

**Environment and Natural Resources Trust Fund**

# M.L. 2025 Final Work Plan

## **General Information**

**ID Number:** 2025-212

**Staff Lead:** Tiffany Schaufler

**Date this document submitted to LCCMR:** June 9, 2025

**Project Title:** Inclusive Wildlife Engagement in Classrooms and Communities

**Project Budget:** $712,000

## **Project Manager Information**

**Name:** Jessica Ruthenberg

**Organization:** MN DNR - Ecological and Water Resources Division

**Office Telephone:** (651) 470-4656

**Email:** jessica.ruthenberg@state.mn.us

**Web Address:** https://www.dnr.state.mn.us/ewr/index.html

## **Project Reporting**

**Reporting Schedule:** March 1 / September 1 of each year.

**Project Completion:** June 30, 2028

**Final Report Due Date:** August 14, 2028

## **Legal Information**

**Legal Citation:** M.L. 2025, First Special Session, Chp. 1, Art. 2, Sec. 2, Subd. 05p

**Appropriation Language:** $712,000 the first year is from the trust fund to the commissioner of natural resources for the nongame wildlife program to provide three wildlife conservation, action-based outdoor educational opportunities to engage needs-based schools, young adults, and communities underrepresented in natural resources through the Bird by Bird, Empowering Pathways into Conservation, and Community Science programs.

**Appropriation End Date:** June 30, 2028

## **Narrative**

**Project Summary:** DNR will provide educational, hands-on, outdoor experiences for diverse demographics; leading students and the public to conservation ethics and action through three programs: Bird by Bird, EPIC, and Community Science.

**Describe the opportunity or problem your proposal seeks to address. Include any relevant background information.**

Experiences in nature provide enduring benefits to human well-being, particularly for youth, as reflected in numerous initiatives for getting outside and nature prescription. Unfortunately, many people don't have regular opportunities to connect with nature, and the demographics of Minnesotans enjoying the outdoors, choosing natural resource careers, and volunteering to support environmental organizations do not reflect the ethno-racial diversity of our communities.   
   
Trends in Minnesota indicate that population growth is greatest in urban areas, and Black, Indigenous and People of Color (BIPOC) are projected to represent one-third of our population by 2053, yet recent surveys have shown that of Minnesota’s State Park visitors, only 11% of respondents identified as non-white and of Minnesota’s wildlife viewers, 90% of respondents identified as white. Furthermore, BIPOC individuals report lower rates of volunteerism to formal organizations than Minnesota’s average.   
   
Providing Minnesotans with educational, action-based outdoor experiences will benefit our communities and our wildlife. The State Wildlife Action Plan (SWAP) identifies 346 Species in Greatest Conservation Need (SGCN), and data is lacking on many of them. To achieve SWAP goals, we need to engage a broad public, build awareness and knowledge, and foster stewardship ethics and actions that fill data gaps and support rare, vulnerable wildlife.

**What is your proposed solution to the problem or opportunity discussed above? Introduce us to the work you are seeking funding to do. You will be asked to expand on this proposed solution in Activities & Milestones.**

The DNR, in broad partnership, will provide three engaging educational outdoor programs for varying ages, all intentionally designed to welcome and include demographics underrepresented in natural resources.   
   
Bird by Bird will engage elementary students at need-based schools learning about birds through observation; outdoor, hands-on activities; and community science. Classrooms will receive curriculum, supplies, training for teachers, and visits from DNR volunteers who will provide bird expertise and engage the school community.   
   
EPIC (Empowering Pathways into Conservation) will provide urban young adults with exposure to wildlife conservation careers through immersive field experiences and access to natural resource professionals, gaining knowledge of conservation approaches and research techniques. DNR will partner with community organizations who work with underrepresented ethno-racial groups to identify participants.   
   
Our Community Science Program will engage urban and rural Minnesotans in research supporting the SWAP through surveys of chimney swifts, butterflies, frogs, and bats. Volunteers will be trained in species identification, data collection, and conservation of at-risk species. They will observe wildlife in the field and record and report data for analysis. By offering multiple opportunities in varying locations at varying skill levels, providing training, building relationships, and working with partners, we will serve diverse groups of Minnesotans.

**What are the specific project outcomes as they relate to the public purpose of protection, conservation, preservation, and enhancement of the state’s natural resources?**

2,000 students at 10 need-based schools access the outdoors and nature education, with DNR-trained teachers and volunteers, to increase their knowledge about birds and spark interest, appreciation, and stewardship for nature. Each school will also participate in a bird activity engaging their larger community.   
   
60 young adults experience the outdoors, develop wildlife skills, and connect with role models in wildlife careers; empowering and inspiring them to become natural resource professionals, ultimately increasing representation in Minnesota’s conservation workforce.   
   
200 diverse volunteers connect to wildlife and conservation through four community science projects that will generate critical data on at-risk wildlife.

## **Project Location**

**What is the best scale for describing where your work will take place?** Statewide

**What is the best scale to describe the area impacted by your work?** Statewide

**When will the work impact occur?** During the Project and In the Future

## **Activities and Milestones**

### **Activity 1: Bird by Bird Classrooms: Birdwatching at Schools**

**Activity Budget:** $404,750

**Activity Description:**Approximately 2,000 students (grades 3-6), at 10 schools identified as underserved in science and environmental education, will engage in place-based outdoor learning activities to increase their knowledge of birds, healthy ecosystems, and overall environmental literacy. Schools will be located in environmental justice areas, according to the Environmental Protection Agency’s mapping tool. Students will participate in multiple activities and a field trip each year, supported by DNR-trained volunteers. Activities will engage students in bird identification, natural history, conservation, and a community science project (Cornell Lab’s Project FeederWatch). Bird feeding stations will be installed at schools. Students will receive and learn to use binoculars to observe birds at feeders and on bird walks. They will practice wildlife ethics by learning how to clean feeders and prevent bird window collisions. Teachers will receive training on a suite of interactive, hands-on lesson plans with curriculum on bird ecology and accompanying supporting materials to enhance students’ learning experience. To engage the larger school communities, volunteers will also deliver free, family-friendly bird activities/ bird walks at a school or community event. This activity expands from five pilot schools engaged under LCCMR 2022 funding. Participation numbers and pre and post assessments measure success.

**Activity Milestones:**

|  |  |
| --- | --- |
| **Description** | **Approximate Completion Date** |
| Recruitment, application reviews, screening, selection, and training of volunteers | September 30, 2025 |
| 7 schools identified, engaged, teachers trained, and ready to begin programming | September 30, 2025 |
| Pre assessments completed (7 schools) | October 31, 2025 |
| Students experience field trips (7 schools) | June 30, 2026 |
| Volunteers complete their community outreach activities | June 30, 2026 |
| Volunteer recognition event | June 30, 2026 |
| Post assessments completed (7 schools) and program participation numbers recorded | June 30, 2026 |
| Continued recruitment, application review, screening, selection, and training of additional volunteers | September 30, 2026 |
| 3 additional schools identified, engaged, teachers trained, and ready to begin programming | September 30, 2026 |
| Pre assessments completed (10 schools) | October 31, 2026 |
| Students experience field trips (10 schools) | June 30, 2027 |
| Volunteers complete their community outreach activities | June 30, 2027 |
| Volunteer recognition event | June 30, 2027 |
| Post assessments completed (10 schools) and program participation numbers recorded | June 30, 2027 |
| Continued recruitment, application review, screening, selection, and training of additional volunteers (as needed) | September 30, 2027 |
| 10 schools identified, engaged, teachers trained, and ready to begin programming | September 30, 2027 |
| Pre assessments completed (10 schools) | October 31, 2027 |
| Students experience field trips (10 schools) | June 30, 2028 |
| Volunteers complete their community outreach activities | June 30, 2028 |
| Volunteer recognition event | June 30, 2028 |
| Post assessments completed (10 schools) and program participation numbers recorded | June 30, 2028 |

### **Activity 2: Empowering Pathways into Conservation (EPIC) Program**

**Activity Budget:** $151,823

**Activity Description:**EPIC will coordinate outdoor experiential learning opportunities for high school students from underrepresented communities who may face barriers to exploring or pursuing a natural resource career. We will partner with youth-serving organizations to identify 60 young adults to participate. EPIC will connect participants to role models in the DNR and other conservation organizations, including U.S. Fish and Wildlife Service and University of Minnesota Raptor Center. Through immersive field experiences, young adults will learn bird identification and gain knowledge of conservation approaches and research techniques. Activities may include kestrel chick and songbird banding, waterfowl surveys, bird identification with a park ranger, and habitat management. Additional opportunities include a career panel.   
   
Eliminating barriers for participants is critical. Transportation stipends will be provided to partners to offset transportation costs and eliminate the need for young adults to provide their own transportation. Tools such as binoculars, field guides, and other field gear will be provided to support the participants’ experience. Young adults will receive stipends for participation to eliminate any conflict between needing to work a job to support their households or participating in a program to support their own future endeavors. Participation numbers and pre and post assessments measure success.

**Activity Milestones:**

|  |  |
| --- | --- |
| **Description** | **Approximate Completion Date** |
| 20 EPIC participants identified, receive orientation, and complete pre assessments. | July 31, 2025 |
| 20 EPIC participants complete 6 field experiences and a post assessment | September 30, 2025 |
| EPIC field experiences set up and coordinated with the staff and partners implementing them | June 30, 2026 |
| 20 additional EPIC participants identified, receive orientation, and complete pre assessments | July 31, 2026 |
| 20 EPIC participants complete 6 field experiences and a post assessment | September 30, 2026 |
| EPIC field experiences set up and coordinated with the staff and partners implementing them | June 30, 2027 |
| 20 additional EPIC participants identified, receive orientation, and complete a pre assessment | July 31, 2027 |
| 20 EPIC participants complete 6 field experiences and a post assessment | September 30, 2027 |

### **Activity 3: Community Science Program Expansion: Engaging Minnesotans in Wildlife Conservation**

**Activity Budget:** $155,427

**Activity Description:**200 diverse volunteers will be trained to participate in DNR research projects in cooperation with community, state, federal, and other organizations focused on wildlife conservation. Participants connect to nature and contribute data on at-risk and SGCN wildlife to the Minnesota Natural Heritage Information System. Four projects will be implemented:   
  
Chimney Swifts communally roost in human-built structures such as chimneys, making them ideal for observation in the Twin Cities. This entry-level experience allows volunteers to experience roost monitoring.   
  
Regal fritillaries and Monarchs indicate prairie health, but their distribution data in Minnesota is limited. Volunteers visit suitable locations and report observed butterflies. This research documents populations throughout the state and provides a baseline for focused research.   
  
Frogs and toads are indicators of environmental change. Volunteers visit wetlands at night and listen for calling frogs, recording species heard. Through this monitoring, participants contribute to our understanding of statewide distributions and population trends.   
  
Bats are ecologically important, yet their population trends in Minnesota are poorly understood. Volunteers observe roosting colonies and use audio detectors to collect bat vocalization data, expanding our knowledge of bat populations and contributing to a multi-national research program.  
  
Success metrics include numbers of volunteers, field sites visited, and observations recorded.

**Activity Milestones:**

|  |  |
| --- | --- |
| **Description** | **Approximate Completion Date** |
| Develop volunteer outreach and engagement project plan | September 30, 2025 |
| Recruit chimney swift volunteers for fall 2025 monitoring events | September 30, 2025 |
| Conduct 2025 field surveys for frog and toad and chimney swift projects | October 31, 2025 |
| Hold end-of-season recognition event for volunteers | November 30, 2025 |
| Purchase bat acoustic kits | December 31, 2025 |
| Process, enter, and analyze data from 2025 field season, including success metrics. | January 31, 2026 |
| Develop butterfly and bat survey design and trainings; update existing survey protocols | February 28, 2026 |
| Produce data summaries/ reports from 2025 field season, including success metrics | February 28, 2026 |
| Recruit, onboard, and train volunteers for 2026 field season | June 30, 2026 |
| Conduct 2026 field surveys | October 31, 2026 |
| Hold end-of-season recognition event for volunteers | November 30, 2026 |
| Process, enter, and analyze data from 2026 field season, including success metrics | January 31, 2027 |
| Produce data summaries/ reports from 2026 field season, including success metrics | February 28, 2027 |
| Update project materials and volunteer trainings for 2027 | March 31, 2027 |
| Recruit, onboard, and train volunteers for 2027 field season | June 30, 2027 |
| Conduct 2027 field surveys | October 31, 2027 |
| Process, enter, and analyze data from 2027 field season, including success metrics | January 31, 2028 |
| Produce data summaries/ reports from 2027 field season, including success metrics | February 28, 2028 |

## **Project Partners and Collaborators**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Organization** | **Role** | **Receiving Funds** |
| Hayley Ball | Urban Roots | Urban Roots will support the Bird by Bird Program by advising and collaborating on the Empowering Pathways in Conservation (EPIC) Program. They will identify young adults to participate and provide additional staff and resource support for program delivery. | Yes |
| MaryLynn Pulscher | Minneapolis Park and Recreation Board | Minneapolis Park and Recreation Board will collaborate on the Empowering Pathways in Conservation (EPIC) Program. They will identify young adults to participate and provide additional staff and resource support for program delivery. | Yes |
| Monica Bryand | Urban Bird Collective | Urban Bird Collective will support this program by partnering on Bird by Bird, EPIC, and Community Science Chimney Swift Roost Monitoring. The Urban Bird Collective is a Minnesota based 501(c)3 non-profit organization founded by and for BIPOC and LGBTQIA people. | No |
| Jennifer Vieth | Carpenter Nature Center | Carpenter Nature Center will support this program with EPIC young adult trainings, and hosting field trips for students to see birds in the hand up close at their bird-banding station. (Minimal fees to cover field trip programming are included within the budget.) | Yes |
| Brian Smith | U.S. Fish and Wildlife Service | US Fish and Wildlife Service will participate in these efforts by providing support for EPIC field experiences, Community Science projects, and related collaborations where appropriate. | No |
| Angela Grill | Three Rivers Park District | Three Rivers Park District will support the Community Science Program by partnering with the DNR on training and providing training sites. Three Rivers Park District conducts a variety of wildlife surveys and monitoring programs on a range of animal groups from butterflies and moths to amphibians, reptiles, mammals, and birds. | No |

## **Dissemination**

**Describe your plans for dissemination, presentation, documentation, or sharing of data, results, samples, physical collections, and other products and how they will follow ENRTF Acknowledgement Requirements and Guidelines.**We will describe this project and its accomplishments via media including, but not limited to, the DNR website, the DNR Nongame Wildlife Program Facebook page, and the DNR Nongame Wildlife Program's e-newsletter. We will utilize the networking capacity of the schools, community groups, and collaborative partners to share information about our projects. We will comply with ENRTF acknowledgement guidelines during dissemination efforts.

## **Long-Term Implementation and Funding**

**Describe how the results will be implemented and how any ongoing effort will be funded. If not already addressed as part of the project, how will findings, results, and products developed be implemented after project completion? If additional work is needed, how will this work be funded?**We request three years for this project to ensure a strong base is built with buy-in and support from partners, enabling each program’s long-term success. We anticipate that the schools, partners, and volunteers will value these programs and continue to participate long term. Most program materials will roll over from year to year. Bird by Bird should continue running sustainably as a 10-school program with minimal additional financial inputs for bussing, replacement supplies such as bird seed, and program coordination time. DNR will seek partners and grants to cover remaining, on-going programmatic costs in the future.

## **Other ENRTF Appropriations Awarded in the Last Six Years**

|  |  |  |
| --- | --- | --- |
| **Name** | **Appropriation** | **Amount Awarded** |
| Nongame Wildlife Program Acceleration | M.L. 2019, First Special Session, Chp. 4, Art. 2, Sec. 2, Subd. 08e | $513,000 |
| Expanding Access to Wildlife Learning Bird by Bird | M.L. 2022, , Chp. 94, Art. , Sec. 2, Subd. 05c | $276,000 |

## **Budget Summary**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Category / Name** | **Subcategory or Type** | **Description** | **Purpose** | **Gen. Ineli gible** | **% Bene fits** | **# FTE** | **Class ified Staff?** | **$ Amount** |
| **Personnel** |  |  |  |  |  |  |  |  |
| Wildlife Education Coordinator |  | Coordinates the Bird by Bird program (60% of their time) |  |  | 25% | 1.74 | X | $169,291 |
| Wildlife Engagement Specialist |  | Provides support such as coordination of volunteers, partners, trainings, and programming; event planning; and portions of content development for Bird by Bird and Community Science activities. |  |  | 25% | 2.76 |  | $262,082 |
| EPIC Coordinator |  | Coordinates the EPIC program |  |  | 25% | 0.99 |  | $122,808 |
|  |  |  |  |  |  |  | **Sub Total** | **$554,181** |
| **Contracts and Services** |  |  |  |  |  |  |  |  |
| Urban Roots | Subaward | Stipends to EPIC young adult participants ($15/ hr per person for 10 young adults) to cover 34 hours of programming, plus reimbursement for travel costs to the programs |  |  |  | 0 |  | $16,506 |
| Carpenter Nature Center | Subaward | Program fee for Bird by Bird participants at $5/student for 75 students/class (covers 7 schools in year 1 and 10 schools in years 2-3) |  |  |  | 0 |  | $10,125 |
|  |  |  |  |  |  |  | **Sub Total** | **$26,631** |
| **Equipment, Tools, and Supplies** |  |  |  |  |  |  |  |  |
|  | Tools and Supplies | 5 school bird watching toolkits | One toolkit per Bird by Bird school: 35 binoculars, 18 bird identification books, 6 foldable pocket bird field guides, 2 storage bins |  |  |  |  | $20,219 |
|  | Tools and Supplies | An annual supply of bird seed for 10 schools and 5 Schoolyard bird feeding stations (includes: bird feeders, bird bath, multi-hooked shepherds hook, feeder cleaning supplies, bird seed storage container) | Materials for bird feeding stations at Bird by Bird schools, used for student bird observation |  |  |  |  | $11,086 |
|  | Tools and Supplies | 10 classroom sets of bird education supplies (includes: materials for 3 bird activities, annual membership to Cornell's Project Feederwatch for the school, multi-lingual bird guide activity books, and volunteer identification pins) | Sets of supplies for Bird by Bird Classrooms, including 3 educational activities; an activity book for students to learn about bird identification, ecology, and conservation; an annual membership to Cornell's Project Feederwatch citizen science project for the school; and identification pins for volunteers to wear when visiting classrooms |  |  |  |  | $2,538 |
|  | Tools and Supplies | 3 years worth of learning activity materials for school community/family engagement (7 schools in year 1 and 10 schools each in years 2-3) | Supplies such as glue, scissors, markers, etc. to be used while volunteers are once annually engaging each Bird by Bird school's community/families in an activity/event |  |  |  |  | $1,038 |
|  | Tools and Supplies | 30 Stationary Bat Monitoring Kits | For Community Science bat monitoring. Each kit includes: AudioMoth, Protective Case, 1 microSDHC 64-GB card, 1 micro USB cable, 64-GB Micro SD Card, Includes Adapater for microSD, 4 pack rechargable AA NiMH batteries WITH charger, SD card reader for computer to download data from SD cards |  |  |  |  | $5,467 |
|  | Tools and Supplies | 1 Live Demonstration Bat Call Recording Kit | For Community Science Bat monitoring demonstrations. EchoMeter Touch PRO, Kaliedascope Pro software, and an Android tablet necessary to run this software |  |  |  |  | $1,247 |
|  | Tools and Supplies | Hi-vis apparel for 77 Community Science volunteers | Hi-vis hats and vests will be made available for Community Science volunteers participating in nocturnal monitoring efforts for safety |  |  |  |  | $2,099 |
|  | Tools and Supplies | 4 Pitch Counters | For Community Science chimney swift roost monitoring efforts. These counters are used to count individuals. |  |  |  |  | $100 |
|  |  |  |  |  |  |  | **Sub Total** | **$43,794** |
| **Capital Expenditures** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Acquisitions and Stewardship** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Travel In Minnesota** |  |  |  |  |  |  |  |  |
|  | Other | Bus trips for student field trips to nature centers ($500/bus\*1.75 busses per school (most schools will need 2 but some will only need 1; 7 schools for year 1, 10 for years 2 and 3) | Busses for Bird by Bird students to attend field trips to nature centers for banding and hands on experience |  |  |  |  | $24,300 |
|  |  |  |  |  |  |  | **Sub Total** | **$24,300** |
| **Travel Outside Minnesota** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Printing and Publication** |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  | **Sub Total** | **-** |
| **Other Expenses** |  |  |  |  |  |  |  |  |
|  |  | 15 Venue rentals | Venues to be used for volunteer, EPIC young adult, and teacher trainings/onboardings/orientations for all three programs (Bird by Bird, EPIC, and Community Science) |  |  |  |  | $2,700 |
|  |  | Program admission fees or other training fees for 3 years of the EPIC program | Training for EPIC young adults including admission fees, expert speakers, hands on birding sessions ($200/visit to Eagle Center; Tour Raptor Center ($5/adult, $3/youth, 20 youth + 4 adults \* 3 years) |  |  |  |  | $900 |
|  |  | Direct and Necessary Costs | Direct and necessary costs cover people support ($13,220), safety support ($1,856), financial support ($6,055), communications support ($1,528), IT support ($35,699), and planning support ($1,137). |  |  |  |  | $59,494 |
|  |  |  |  |  |  |  | **Sub Total** | **$63,094** |
|  |  |  |  |  |  |  | **Grand Total** | **$712,000** |

### **Classified Staff or Generally Ineligible Expenses**

|  |  |  |  |
| --- | --- | --- | --- |
| **Category/Name** | **Subcategory or Type** | **Description** | **Justification Ineligible Expense or Classified Staff Request** |
| **Personnel** - Wildlife Education Coordinator |  | Coordinates the Bird by Bird program (60% of their time) | **Classified :** 60% of this position is funded by LCCMR. The remaining 40% will come from Fish and Game monies and Nongame Wildlife Program monies. As this project finishes up, the position will move into a broader Education Coordinator role, including a few projects, one of which will be Bird by Bird, but we will find other funds to cover those on-going expenses. |

### **Non ENRTF Funds**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | **Specific Source** | **Use** | **Status** | **$ Amount** |
| **State** |  |  |  |  |
| In-Kind | Nongame Wildlife Fund | These monies will be used for a percentage of salary for the Nongame Wildlife Program's Wildlife Engagement Supervisor, Community Science Coordinator, and Communication Specialist. The Wildlife Engagement Supervisor provides direction and supervision for the Bird by Bird Coordinator, Community Science Program Coordinator, and Wildlife Engagement Specialist. The Community Science Coordinator leads the Community Science Program. The Communications Specialist provides programmatic communications support for all digital media needs (website, social media, and email newsletter) as well as volunteer recruitment and onboarding support. | Secured | $199,646 |
|  |  |  | **State Sub Total** | **$199,646** |
| **Non-State** |  |  |  |  |
| Cash | U.S. Fish and Wildlife Service (USFWS) State Wildlife Grants | These monies will be used for a percentage of salary for the Nongame Wildlife Program's Community Science Coordinator and Communications Specialist. The Community Science Coordinator leads the Community Science Program. The Communications Specialist supports Nongame Wildlife Program digital communication needs (website, social media, and email newsletter) as well as volunteer recruitment and onboarding. | Secured | $185,354 |
|  |  |  | **Non State Sub Total** | **$185,354** |
|  |  |  | **Funds Total** | **$385,000** |

**Total Project Cost: $1,097,000**

**This amount accurately reflects total project cost?**  
 Yes

## **Attachments**

### **Required Attachments**

#### ***Visual Component***

File: [ac6402dc-2db.pdf](https://lccmrprojectmgmt.leg.mn/media/map/ac6402dc-2db.pdf)

#### ***Alternate Text for Visual Component***

Infographic depicting project outcomes: 2,000 students provided access to the outdoors and bird-focused nature education; 60 young adults experience the outdoors, develop wildlife skills, and connect with wildlife professionals, inspiring entry to conservation careers; and 200 volunteers engaged in 4 community science projects, generating data on at-risk wildlife....

### **Supplemental Attachments**

#### ***Capital Project Questionnaire, Budget Supplements, Support Letter, Photos, Media, Other***

|  |  |
| --- | --- |
| **Title** | **File** |
| Letter of Support from Urban Roots | [8c3ff1ea-c8d.pdf](https://lccmrprojectmgmt.leg.mn/media/attachments/8c3ff1ea-c8d.pdf) |
| Letter of Support from Urban Bird Collective | [e1586175-45d.pdf](https://lccmrprojectmgmt.leg.mn/media/attachments/e1586175-45d.pdf) |
| Letter of Support from U.S. Fish and Wildlife Service | [c4c6f21a-98e.pdf](https://lccmrprojectmgmt.leg.mn/media/attachments/c4c6f21a-98e.pdf) |
| Letter of Support from Three Rivers Park District | [1d87bf75-ce1.pdf](https://lccmrprojectmgmt.leg.mn/media/attachments/1d87bf75-ce1.pdf) |
| Letter of Support from Carpenter Nature Center | [eab50bc0-307.pdf](https://lccmrprojectmgmt.leg.mn/media/attachments/eab50bc0-307.pdf) |
| Letter of Support from Minneapolis Park and Recreation Board | [17f05895-cf9.pdf](https://lccmrprojectmgmt.leg.mn/media/attachments/17f05895-cf9.pdf) |

## **Difference between Proposal and Work Plan**

#### ***Describe changes from Proposal to Work Plan Stage***

We identified a need to split the Bird by Bird Coordinator into two positions: a Wildlife Education Coordinator and an EPIC Coordinator. The Wildlife Education Coordinator will be a full-time position that coordinates Bird by Bird (58%) of their time and other wildlife education projects (42%) of their time. We are only seeking ENTRF funds for the 58% of their time that is devoted to Bird by Bird. The 42% of their time devoted to other wildlife education projects, will be funded through other means. We added the EPIC Coordinator as a part-time position that is funded using that remaining 42% of ENTRF funds that we had originally requested for the Bird by Bird Coordinator.  
  
Per LCCMR's recommendation, we have decreased our proposed budget to $712,000, down from the originally proposed $796,000. To meet this reduced budget, we have made the following changes.  
  
In Personnel, we have reduced each position's FTEs. Since we will be hiring these positions within the first year of the project, we will not be spending a full year's salary during that first year.   
  
In Contracts and Services, we have cut the sub-award to Minneapolis Park and Recreation Board because they are covering the stipend and transportation for EPIC's young adult participants.   
  
In Equipment, Tools, and Supplies, we have cut costs in two areas. We cut all the field gear for the EPIC participants, as we can potentially purchase these with Nongame Wildlife Program funds. We also reduced the number of hi-vis apparel sets for community scientists from 150 to 77 sets, which should be a sufficient quantity, as not all areas being surveyed are in need of the hi-vis apparel for safety. However, if we find that we need more apparel, we can examine that need.  
  
In Travel in Minnesota, we cut all miles/meal/ lodging for both DNR staff and volunteers for both the Bird by Bird program and Community Science program. We can supplement travel expenses as needed.

## **Additional Acknowledgements and Conditions:**

The following are acknowledgements and conditions beyond those already included in the above workplan:

**Do you understand and acknowledge the ENRTF repayment requirements if the use of capital equipment changes?**   
 N/A

**Do you understand that travel expenses are only approved if they follow the "Commissioner's Plan" promulgated by the Commissioner of Management of Budget or, for University of Minnesota projects, the University of Minnesota plan?**  
 Yes, I understand the Commissioner's Plan applies.

**Does your project have potential for royalties, copyrights, patents, sale of products and assets, or revenue generation?**   
 No

**Do you understand and acknowledge IP and revenue-return and sharing requirements in 116P.10?**   
 N/A

**Do you wish to request reinvestment of any revenues into your project instead of returning revenue to the ENRTF?**   
 N/A

**Does your project include original, hypothesis-driven research?**   
 No

**Does the organization have a fiscal agent for this project?**   
 No

**Does your project include the pre-design, design, construction, or renovation of a building, trail, campground, or other fixed capital asset costing $10,000 or more or large-scale stream or wetland restoration?**  
 No

**Do you propose using an appropriation from the Environment and Natural Resources Trust Fund to conduct a project that provides children's services (as defined in Minnesota Statutes section 299C.61 Subd.7 as "the provision of care, treatment, education, training, instruction, or recreation to children")?**  
 Yes

**Do you certify that background checks are performed for background check crimes, as defined in Minnesota Statutes, section 299C.61, Subd. 2, on all employees, contractors, and volunteers who have or may have access to a child to whom children's services are provided by your organization?**  
 Yes

**Provide the name(s) and organization(s) of additional individuals assisting in the completion of this project:**

Jessica Ruthenberg (MN DNR), Alison Cariveau (MN DNR), Mags Edwards (MN DNR), and Kristin Hall (MN DNR)

**Do you understand that a named service contract does not constitute a funder-designated subrecipient or approval of a sole-source contract? In other words, a service contract entity is only approved if it has been selected according to the contracting rules identified in state law and policy for organizations that receive ENRTF funds through direct appropriations, or in the DNR’s reimbursement manual for non-state organizations. These rules may include competitive bidding and prevailing wage requirements**  
 N/A