

Environment and Natural Resources Trust Fund 2018 Request for Proposals (RFP)

Project Title:**ENRTF ID: 099-C**

Increasing Diversity in Environmental Careers: Fellowships, Internships, Mentorships

Category: C. Environmental Education**Total Project Budget:** \$ 1,000,000**Proposed Project Time Period for the Funding Requested:** 5 years, July 2018 to June 2023**Summary:**

This collaborative project creates a college to workforce pathway for under-represented students who are interested in pursuing Natural Resources careers by reducing barriers that inhibit successful educational attainment.

Name: Denise Legato**Sponsoring Organization:** MN DNR**Address:** 500 Lafayette Rd. N.
St. Paul MN 55155**Telephone Number:** (651) 259-5317**Email** denise.legato@state.mn.us**Web Address** <http://www.dnr.state.mn.us/index.html>**Location****Region:** Statewide**County Name:** Statewide**City / Township:****Alternate Text for Visual:**

Minnesota map showing DNR, PCA and BWSR worksite locations; and, public educational institutions. Time line of student cohorts over length of project.

_____ Funding Priorities	_____ Multiple Benefits	_____ Outcomes	_____ Knowledge Base
_____ Extent of Impact	_____ Innovation	_____ Scientific/Tech Basis	_____ Urgency
_____ Capacity Readiness	_____ Leverage	_____ TOTAL	_____ %



Environment and Natural Resources Trust Fund (ENRTF)

2018 Main Proposal

Project Title: Increasing Diversity in Environmental Careers: Fellowships, Internships and Mentorships

PROJECT TITLE: Increasing Diversity in Environmental Careers: Fellowships, Internships, Mentorships

I. PROJECT STATEMENT

The *Increasing Diversity in Environmental Careers: Fellowships, Internships, Mentorships* project provides a college to workforce pathway for under-represented students (women, ethnic and racial minorities, and individuals with disabilities) who are enrolled in and are pursuing science, technology, engineering and math (STEM) degree programs at state and tribal colleges and technical schools. Through a strategic partnership between the Minnesota Department of Natural Resources (MNDNR), the Minnesota Pollution Control Agency (MPCA), the Board of Water and Soil Resources (BWSR) and Conservation Corps Minnesota and Iowa (CCMI), this collaborative project intends to reduce and eliminate barriers that inhibit under-represented students from successfully completing STEM degrees and obtaining environmental employment post-graduation.

This project received partial funding (\$487,000 of the \$1,487,000 requested) in ML2017 Chapter 96. This request is for the remaining \$1,000,000 needed to fully fund and operate the project as recommended by DNR, its partners and the LCCMR.

The MNDNR is the project lead; in consultation with the partners, MNDNR will design, administer and evaluate the overall project. MNDNR will contract with CCMI to recruit student applicants; administer fellowship/stipends; deliver contracted internships; and provide outreach and training to participants and their support networks. The state agencies will provide in-kind funding for mentors and the state sponsored internships. In total, this project will reach 80 students over the duration of the project and provide up to 120 paid internships, 60 of which will be funded through ENRTF dollars to CCMI.

Students selected for this project will participate in learning opportunities, paid internships, and experiential on-site learning opportunities and mentoring throughout their post-secondary STEM educations. They will gain invaluable skills and direct work experience in areas such as water resources and wildlife management, recreation, conservation practices, surveying, engineering, habitat restoration and management. As a result of this work effort, student interns will be prepared for natural resources careers within the public sector upon graduation. The long-term goal of this project is that the experiences of these 80 students are shared within their communities in ways that further an awareness of and interest in environmental careers. As students embark on career planning they will seek experiential opportunities within state agencies ultimately resulting in broader diversity among Minnesota citizens engaged in natural resources and environmental careers.

II. PROJECT ACTIVITIES AND OUTCOMES

EXAMPLE:

Activity 1: Fellowships and Project Administration

Budget: \$288,000

Outcome	Completion Date
1. MNDNR and CCMI will supplement funding appropriated to the DNR in ML2017 to design the project and recruit cohorts of 20 student enrolling in two or four-year STEM degree programs. (Total of 4 cohorts/80 students over duration of projects).	June 30, 2019
2. CCMI awards fellowships and provide additional education funding information and STEM degree/career information to students and their families). Total of 80 fellowships over duration of project with annual installments.	September 30, 2019
3. CCMI and student completed end-of-academic-year retention evaluations	June 30, 2020



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4. Repeat steps 1 through 3 for remaining three cohorts.	June 30, 2023
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Activity 2: Assign agency mentors to students and provide paid summer internships representing a wide range of science, environment and natural resources careers.

Budget: \$712,000

Funding will support MNDNR staff member to coordinate, train and assign up to 80 mentors to students as well as coordinate up to 120 internships to students that will address cultural and perceptual barriers while provided the students with paid internship experiences (60 paid for with ENRTF funding; state agencies (DNR, BWSR and PCA) will fund the remaining internships.

Outcome	Completion Date
1. DNR and its partners to supplement funding appropriated to the DNR in ML2017 to develop the agency mentorship program.	April 30, 2019
2. Develop and implement agency mentorship program.	July 31, 2019
3. Assign mentors to students	
4. MNDNR, PCA and BWSR identify internship positions and provide posting to CCMI	April 30, 2020
5. Award internships	May 31, 2020
6. Repeats steps 2 through 5 through the duration of the project.	June 30, 2023

III. PROJECT STRATEGY

A. Project Team/Partners

Project receiving ENRTF funding:

- CCMI – will receive ENRTF funding for this project via contract for project administration to include the fellowship/stipend awards, contracted internships (ENRTF funded), and on-going student support.
- MNDNR will receive funding through the appropriation to coordinate 80 inter-agency mentorships and internships as well as project administration.

Partners NOT receiving ENRTF funding

- MPCA and BWSR – provide intern supervisors and mentors, fund second and third year internships.

B. Project Impact and Long-Term Strategy

This project provides fellowships, multiple internship opportunities for 80 under-represented students (women, ethnic and racial minorities, and individuals with disabilities) over the course of a five-year project and will break down barriers that inhibit those students from pursuing post-secondary science, technology, engineering and math (STEM) educations and careers.

Despite Minnesota's change demographics and more than a decade of both national and state focus on directing more students – particularly women and minorities – toward STEM careers, research shows that the STEM workforce is no different today than in 2001. Through this project, under-represented students will receive financial support, learning and experiential opportunities that will encourage graduation rates and post-graduation placements into career fields that will benefit Minnesota's environment and natural resources for generations to come.

C. Timeline Requirements

Project research and design to be leveraged with the ML2017 ENRTF appropriation. Work will start once the remaining project dollars (\$1,000,000) are secured. Project research and design will be completed by March 2019 with recruiting, fellowship and mentorships beginning in spring of 2019 and continuing through the project term. Internships begin summer 2020 and continue through the summer of 2022. Overall project evaluation completed spring 2023 with on-going student assessments.

2018 Detailed Project Budget

Project Title: Increasing Diversity in Environmental Careers: Fellowships, Internships, Mentorships


IV. TOTAL ENRTF REQUEST BUDGET 5 years

BUDGET ITEM	AMOUNT
Personnel: MNDNR Program Coordinator to identify, train and coordinate 80 MNDNR, MPCA and BWSR mentors and 120 internship placements; 5 years @ .70 FTE; 71/29 Salary/Benefits (\$300,300 paid for from ML2017 Chp 96 appropriation)	\$ -
Professional/Technical/Service Contracts: Contract with Conservation Corps Minnesota & Iowa (CCMI) to manage and administer project with the following components:	\$ 1,000,000
Contracts with Conservation Corps Minnesota & Iowa (CCMI) to manage project with the following components:	
CCMI Program Manager and Administrator: 5 years @ 1.0 FTE; 80/20; estimated cost \$400,000 (\$147,039 paid for from the ML 2017 Chp. 96 appropriation).	
CCMI Contracted Internships: \$372,039. Total of 60 internships award over the duration of the project.	
CCMI Fellowships: first year award - \$2,000; second, thirds and fourth year award - \$1,000/year; estimated cost \$280,000	
CCMI Equipment/Tools/Supplies: 80 students total @ \$200/ea.; estimated cost \$16,000	\$ -
CCMI Site Visits: summer intership site visits during first, second and third year; up to 120 site visits at \$225/site visit; estimated cost \$27,000	\$ -
CCMI Recruitment: 80 students including background checks @ \$200 each; estimated cost \$16,000	\$ -
CCMI Training: 80 students@ \$450 each; estimated cost \$36,000	
Travel related expenses, years 2-5 of the program to visit program sites statewide. Estimated lodging ~\$3,500; ~meals ~\$1,700; mileage ~ \$6,743. \$15,825 paid for from the ML2017 Chp. 96 appropriation.	
Direct and Necessary for MNDNR's costs to design and oversee the program: HR support (~\$5,149); Safety Support (~\$1,442); Financial Support (~\$4,371); Communication Support (~\$1,316); IT Support ~\$14,850; Planning Support (~\$912); Procurement Support ~(\$197) paid for from the ML 2017 Chp. 96 appropriation.	\$ -
TOTAL ENVIRONMENT AND NATURAL RESOURCES TRUST FUND \$ REQUEST =	\$ 1,000,000

V. OTHER FUNDS (assumes that remaining project dollars (\$1,000,000) are secured and in place.

SOURCE OF FUNDS	AMOUNT	Status
Other Non-State \$ To Be Applied To Project During Project Period: Federal education awards leveraged by Conservation Corp Minnesota for Year 1 Interns	\$ 90,000	Indicate: Secured or Pending
Other State \$ To Be Applied To Project During Project Period: MNDNR, MPCA and BWSR-awarded Sophomore and Junior Internships: awarded during summer following students' sophomore and junior years; total of 60 sophomore and junior internships awarded over duration of project.	\$ 403,042	Indicate: Secured or Pending
In-kind Services To Be Applied To Project During Project Period:		Indicate: Secured or Pending
Mentor for each Student: 80 mentors total for 40 hours/year @ \$30.01/hour for 4 years	\$ 240,080	
Intern Supervisor for each Student; 1 Supervisor FTE/10 Interns for 12 weeks @ 30% of time dedicated to supervisory duties	\$ 515,923	
Supplies and equipment for Interns (including laptops and field equipment such as GPS units, maps, data, first-aid and safety equipment); 120 Internships @ \$1,000 each	\$ 120,000	
Direct and necessary costs: MNDNR's costs to support 60 sophomore and junior internships: HR Support (~\$24,051), Safety Support (~\$6,736), Financial Support (~\$8,709), Communication Support7(~\$1,316), IT Support (~\$48,560), Planning Support (~\$912), Procurement Support (~\$197)	\$ 90,481	
Past and Current ENRTF Appropriation: \$487,000 received in ML2017 Chp. 96; no funding will be expended until additional \$1 million is secured.	\$ 487,000	Unspent
Other Funding History: Indicate funding secured but to be expended prior to July 1, 2018, for activities directly relevant to this specific funding request. State specific source(s) of funds and dollar amount.	\$ -	

Increasing Diversity in Environmental Careers: Fellowships, Internships, Mentorships

Academic Year 1 2018-19	Academic Year 2 2019-20	Academic Year 3 2020-21	Academic Year 4 2021-22	Academic Year 5 2022-23
CCMI: -Scholarship research -Recruit C1 students	C1 Freshman fellowships : 20 \$	C1 Sophomore fellowships : 20 \$	C1 Junior fellowships : 20 \$	C1 Senior fellowships : 20 \$
MNDNR: - Program Design - Assign & train 20 C1 mentors \$	C1 – Freshman internships \$	C1 – Sophomore internships \$	C1 – Junior internships \$	
	CCMI: Recruit C2 students \$	C2 Freshman fellowships : 20 \$	C2 Sophomore fellowships : 20 \$	C2 Junior fellowships : 20 \$
	MNDNR: Assign & train C2 mentors \$	C2 – Freshman internships \$	C2 – Sophomore internships \$	
	CCMI: Recruit C3 students \$	C3 Freshman fellowships : 20 \$	C3 Sophomore fellowships : 20 \$	
	MNDNR: Assign & train C3 mentors \$	C3 – Freshman internships \$		
	Legend (Each Cohort = 20 students) Program Administration = yellow Cohort 1 (C1) = blue Cohort 2 (C2) = pink Cohort 3 (C3) = orange Cohort 4 (C4) = green	CCMI: Recruit C4 students \$ MNDNR: Assign and train C4 mentors \$	C4 Freshman fellowships : 20 \$	

FY '19

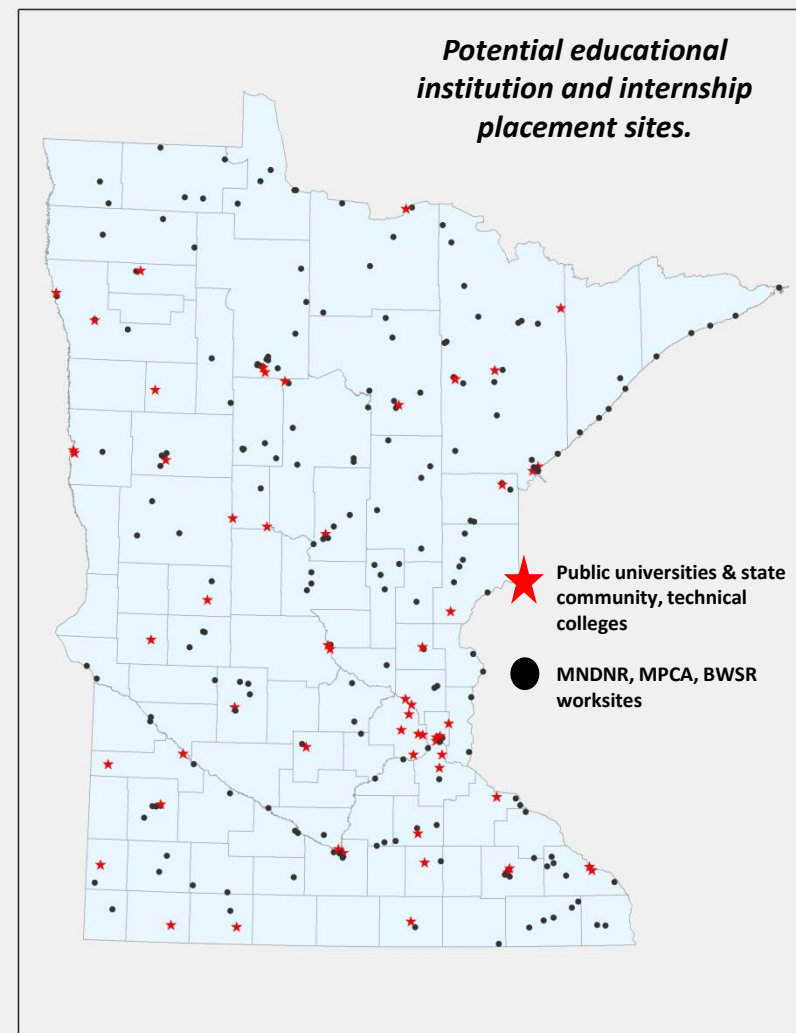
FY '20

FY '21

FY '22

FY '23

State Fiscal Years





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VI. PROJECT MANAGER QUALIFICATIONS AND ORGANIZATION

Project Manager: Denise Legato, Human Resources Director
Organization: Department of Natural Resources, Operations Services Division
Address: 500 Lafayette Road, St. Paul, MN 55155
Telephone: 651-259-5317
Email: denise.legato@state.mn.us

Qualifications

Denise is the DNR's Director of Human Resources. She manages the agency's Human Resources (HR) Section, which provides a wide variety of HR services to the agency, including employee and labor relations, payroll and transaction processes, data maintenance; employee training and organizational development; performance management; leave management; employee benefits services; recruitment and selection; Affirmative Action/Diversity and Inclusion/ADA program administration; internal investigations and ethics; and HR consultative services for the agency. She has managed the delivery of organizational Human Resources services for over 40 years within state, regional, local government and a non-profit organization.

Organization

The DNR mission is to work with citizens to conserve and manage the state's natural resources, to provide outdoor recreation opportunities, and to provide for commercial uses of natural resources in a way that creates a sustainable quality of life.

The Operations Services Division facility program provides facilities that are safe, accessible, support employee productivity and model environmental sustainability and energy use. The DNR owns and actively maintains 2,700 buildings, encompassing 2.9 million square feet of floor space at over 200 locations statewide, and with replacement values of about \$365 million.