



# Environment and Natural Resources Trust Fund (ENRTF)

## M.L. 2019 ENRTF Work Plan (Main Document)

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**Today's Date:** October 15, 2018

**Date of Next Status Update Report:** March 1, 2020

**Date of Work Plan Approval:** June 5, 2019

**Project Completion Date:** June 30, 2022

**Does this submission include an amendment request?** \_\_\_

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**PROJECT TITLE:** Grants for Local Parks, Trails, and Natural Areas

**Project Manager:** Audrey Mularie

**Organization:** Department of Natural Resources

**College/Department/Division:** Division of Parks and Trails

**Mailing Address:** 500 Lafayette Road

**City/State/Zip Code:** St. Paul

**Telephone Number:** 651-259-5549

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**Web Address:** mndnr.gov

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**Location:** Statewide

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**Total Project Budget:** \$3,000,000

**Amount Spent:** \$0

**Balance:** \$3,000,000

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**Legal Citation:** M.L. 2019, First Special Session, Chp. 4, Art. 2, Sec. 2, Subd. 09b

**Appropriation Language:** \$3,000,000 the first year is from the trust fund to the commissioner of natural resources to solicit, rank, and fund competitive matching grants for local parks, trail connections, and natural and scenic areas under Minnesota Statutes, section 85.019. The appropriation is for local nature-based recreation, connections to regional and state natural areas, and recreation facilities and not for athletic facilities such as sport fields, courts, and playgrounds.

## **I. PROJECT STATEMENT:**

Provide approximately 25 matching grants to local units of government for local parks, acquisition of locally significant natural areas and trails to connect people safely to desirable community locations and regional or state facilities. Local park development will not include playgrounds, sports courts or sport fields.

The Outdoor Recreation (Local Parks), Natural and Scenic Area and Local Trail Connections Grant Programs provide competitive matching grants for local parks, natural areas and trails to local governments for land acquisition and improvements related to parks and trails statewide as authorized under MN Statutes 85.019. Many projects include renovation of existing facilities to improve safety and accessibility, acquisition of locally significant natural and scenic areas, completion of trail linkages to safely connect where people live to desirable locations within the community and/or connecting local trails to regional or state facilities.

**Outdoor Recreation (Local Park) Grants:** Local governments are struggling to acquire, develop and redevelop their local and community parks. The goal of this program is increase and enhance close to home recreation facilities to provide safe and accessible recreation facilities. This aim is achieved through competitive, matching grants that provide financial incentive and ensure the parks acquired and developed under this program are retained for public use in perpetuity. The Outdoor Recreation Grant Program requires a 50% match and the local government recipients are responsible for the ongoing operations and maintenance costs.

**Natural and Scenic Area Grants:** Opportunities for local governments and school districts to acquire and protect natural and scenic areas statewide are diminishing due to development, especially in high growth areas, shore lands, bluff tops and areas where land use changes may limit future opportunities. The goal of this program is to ensure protection of natural and scenic resources by helping and encouraging local governments to acquire and protect such land for appropriate public use, protection of natural communities, species protection, appreciation of scenic vistas, and scientific and environmental education purposes. The immediate goal is to acquire threatened land, conduct any necessary measures to stabilize its ecological resources, and make it available for public use. Therefore, the majority of funds will be used for acquisition costs with minor amounts available for ecological stabilization, as necessary. This aim is achieved through competitive, matching grants that provide financial incentive and ensure that the land acquired and natural resources are retained for public use in perpetuity. These areas complement state protected areas and provide close-to-home natural resource-based benefits. The Natural and Scenic Area grants require a 50% local match and the local government recipients are responsible for the ongoing operations and maintenance costs.

**Local Trail Connections Grants:** Local Trail Connections grants fund projects to acquire, develop and re-develop local trail connections across Minnesota. The projects are primarily for shorter distance connections between residential areas, schools, businesses, parks, and regional and/or state facilities. These projects help to expand the connections between individuals and the outdoors by providing funding for local outdoor recreation infrastructure that also provides for alternative transportation options and decrease greenhouse gas emissions. The Local Trail Connections grants require a 25% local match and the local government recipients are responsible for the ongoing operations and maintenance costs for trail development projects a minimum of 20 years. Land acquisition is permanent.

## **II. OVERALL PROJECT STATUS UPDATES:**

**First Update March 1, 2020**

**Second Update March 1, 2021**

**Third Update March 1, 2022**

**Final Report between project end (June 30) and August 15, 2022**

**III. PROJECT ACTIVITIES AND OUTCOMES:**

**ACTIVITY 1 Title: *Grants for the Local Parks, Natural and Scenic Areas and Trail Connections***

**Description:** This funding will provide approximately 25 matching grants to cities and counties for acquisition, development and/or redevelopment of local parks, natural and scenic areas and trail connections. Two grant rounds are proposed. The local match for each project will meet or exceed the match required under the specific program that the project was funded. The required match for each program is listed above and in [MN Statutes 85.018](#). It is expected that the match level would exceed \$2 million.

**ACTIVITY 1 ENRTF BUDGET: \$2,925,000**

<b>Outcome</b>	<b>Completion Date</b>
1. Provide approximately 11 matching grants for Local Parks.	Fall 2020
2. Provide approximately 3 matching grants for Natural and Scenic Areas.	Fall 2020
3. Provide approximately 11 matching grants for Trail Connections.	Fall 2020

**First Update March 1, 2020**

**Second Update March 1, 2021**

**Third Update March 1, 2022**

**Final Report between project end (June 30) and August 15, 2022**

**ACTIVITY 2: *Grant Program Administration***

**Description:** The funding will be used to support Parks and Trails, Grant Specialist, personnel costs for administering the grant programs including DNR direct and necessary costs associated with this funding. Grant staff persons are involved in grant solicitation, evaluation and ranking, grant agreement management, project billings, project inspections, compliance monitoring and project close out.

As shown in the Detailed Project Budget, work program approval is requested for personnel expenses to be incurred by DNR classified staff involved in administering these grant programs. The requested amount represents approximately 2.3% of the project budget equivalent to approximately 0.25 FTE per year over the three year period.

**ENRTF BUDGET: 75,000 (\$67,971 Program Administration, \$7,029 DNR Direct and Necessary Costs)**

<b>Outcome</b>	<b>Completion Date</b>
1. Administer RFP, application process and grant contracts.	June 30, 2022

**First Update March 1, 2020**

**Second Update March 1, 2021**

**Third Update March 1, 2022**

**Final Report between project end (June 30) and August 15, 2022**

**IV. DISSEMINATION:**

**Description:** A Request for Proposal is announced for the programs in December of each year through our park and trail contacts e-mail list and regional and statewide organization. Regional and Statewide organizations are encouraged to forward to their members. Program information and applications are available to download on the [DNR Recreation Grants webpage](#) under each specific program. A list of the awarded projects will be posted on the program webpages.

The Minnesota Environment and Natural Resources Trust Fund (ENRTF) will be acknowledged through use of the trust fund logo or attribution language on project print and electronic media, publications, signage, and other communications per the [ENRTF Acknowledgement Guidelines](#).

**First Update March 1, 2020**

**Second Update March 1, 2021**

**Third Update March 1, 2022**

**Final Report between project end (June 30) and August 15, 2022**

**V. ADDITIONAL BUDGET INFORMATION:**

**A. Personnel and Capital Expenditures**

**Explanation of Capital Expenditures Greater Than \$5,000:** Capital expenditures related to the development of park and trail facilities. All trails will be maintained for a minimum of 20 years. All park facilities must be maintained for their useful life and the park area retained and maintained solely for outdoor recreation use into perpetuity.

**Explanation of Use of Classified Staff:** Classified positions paid for with LCCMR funds will either be 1) backfilled with a new position or 2) the work previously done by this position will be delayed, eliminated, or completed by the start of the project.

**Total Number of Full-time Equivalent (FTE) Directly Funded with this ENRTF Appropriation:**

Enter Total Estimated Personnel Hours for entire duration of project: 1560 Hours	Divide total personnel hours by 2,080 hours in 1 yr = TOTAL FTE: .75
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**Total Number of Full-time Equivalent (FTE) Estimated to Be Funded through Contracts with this ENRTF Appropriation:**

Enter Total Estimated Contract Personnel Hours for entire duration of project: N/A	Divide total contract hours by 2,080 hours in 1 yr = TOTAL FTE: N/A
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**VI. PROJECT PARTNERS:**

**A. Partners outside of project manager’s organization receiving ENRTF funding:** Partners are local governments, primarily counties and cities. They will acquire, own, develop, and manage the parks or trails. The local governments will provide at least \$2 million match with approximately \$1.6 million in cash match and approximately \$400,000 in in-kind services. In addition, they cover the costs of appraisals, land transaction costs, and required archeological/historical surveys and assume all ongoing operations and maintenance costs.

**B. Partners outside of project manager’s organization NOT receiving ENRTF funding:** N/A

**VII. LONG-TERM- IMPLEMENTATION AND FUNDING:** The local government recipients are responsible for the ongoing operations and maintenance costs. All property acquired must be kept for public outdoor recreation purposes permanently.

**VIII. REPORTING REQUIREMENTS:**

- Project status update reports will be submitted March 1 and September 1 each year of the project
- A final report and associated products will be submitted between June 30 and August 15, 2022

**IX. SEE ADDITIONAL WORK PLAN COMPONENTS:**

**A. Budget Spreadsheet**

**B. Visual Component or Map** - Statewide maps will be provided after each application round showing project locations by program.

**C. Parcel List Spreadsheet**

**D. Acquisition, Easements, and Restoration Requirements**

**Attachment A:**

**Environment and Natural Resources Trust Fund**

**M.L. 2019 Budget Spreadsheet**

**Legal Citation: M.L. 2019, First Special Session, Chp. 4, Art. 2, Sec. 2, Subd. 09b**

**Project Manager: Audrey Mularie**

**Project Title: Grants for Local Parks, Trails and Natural Areas**

**Organization: Department of Natural Resources - Division of Park and Trails**

**Project Budget: \$3,000,000**

**Project Length and Completion Date: 3 years, June 30, 2022**

**Today's Date: October 15, 2018**



<b>ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET</b>	<b>Budget</b>	<b>Amount Spent</b>	<b>Balance</b>
<b>BUDGET ITEM</b>			
<b>Personnel:</b> .25 FTE Grant Specialist position each year for the three year project period. Includes salary and benefits.	\$ 67,971	\$ -	\$ 67,971
<b>Capital Construction Costs:</b> Development/ Redevelopment of Parks and Trails. Estimated amount, final amount TBD based on grant applications.	\$ 1,950,000	\$ -	\$ 1,950,000
<b>Acquisition (Fee Title or Permanent Easements):</b> Acres and grantees to be determined through the application process each grant cycle. Estimated amount, final amount TBD based on grant applications.	\$ 975,000	\$ -	\$ 975,000
<b>Additional Budget Items:</b> To support the costs related to the program administration *Direct and Necessary expenses: HR Support (~\$1108), Safety Support (~\$230), Financial Support (~\$872), Communication Support (~\$1,251), IT Support (~\$2,510), and Planning Support (~\$1,059) necessary to accomplish funded programs/projects.	\$ 7,029	\$ -	\$ 7,029
<b>COLUMN TOTAL</b>	\$ 3,000,000	\$ -	\$ 3,000,000

\*Direct and Necessary expenses include Department Support Services (Human Resources, IT Support, Safety, Financial Support, Communications Support, and Planning Support). Department Support Services are described in the agency Service Level Agreement and billed internally to divisions based on rate that have been developed for each area of service. These services are directly related to and necessary for the appropriation. Department leadership services (Commissioner's Office and Regional Directors) are not assessed. Those elements of individual projects that put little or no demand on support services such as large single-source contracts, large land acquisitions, and funds that are passed through to other entities are not assessed Direct and Necessary costs for those activities.

<b>OTHER FUNDS CONTRIBUTED TO THE PROJECT</b>	<b>Status (secured or pending)</b>	<b>Budget</b>	<b>Spent</b>	<b>Balance</b>
<b>Non-State: Local Government Match</b>	Pending	\$ 1,600,000	\$ -	\$ 1,600,000
<b>State:</b>		\$ -	\$ -	\$ -
<b>In kind: Force account (Grantee) and volunteer including labor, equipment, and materials.</b>	Pending	\$ 400,000	\$ -	\$ 400,000

<b>PAST AND CURRENT ENRTF APPROPRIATIONS</b>	<b>Amount legally obligated but not yet spent</b>	<b>Budget</b>	<b>Spent</b>	<b>Balance</b>
<b>Current appropriation:</b> M.L. 2018, Chp. 214, Art. 4, Sec. 02, Subd. - Grants for Local Parks, Trails, and Natural Areas	\$ 1,350,000	\$ 2,000,000	\$ -	\$ 2,000,000
<b>Past appropriations:</b> Past Closed Appropriations: ML 2011 04d Regional Park, Trail, and Connections Acquisition and Development Grants - \$2 million, ML 2011 04k Natural and Scenic Area Acquisition Grants - \$1 Million, ML 2008 03j Local Initiative Grants Regional Parks and Natural Areas - \$1 million, ML 2007 04g Non Metro Regional Paks and Natural and Scenic Area Acquisition - \$1 million, ML 2005 06j Local Initiative Grants Parks and Natural Areas - \$1.2 million, ML 2005 06l Local and Regional Trail Grant Initiative - \$700,000, ML 2003 06c Local Initiative Grants Parks and Natural Areas - \$2.5 million, ML 2003 06e Local and Regional Trail Grant Initiative Program - \$320,000		\$ -	\$ -	\$ -

Attachment C:

Environment and Natural Resources Trust Fund

M.L. 2019 Acquisition/Restoration Parcel List Spreadsheet

Project Title: Grants for Local Parks, Trails, and Natural Areas

Legal Citation: M.L. 2019, First Special Session, Chp. 4, Art. 2, Sec. 2, Subd. 09b

Project Manager: Audrey Mularie

Organization: Department of Natural Resources

College/Department/Division: Division of Parks and Trails

M.L. 2019 ENRTF Appropriation:

Project Length and Completion Date: 3 years

Today's Date: August 14, 2018



#	Acquisition or Restoration Parcel Name	Geographic Coordinates (preferably from the center of the parcel) Format: [Deg.]° [Min.]' [Sec.]" [Hemis.]		Estimated Cost	Estimated Annual PILT Liabilities	County	Site Significance (please include what ecosystem (e.g., prairie, forest, wetland, savanna) is represented as well as the ecological significance, site importance, conservation value, and public benefits)	Activity Description (e.g. fee title acquisition, conservation easement acquisition, site preparation, restoration)	# of Acres	# of Shoreline Miles	Type of Landowner (private individual or trust, non-profit organization, for-profit entity)	Proposed Fee Title or Easement Holder (if applicable)	Status of work (e.g. engaged in landowner negotiations, no longer in consideration, restoration activities underway)
		Latitude	Longitude										
1	*TBD - See Notes												
2													
3													
4													
5													
6													
7													
8													
9													
10													

NOTES: Acquisition and development sites will be determined during the application and selection process. Information will be provided for all grants awarded.

## Attachment D. Additional Work Plan Information for Acquisition, Easements, and Restoration

### Acquisition/Restoration Information:

#### Fee Title and/or Permanent Easement Acquisition

1. Describe the selection process for identifying and including proposed parcels on the parcel list, including explanation of the criteria and decision-making process used to rank and prioritize parcels.

Acquisitions under the Natural and Scenic Area Grant Program are reviewed and ranked by program staff using selection criteria developed with guidance by a group of internal and external people when the program was created. The project review assesses the natural resource qualities of the site such as endangered, threatened, rare or special concern species or communities, high quality native terrestrial or aquatic ecosystems, ecological viability, outstanding geological or physiographic features, protection of water quality and potential vulnerability to exotic species. Scenic qualities such as, blufflands or other elevated terrain that afford an opportunity for viewing scenic vistas, viewing unique natural features, viewing unique historical or cultural features, and shoreland properties that offer scenic vistas across lakes or streams will be assessed. Other review components include adjacent lands, educational and scientific values, open space and historical/cultural values and local government commitment. Any acquisitions under the Outdoor Recreation Grant and/or Local Trail Connections Grant Program are selected based on program criteria. Projects are recommended based on the highest ranking and reviewed and approved by the Commissioner.

2. List all adopted state, regional, or local natural resource plans in which the lands included in the parcel list are identified. Include a link to the plan if one is available.

Land Acquisition projects selected for funding under the Outdoor Recreation and Natural and Scenic Area Grant Program are based on priorities in the [State Comprehensive Outdoor Recreation Plan \(SCORP\)](#).

3. For any parcels acquired in fee title, a restoration and management plan must be prepared. Summarize the components and expected outcomes of restoration and management plans for parcels acquired by your organization, how these plans are kept on file by your organization, and overall strategies for long-term plan implementation, including how long-term maintenance and management needs of the parcel will be financed into the future.

These acquisitions provide public natural and scenic area, open space and park areas. Natural resource restoration is not a required component of the programs. In some instances restoration may occur but otherwise most are primarily maintaining the resources on the site which may be natural or scenic qualities. If applicable, a restoration plan will be required and maintained in the project file available upon request.

4. For each parcel to be conveyed to a State of Minnesota entity (e.g., DNR) after purchase, provide a statement confirming that county board approval will be obtained.

N/A

5. If applicable (see M.S. 116P.17), provide a statement confirming that written approval from the DNR Commissioner will be obtained 10 business days prior to any final acquisition transaction.

All grants are approved by the Commissioner prior to contract.



## Restoration

1. Provide a statement confirming that all restoration activities completed with these funds will occur on land permanently protected by a conservation easement or public ownership.

Any restoration activities completed would be on land permanently protected for public parks and/or public natural and scenic areas.

2. Summarize the components and expected outcomes of restoration and management plans for the parcels to be restored by your organization, how these plans are kept on file by your organization, and overall strategies for long-term plan implementation.

A restoration and management plan will be required for restoration activities and kept in the project file. Grantees must commit to the long term operation and maintenance of all property acquired for the intended purpose under the contract into perpetuity.

3. Describe how restoration efforts will utilize and follow the Board of Soil and Water Resources "Native Vegetation Establishment and Enhancement Guidelines" in order to ensure ecological integrity and pollinator enhancement.

All restorations will be required to follow the guidelines. This will be outlined in our program manuals and in our contract for restoration projects.

4. Describe how the long-term maintenance and management needs of the parcel being restored with these funds will be met and financed into the future.

Long term management and maintenance is committed by the local unit of government under the contract.

5. Describe how consideration will be given to contracting with Conservation Corps of Minnesota for any restoration activities.

Program manuals and the contract will have language to indicate the grantee should consider contracting with the Conservation Corps of Minnesota for restoration activities.

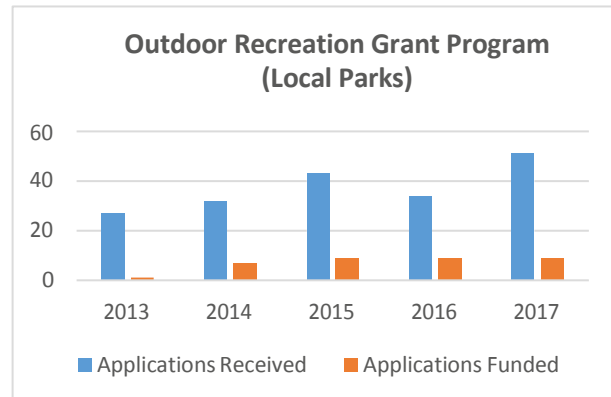
6. Provide a statement indicating that evaluations will be completed on parcels where activities were implemented both 1) initially after activity completion and 2) three years later as a follow-up. Evaluations should analyze improvements to the parcel and whether goals have been met, identify any problems with the implementation, and identify any findings that can be used to improve implementation of future restoration efforts at the site or elsewhere.

This will be incorporated as a requirement under the restoration and management plans for any proposed restorations and kept with the project file.

## Grants for Local Parks, Trails and Natural Areas

### Outdoor Recreation Grant Program (Local Parks):

Local governments are struggling to acquire, develop and redevelop their local and community parks. The goal of this program is increase and enhance close to home recreation facilities to provide safe accessible recreation opportunities. Demand for grants has been increasing each year.



### Local Trail Connections Grant Program:

Local connections grants help local governments provide trail linkages to safely connect people from where they live to desirable locations within the community, to regional or state facilities and provide alternative transportation options.

### Natural and Scenic Area Grant Program:

Opportunities for local governments to acquire and protect natural and scenic areas statewide are diminishing due to development, especially in high growth areas, shore lands, bluff tops and areas where land use changes may limit future opportunities. These areas complement state protected areas and provide close to home natural resource-based benefits.

Photo:  
Minnemishinona Falls, Nicollet County

