

Trust Fund 2009 Work Program

Date of Report: 5/7/09

Date of Next Progress Report: December 1, 2009

Date of Work Program Approval:

Project Completion Date: June 30, 2011

I. PROJECT TITLE:

Project Manager: Matt Holland
Affiliation: Pheasants Forever, Inc.
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Location: Within the specified Habitat Conservation Partnership project areas.

Total Trust Fund Project Budget:	Trust Fund Appropriation	\$	100,000
	Minus Amount Spent:	\$	- 0 -
	Equal Balance:	\$	100,000

Legal Citation: M.L. 2009, Chp. 143, Sec. 2, Subd. 4e1a

Appropriation Language:

\$3,375,000 is from the trust fund to the commissioner of natural resources for the sixth appropriation for acceleration of agency programs and cooperative agreements. Of this appropriation, \$770,000 is for the Department of Natural Resources agency programs and \$2,605,000 is for agreements as follows: \$450,000 with Pheasants Forever; \$50,000 with Minnesota Deer Hunters Association; \$895,000 with Ducks Unlimited, Inc.; \$85,000 with National Wild Turkey Federation; \$365,000 with the Nature Conservancy; \$210,000 with Minnesota Land Trust; \$350,000 with the Trust for Public Land; \$100,000 with Minnesota Valley National Wildlife Refuge Trust, Inc.; \$50,000 with the United States Fish and Wildlife Service; and \$50,000 with Friends of Detroit Lakes Watershed Management District to plan, restore, and acquire fragmented landscape corridors that connect areas of quality habitat to sustain fish, wildlife, and plants. The United States Department of Agriculture-Natural Resources Conservation Service is a cooperating partner in the appropriation. Expenditures are limited to the project corridor areas as defined in the work program. Land acquired with this appropriation must be sufficiently improved to meet at least minimum habitat and facility management standards as determined by the commissioner of natural resources. This appropriation may not be used for the purchase of residential structures, unless expressly approved in the work program.

All conservation easements must be perpetual and have a natural resource management plan. Any land acquired in fee title by the commissioner of natural resources with money from this appropriation must be designated as an outdoor recreation unit under Minnesota Statutes, section 86A.07. The commissioner may similarly designate any lands acquired in less than fee title. A list of proposed restorations and fee title and easement acquisitions must be provided as part of the required work program. All funding for conservation easements must include a long-term stewardship plan and funding for monitoring and enforcing the agreement. To the maximum extent practical, consistent with contractual easement or fee acquisition obligations, the recipients shall utilize staff resources to identify future projects and shall maximize the implementation of biodiverse, quality restoration projects in the project proposal into the first half of the 2010 fiscal year.

II. PROJECT SUMMARY AND RESULTS:

The objective of this work plan is to provide for the coordination of the Habitat Conservation Partnership and includes providing for the contract mapping and data management. Duties for the project coordinator include under this proposal include: coordination of partners, projects and cultivation of partnerships; managing project data and contracting/coordinating mapping services; soliciting, compiling partner information and providing periodic reports to LCCMR and partners using the online reporting system; scheduling, coordinating, assisting with and chairing meetings; providing meeting minutes; coordinating public relations outreach to media; serve as primary contact for LCCMR; facilitating executive committee and full committee meetings and coordinating subcommittee meetings, manage administration and contract mapping for the Habitat Conservation Partnership. In the Phase VI proposal, the duties would expand to tie the work of HCP to the strategic plan and mapping efforts of the statewide conservation and preservation plan developed by the LCCMR.

III. PROGRESS SUMMARY AS OF

IV. OUTLINE OF PROJECT RESULTS:

Result 1: Project Coordination, Mapping, and Data Management

Description: PF staff will coordinate the Habitat Corridors Partnership and sub-contract mapping/data management services for the partnership as described above. We plan to contract the mapping/data management piece with Community GIS Services of Duluth, Minnesota. This company has been with the partnership since inception and has worked with the partnership to develop an online reporting system to produce accomplishment reports that include expenditures, accomplishments and mapping products that provide accurate and concise work plan reporting. All personnel expenditures will be documented with timesheets and only time spent direct to the duties of the Habitat Conservation Partnership will be eligible for reimbursement. Estimates for personnel time are: Project Coordinator (0.4 FTE); Grant Coordinator, (0.1 FTE) & Grant Assistant (0.1 FTE). Other

expenditures incurred by Pheasants Forever that are direct to project coordination are eligible for reimbursement including travel and printing.

Summary Budget Information for Result 1: Trust Fund Budget: **\$100,000**
Amount Spent: **\$ - 0 -**
Balance: **\$ 100,000**

Deliverable	Completion Date	Budget
1. Project Coordination	6/30/11	\$45,000
2. Contract mapping, data management	6/30/11	\$55,000

Result Completion Date: 6/30/11

Result Status as of December 1, 2009: All results will be reported using the Habitat Conservation Partnership online reporting system.

Result Status as of June 1, 2010:

Result Status as of December 1, 2010:

Final Report Summary: September 1, 2011

V. TOTAL TRUST FUND PROJECT BUDGET:

Personnel: \$ 45,000 (estimates of FTE's are Project Coordinator (0.4 FTE); Grant Coordinator (0.1 FTE) & Grant Assistant (0.1 FTE)

Contracts: \$ 55,000 (contract with Community GIS Services of Duluth, MN)

Equipment/Tools/Supplies: \$

Acquisition, including easements: \$

Travel: \$

Other: \$

TOTAL TRUST FUND PROJECT BUDGET: \$100,000

Explanation of Capital Expenditures Greater Than \$3,500: NA

VI. PROJECT STRATEGY:

A. Project Partners: This proposal is part of the Habitat Conservation Partnership Phase VI Proposal. Please see the main proposal for a complete list of partners involved. We plan to continue working/contracting with partner Community GIS Services of Duluth, Minnesota who have been with the project since inception. Community GIS Services delivers mapping and data management for the partnership.

B. Project Impact and Long-term Strategy: This work plan provides for the timely and accurate reporting of all Habitat Conservation Partnership accomplishments and expenditures during the project period.

C. Other Funds Proposed to be Spent during the Project Period: NA

D. Spending History: Phase IV (ML 2007) expenditures of \$36,000 were reported for a six month period (December 1, 2008 update report). There are \$70,000 available for this work under Phase V (ML 2008) with expenditures to begin July 1, 2009.

VII. DISSEMINATION: All reports, press releases or other public relations materials will be posted at www.mnhabitatcorridors.org along with being passed along to the LCCMR office.

VIII. REPORTING REQUIREMENTS: Periodic work program progress reports will be submitted not later than December 1 and June 1. A final work program report and associated products will be submitted between June 30 and August 1, 2011 as requested by the LCCMR.

IX. RESEARCH PROJECTS: NA

Attachment A: Budget Detail for 2009 Projects - Summary and a Budget page for each partner (if applicable)

Project Title: Project Coordinatino and Mapping – 1a - Pheasants Forever, Inc.					
Project Manager Name: Matt Holland					
Trust Fund Appropriation: \$ 100,000					
2009 Trust Fund Budget	<u>Result 1 Budget:</u>	Amount Spent May 8, 2009	Balance May 8, 2009	TOTAL BUDGET	TOTAL BALANCE
	Project Coordination & Mapping				
BUDGET ITEM					
PERSONNEL: wages and benefits (0.4 FTE For projece coordinator direct to project 0.1 FTE for grants coordinator nad 0.1 FTE for grant assisant), and travel direct to project	45,000	0	45,000	45,000	45,000
Contracts: Community GIS Services, Duluth, MN	55,000	0	55,000	55,000	55,000
COLUMN TOTAL	\$100,000	\$0	\$100,000	\$100,000	\$100,000

