

**Environment and Natural Resources Trust Fund
2011-2012 Request for Proposals (RFP)**

Subd: 4j1a

Project Title: 1a - HCP 7 - Coordination, Mapping & Data Management

Category: D. Land Acquisition for Habitat and Recreation

Total Project Budget: \$ 55,000

Proposed Project Time Period for the Funding Requested: 3 yrs, July 2011 - June 2014

Other Non-State Funds (secured): \$ 0

Summary:

The coordination, mapping, and data management work provides for the timely, consistent, and accurate reporting of all Habitat Conservation Partnership accomplishments and expenditures during the project period.

Name: Joe Pavelko

Sponsoring Organization: Pheasants Forever, Inc.

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Victoria MN 55386

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Web Ad <http://www.pheasantsforever.org>

Location:

Region: Statewide

Ecological Section: No. Minnesota Drift and Lake Plains (212N), Minnesota and NE Iowa Morainal (222M), Red River Valley (251A), North Central Glaciated Plains (251B)

County Name: Statewide

City / Township:

2011-2012 MAIN PROPOSAL

PROJECT TITLE: HCP7-1a Coordination, Mapping & Data Management

I. PROJECT STATEMENT

The coordination, mapping, and data management work provides for the timely, consistent, and accurate reporting of all Habitat Conservation Partnership accomplishments and expenditures during the project period.

Duties assigned to the project coordinator under this work program and as outlined and approved by the Habitat Conservation Partnership are to:

1. Coordinate partners, projects and cultivate partnerships.
2. Manage project data and contract/coordinate mapping services
3. Solicit & compile partner information & provide reports to LCCMR and partners.
4. Schedule, coordinate, and chair meetings & provide meeting minutes.
5. Coordinate public relations outreach to media.
6. Serve as primary contact for LCCMR.
7. Facilitate executive & full committee meetings & coordinate subcommittee meetings.
8. Manage contract for administration and mapping components of the Partnership.

II. DESCRIPTION OF PROJECT ACTIVITIES

Activity 1: Project Coordination

Budget: \$ 30,000

Duties for the HCP project coordinator 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. Additional duties for the Phase 7 project would include working to improve the online project tracking/reporting system.

Outcome	Completion Date
1. Project Coordination	June 30, 2013

Activity 2: Project Mapping

Budget: \$ 25,000

PF staff will 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. For the Phase 7 projects, the partnership will be using the standard work program reports which will be supplemented with HCP's online project

reports. Community GIS's role and responsibility has been reduced by the Partnership now using the standard work program reports, but will still be heavily relied on for the data analysis, mapping, and reporting.

Outcome	Completion Date
1. Manage and map HCP accomplishments utilizing HCP online reporting system.	June 30, 2013

III. PROJECT STRATEGY

A. Project Team/Partners

This proposal is part of the Habitat Conservation Partnership Phase 7 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. Timeline Requirements

We propose a two year grant beginning July 1, 2011 and ending on June 30, 2013.

C. Long-Term Strategy and Future Funding Needs

This unique Partnership exists as a result of the desire of LCCMR to encourage conservation partners to work together as a statewide collaboration to focus resources and bring additional funds to Minnesota's wildlife habitat resources. We are 18 formal partner agencies and organizations recognized for an ability to achieve the mission of restoring, enhancing and conserving habitat for the purpose of sustaining fish, wildlife and native plant communities for all generations. The coordination, reporting and long term data management for this partnership documents the long term impact of a sustained effort to connect fragmented habitats, build upon existing investments in habitat, and demonstrate how the efforts of many can change habitat for the better on a landscape scale.

2011-2012 Detailed Project Budget

HCP7-1a Coordination, Mapping & Data Management - Pheasants Forever

IV. TOTAL TRUST FUND REQUEST BUDGET (2 years)

BUDGET ITEM	AMOUNT
Personnel: 0.15 FTE for Project Coordinator for two years of direct costs for project coordination; 0.1 FTE for grant assistant at the Pheasants Forever National Office for direct costs related to the Partnership. (Salary 72%, Benefits 28%)	\$ 29,000
Contracts: \$25,000 to contract with Community GIS Services of Duluth, Minnesota to provide mapping, online reporting, and data management for the partnership over the proposed 2-year time frame of this proposal. The partnership will be returning to using the LCCMR work program format that will be supplemented with HCP's project and data reports.	\$ 25,000
Travel: In-state direct to project costs for travel of project coordinator (approximately 2000 miles @ .50/mile reimbursement)	\$ 1,000
TOTAL ENVIRONMENT & NATURAL RESOURCES TRUST FUND \$ REQUEST	\$ 55,000

V. OTHER FUNDS

SOURCE OF FUNDS	AMOUNT	Status
Other Non-State \$ Being Applied to Project During Project Period:	\$ -	NA
Other State \$ Being Applied to Project During Project Period:	\$ -	NA
In-kind Services During Project Period:	\$ -	NA
Remaining \$ from Current ENRTF Appropriation (if applicable): 2009 = \$100,000. The 2009 funding will be spent during the 2009 grant period and will also fund the coordination and mapping for the 2010 project.	\$ 80,000	
Funding History: Past ENRTF Appropriations to Pheasants Forever to do similar work as proposed under this request for the Minnesota Habitat Conservation Partnership (Formerly Minnesota Habitat Corridors Partnership) include: 2009 = \$100,000, 2008 = 70,000, 2007 = \$92,683, 2005 = \$175,000	\$ 437,683	

Pheasants Forever, Inc. – Organization Description and Project Manager Qualifications

Organization Description

Pheasants Forever is a non-profit 501(c)3 conservation organization dedicated to improving pheasant and other wildlife populations through habitat restoration and development, changes in land management policies and public awareness and education. Pheasants Forever was incorporated in 1982 here in Minnesota and was established out of concern for the decline in pheasant populations. Today, Pheasants Forever has over 115,000 members and 650 chapters nationwide doing grassroots conservation. In Minnesota, Pheasants Forever has 22,000 members and 76 chapters. Since inception, Pheasants Forever in Minnesota has spent over \$16,000,000 on conservation resulting in the development of over 40,000 acres of nesting cover, 62,000 acres of food plots, 9,000 acres of wetlands, and 17,000 acres of land acquisition. PF in Minnesota has also planted 3.2 million trees.

Project Manager Qualifications

Joe Pavelko, MN Director of Conservation Programs

Pheasants Forever, Inc.

7975 Acorn Circle, Victoria, MN 55386

B.A. Biology – St. Olaf College – Northfield, MN, 2004

B.A. Environmental Studies – St. Olaf College – Northfield, MN, 2004

Restoration Ecology Certificate – University of Idaho – Moscow, ID, 2009



Also, the project manager administered or is currently administering the following grants:
LSOHC Prairie Heritage Fund, LSOHC WPA Acceleration, Small NAWCA Grants, Standard NAWCA Grants, CPL Grants, HCP Phase V, VI, VI Supplement.

Previous Work Experience

Friends of the MN Valley – Conservation Projects Manager, 2007 – 2009

MN Valley NWR Trust, Inc. – Conservation Projects Manager, 2006 – 2009

