's home is in the prairies of Montana, this species of skipper requires large spaces of undisturbed prairie and grassland habitats, to which the fields surrounding our educational center offer. The Eastern Red Bat, Hoary Bat, Long-Eared Myotis, Little Brown Myotis, American Bumble Bee, Western Bumble Bee are other at-risk pollinator species who depend on the habitat and ecosystems surrounding our education center to which we will positively impact with our Pollinator Garden's construction. We have evaluated and plan to target the problems that occur in each area where a plot will reside whether it be noxious weeds, drought, or erosion due to uncovered ground and plan to make these areas more functional to the conservation of the land. In Theodore Roosevelt's, the Boone and Crockett Club's founder, 1907 Message to Congress he challenged the nation to "increase the usefulness" of land because it was the key to prosperity of future generations. As wildlife and pollinator habitat shrinks due to increasing conflicting land uses, we must find ways to make wildlife, agriculture, and other commercial development needs more compatible. Within this project lies the great opportunity to "increase the usefulness" of our land for wildlife and pollinators, promote the health of an ecosystem, and reach a generation of rural students about the change they can make in the world of conservation.

Project Location

Rasmuson Wildlife Conservation Center, Dupuyer, MT 59432

Scope of Work

Project Scope of Work

Objective 1: Educate communities and youth of Pondera County and the Golden Triangle of the importance of pollinators, native plants, and the benefits of native landscaping and include students in each step of the process of land remediation, construction of pollinator plots, and the monitoring process afterwards.

Task 1: Enroll local schools in the project to participate in a pre-project lesson plan on pollinators, attend field trip to contribute to and experience the conservation project, and educate individuals on each step of the project and why it is important for pollinator habitat and our region.

Deliverable 1: Technical report of project design and process including photo documentation of progress, finished product and scope of educational outreach, list of participants and partnering schools in pollinator project, and lesson plan documentation for field trip students pertinent to the pollinator unit and project.

Objective 2: Improve pollinator habitat and population as well as environmental functionality of the landscaping area which includes key ecosystems for the Rocky Mountain Front.

Task 2: Design and construct a pollinator garden with life essentials for various pollinator species to thrive by making land more useful using a holistic approach and including only native species and monitoring the populations of pollinators at the Rasmussen Wildlife Conservation Center post project completion to ensure their health.

Deliverable 2: Monitoring reports of improved pollinator habitat and population

Objective 3: To establish an interactive pollinator garden with multiple plots and interpretive signage to education individuals who visit the public educational center for years to come.

Task 3: Succeed in pollinator project efforts and have students aid in interpretive signage creation to enhance their understanding of a single pollinator species through research which will be provided to the public through signage and outreach.

Deliverable 3: Technical report of project design and process including photo documentation of progress, finished product and scope of educational outreach.

Objective 4: Advocate for the importance of pollinators for conservation and agriculture.

Task 4: Create educational curriculum based on pollinators and their importance to ecosystems and agriculture and then extend it to students throughout the process of the project. A Boone and Crockett Club website article will then be published on the project detailing the projects process and outcomes including information on pollinator importance.

Deliverable 4: Boone and Crockett website article snapshot on pollinator project, lesson plan documentation for field trip students pertinent to the pollinator unit and project.

Project Schedule

October 2024
Approved by Pondera CD

November 2024
Create in-school pollinator curriculum

December 2024
Schedule and Coordinate fieldtrip and in-school presentation dates with partnering schools

January 2024
Review work plan and ensure necessary steps are in place for implementation

February 2024
Visit schools with pollinator curriculum

March 2024
Gabion Delivery Arrives
Rock Delivery Arrives
Begin Terracing Project
Lay rock for dry creek bed space

April 2024
Begin planting various plots
Build & design pollinator hotels
Construct water trough

May 2024
Monitoring process begins- 1st group of monitoring data collected

June 2024
2nd group of monitoring data collected

July 2024
3rd group of monitoring data collected

August 2024
4th group of monitoring data collected
Submit deliverables

Upload Project
Schedule

Upload Project Budget

[DNRC_Budget_Pollinator.xlsx](#)

Budget Narrative

Administration Total: 0.00

- Administration time will be donated and are included in In-Kind Match Calculation

Personnel Salary Wages Total: \$0.00

- Personal Salary Wages will be donated and are included in In-Kind Match Calculation

Contracted services Total: \$0.00

Personal Travel 0.00

Materials & Supplies Total: \$6,440

- Gabion Cages \$5,400- quote from Gabion Supply, part of Bluestone Supply LLC, pricing includes cages to complete terracing design, all materials to put together and delivery
- Landscaping Rock \$4000- estimated from current soil pricing, will work with local suppliers for best price and delivery
- Metal Rebar Stakes \$250- for 92+ metal stakes to secure gabion structure of slope hillside for terrace plot
- Soil (46 cu yds) \$2,500- estimated from current soil pricing, will work with local suppliers for best price and delivery
- Lumber- \$280
- Pond Liner \$130.00 -for lining pollinator water trough to waterproof
- Flower Bed Edging \$140 -estimated from current pricing for perimeter of flower beds- 214 ft
- Native Plants and Seeds \$1,500
- Pollinator Hotel Building Supplies \$100- for lumber, craft supplies, and other materials for students to design and build pollinator hotels.
- Pollinator Hotels \$250-estimated from current pricing to obtain 3-4 pre-built pollinator hotel structures
- Shovels \$200 for purchase of 4 rakes for volunteers to use to dig terrace structure and for upkeep of garden
- Garden Tool Sets \$150-for purchase of 4 garden tool sets including hand trowels, rakes, hoes and sheers for volunteers to use in landscaping process and upkeep of garden

Equipment Total: \$100

- Rototiller Rental \$100- quote from Ace Hardware in Choteau, MT for one day rental to clean out flower beds of established, non-native perennials and noxious weeds currently there

Project Total: \$15,000

Project Management

Project Manager for the Rasmuson Wildlife Conservation Center Pollinator Habitat

Initiative and Education Program will be Madison Todd, Conservation Education

Programs Manager for Boone and Crockett Club. Madison holds a Bachelor's Degree in

Environmental Studies from Montana State University and has been working with the

program, and teaching youth conservation education, for four years. She will be

assisted by Lucas Coccoli, Program Director for Boone and Crockett Club. Luke holds a

Masters of Education from the University of Montana and has been with Boone and Crocket for 12 years. Madison and Luke will consult with the Montana Nature Conservancy's Crown of the Continent Director for guidance on designing and approval of native plants for the pollinator project.

Upon grant approval, schools including Choteau, Fairfield, Valier, Conrad, Browning, and Shelby will be contacted and students from all grades will be invited to participate in the pollinator project experience. Madison will work with the teachers to administer a pre-project curriculum based on the classroom's grade level. In school visits will be provided to discuss the project and its importance. A scheduled fieldtrip will coincide with the pollinator garden construction so that each group has the opportunity for a hands-on and collaborative contribution to the garden. The pollinator curriculum will be in accordance with the Next Generation Science Standards, and a focus will be placed on working with teachers to make meaningful connections with their current classroom curriculum.

Preparation leading up to the project will include coordinating delivery of materials such as gabion cages, topsoil, and landscaping rock. The gabion cages will be custom built to fit our hillside terracing project and the steppe planters will allow for the installation of native plants and wildflowers. A quote has been provided for the construction and delivery of the gabion cages by Gabion Supply Company. The topsoil and landscaping rock will be purchased from a local quarry which will be dependent upon price and availability. In regards to design and plant selection, Madison and Luke will collaborate with Dave Hanna, Crown of the Continent Director, with the Nature Conservancy to ensure the benefit to our region. After design approval, local nurseries will be utilized for the purchase of plants.

The project will begin with the construction of the terrace hillside as it endures much soil erosion throughout the summer season from wind and it is adjacent to the other pollinator plots which often fill with sand from the hillside. The plan is to excavate the steppes and install the gabion to provide a structure for the hillside plant spaces which

will provide more stability once the native plants root. The next step will be rototilling the flower beds and preparing them for planting. After completion of the flower beds, the students will help build pollinator hotels on the east side of our educational building. On the west side of the building, work will begin on installing the water station which will provide necessary water to the pollinators. Lastly, work will begin on the landscaping portion of our nature playground plot. With the issue of thistles in this area now under control, ground cover of nitrogen consuming plants will be planted to prevent re-emergence of the thistles. We will then install various hardscaping such as logs,

boulders, trees, and other accents to create a natural landscape that children can enjoy and pollinators can use. After the groundwork for the pollinator garden is complete, students who participated in the project, along with our summer camp youth, will begin the observation and monitoring process. This will include an educational curriculum about monitoring species and habitat. Students will have the opportunity to complete forms such as the Xerces Society "Pollinator Habitat Monitoring Form," as well as, participate in the Montana Moth Project from the Northern Rocky's Research Organization. The various observations and measurements made by our youth groups, with guidance from the program manager, will be included in our deliverables sent at the end of August

Will this project impact the physical environment?

Yes

Upload the Completed Environmental Checklist Here

[MEPA_Environmental_Checklist.docx](#)

Upload Supplemental Documents Here

[Mill_Levy_PCCD_FY23-24.doc](#)

[In-Kind_Match_Calculations.pdf](#)

Authorizing Statement

Authorizing Statement: I have signed and submitted in the Authorizing Statement. checked

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Multiple Grant Agreements per Submission

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Fund, Subclass, Org Fields for Agreement 2

7. Claim Pay and Progress Reports

8. Progress Reporting Grant Managers fill out this section. This section ONLY is updated with each progress report. Please update the fields below as the project proceeds. Review the status at minimum after submission of the mandatory progress reports.

9. Project Close-out

10. Program-Specific Information Grant Manager fills this out.

11. Additional Grant File Documents

Title **Musselshell River Stream Bank Restoration** 10/12/2023
id. 44356049

by **Petroleum County Conservation District** in
FY24 CD Planning, Project, and Pollinator Grants
- Cycle 1

813 North Broadway Avenue
813 North Broadway
Winnett, Montana
59087
MT
United States
4064296646x104
petroleumcd@macdnet.org

Original Submission 10/12/2023

Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title Musselshell River Stream Bank Restoration

Amount Requested 47700.0

Applicant Information

Applicant Information

Conservation District Name Petroleum County Conservation District

Applicant Authorized Representative Laura Nowlin

Title of Authorized Representative Chair

Authorized Representative Address 813 North Broadway
P.O. Box 118
Winnett
Montana
59087
US

Authorized Representative Phone	+14064296646
Authorized Representative Contact Email	petroleumcd@macdnet.org
Project Contact	Laura Nowlin
Project Contact Address	207 East Main Street P.O. Box 118 Winnett Montana 59087 US
Project Contact Phone	+14064294832
Project Contact Email	info@winnettaces.org
	Project Information
	Project Summary
Type of Project	CD Project Grant
Project Purpose and Need	<p>Historically, drought and water shortages have characterized the Musselshell Basin, however, since 2011, historic flood events have come to define the Musselshell River as unpredictable and powerful. In 2011, 2014, 2018, and 2019 the Musselshell River experienced unprecedented flooding. 2017 and 2021 were extreme drought years. While 2023 was not especially high in precipitation, spring downpours coinciding with spring runoff created high flows yet again, especially downstream of Roundup. These natural events have capitalized on past land use practices to heavily alter the Musselshell River and to cause high rates of erosion. This project is one step towards jump starting recovery of eroding banks.</p> <p>The Musselshell River Bank Restoration Project is a collaborative effort of the landowners, the Rowton Family, the Petroleum County Conservation District (PCCD), the Winnett ACES (Agricultural Community Enhancement and Sustainability), the Musselshell Watershed Coalition, and MT Fish Wildlife and Parks (FWP). The Rowton Bank was prioritized in the Musselshell Watershed Plan, recently updated in 2022, because it represents typical bank erosion issues along the entire 340 miles of the river. The project was one of two chosen for preliminary engineering as part of the watershed plan update. It was chosen due to its representative nature as well as there being a landowner actively seeking solutions and already working with several partners.</p> <p>This project will restore approximately 1,500 feet of Musselshell River</p>

through implementing the brush matrix soft bank protection technique to limit sediment issues that are affecting Musselshell River water quality. The project will help to stabilize the bank through the use of vegetative techniques that support the growth of woody vegetation, helping to shade the river and decrease temperatures, diminish sedimentation, and provide wildlife and aquatic habitat for this Tier 1 Prairie Stream habitat as defined in the Montana FWP Statewide Action Plan.

This project will improve river function, benefiting aquatic habitat as well as riparian habitat and water quality. The project will serve as a demonstration for landowners in the lower one-third of the river, downstream of Melstone, of a soft armor treatment for bank restoration. The project site was one stop on the Missouri River Conservation Districts Council River Rendezvous Tour in 2022 and the landowner is willing for the project to remain accessible to anyone wanting to see it and learn more about the treatment used.

DNRC funding is the last funding needed to complete this project. This project was awarded a Future Fisheries grant in September of 2023. The Future Fisheries grant provides approximately 57% of the project cost; landowners will contribute 9% through in-kind materials, equipment, and time; Winnett ACES will contribute 12% through a National Fish and Wildlife Foundation grant as well as in-kind time for project management and grant administration, and this request from DNRC would finalize the funding need with the remaining 23%.

This project was first identified and described by the River Assessment Triage (RAT) Team in 2018. At that time, the landowner's home was on the periphery of the project area, but concern about the bank reaching the house was not high and the house was not considered part of the project. In the past five years, the project was prioritized, preliminary engineering complete, and funding sought. During high flows of 2023, after funding applications were already in play, the bank moved again and is now a very real threat to eroding under the home. While not the original intent of the project, restoring the bank will now also protect the house.

Public Resource &
Conservation
Benefits

The project is located on the lower Musselshell River, near Mosby, MT. Private property surrounds the project on all sides, with the same landowner owning both sides of the river. The project will consist of a soft bank restoration approach to limit future erosion issues and spark habitat enhancement. Such stream restoration projects have both public and conservation benefits by improving recreational opportunities, protecting and improving fish and aquatic resources, and improving habitat conditions for numerous species in the drainage, including three Species of Greatest Conservation Need (Blue Sucker, Saguier, and Northern Red Belly Dace). The Petroleum County Conservation District, MT Fish Wildlife and Parks, the Winnett ACES and the Musselshell Watershed Coalition (MWC) will work together to educate a wider stakeholder group about the success and benefits of these types of restoration techniques.

The project will restore 1,500 feet of stream bank and enhance nine acres of riparian habitat through installing a brush matrix along the riverbank to provide stream restoration as well as riparian habitat restoration and

enhancement. In the short term, the proposed treatment will increase local habitat complexity and benefit the aquatic food web. The alluvial brush matrix treatment uses a mesh of woody brush material along and extended slightly beyond the active streambank. This wood matrix functions to break up the energy profile along the streambank and in doing so, creates highly varied flow profiles, microcurrents, and cover. These attributes create loads of aquatic habitat diversity and complexity which may be used as nursery/rearing areas for juvenile fish, hiding cover for forage species, and ambush cover for predatory fish. In addition to the instream habitat development, the presence of overhanging and robust riparian vegetation benefits the base of the aquatic food web by providing important aquatic macroinvertebrate habitats and a source of detritus to fuel the base of the food web.

This project has large-scale public conservation benefits by improving river function, benefiting aquatic habitat as well as riparian habitat and water quality. Additionally, by serving as a demonstration project, this project will have wide-reaching impacts along the Musselshell River as well as other Eastern Montana rivers.

Fish require habitat complexity, and this proposed project drastically increases complexity over the existing conditions. Increasing microhabitat conditions that provide for juveniles and forage species would attract predatory fish like channel catfish, smallmouth bass, walleye, and sauger, resulting in improved angler success as more fish are in the area. Over time, the development of a functioning riparian area acts to increase the diversity of physical features present (undercuts banks, pools, large woody debris, etc.). Additionally, increasing the overall fishery potential and productivity by providing high quality, diverse habitats would likely benefit both nongame and game fish populations in the broader section of the Musselshell.

In the long term, the proposed project attempts to mimic natural channel dynamics and riparian function. Over time, as the project naturalizes, the benefits of a functioning riparian area (water storage, water filtration, food web dynamics, habitat complexity, sources of large woody debris, shading, etc.) become more pronounced and benefit the fishery. Such attributes are not currently present at this location and likely won't be for decades without this project. The benefits of a functioning riparian area improve water quality, increase food web diversity and abundance, and increase habitat complexity for spawning, nursery, cover, holding, and feeding areas.

Species of Greatest Conservation Need, as identified by FWP, are Blue Sucker, Sauger, and Northern Red Belly Dace. Additional Species of Concern to benefit from the project are: Sicklefin Chub, Sturgeon Chub and riparian species: grassland songbirds, including Baird's Sparrow, Great Blue Heron, Golden Eagle, Greater Sage-Grouse, and spiny softshell turtle.

Project Location 46.947034; -107.917696

Scope of Work

Project Scope of Work

Objective 1: Revegetate 1,500 feet of eroding bank using the brush matrix soft armor treatment. Brush, trees, rootwads, willows and other vegetation will be placed into the bank to reduce the erosion potential and to improve aquatic and riparian habitat.

Task 1: Assemble brush, willows, trees, and root wads onsite. This will take several months. Project installation will take approximately three months and will include the excavation of the site and placement of the new vegetation.

Activities: Secure permits. Finalize designs. Procure contracted services. Landowner to assemble materials onsite. Contractor to install treatment.

Deliverables: 1,500 feet of restored bank.

Objective 2: Reseed sloped bank. This high bank will be sloped at 3:1 where possible, resulting in approximately nine acres of bare ground. This newly bare ground will be reseeded to prevent the establishment of invasive species.

Task 2: Reseed bare ground.

Activities: Work with Winnett ACES Habitat Coordinator to determine appropriate seed mix. Landowner to do the seeding.

Deliverables: Nine acres of new seeding to prevent invasive species.

Objective 3: Implement a grazing plan. In order to protect the bank and the new seeding, the landowner will adopt a grazing plan for this site.

Task 3: Create and adopt a grazing plan.

Activities: Work with the Winnett ACES Habitat Coordinator, FWP Fisheries Biologist, and Winnett NRCS Field Office to create a grazing plan.

Deliverable: 1 grazing plan.

Objective 4: Improve landowner awareness on the importance of soft armor restoration techniques for river banks and the work of the Conservation District through serving as a demonstration project.

Task 4: Host a project tour post installation for neighboring landowners, CD supervisors and administrators, and members of the Musselshell Watershed Coalition.

Activities: Organize speakers, travel logistics, create invitations, host tour.
Deliverable: 20 attendees.

Project Schedule N/A

Upload Project Schedule

[Musselshell_Bank_Project_Schedule.pdf](#)

Upload Project Budget

[CDB-FY24-Cycle-1-application-budget-form_1.xlsx](#)

Budget Narrative

Musselshell River Streambank Restoration
Project Budget Narrative

Grant Administration = \$2,753.20

Petroleum County CD

Financial management for grant funds - tracking the budget, making payments, preparing financial reports, etc.

\$40/hr @ 30hrs Total = \$1,200.00

Winnett ACES

Performance report writing, tracking and reporting on deliverables, coordinating with additional funding

\$38.83/hr @ 40 Total = \$1,553.20

Contracted Services = \$180,000

Construction Contractor

Contractor to be determined. Mobilization, bank treatment, excavation, grading, misc

\$120/foot @ 1500 Total = \$180,000.00

Personnel Salary and Wages = \$10,400

District Administrator will coordinate and carry out a tour of the project site upon installation of the project

\$25/hr @ 20hrs Total = \$500

Winnett ACES Habitat Coordinator to provide project management

\$42/hr @ 160 Total = \$6,720.00

Landowner time on the project calculated at the federal volunteer rate

\$31.80/hr @ 100 Total = \$3,180.00

Materials and Supplies = \$9,700

Willows \$1.50 each @ 5000 Total = \$7,500.00

Trees with root wads \$100 each @ 20 Total = \$2,000.00

Seed \$20/acre @ 10 Total = \$200.00

Equipment = \$4,950

Backhoe \$495/day @ 10 Total = \$4,950.00

TOTAL \$207,803.20

Project Management The project will be managed through a collaborative team comprised of the Petroleum County Conservation District, the landowners, the Winnett ACES, Fish Wildlife and Parks, and the contractor. Petroleum County Conservation District (PCCD) will follow state procurement policy and select a professional contractor through a competitive bid process. The PCCD Administrator, Trish Smith, will coordinate a tour of the project upon completion.

The PCCD will provide fiscal management for the grant funds through its contract Fiscal Manager, Katie Lund. Ms. Lund has over 2 years of experience working for the PCCD and over 10 years of professional bookkeeping experience.

The Winnett ACES will provide project management through the Habitat Coordinator, Josh Hobbs. Mr. Hobbs has two years of experience in low tech process-based stream restoration in central Montana and many years of experience in project management having managed a state park in Kansas prior to moving to Montana. Winnett ACES Operations Coordinator, Laura Nowlin will manage grant reporting and tracking deliverables for the grant. Ms. Nowlin has over 12 years of grant management experience.

Fish Wildlife and Parks Fisheries Biologist, Clint Smith, will provide project design and permitting oversight. Mr. Smith has over eight years of experience working on stream restoration projects and permitting.

The landowner, Rodney Rowton, will provide on-the-ground expertise that comes from having lived in a landscape for a lifetime.

Will this project impact the physical environment? Yes

Upload the Completed Environmental Checklist Here

[MEPA_Checklist_RowtonBank.pdf](#)

Upload Supplemental Documents Here

[Musselshell_Watershed_Plan_Pioneer_Tech_Memo.pdf](#)

[Rowton_Map_In_Context.pdf](#)

[MWC_Letter.pdf](#)

[Rowton_Letter.pdf](#)

[Rowton_Project_Map2.jpg](#)

[Winnett_ACES_Future_Fisheries_-_Letter_of_Support.pdf](#)

[Rowton.pdf](#)

Authorizing Statement

Authorizing Statement: I have signed and submitted in the Authorizing Statement. checked

Your application will not be accepted without this document. Download the Authorizing Statement and attach to this application. [DNRC Authorizing Statement Link](#)

Authorizing Statement Attachment

[DNRC_app_signed.pdf](#)

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. 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. Yes

Internal Form

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1. ServiceNow Case Link NOT for CARDD! Do not touch or remove.

2. Project Information Grant Manager fills out this section.

3. Coordinating Project Information Grant Manager fills out this section.

4. Award Information

Multiple Grant Agreements per Submission

Agreement 1 Award Amounts

Agreement 2 Award Amounts

5. Grant Agreement and Amendment General Information Update/check with each amendment. Grant Manager fills this out. CARDD Accounting checks this.

Grant Term Dates - Agreement 1

Grant Term Dates - Agreement 2

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Fund, Subclass, Org Fields for Agreement 1 For CDA and 310 grants, please enter CDA in Fund/Subclass/Org 1 fields and 310 in Fund/Subclass/Org 1.1 fields. If 310 only, leave all grant 1 fields blank and fill in the Fund/Subclass/Org 1.2 fields.

Grant Agreement 2 For ARPA, please enter MAG in Grant 1 fields and Competitive in Grant 2 fields. If competitive only, leave all grant 1 fields blank and fill in the second field.

Fund, Subclass, Org Fields for Agreement 2

7. Claim Pay and Progress Reports

8. Progress Reporting Grant Managers fill out this section. This section ONLY is updated with each progress report. Please update the fields below as the project proceeds. Review the status at minimum after submission of the mandatory progress reports.

9. Project Close-out

10. Program-Specific Information Grant Manager fills this out.

11. Additional Grant File Documents

Title **Roosevelt County Conservation District - No Till Drill Soil Health** 10/13/2023
id. 44366858
by **Robbie Savelkoul** in **FY24 CD Planning, Project, and Pollinator Grants - Cycle 1**
rccd17@gmail.com

Original Submission 10/13/2023

Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title Roosevelt County Conservation District - No Till Drill Soil Health

Amount Requested 50000.0

Applicant Information

Applicant Information

Conservation District Name Roosevelt County Conservation District

Applicant Authorized Representative Gina Snyder

Title of Authorized Representative Board Chariman

Authorized Representative Address PO Box 517
Culbertson
Montana
59218
US

Authorized Representative Phone +14067875232

Authorized Representative Contact Email rccd17@gmail.com

Project Contact	Robbie Savelkoul
Project Contact Address	PO Box 517 Culbertson Montana 59218 US
Project Contact Phone	+14067875232
Project Contact Email	rccd17@gmail.com
	Project Information
	Project Summary
Type of Project	CD Project Grant
Project Purpose and Need	The Roosevelt County Conservation District would like to add a second No Till Drill with a grass seed box and fertilizer box. We currently have a 15' no till drill that does not have the fertilizer option. Providing a fertilizer option will allow us to service more crop types for producers without additional passes across the field for fertilizer application. In our effort to promote soil health through the use of a no till drill we have found that we are limited by a short planting period and aren't able to meet the needs of the producers in our area. We lost out on the opportunity to provide no till seeding for approximately 1500 acres in our county this past spring. We already have a growing list of Producers that would like to utilize the drill for fall planting.
Public Resource & Conservation Benefits	If our District is able to add a second drill that also includes the fertilizer box option we will be able to assist more Producers and continue our commitment to improving soil health in our County. The no-till drill helps maintain soil structure, preserve organic matter, and reduce erosion by minimizing soil disturbance. It is a key tool in no-till farming practices, promoting sustainable agriculture and efficient seed placement for optimal crop growth. No-till is one way of practicing conservation tillage, an approach that leaves crop residues in the cultivation area to protect the soil from wind and water erosion while limiting disturbance to preserve and build good soil structure. In addition to no-till, conservation tillage also includes in-row subsoiling, strip-till, and ridge-till practices.
Project Location	Roosevelt County, Montana
	Scope of Work
Project Scope of Work	Adding additional equipment with more options will not only promote soil health but will help our local producers to promote conservation on their own operations.

Project Schedule If our grant is approved we plan to place the order to ensure that we have the new drill available for planting in Spring 2024. We will track the number of acres and the number of producers that are able to benefit from the addition of the new drill in our area.
Dec 2023 Contracting with DNRC and ordering of equipment
March 2024 Delivery of new equipment
April 2024 Equipment available for spring planting
July 2024 Project close and final numbers reported to DNRC

Upload Project Schedule

[2023_No_Till_Grant_Timeline.docx](#)

Upload Project Budget

[CDB-FY24-Cycle-1-RCCD_No_Till_Drill.xlsx](#)

Budget Narrative Quote for No Till Drill \$94,895.00
Delivery Estimate \$4000.00
Administrator Wages for grant management \$230.00 (10hrs@\$23/hr)

Project Management The No Till drill will be added to our current equipment rental program. This program is managed by our Administrator. Our Supervisors conduct inspections and winterizing on our equipment as well as offering technical assistance and instruction to Producers who are not familiar with the equipment. We plan to film training videos for all of our current equipment Spring 2024. The equipment will also get an annual inspection by our local John Deere dealer to address any maintenance needs or potential issues.

Will this project impact the physical environment? No

Upload Supplemental Documents Here

[1590_Combo_Box_Quote.pdf](#)

[RCCD_Mill_Levy_2022.pdf](#)

[RCCD_Mill_Levy_Verification.pdf](#)

Authorizing Statement

Authorizing Statement: I have signed and submitted in the Authorizing Statement.

checked

Your application will not be accepted without this document. Download the Authorizing Statement and attach to this application. DNRC Authorizing Statement Link

Authorizing Statement Attachment

[RCCD_APPLICATION_AUTHORIZING_STATEMENT.pdf](#)

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. 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.

Yes

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Fund, Subclass, Org Fields for Agreement 2

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9. Project Close-out

10. Program-Specific Information Grant Manager fills this out.

11. Additional Grant File Documents

Title **Fergus CD - Cottonwood Drainage** 10/12/2023
id. 44359812

by **DONA STAFFORD** in **FY24 CD Planning, Project, and Pollinator Grants - Cycle 1**

211 McKinley
Ste 3
Lewistown, Montana
59457
United States
14067083301
fcd@middrivers.com

Original Submission 10/17/2023

Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title Fergus CD - Cottonwood Drainage

Amount Requested 49271.4

Applicant Information

Applicant Information

Conservation District Name Fergus Conservation District

Applicant Authorized Representative Anna Morris

Title of Authorized Representative Chairman

Authorized Representative Address 211 McKinley
Ste 3
Lewistown
Montana
59457
US

Authorized Representative Phone	+14067083001
Authorized Representative Contact Email	fcd@midrivers.com
Project Contact	Dona Stafford
Project Contact Address	211 McKinley St Suite 3 Lewistown MT 59457 US
Project Contact Phone	+14067083001
Project Contact Email	fcd@midrivers.com
	Project Information
	Project Summary
Type of Project	CD Project Grant
Project Purpose and Need	<p>The Cottonwood Creek Drainage is a very volatile drainage system. The creek tends to remain dry (or underground) a majority of the year and flow fast and ferocious when there is snow melt and spring storms. When the Spring 'Flush' occurs it causes several things to happen: steep eroded embankments with no good vegetation, large amounts of rock sediment areas which also provide little area for vegetation, and flooding. We believe that rerouting the stream, back to the old channel, would help slow it down a bit so that less erosion would occur during the 'flushing' times. This could also help recharge the aquifer as it would allow the stream to retain water longer. The old channel runs through a good riparian area, the rerouting would help keep the riparian area good, if not make it better as there would be more water running through it part of the year. The project would also help those further downstream as less sediment would flow down to them. The reason this is a harder scape approach is because there are little to no aquatic species in this section of the stream, due to how little of time during the year that it flows.</p>

Public Resource & Conservation Benefits The riparian areas along Cottonwood Creek are the most important item to protect. A healthy stream needs a healthy riparian area. The 'Flushing' tends to take out large trees and vegetation which are both needed for the riparian area. The large trees also cause log jams downstream, which cause more flooding. The sedimentation that is deposited along the stream during the 'flushing' make it hard for things to grow in the riparian area. Also, if too much rock sedimentation settles under the county bridge, it will clog the bridge up or a log jam will take the bridge out.

Project Location Cottonwood Creek, near 42 Two Bin Ln, Lewistown MT 59457

Scope of Work

Project Scope of Work The objective of this project is to fortify three areas of embankment, each area being an objective.

Objective 1: Restore 200' of eroding bank using existing stream materials. Logs, rocks, and rip rap will be placed into the bank to create a 3:1 slope to reduce erosion potential. This is to fortify the bank during future high flows without causing a steep bank that would easily erode. The hardscape approach is being done because there are little to no aquatic species in the stream here due to how little the stream runs throughout the year.

Task 1: Assemble logs from downstream jam, rocks onsite and rip rap offsite. Project installation will take 1-2 days and will include the placement of materials.

Activities: 310 Permit already secured. The landowner's contractor will assemble materials onsite.

Objective 2: Reinforce 100' of bank to keep the stream running to the old channel. The old channel is a longer channel that meanders and will help slow the stream down in times of heavy flows. Larger rip rap will be placed here to avoid it being washed out.

Task 1: Install rip rap from offsite. Project installation will take approximately 1 day and will include placement of materials.

Activities: 310 Permit already secured. The landowner's contractor will install materials onsite.

Objective 3: Move 200' of channel back to it's original placement. Install 200' of rip rap to create riverbank, fill and slope sediment to create a 3:1 slope. This channel should only fill up if there's a historic flood. By creating the slope, it's less likely to create bank erosion during heavy flow times.

Task 1: Clean channel out on west side of bank.

Task 2: Install rip rap, fill and slope sediment. Project installation will take 1-2 days and will include the movement and placement of materials.

Activities: 310 Permit already secured. The landowner's contractor will clean the channel and place materials.

Project Schedule This project would start as soon as weather permits, it could be as early as December 2023, or may not be until August 2024. Plans are for it to be completed as early as possible to prevent damage during spring runoff. It's all contingent upon the weather and the flow of the stream. Work will be done when there is little to no water in the stream, which is typical of this stream most months out of the year, but also dependent upon being able to access the area (which can get quite a bit of snow). The project will be completed by December 1st, 2024.

Dona Stafford with Fergus CD will report quarterly (December 2023, March 2024, June 2024, September 2024, and December 2024, even if there is no work due to the weather.

Once started, logs from the log jam will be moved in to position. Rip Rap will then be hauled to add on top of the logs. Rocks from the stream bed will be added to slope the banks to help prevent erosion. Depending on weather, this will be done in one weeks' time.

Upload Project Schedule

[Project_Schedule.pdf](#)

Upload Project Budget

[Budget.xlsx](#)

Budget Narrative Administration - Total: \$1,096.40
Administration Time: Est 40 hours @ \$27.41/hr
Contracted Services - Total \$26,800.00
Excavator Rental: Est 50 hours @ \$200.00/hr
Loader Rental: Est 40 hours @ \$200.00/hr
Transport Trucks: Est 30 loads @ \$200/load
Moving Equipment: \$2,800.00 for 2 pieces of equipment
Materials - Total \$21,375.00
Rip Rap: Est 475 cubic yards @ \$45.00/cy

Project Management Dona Stafford with Fergus CD will be handling payments and paperwork.
Songer Excavation will be coordinating and completing the actual work.

Will this project impact the physical environment? Yes

Upload the Completed Environmental Checklist Here

[MEPA-Checklist-.docx](#)

Upload Supplemental Documents Here

[After_Pics.docx](#)

[Pre-Flooding_Pic.pdf](#)

[Pre-Flooding_Pic_-_Scope_of_Work.pdf](#)

[Supplemental_information_on_MEPA.docx](#)

Authorizing Statement

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Agreement 1 Award Amounts

Agreement 2 Award Amounts

5. Grant Agreement and Amendment General Information Update/check with each amendment. Grant Manager fills this out. CARDD Accounting checks this.

Grant Term Dates - Agreement 1

Grant Term Dates - Agreement 2

6. Grey Box/Accounting Information Grant Manager fills this out. CARDD Accounting checks this.

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Fund, Subclass, Org Fields for Agreement 2

7. Claim Pay and Progress Reports

8. Progress Reporting Grant Managers fill out this section. This section ONLY is updated with each progress report. Please update the fields below as the project proceeds. Review the status at minimum after submission of the mandatory progress reports.

9. Project Close-out

10. Program-Specific Information Grant Manager fills this out.

11. Additional Grant File Documents

Title **Phillips Conservation District - strategic plan** 10/12/2023
id. 44363823

by **Phillips Conservation District** in **FY24 CD Planning, Project, and Pollinator Grants - Cycle 1**

1120 Hwy 191 S Ste 2
Malta, Montana
59538
United States
406-654-1334
phillipsconservationdistrict@gmail.com

Original Submission 10/13/2023

Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title Phillips Conservation District - strategic plan

Amount Requested 5790.0

Applicant Information

Applicant Information

Conservation District Name Phillips Conservation District

Applicant Authorized Representative Matt Simonson

Title of Authorized Representative Board Chair

Authorized Representative Address 50664 Hwy 191 N
Loring
Montana
59537
US

Authorized Representative Phone +14066541334

Authorized Representative Contact Email	phillipsconservationdistrict@gmail.com
Project Contact	Conni French
Project Contact Address	1120 Hwy 191 S., Ste 2 Malta MT 59538 US
Project Contact Phone	+14066541334
Project Contact Email	phillipsconservationdistrict@gmail.com
	Project Information
	Project Summary
Type of Project	CD Planning Grant
What type of planning activity or document will result from this project?	As a result of this project, Phillips Conservation District expects to have created a strategic plan that will guide our decisions as we work to help area producers conserve our natural resources.
Project Purpose and Need	<p>The purpose of this project is multi-faceted. A strategic plan will identify Phillips Conservation Districts (PCD) key areas of concern and need, help to re-energize the board and staff, save time with clearer communication and understanding between the board and staff, save money by knowing where to spend our dollars to most efficiently meet our goals and will enable PCD to be clearer in our outreach to the public.</p> <p>It has been decades since PCD has updated a long-range plan or created a strategic plan. In those years, we have lost some of our most experienced supervisors and advisors. Because of this, and to prepare for future replacement of staff and supervisors, PCD needs to spend some time thinking through and recording what our plan is for the district. Also, some of the resource concerns in our area have changed in the time since the last long-range plan was completed (conifer encroachment and regenerative ag for example). We need to have a strategic plan that reflects the conservation and agricultural world of today.</p> <p>As far as the financial need of PCD, we are requesting the minimum amount needed to complete a basic strategic plan using the services of an experienced and respected consultant. PCD currently has a sizeable savings account balance but have been working towards and expect to purchase a no-till drill in the spring of 2024. Therefore, we have budgeted a large portion of our savings to go towards the drill.</p>

Public Resource & Conservation Benefits	Because of this project, PCD will sharpen its focus and be more efficient in fulfilling its mission of conserving natural resources. As PCD becomes more efficient, it will be able to offer more timely and meaningful services to the people that steward this landscape.
Project Location	Phillips County, Montana
	Scope of Work
Project Scope of Work	Objective: Create a strategic plan for Phillips Conservation District. Task 1: Hire a consultant to guide the PCD board of Supervisors and Administrator as they create a strategic plan. Activities: Contact a consultant/s to get an estimated cost of services (done), gather information from past and present supervisors regarding historical work of the PCD, host a public meeting to gather information from the community, set up a schedule of work-days for the consultant and the board to meet. Deliverables: A completed strategic plan for Phillipe Conservation District.
Project Schedule	July - September 2023: Discuss strategic planning, inform the board regarding options to create a plan and gain board consensus on preferred path forward. September 2023: Hold a Local Work Group meeting to assess local resource concerns. October 2023: Apply for DNRC planning grant, contact and retain the chosen consultant. November 2023: Confer with the consultant to schedule work days and a plan of action. December 2023: Hold a public meeting in conjunction with the PCD monthly meeting to inform the community of our plans and to gather information. December 2023 - February 2024: Work on creating a plan. March 2024: Strategic plan completed and DNRC final report.
Upload Project Schedule	
Upload Project Budget	
	CDB-FY24-Cycle-1-application-budget-form.xlsx
Budget Narrative	Budget detail: Administration: Estimate 30 hours above normal budgeted hours @ \$24.67/hr. = \$740 Contracted Services: Consultant \$5000 as bid by Terry Profota. Miscellaneous: \$50 for refreshments to be served at public meeting and work meetings for the board of supervisors.

Project Management The Phillips Conservation District Administrator will be responsible for coordinating between all parties involved in this project, keeping a record of all meetings related to the project, assisting the consultant, managing the finances for the project and any other tasks necessary to complete the project.

The Supervisors of Phillips Conservation District will be responsible for showing up and actively participating in meetings, filling out any surveys required and providing direction to the Administrator and Consultant.

The Consultant will be expected to attend pre-work and planning meetings, conduct a survey or focus group to gather input from stakeholders, facilitate the planning meeting, draft a strategic plan from notes, provide instructions and a template for developing an annual work plan and be available for a couple of follow-up calls.

Will this project impact the physical environment? No

Upload Supplemental Documents Here

[T_Profata_consulting_estimate.docx](#)

Authorizing Statement

Authorizing Statement: I have signed and submitted in the Authorizing Statement.

checked

Your application will not be accepted without this document. Download the Authorizing Statement and attach to this application. DNRC Authorizing Statement Link

Authorizing Statement Attachment

[DNRC-Authorizing-Statement.pdf](#)

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Yes

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3. Coordinating Project Information Grant Manager fills out this section.

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9. Project Close-out

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11. Additional Grant File Documents

Title	<p>Glacier County Conservation District - Area 3 Pollinator Playground Equipment and Signage</p> <p>by Glacier Conservation District in FY24 CD Planning, Project, and Pollinator Grants - Cycle 1</p> <p>10 Alpine Ave Cut Bank, Montana 59427 MT United States 4068734292 glaciercdgrants@gmail.com</p>	<p>10/13/2023</p> <p>id. 44364019</p>
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Original Submission	10/13/2023
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Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title	Glacier County Conservation District - Area 3 Pollinator Playground Equipment and Signage
Amount Requested	15000.0
	Applicant Information
	Applicant Information
Conservation District Name	Glacier County
Applicant Authorized Representative	Todd Eney
Title of Authorized Representative	Board Chairman
Authorized Representative Address	1 Third Street NE Cut Bank MT 59427 US

Authorized Representative Phone	+14068735752
Authorized Representative Contact Email	glaciercountycd@gmail.com
Project Contact	Kim Stoltz
Project Contact Address	1 Third Street NE Cut Bank United States 59427 US
Project Contact Phone	+14068735257
Project Contact Email	glaciercountycd@gmail.com
	Project Information
	Project Summary
Type of Project	CD Pollinator Grant
How many acres of pollinator habitat are expected to be improved through this project?	GCCD has an existing pollinator garden that we want to continue to improve.

Project Purpose and Need Thanks to a grant from DNRC in 2020, Glacier County Conservation District has a pollinator garden. This garden has upraised beds planted with native plants. It is located within the boundaries of the Community Garden, inside a fenced park next to the school's tennis courts and 4 & 5th grade elementary. GCCD goal it to continue to grow the garden and further its educational outreach. This next phase is to bring awareness of bees and their benefits to children through play. By adding a honey comb that young children can climb on it will bring awareness to bees and lessen fear. The sign will clearly identify that the garden has been provided by GCCD from a grant from the DNRC. The addition signage will show bees, butterflies and bugs as important partners in helping our food grow. Additionally, the playground equipment is visible from the street and will draw attention to the garden. The Glacier County Conservation District has set a goal to raise awareness about the crucial role of pollinators in food production through their pollinator garden. The playground equipment and signage, which are nature-focused, will remain there for many years to come, educating and bringing awareness to both children and adults. The best part is that the garden will allow people to witness insects at work, thereby helping them understand the significance of pollinators in our ecosystem.

Public Resource & Conservation Benefits The Glacier Conservation District has set a goal to increase awareness about the importance of pollinators in our food system, the significance of healthy soil in growing healthy plants, which in turn are pollinated by healthy pollinators, giving us healthy food. To achieve this goal, the GCCD Pollinator Garden and Community Garden will continue to exist and reinforce this message for years to come. The pollinator garden, which was initiated in 2020, is an evolving garden with a prime location for educational events and public access. This garden is part of an ongoing education and environmental project that aims to educate students and the public.

Project Location The Pollinator garden is located next to the tennis courts and behind the elementary school, 3rd Ave. NW & Skyland Road, Cut Bank, Mt.

Scope of Work

Project Scope of Work

1. Administrator will work with Game time Play time to order the signs & playground equipment.
2. We will reach out to the High School shop teacher and see if he would involve his students in the installation of the equipment and signage along with the GCCD board. The High School shop also neighbors the garden.
3. Administrator will do the grant reporting
4. Administrator will provide media coverage of event.

Project Schedule

The following is a timeline for the garden project:

- December 2023: Once the grant is approved, the administrator will order necessary equipment and signs.
- March 2024: The shop students and board members will install the equipment and signs as soon as possible after they arrive, and when the weather permits.
- May 2024: The project will be promoted through newspapers and social media to generate public interest.
- May 2024: Once the project is completed, an event will be hosted to invite the public to the garden.
- June 2024: The grant reporting will be completed after the event.

Upload Project
Schedule

Upload Project Budget

[Pollinator_Playground_equipment.xlsx](#)

Budget Narrative

GCCD is requesting funding for signage and playground equipment. The quote from Game Time is \$21,431.00, with an additional \$2,460.00 for freight. However, due to the high cost, we have decided not to order the "bee with legs" inground playground equipment. This has resulted in a discount of -\$4,381.00, and a manufacturer discount of -\$4,759.28, bringing the total cost to \$14,661.00. We estimate that the installation supplies will cost approximately \$3,000. The installation will be carried out by volunteers including board members, high school students, and members of the community.

Project Management

1. Administrator will work with Game time Play time to order the signs
2. Administrator will reach out to the High School shop teacher and see if he would want his student to install the equipment and signage along with the GCCD board.
3. Administrator will see if other students and community members are looking for volunteer hour.
3. Administrator will do the grant reporting.
4. Administrator will provide media coverage.

Will this project
impact the physical
environment?

No

Upload Supplemental Documents Here

[School_District_-_Community_Garden.jpeg](#)

[2023Glacier_County_Conservation_District_Playground_Equipment_Opt_2.pdf](#)

[pollinator_garden.jpg](#)

[2023_cerified_taxable_valuation_information.pdf](#)

[Scan2023-10-11_122857.pdf](#)

Authorizing Statement

Authorizing Statement: I have signed and submitted in the Authorizing Statement. checked

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Authorizing Statement Attachment

[Pollinator.png](#)

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. 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. Yes

Internal Form

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9. Project Close-out

10. Program-Specific Information Grant Manager fills this out.

11. Additional Grant File Documents

Title **Lewis & Clark-Blake Lake Helena Project** 10/13/2023
 id. 44368823

by **Lewis and Clark Conservation District in FY24 CD Planning, Project, and Pollinator Grants - Cycle 1**

790 Colleen St
 Helena, Montana
 59601
 United States
 4063893884
 lccd@mt.net

Original Submission 10/13/2023

Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title Lewis & Clark-Blake Lake Helena Project

Amount Requested 7090.45

Applicant Information

Applicant Information

Conservation District Name Lewis and Clark Conservation District

Applicant Authorized Representative Jeff Ryan

Title of Authorized Representative Chair

Authorized Representative Address 790 Collen Street
 Lewis & Clark Conservation District
 Helena
 MT
 59601
 US

Authorized Representative Phone	+14063893884
Authorized Representative Contact Email	lccd@mt.net
Project Contact	Chris Evans
Project Contact Address	790 Colleen Street Lewis & Clark Conservation District Helena MT 59601 US
Project Contact Phone	+14063893884
Project Contact Email	chris@lewisandclarkcd.org
	Project Information
	Project Summary
Type of Project	CD Project Grant
Project Purpose and Need	<p>Lake Helena is a reservoir located in the Helena Valley. The purpose of this project is to reduce erosion on a 500 foot section of shoreline on Lake Helena using a biogengineered willow-wall/trench technique. This method is a faster and less expensive alternative to the willow soil lifts, and is even cheaper than costly riprap. It will benefit water quality in Lake Helena and the Missouri River system.</p> <p>Sedimentation and costly land loss caused by ice scour erosion contribute to the water quality impairment of Lake Helena and there is a need to provide landowners with cost-effective, environmentally beneficial techniques for bank restoration. Almost half of this landowner's property has been eroded into Lake Helena according to the cadastral website. On the project site photos, piles of soil and rock can be seen at the top of the bank. These piles are from ice ramping the winter, pushing the bank up on itself. This project would build off ongoing efforts of Lewis & Clark Conservation District (LCCD) to 1) improve Lake Helena's water quality by reducing sediment inputs and 2) to educate landowners and CD agency partners dealing with bank erosion (both lake and stream) about bioengineering alternatives to address this time of erosion.</p>

Public Resource & Conservation Benefits

Direct benefits: Using a willow wall/trenching treatment, starting about 10 feet back from the current bank, rather than rock riprap, offers multiple conservation benefits. Constructing a ~500 foot riparian buffer of willow near the shoreline will help improve water quality by reducing sediment and nutrient loads and create wildlife and fish habitat. All disturbed areas will be reseeded with a native seed mix suitable for the project location. This project type--similar to pre riprap--while not treating the current erosion area, anticipates that erosion and willow and cottonwood root mass should be well established and robust before the erosion reaches them.

As seen in past projects, willow has the ability to "heal" following annual ice scour and has proved effective in preventing bank erosion at other locations on the lake. Reducing sediment erosion through this project will benefit the overall water quality of Lake Helena (and the Missouri River) while simultaneously improving wildlife and fish habitat.

In addition, consecutive projects along Lake Helena provide the District with the opportunity to improve the different project designs and processes in terms of efficiency, cost-effectiveness, and successful project establishment. This ultimately allows the CD to be a better technical resource for landowners and other agency partners that it frequently consults regarding bank erosion concerns in the county and across the state.

Projects such as this provide educational opportunities for landowners, volunteers, and other agencies, and even Montana State Legislators, to learn about restoration practices and the work of the CD. In the past, projects sites have been visited with these groups and it is the District's intention to continue these visits to all parties interested. Indirect benefits: This project is another great opportunity for public education on the value of riparian buffers and alternative (non-rock) means of bank stabilization.

Lake Helena is a popular recreation area in the Helena Valley and this project is located in a highly visible location for members of the general public that are fishing and boating. LCCD has also received considerable media attention regarding our work on Lake Helena, allowing us to reach an even broader audience. Through several consecutive years of bank projects on Lake Helena, LCCD has helped establish a network of landowners that understand the purpose and effectiveness of this type of restoration, advocate the work to neighbors facing similar erosion issues, and are knowledgeable and willing to provide assistance to their neighbors implementing their own projects.

Project Location 46.705690, -111.940321

Scope of Work

Project Scope of Work

Goal 1: Protect ~500 feet of severely eroded shoreline.

Objective: Using a willow-wall/trench method, protect ~500 feet of shoreline that currently has 4-6 feet of vertical bank (see attached diagram in supplemental materials)

Task 1: Dormant willow collection (4000) with landowner and volunteer help; dormant cottonwood cuttings (400) will also be collected

Activities: Select site for willow and cottonwood collection; advertise for volunteer assistance; cut and store willows and cottonwood cuttings for project use

Task 1 deliverables: at least 15 community volunteers to help cut willows; adequate willows and cottonwood cuttings for project are collected and stored

Task 2: dig trench approximately 10 feet back from current bank and build willow and cottonwood wall by placing dormant cuttings and then filling the trench with a combination of pit run gravel, good soil and existing material to address the issue of high clay soils.

Activities: Landowner will be responsible for getting machinery in to dig trench; volunteers, agency people, and landowner will install willow wall as per supplied diagram.

Task 2 deliverables: bank is protected from future erosion by appropriately constructed willow and cottonwood wall.

Goal 2: Develop and improve existing educational materials (see Supplemental materials for current materials) for landowners who are interested in bank restoration/protection work

Objectives: Use photos and videos of past and current projects to create an educational handout for landowners; create engaging social media posts; augment current information available on the Conservation District website to provide details on projected costs of the different types of projects (see current site: <https://lewisandclarkcd.org/programs/stream-bank-restoration/>)

Task 1: Update currently available education materials; post about the project specifically, and the topic in general; update the stream restoration page on the CD's website to include latest project details.

Task 2 deliverables: Educational materials that are up to date; good social media engagement; updated page on CD's website.

Goal 3: Improve public awareness of the importance of riparian health, restoration techniques and the work of the Conservation District

Objectives: Host a project tour for volunteers, agency partners, legislators and the general public; Continue normal CD outreach operations regarding restoration efforts (invite local new channels to visit project during and after implementation, highlight progress in LCCD communication outlets like the quarterly newsletter, website and social media)

Task 1: Tour on local landowner's property where projects have taken place; contact local media outlets about project that is ongoing and about the tour; CD outreach via newsletter article(s), updated website and social media engagement.

Task 1 deliverables: Project tour with good engagement; news outlets engaged; story in CD's quarterly newsletter.

Project Schedule Start date: March 2024-Volunteer and landowner assisted willow collection and storage
April 2024-Purchase of any needed materials; Trenching and construction of willow wall; seeding; placement of irrigation system
May-August 2024-follow up monitoring and photos;
April-September 2024-social media, website, educational materials updates
August 2024-tour of project
September 2024-Project close DNRC final report

Upload Project Schedule

Upload Project Budget

[Blake_Lake_Helena_Shoreline_Project_Budget_with_detail.xlsx](#)

Budget Narrative DNRC Grant Administration and project management Total \$1069.20
CD Administrator grant and project management 24 hours @ \$44.55/hour
Total 1069.20

Contracted Total \$13,240.00
Excavator for 500 feet of work, about \$20/foot Total \$10,000
Gravel, around 50 tons for about \$28/ton Total \$1400
Soil, around 46 tons for about \$40/ton Total \$1840

Personnel Total \$3600 with \$1320 in-kind
Resource Specialist for CD 120 hours at \$30/hour Total 3600.00
Supervisor (in kind) 24 hours @ \$55/hour Total \$1320.00

Travel Total \$491.25
750 miles at .655 per mile Total \$491.25

Materials/Supplies Total \$300
Native seed mix for about 1 acre of disturbance Total \$300

Equipment Total \$1630.00
Willow cutting tools (loppers) 5 @ \$26 Total \$130
Irrigation supplies to ensure establishment Total \$1500

Project Management Conservation District staff and supervisor will provide oversight to the landowner for the project. Jeff Ryan, CD Chair, has worked extensively on willow projects and has experience with providing assistance to landowners.
Conservation District staff will do outreach and coordination of the willow collection with volunteers and landowner assistance.
The landowner will coordinate any equipment, gravel, and soil requirements for the construction of the willow wall/trench.
Procurement should be unnecessary for this project.

Will this project impact the physical environment? Yes

Upload the Completed Environmental Checklist Here

[Blake_MEPA_form.pdf](#)

Upload Supplemental Documents Here

[Project_tour_handout.pdf](#)

[FY_2024_Mill_Levy_Verification.pdf](#)

[Willow_wallTrench_design.jpg](#)

[Employee_Actual_Costs_with_Fringe.pdf](#)

[Maps_photos_and_LO_Agreement.pdf](#)

Authorizing Statement

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checked

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Authorizing Statement Attachment

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11. Additional Grant File Documents

Title **Hill County Conservation District Pollinator Project** 10/13/2023
 id. 44369536

by **Emma Korntheuer** in **FY24 CD Planning, Project, and Pollinator Grants - Cycle 1**

206 25th Ave
 Havre, Montana
 59501
 United States
 4068793334
 emma.k@macdnet.org

Original Submission 10/13/2023

Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title Hill County Conservation District Pollinator Project

Amount Requested 8112.19

Applicant Information

Applicant Information

Conservation District Name Hill County Conservation District

Applicant Authorized Representative Ted Brown

Title of Authorized Representative Board Chair

Authorized Representative Address PO Box 132
 Hingham
 MT
 59528
 US

Authorized Representative Phone +14062624243

Authorized Representative Contact Email	ted.brown@hubinternational.com
Project Contact	Emma Korntheuer
Project Contact Address	206 25th Ave. W Suite #1 Havre MT 59501 US
Project Contact Phone	+14062656792
Project Contact Email	emma.k@macdnet.org
	Project Information
	Project Summary
Type of Project	CD Pollinator Grant
How many acres of pollinator habitat are expected to be improved through this project?	40+
Project Purpose and Need	The purpose of the Hill County Pollinator Project is to provide resources for and education on the native pollinators present along the Hi-Line. While native grasslands support a variety of pollinator species, wind pollinated monocultures are pollinator deserts, especially to short ranging native bees. The prevalence of dryland wheat cropping in Hill County makes urban centers, farmhouse yards, field margins, and roadside plantings vital for supporting our native pollinator population. The Hill County Conservation District seeks to offer plant species that provide ample pollinator resources, are native to our area, and are low-needs and drought tolerant. Our packets focus on perennial species that can persist year after year.

Public Resource & Conservation Benefits

The primary public natural resource benefit of this project is the creation of pollinator habitat through native wildflower plantings. Our wildflower species are specific to the Hi-Line area, native plants with low water and care needs that are both beneficial to pollinators and esthetically appealing to the public.

Beyond just providing pollinator habitat this project strives to raise awareness for the native pollinators residents share their spaces with, and their nesting needs. A lack of awareness often leads to the accidental destruction of ground nesting bee burrows through foot traffic, ground disturbance, flooding, or intentional destruction when confused with a perceived pest species like ants or wasps.

While the primary benefit of our seed packets is the pollinator habitat they create, our past packets have had a number of other benefits. Our aggressive natives packets (Ditch Mix) are appealing to homeowners and renters with bare or weed infested spaces. Native groundcover in these sideyards, alleyways, and other sites helps combat wind and water erosion and can compete with the knapweed and kochia stands that are common in many Havre yards.

Project Location

Hill County, project includes both rural and urban plantings.

Scope of Work

Project Scope of Work

Objective 1: Distribute small scale seed packets to the community.

Tasks

- Order wildflower seed from Wildhorse seeds.
- Purchase envelopes for 100 sq ft packets and paper bags for 1500 sq ft bags.
- Design and print labels for packets.
- Fill packets with seeds and label appropriately.
- Distribute packets at the office, public spaces, and brewery event.
- Contact participants to assess planting success.

Deliverables: Small scale distribution report.

Objective 2: Assist landowners and producers with large scale pollinator plantings.

Tasks

- Solicit applications from landowners.
- Meet with landowners to go over experience levels, project size, site history, and intended site use.
- Make seeding plans to maximize planting success.
- Order wildflower and grass seed from Wildhorse seeds.
- Assemble bulk mixes.
- Distribute to landowners.
- Conduct site visits to assess planting success.

Deliverables: Bulk distribution record and success report.

Objective 3: Provide education on native pollinators.

Tasks

- Procure program sign from Hill County Printing.
- Provide information on native pollinators at brewery event.
- Give talk on native bees at Havre Senior Center
- Work with Havre Daily News to publish a news article on the program and native pollinators.
- Post on district social media.

Deliverables: Bee Powerpoint, Newspaper article. Facebook posts.

Project Schedule

Early March:

Seed order placed with Wildhorse Seed.

Order for educational sign commissioned from Hill County Printing

Large Scale planting participants submit site preparation plans.

April:

Volunteer seed packing event at Havre Senior Center.

Any additional small and large project seed packing

Large project seed distribution

Start of small bed promotion (website, radio, newspaper, social media)

May:

Small Bed Seed Distribution out of office

Weekend Pepin Park distribution events

Triple Dog distribution event

Senior Center Presentation

Continuing promotion

July-August:

Planting success monitoring

Upload Project Schedule

Upload Project Budget

[CDB-Grant-Budget_1.xlsx](#)

Budget Narrative

An itemized budget detail is included as a second tab on the budget sheet.

Main match source is the Havre Senior Center, which has offered their space and volunteer labor for the seed packing process this year.

Species selection is based on my past experience in pollinator strip research and recommendations by The Nature Conservancy. Quantities are calculated based on USDA rate recommendations.

Project Management This project will be administered by the HCCD district admin. This will be the fourth year of the Hill County Conservation District's pollinator project and her third year administering the program. Project specifics have been adjusted based on community feedback from previous years. The project manager, Emma Korntheuer, has a research background in seed pack design for agricultural pollinator plantings.

This project is lucky enough to have a series of partners. The Havre Senior Center has volunteered their space both for an educational talk on native bees, and for a couple volunteer seed packing events. Triple Dog Brewing Company has volunteered their space once again to allow us to distribute seeds and educational materials. A number of landowners have come forward and signed up to implement large scale plantings, and have committed themselves to the labor required to prepare the planting sites, seed them, and maintain the plantings.

Services and supplies are all being obtained from local businesses.

Will this project impact the physical environment?

No

Upload Supplemental Documents Here

Authorizing Statement

Authorizing Statement: I have signed and submitted in the Authorizing Statement.

checked

Your application will not be accepted without this document. Download the Authorizing Statement and attach to this application. [DNRC Authorizing Statement Link](#)

Authorizing Statement Attachment

[2023_HCCD_Grant_signature.pdf](#)

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Yes

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9. Project Close-out

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11. Additional Grant File Documents

Title **Sanders County Pollinator Initiative** 10/12/2023
id. 44361996

by **Emily Baker** in **FY24 CD Planning, Project, and Pollinator Grants - Cycle 1**

7487 MT HWY 200
PO Box 217
Plains, Montana
59859
United States
4068308687
easternsanderscd@macdnet.org

Original Submission 10/12/2023

Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title Sanders County Pollinator Initiative

Amount Requested 5312.0

Applicant Information

Applicant Information

Conservation District Name Eastern Sanders County Conservation District

Applicant Authorized Representative Don Feist

Title of Authorized Representative Chairman

Authorized Representative Address PO Box 217
Plains
MT
59859
US

Authorized Representative Phone +14068308687

Authorized Representative Contact Email easternsanderscd@macdnet.org

Project Contact Emily Baker

Project Contact Address PO Box 217
Plains
MT
59859
US

Project Contact Phone +14068308687

Project Contact Email easternsanderscd@macdnet.org

Project Information

Project Summary

Type of Project CD Pollinator Grant

How many acres of pollinator habitat are expected to be improved through this project? We plan on purchasing 3 acres of pollinator seeds to be dispersed for free to any Sanders County resident. We will also be starting a new 26' x 12' plot (32' x 16' fenced area) in Plains, as well as replanting the established 10' x 20' plot in Trout Creek.

Project Purpose and Need The Sanders County Pollinator Initiative has been around for almost 5 years. In the Spring of 2021, three demonstration plots were started in different areas and habitats of Sanders County. Those plots need upgraded (replanted, weed control, grass control, etc) and we are wanting to add a new plot in Plains. The new plot will be right along the highway, allowing more publicity and access for participants to view. We have also found, through trial and error, that some resident's plots are only lasting one or two years. The goal for this project is longevity and ease of caretaking plots. We fully believe (and have evidence from the previous plots) that the best way to achieve the ideal plot is by properly preparing the site before the planting of seeds. After speaking to some of the participants, we have come to the conclusion that proper site preparation is not occurring with the majority, despite the site prep handout and advice that we provide with every seed packet during our handout events. While creating a new public demonstration plot in Plains, we want to create a visual, step-by-step picture guide to be available either digitally or hard copy format for all participants. We plan to do that by taking pictures of every step of the process, which would include all supplies needed and the prices. We are also asking for funding to help purchase pollinator seed, plants, and bagging supplies so we can continue to disperse it to any Sanders County resident for free. That portion of the Initiative has been a huge success and we have reached an estimated 200 landowners over the years, with increasing numbers every year.

Public Resource & Conservation Benefits The previous demonstration plots in the County were established before the current ESCD and GMCD Administrators were hired. Though this will be the ESCD Administrator's third year implementing the Sanders County Pollinator Initiative, she was not a part of the original demonstration plot planting. Through this grant funding, a huge learning experience for both Administrators would be achieved and, in turn, will create an opportunity to relay that knowledge to the participants of the Initiative. We hope to gain hands-on knowledge and skills on how to create the best environment for our pollinator species to thrive, which would provide opportunity for many more acres of pollinator habitat to be developed within Sanders County. Through our demonstration plots we would learn the best practices on how to prepare the soil, caretake the plot through the growing season, and determine what species do better in different growing areas, soils, water intake, etc. In the Plains plot we will be doing two different ground preparation methods to help strengthen our knowledge. One 13' x 12' plot we will till this fall, and next spring, and the other 13' x 12' plot we will apply an herbicide application in both the fall, and again in the spring, and till if needed. The new plot will be right along the highway at the USDA Office so it will be easily accessible and viewable for the public. This will also provide great exposure of our project to hopefully continue its growth for years to come. While preparing and planting the new demonstration plot, we will take step-by-step pictures to create a visual guide as a public resource. We will also be installing a deer fence around the new demonstration plot, and we would like to provide a pricing guide for participants if they need to fence their own personal plot.

Project Location The new plot will be located at the USDA office, 7487 MT HWY 200, Plains, MT 59859. The Trout Creek Plot is located at the Green Mountain Conservation District Office, 2952 MT HWY 200, Trout Creek, MT 59874. Seed to be dispersed throughout the entirety of Sanders County. Seed hand out events will be held in Heron, Trout Creek, Thompson Falls, Plains, and Hot Springs.

Scope of Work

Project Scope of Work

Objective 1: Develop an Educational Resource for Pollinator Plot Establishment

Task 1: Establish Plains Demonstration Plot

Activities: Fence Perimeter, Site preparation on two different plot type within perimeter (tilling twice, once in fall and again in spring or herbicide application in fall and another in spring), broadcast seed

Task 2: Revitalize Demonstration Plot in Trout Creek

Activities: Till 10 x 20 area twice in the Spring of 2024, broadcast seed

Deliverable 1: Implement findings into a user-friendly resource to guide participants

Deliverable 2: Create a visual example of the benefits of establishing a Pollinator Plot

Objective 2: Establish 3 additional acres of Pollinator Plot in Sanders County

Task 1: Prepare Seed Mix to be dispersed

Activities: Hold Seed Hand Out Events in 5 towns throughout Sanders County

Deliverable: 100 Sanders County Landowners establishing Pollinator Habitat

Project Schedule

September 2023: Fall plot prep for Plains Plot

March 2024: DNRC Contracting

March/April 2024 (Weather Dependent): Ground Prep for both Plains and Trout Creek Plot

April 2024: Build deer fence around Plains plot

May 2024: Seed hand out events

May-September 2024: Plot monitoring and maintenance, 1 hour per month for 4 caretakers (3 in Plains, 1 in Trout Creek)

June 2024: DNRC Quarterly Reports

September 2024: DNRC Quarterly Reports

October-December 2024: Develop Pollinator Planting Guide

December 2024: Project close – DNRC final report

Upload Project Schedule

Upload Project Budget

[Project_Expenses.xlsx](#)

Budget Narrative

GRANT FUNDS REQUESTED:

ESCD Administrator= 58 Hours @ \$19/Hour = \$1102.00

8 Hours Bagging/Prepping Seed Mix

10 Hours for Seed Hand Out Days

8 Hours for Plains Plot Building

4 Hours for Plains Plot Monitoring/Maintenance

8 Hours for Trout Creek Plot Replanting

12 Hours for Travel Time

8 Hours Preparing Planting Guide

GMCD Administrator= 48 Hours @ \$20/Hour = \$960.00

8 Hours Bagging/Prepping Seed Mix

10 Hours for Seed Hand Out Days

8 Hours for Plains Plot Building

8 Hours for Trout Creek Plot Replanting

4 Hours for Trout Creek Plot Monitoring/Maintenance

10 Hours for Travel Time

Travel= \$700

ESCD=\$300 (Approximately 450 Miles @ .655)

GMCD=\$400 (Approximately 600 Miles @ .655)

Fencing Supplies= \$750

6 10' T Posts

7 10' Wood Posts

3 8' 2x4's

6 16' Cattle Panels

6 16' Hog Panels

Plot Supplies= \$300

1 Pack of Wooden Stakes

22 Bags of Western Red Cedar Mulch

100' of Landscaping Edging

Irrigation Supplies= \$100

1 100' Hose

1 Sprinkler

Seed= \$750

3 Acres of Western MT Seed Mix

Packaging Supplies=\$150

Bags=\$50

Labels=\$100

Advertising=\$500

Advertising Seed Hand Out Days at 2 Local Newspapers for 2 Weeks

Flyers In Multiple Towns

IN KIND MATCH:

NRCS-2 Employees-56 Hours @ \$50/Hour=\$2800.00

4 Hours Bagging/Prepping Seed Mix

8 Hours for Seed Hand Out Days

8 Hours for Plains Plot Building

4 Hours for Plains Plot Monitoring/Maintenance

4 Hours for Travel time

NRCS Travel= Approximately 265 Miles @ .655/Mile= \$175

Project Management Eastern Sanders Conservation District (ESCD) Administrator will be the lead on this entire project. She will complete the application process, do all the application reporting, and plan all the seed handout events. The Plains Plot was designed, will be constructed, monitored and maintained by ESCD Admin, NRCS District Conservationist, and NRCS Administrative Clerk. Green Mountain Conservation District (GMCD) Admin will also help with the work building the Plains Plot, the Trout Creek Plot, the Seed Hand Out Events, and monitoring/maintaining the Trout Creek Plot. NRCS District Conservationist and Admin Clerk will also assist on the Seed Hand Out Events. The guide will be developed by all parties involved.

Will this project impact the physical environment? Yes

Upload the Completed Environmental Checklist Here

[Fillable-MEPA-Checklist-and-Instructions--002-4_1.docx](#)

Upload Supplemental Documents Here

[2023_MILL_LEVY_VERIFICATION.pdf](#)

Authorizing Statement

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checked

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11. Additional Grant File Documents

Title **Valley County Pollinator Improvement** 10/12/2023
 id. 44359701
 by **Valley County Conservation District** in **FY24 CD Planning, Project, and Pollinator Grants - Cycle 1**
 Glasgow, Montana
 United States
 vccdmt20@gmail.com

Original Submission 10/12/2023

Conservation District Project Proposal Instructions Please complete all of the required fields in this form and attach any supplementary documents. The form must be submitted by someone within the conservation district (supervisor or district staff). You can add additional people to your project by adding a collaborator. This video that will demonstrate how to add a collaborator. All application materials and forms are available on the DNRC website on the Training and Education webpage.

Project Title Valley County Pollinator Improvement

Amount Requested 3803.1

Applicant Information

Applicant Information

Conservation District Name Valley County Conservation District

Applicant Authorized Representative Gene Granada

Title of Authorized Representative Board Chairman

Authorized Representative Address 54059 U.S. Hwy 2 West Suite 2
Glasgow
Montana
59230
US

Authorized Representative Phone +14062284321

Authorized Representative Contact Email vccdmt20@gmail.com

Project Contact	Hayley Young
Project Contact Address	54059 US Highway 2 W. Suite 2 Glasgow MT 59230 US
Project Contact Phone	+14062284321
Project Contact Email	vccdmt20@gmail.com
	Project Information
	Project Summary
Type of Project	CD Pollinator Grant
How many acres of pollinator habitat are expected to be improved through this project?	less than .75
Project Purpose and Need	<p>There is an ongoing decline in several pollinator species and the purpose of this project is to create and improve pollinator habitat and to educate Valley County youth on the importance of pollinators.</p> <p>We will achieve this goal by creating two 4' x 20' side by side pollinator plots. These plots will be filled with native annual and perennial plants. The wildflower seeds will be purchased pre mixed and perennials will be purchased locally to offer blooming plants throughout the year.</p> <p>We will also distribute wild flower seeds to approximately 100 Valley County students along with infographics about the importance of pollinators</p>
Public Resource & Conservation Benefits	<p>Pollinators are key in successful growth of all plants, without them we face a food supply problem. By creating a habitat suited for pollinators, we offer pollinators refueling stations. We do anticipate that in our first year we will see more bees and butterflies but could expect a few a bats. It would be our goal to add bat houses in the are of the plot during year two.</p> <p>Pollinators such as bats eat insects and pests that can be disruptive to crops and other vegetation reducing the need for pesticides. The benefits of pollinators can be limitless.</p> <p>The plot could be used by partners for education if needed.</p>
Project Location	Fort Peck, MT
	Scope of Work

Project Scope of Work

Objective 1: To create a habitat that encourages pollinator use where they can be watched at work and used for future education by the conservation district. Approximately 25 people will visit this plot.

Task 1: Construct the Plot

Activities: Recruit volunteer (NRCS/Extension office) help to build the plot and move in soil

Task 1 Deliverable: Photographs of plot being constructed, newspaper article to update the community on the plot

Task 2. Plant the perennial and annual plants

Activities: Recruit help to plants seeds and blooming plants

Task 2 Deliverables: Photographs of planting

Task 3. Weed Plot

Activities: As plants grow and begin to fill pull weeds and excess flowers to create a healthy growing environment

Task 3 Deliverable: Photographs Showing more flower growth than weed growth

Task 3. Monitor the Plot

Activities: monitor the plot for pollinators and photograph pollinator activity

Task 3 deliverable: Use the photographs for education in the newsletter, Facebook (at least 1 post weekly) and other outreach opportunities.

Objective 2: To educate youth and residents on the importance of all pollinators by encouraging them to plant native wildflowers.

Task 1: Create and print infographics for school aged kids to hand out during school visits. Deliver wildflower seeds to the students to plant at home. If all seeds were planted it would be roughly 1/2 acre of wildflowers planted around Valley County.

Activities: Arrange times to visit Valley County Schools and deliver infographics and wildflowers.

Task 1 Deliverable: Photographs from children's family of planting and infographic that was handed out as school. A news article about the delivery.

Project Schedule

October 2023: Contracting with DNRC

October 2023: Finalize plot location

January/February 2024: Order wildflower seeds and other materials needed to deliver to students

March: Set dates with local schools for delivery of wildflower seeds and education materials. DNRC quarterly reports.

March/April 2024: Begin gathering materials for plot. Begin construction on plot when weather allows

May-June: Begin planting plot as weather allows. Monitor growth of plants. Deliver wildflower seeds and education materials to county schools.

July: DNRC Quarterly Report

June-August: Monitor plants and pollinator activity in plot. Photograph activity and use for outreach projects.

August-September: Clean up plot and close project for the season.

If seeding does not work during the spring of 2024 we would not reseed until the following spring.

Upload Project
Schedule

Upload Project Budget

[pollinator_budget_2023.xlsx](#)

Budget Narrative

Budget detail example:

Personnel Salary Wages Total: \$1575

- Administrator Time

- o School Calls 1 hour @ \$21

- o 10 hours to construct and plant plot @ \$21

- o 3 hours weekly travel time to plot for 12 weeks @ \$21

- o 3 hours weekly to maintain plot for 12 weeks @ \$21

Personal Travel total \$707

90 miles weekly for 12 weeks @.655

Materials & Supplies Total \$1521.10

- 11 pounds for seed (1 lb for plot and 10 to distribute to schools) \$414.98

- 20 Perenials @ 4

- 200 cubic feet of soil \$275

- 4 4x4x8' @ 22.43

- 16 4x4x10' @

- Mini bags for distributing seeds to kids \$15

- Print outs 150 @ \$1.50

CDB Matching Funds \$1355

- Volunteer Time (Board Members, Partner, Other) 20 hours @ \$50

- Misc. Items @ 250

- Grant Administration Time 5 hours @ 21

Project Management

The project will be administrated by the VCCD administrator with help from NRCS, extension office board members and other volunteers. We hope to see a healthy use of the pollinator plot by bees and butterflies. We also hope that through our education at elementary schools we will get get community interest in pollinators.

Will this project
impact the physical
environment?

No

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Documents Here

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