



## Environment and Natural Resources Trust Fund

2023 Request for Proposal

Acquisition / Restoration Version

**THIS DOCUMENT IS FOR REFERENCE ONLY.**

**USE ONLINE PROPOSAL SUBMISSION SYSTEM TO COMPLETE PROPOSAL.**

### General Information

**Proposal ID:** *(auto-filled)*

**Proposal Title:** *(8 word limit)*

### Project Manager Information

**Name:**

**Organization:**

**Office Telephone:**

**Email:**

### Project Basic Information

**Project Summary:** *(30 word limit)*

**Funds Requested:** *(auto-filled from budget)*

**Proposed Project Completion:**

**LCCMR Funding Category:**

**Secondary Category:** *(only if Category H is selected)*

### Project Location

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

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

When will the work impact occur?

SAMPLE

## Narrative

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

*(200 word limit)*

What is your proposed solution to the problem or opportunity discussed above? i.e. What are you seeking funding to do? You will be asked to expand on this in Activities and Milestones.

*(200 word limit)*

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?

*(100 word limit)*

## Activities and Milestones

**Activity 1:** *(20 word limit)*

**Activity Budget:**

**Activity Description:**

*(200 word limit)*

**Activity Milestones:**

Description <i>(15 word limit)</i>	Completion Date

**Activity 2:** *(20 word limit)*

**Activity Budget:**

**Activity Description:**

*(200 word limit)*

**Activity Milestones:**

Description <i>(15 word limit)</i>	Completion Date

## Project Partners and Collaborators

Name	Organization	Role (50 word limit)	Receiving Funds

## 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 be funded?

*(100 word limit)*

## Other ENRTF Appropriations Awarded in the Last Six Years

Name	Appropriation	Amount Awarded

## Project Manager and Organization Qualifications

**Project Manager Name:**

**Job Title:**

**Provide description of the project manager's qualifications to manage the proposed project.**

*(300 word limit)*

**Organization:**

**Organization Description:**

*(200 word limit)*

## Budget Summary

Category / Name	Sub category or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
Personnel								
							Sub Total	
Contracts and Services								
							Sub Total	
Equipment, Tools, and Supplies								
							Sub Total	
Capital Expenditures								
							Sub Total	
Acquisitions and Stewardship								
							Sub Total	
Travel In Minnesota								
							Sub Total	
Travel Outside Minnesota								
							Sub Total	
Printing and Publication								
							Sub Total	

<b>Other Expenses</b>								
							<b>Sub Total</b>	
							<b>Grand Total</b>	

**Classified Staff or Generally Ineligible Expenses**

Category/Name	Subcategory or Type	Description	Justification

**Non ENRTF Funds**

Category	Specific Source	Use	Status	Amount
<b>State</b>				
			<b>State Sub Total</b>	
<b>Non-State</b>				
			<b>Non State Sub Total</b>	
			<b>Funds Total</b>	

Acquisition and Restoration

Parcel List

Name	County	Site Significance	Activity	Acres	Miles	Estimated Cost	Type of Landowner	Title or Easement Holder	Status of Work

SAMPLE

## Fee Acquisition

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

**List all adopted state, regional, or local natural resource plans in which the lands included in the parcel list are identified for the acquisition purposes you propose. Include the URL to the plan if one is available.**

**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.**

**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.**

**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.**



## Conservation Easement Acquisition

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

**List all adopted state, regional, or local natural resource plans in which the lands included in the parcel list are identified for the acquisition purposes you propose. Include the URL to the plan if one is available.**

**For any conservation easement acquired, 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.**

**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.**

**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.**

**Provide a statement addressing how conservation easements will address specific water quality protection activities, such as keeping water on the landscape, reducing nutrient and contaminant loading, protecting groundwater, and not permitting artificial hydrological modifications.**

**Describe the long-term monitoring and enforcement program for conservation easements acquired on parcels by your organization, including explanations of the process used for calculating conservation easement monitoring and enforcement costs, the process used for annual inspection and reporting on monitoring and enforcement activities, and the process used to ensure perpetual funding and implementation of monitoring and enforcement activities.**

## Easement (Other) Acquisition

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

**List all adopted state, regional, or local natural resource plans in which the lands included in the parcel list are identified for the acquisition purposes you propose. Include the URL to the plan if one is available.**

**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.**

**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.**

**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.**

SAMPLE

## Restoration

**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.**

**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.**

**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.**

**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.**

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

**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.**

## Attachments

### Required Attachments

*Map (uploaded file)*

*Alternate Text for Visual Component*

*Financial Capacity (uploaded file)*

*Board Resolution or Letter (uploaded file)*

Title	File

### Optional Attachments

*Support Letter or Other (uploaded file)*

Title	File
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## Administrative Use

Does your project include restoration or acquisition of land rights?

Does your project have patent, royalties, or revenue potential?

Does your project include research?

Does the organization have a fiscal agent for this project?