

Snake River Comprehensive Watershed Management Plan	Partnership Meeting Agenda Meeting #5 <u>Location:</u> Kanabec Co. Courthouse Basement room 317 Maple Ave E Mora MN 55051	Date: Feb. 26, 2024
		Time: 10:00 am – 12:00 pm
		In-Person Or Remote via. Google Meet

Partnership Members: Dan Gravley, Travis Leiviska, Kevin Belkholm, Kurt Beckstrom, Michael Cummins, Terry Lovgren, Tom Roeschlein

Alternates: Jon Sanford, Bob Hoefert, Kim Johnson, Bob Janzen, Joshua Mohr, Rick Mattson, Bret Sample, Kelly Henry

Invitees:

Staff: Teresa Wickeham, Ryan Carda, Deanna Pomije, Jerah Mattson, Paul Swanson, Mara Jade, Jeremy Williamson, Susan Shaw, Kyle Fredrickson, Andrew Carlstrom, Keenan Hayes, Janet Smude, Mitch Gindele, Willow Dean, Erin Hoxsie

Agencies: Barb Peichel, Zach Guttormson

Meeting Material & Homework:

- Meeting Outcomes 1/22/24
- Draft Project Policies, including cost-share rates

In-Person Meeting in the basement room of the Kanabec Co. Courthouse 317 Maple Ave E Mora MN 55051 OR

Remote Google Meet via. Computer or phone:

(If you haven't previously tested your computer/phone system using Google Meet, please log-in/call-in 10 min. early.)

Google Meet joining info:

Video call link: <https://meet.google.com/efq-bzxf-pfs>

Or dial: (US) +1 530-500-4027 PIN: 315 092 742#

More phone numbers: <https://tel.meet/efq-bzxf-pfs?pin=6950425897200>

Agenda Items

*Agenda Items for Approval / Roll Call Vote

Chair: Kurt Beckstrom, Mille Lacs SWCD

Vice Chair: Kevin Belkholm, Kanabec SWCD

Snake Watershed Mission: The mission of the Snake River Watershed Plan Partnership (SRWPP) is to implement the Snake River Comprehensive Watershed Management Plan. The Partnership seeks to facilitate collaboration across its member entities and connect landowners with the resources needed to manage their natural resources. The SRWPP strives to work with and empower landowners and partners in the restoration and protection of the watershed's natural resources.

Meeting to start after the SRWMB Meeting (starting at 9 am)...

Start 10:00 am (120 min)		(Meeting Recorded)	
Partnership Meeting	Purpose	Lead	Start Times
<p>Welcome – Introductions, as needed ‘Who is the most famous person you’ve met? How did you meet?’</p> <p><u>Meeting Purpose</u> – Approve Service Contracts, Approval on project vetting & project policies</p>	INTRO	Chair	10:00 am
*Approve Agenda – suggest other agenda items	APPROVE	Chair	10:10
*Approve meeting outcomes: 1/22/24	APPROVE	Chair	10:15
*Project Policies (process, cost share rates)	REVIEW / APPROVE	Staff	10:20

*Proposal – Snake River assessment for projects	REVIEW / APPROVE	Pine SWCD	10:50
Project Ranking Sheet	REVIEW / COMMENT	Staff	11:05
*Contract approval authority request & date authorized	REVIEW / APPROVE	Pomije	11:25
BREAK (5 min.)			11:30
Public Input (10 min.)	HEAR COMMENTS	Chair	11:40
Service Contracts: Statement of Works: *Snake River Assessment (Pine SWCD) *Urban Practices (Kanabec SWCD) rain barrels *Project Development amended (Kanabec SWCD) priority maps *Outreach / Education amended (Mille Lacs SWCD) website	REVIEW / COMMENT	Pomije	11:50
Update on Watershed Hire (re-posted, open until filled)	UPDATE	Pomije	11:55

<p><u>Next Scheduled Meeting –</u> March 25, 2024</p> <p><u>Future Agenda Items:</u></p> <ul style="list-style-type: none">• <p>Anyone want to sign-up to bring treats for our next meeting?</p>	UPDATE	Chair / Staff	End 12:00 pm
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Snake Watershed Partnership Meeting Outcomes –January 22, 2024 10:30am-12:30pm

Location: Kanabec Co. Courthouse or Remote Google Meeting

Board: Travis Leiviska (Aitkin Co); *Kurt Beckstrom (left early), Bob Hoefert (left ~11:50 am) (Mille Lacs SWCD); Kevin Belkholm, (Kanabec SWCD); Tom Roeschlein (Kanabec Co); Terry Lovgren (Pine Co); Michael Cummins (Pine SWCD)

*remote attendees

Staff:

Kanabec SWCD: Deanna Pomije, *Emily Larsen; Pine SWCD: Mara Jade; Pine Co: Erin Hoxie, Mike Gainor, David Minke; Aitkin SWCD: *Janet Smude; Mille Lacs SWCD: Willow Dean; BWSR: *Barb Peichel, Zach Guttormson

Items in italics have been clarified after our 1/22 meeting.

Purpose for the meeting

Approve Service Contracts. Seek comments on project vetting and project policies.

10:32 Roll Call – Belkholm chairing

Belkholm led the group in a round robin with everyone introducing themselves by answering an ice breaker question on their potato preferences.

*Approval of Agenda

Motion by Lovgren, second by Cummins to approve the agenda as presented

Affirmative: Hoefert, Roeschlein, Belkholm, Cummins, Leiviska, Lovgren

Opposed: None **Abstain:** None

*Approval of the 11/27/23 Outcomes

Motion by Leiviska, second by Hoefert to approve the 11/27/23 outcomes as presented

Affirmative: Hoefert, Roeschlein, Belkholm, Cummins, Leiviska, Lovgren

Opposed: None **Abstain:** None

Sub-Watershed Assessment – Pokegama Lake Assn. (Pine SWCD)

Mara Jade from Pine SWCD presented a proposal for a sub-watershed assessment to be completed on the Pokegama Lake watershed by a consultant for \$51,300. The assessment on this watershed is meant to identify the best locations and which conservation practices will lead to an improved water quality on Pokegama Lake. This assessment is planned to be completed over a period of 2 years. The lake assn. and the MN Pollution Control Agency will provide historic water quality testing data. Within the Pokegama watershed it was mentioned that most of the Snake River itself bypasses the lake.

Motion by Leiviska, second by Hoefert to approve the sub-watershed assessment on the Pokegama Lake watershed by a consultant for \$51,300, contracted with Pine SWCD.

Affirmative: Hoefert, Roeschlein, Belkholm, Cummins, Leiviska, Lovgren

Opposed: None **Abstain:** None

Partnership Insurance with MCIT

We are waiting on an insurance quote from MCIT.

Motion by Lovgren, second by Leiviska to approve the payment of our insurance for 2024, not to exceed the budgeted \$3,000 amount.

Affirmative: Hoefert, Roeschlein, Belkholm, Cummins, Leiviska, Lovgren

Opposed: None **Abstain:** None

Project Vetting Process:

Pomije led the group through two flow charts showing the process for project approval; first through the staff Steering Committee then followed with an approval by the Partnership Board for projects equal to or over \$20,000. For projects less than \$20,000 the Steering Committee will review proposed projects using a Partnership Board approved project ranking criteria sheet and against any Partnership Board approved project policies, such as cost-share rates for non-structural incentive payments such as cover crops. Priority areas as identified in our Plan will be the focus for outreach in seeking willing landowners to do projects. BWSR has said that the assurance measure for our watershed grant will be to seek out 70% of our project funds to be spent within the priority areas. It was suggested to add onto the flow chart the step where the local govt. unit (LGU, i.e.: Pine SWCD) signs a contract with the voluntary land owner to help fund and complete the project. This step will be added.

Motion by Cummins, second by Lovgren to approve the presented project flow chart showing the project approval process with the suggested addition.

Affirmative: Belkholm, Cummins, Leiviska, Lovgren

Opposed: Hoefert, Roeschlein **Abstain:** None Motion passed.

Service Contracts:

***Attorney Representation (Pine Co)**

It was estimated to need attorney services for the Partnership for ~40 hours per year. There was a discussion over what exact billable rate the Pine Co. attorney would charge. The exact rate was not known. Pine Co. staff estimated between \$75-150 / hour. (*confirmed \$108.26 rate*) There was a brief explanation on how the billable rate is calculated using a BWSR approved calculator. The calculator adds in overhead expenses such as leave expenses, benefits and normal office actual expenses looking back in time 1-year. Normal office expenses may include rent, insurance, board per diems, office and computer supplies, vehicle expenses and annual dues.

Motion by Cummins, second by Lovgren to approve the service contract with Pine Co. for attorney services for representing the Partnership.

Affirmative: Belkholm, Cummins, Leiviska, Lovgren, Hoefert

Opposed: Roeschlein **Abstain:** None Motion passed.

***Master Contract (one for each SWCD -LGU)**

Motion by Leiviska, second by Lovgren to approve the master service contracts, one with each SWCD; Pine, Mille Lacs, Kanabec and Aitkin.

Affirmative: Belkholm, Cummins, Leiviska, Lovgren, Roeschlein, Hoefert

Opposed: None **Abstain:** None Motion passed.

Statement of Works (SOW):

***Sub-watershed Assessment (Pine SWCD)**

Motion by Cummins, second by Lovgren to approve the SOW with Pine SWCD for the completion of a sub-watershed assessment using a consultant (Stantec) on the Pokegama Lake watershed to locate where best to place conservation practices for up to \$51,300.

Affirmative: Belkholm, Cummins, Leiviska, Lovgren, Roeschlein, Hoefert

Opposed: None

Abstain: None

Motion passed.

Various Small Projects, requesting approval:

*Shoreline Protection Projects <\$20,000 each (Kanabec SWCD) Not to Exceed \$5,000

Kanabec SWCD is seeking approval on a shoreline protection project on Fish Lake, that was previously funding through the SRWMB, for \$2,406.39.

Motion by Lovgren, second by Cummins to approve the above SOW with Kanabec SWCD for shoreline protection projects, less than \$20,000 each, using a not to exceed amount of \$5,000.

Affirmative: Belkholm, Cummins, Leiviska, Lovgren, Roeschlein, Hoefert

Opposed: None

Abstain: None

Motion passed.

Request for grant funds of not to exceed \$1,000 (Project Development grant category) for a consultant to consolidate our priority maps into an ArcGIS and web-based map to easier identify which priority areas are promoting which conservation practices. To be contracted with the Kanabec SWCD.

Motion by Cummins, second by Leiviska to approve the above SOW request with Kanabec SWCD to hire a consultant to consolidate our priority maps for ease of use as described, not to exceed \$1,000.

Affirmative: Belkholm, Cummins, Leiviska, Lovgren, Roeschlein, Hoefert

Opposed: None

Abstain: None

Motion passed.

Request for grant funds of not to exceed \$1,620 (SOW - Urban Practices grant category) with Kanabec SWCD, using rain barrels as an outreach tool to engage with landowners within the watershed. Those landowners within priority areas may be reimbursed 25% of the cost of the rain barrel when they show proof of installation.

Motion by Lovgren, second by Cummins to approve the above described, SOW request with Kanabec SWCD to reimburse landowners within the priority areas a portion of the rain barrel cost, not to exceed \$1,620.

Affirmative: Belkholm, Cummins, Leiviska, Lovgren, Roeschlein, Hoefert

Opposed: None

Abstain: None

Motion passed.

Statement of Work contracts:

*Forestry Services (Pine SWCD) Not to Exceed \$89,800

*Outreach / Education (Kanabec SWCD) Not to Exceed \$83,666

*Outreach / Education (Mille Lacs SWCD) Not to Exceed \$5,000

*Project Development (Mille Lacs SWCD) Not to Exceed \$5,000

*Grant Reporting (Aitkin SWCD) Not to Exceed \$5,000

Motion by Lovgren, second by Cummins to approve the above 5 SOW with the various LGU's for the various identified services, each listing a not to exceed amount.

Affirmative: Belkholm, Cummins, Leiviska, Lovgren, Roeschlein, Hoefert

Opposed: None

Abstain: None

Motion passed.

Public Input: none

Update on new Watershed Hire by Kanabec SWCD

The Watershed Program Coordinator position closed 1/10/24 with 5 applicants. The selection committee (2 Kanabec SWCD Supervisors; Paul Swanson, staff Pine SWCD) decided the applicants lacked the experience they were seeking, so no interviews were called. They have decided to repost the position and increase the experience required.

*Adjourn Meeting at 12:41pm

Motion by Cummins, second by Lovgren to adjourn meeting at 12:41pm

Affirmative: Beckstrom, Ripka, Belkholm, Cummins, Mohr, Gravely, Leiviska

Opposed: None **Abstain:** None

Next Meeting: (after the SRWMB mtg.)

February 26, 2024, 10:00 am start

Future Agenda Items:

Review / approve project vetting and cost-share policies

Approved by SRWPP Board _____

Snake River Watershed Plan Partnership WBIF Project Policies

Purpose: This policy establishes an administrative process regarding how the Watershed Based Implementation Funds (WBIF) will be spent implementing the Snake River Watershed Comprehensive Watershed Management Plan (SRCWMP).

This document outlines:

- 1) Project selection and approval process;
- 2) Contracting and payment process and policies; and
- 3) Cost share rates and policies

This policy is intended to be reviewed annually and may be altered at any time to adjust for unforeseen projects and funding opportunities upon approval by the Snake River Watershed Plan Partnership (SRWPP) board.

Additional documents should be used in conjunction with this document: 1) Projects ranking application form, 2) MN BWSR applicable grant policy and grants administration manual.

Roles and Parties Definitions

Fiscal Agent: Pine County, Erin Hoxsie

Coordinator: Kanabec Soil and Water Conservation District

Members: Any local government that has signed the Joint Powers Agreement establishing the SRWPP.

Steering Committee: The Steering Committee consists of one staff member from each party of the JPA.

Board: The SRWPP Board consists of one representative from each party to the JPA.

Project: Any request for SRWPP WBIF funds. Projects may include requests for staff time funding, consultant(s) work services (with SRWPP Board approval) or labor and/or materials to install a best management practice.

Section 1. Project selection and approval process

Project Eligibility

The first step in project selection is to determine whether the project is eligible for WBIF funding.

Eligibility:

The following criteria determine whether a project is eligible to be implemented with WBIF Funds:

1. Projects must meet the eligibility requirements of the Board of Water and Soil Resources WBIF.
2. Projects must be identified within an activity/category of the current fiscal year's grant's work plan.
3. Eligible projects must be within a **Priority Areas as identified in section 3.0 in the Snake River Comprehensive Watershed Management Plan (CWMP)** or for projects that maintain or enhance watershed-based ecosystems.

The Eligibility and Ranking Sheet score must be a "yes" for all eligibility questions for a project to be eligible to use WBIF. All "yes" projects are eligible to move on to the funding ranking step in the project selection process.

Funding Request Components

Each funding request from a member must include a completed Project Ranking Sheet and Statement of Work. The Project Ranking sheet will be located on a central database and should be filled out there. The activity statement of work can be downloaded from the database and sent to the coordinator.

Funding Request Ranking

All projects determined to be eligible for WBIF funds will be scored using the Eligibility and Ranking Sheet, except for projects requesting funds for plans/assessments, education/outreach purposes, staff time, and technical/engineering services. The spreadsheet must be completed by the member wishing to receive funding for a project. The sheet determines if a project's eligibility for grant funds and scores the projects against comparable criteria.

For projects that are eligible the coordinator will send the completed Eligibility and Ranking Sheet, where applicable, and any supplemental information by email to the Steering Committee for electronic review (See Funding Request Periods). Each Steering Committee member shall reply within the timeframe specified by the coordinator with their recommendation to "fund," "do not fund," or "schedule a meeting to discuss." If two or more recommend a meeting, the coordinator will schedule and facilitate that meeting. Steering Committee meetings will typically be held the morning of the second Monday of the month. All Steering Committee approved funding requests equal to or above \$20,000 will be referred to the Board for consideration where funding approval is by majority vote.

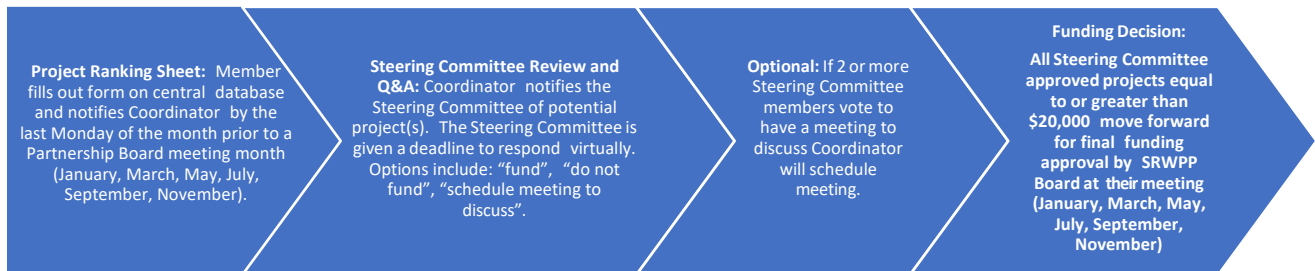
Steering Committee and Board funding decisions may include consideration of available funding, cost effectiveness, matching funds leveraged, degree to which other funding has been pursued, and criteria as established in the SRCWMP and the accompanying WBIF work plan. If insufficient grant funds exist to fulfill current and anticipated funding requests, projects will be scored against each other. If tied, the project with a better value calculation on the dollars spent per pollutant reduced will be funded. Additionally, projects specifically mentioned in the grant work plan will receive priority over those that are not.

Approved by SRWPP Board _____

Staff Time Funding Requests

Certain WBIF activities are primarily to fund staff time but are nonetheless often referred to as “projects” in this policy. These activities include Education/Information; Administration/Coordination; Project Development (PD); Technical/Engineering Assistance (TA); and planning, assessment, and special studies. Funding requests for these activities use the same process described above. Consideration of these requests shall focus on achieving the CWMP goals consistent with the grant work plan and policies.

Summarized Project & Program Approval Process



Funding Request Periods

Funding requests must be submitted to the coordinator by the last Monday of the month, prior to any of the Partnership Board meeting months (January, March, May, July, September, November). Steering Committee recommended projects equal to or over \$20,000 in requested grant costs will go to the SRWPP Board during any of the regularly scheduled meeting months (January, March, May, July, September, November). The Partnership Board may schedule meetings as needed outside of every other month schedule.

Cost Share Rates and Policies

Approved funding requests must comply with the SRWPP Cost Share Rates and Policies found in Section 3.

Appeals

The Board will review and make a funding decision on all projects equal to or over \$20,000. Decisions of the Board are final. Projects may be re-submitted for reconsideration if changes are made in response to input from the Steering Committee or board.

Project Splitting or Grouping

Members may make a single funding request for a grouping of similar projects.

Requests for Future Funds

Requests will not be considered for future rounds of WBIF grant funding that is not yet in-hand. However, Members are encouraged to make future projects known during grant work planning.

Approved by SRWPP Board _____

Revisions to the Project Ranking Application Form

The Steering Committee may revise the Project Ranking Application Form. Grammatical, formula and other edits that do not change project eligibility may be made at the discretion of the Coordinator and Fiscal Agent. Other edits shall be approved by the Steering Committee and notice provided to the Board.

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Section 2. Contracting Process and Policies

Contracts

Upon approval of a funding request by a Member, the Member will execute an agreement and statement of work with the SRWPP. The Board may choose to authorize the Chair or Coordinator to execute the agreement.

The Member must execute a cost share contract with landowner for any structural or non-structural best management practices. That agreement must contain operation and maintenance provisions throughout the duration of the project's anticipated life. Such agreements must contain a deed recording for projects with a grant cost equal to or greater than \$20,000. Such deed restrictions shall expire at completion of the anticipated project life, as specified in the landowner agreement. Deed recordings are not required for publicly or tribally owned land, permanently protected land, or fee to trust land.

Payments

All requests for reimbursement must be submitted to the Fiscal Agent and made on forms provided by the Fiscal Agent that include signatures of responsible parties overseeing the work. Requests for reimbursement of direct payments must be substantiated by receipts, paid invoices, or similar documentation in accordance with Grant policy and acceptable to the Fiscal Agent. Requests for staff time reimbursement must be substantiated by a log of hours worked and billing rate calculations in accordance with Grant policy and acceptable to the Fiscal Agent. All documentation must include dates of services. It is the Member's responsibility to know and comply with State grant and the Snake River Watershed Plan Partnership Policies.

Fiscal Agent authorization to issue payments: The Fiscal Agent is authorized by the Board to issue payments for approved projects and report these transactions quarterly at Board meetings.

Payment Process: The Member will pay all expenses up front. The Fiscal Agent will reimburse the Member as directed by the Fiscal Agent's board, within work plan limits, and considering recommendation of the Member.

10% Retainage: The Fiscal Agent will issue reimbursement payments, except 10% may be retained. Any retained amounts will be paid after Board of Water and Soil Resources releases the final 10% of grant funds.

Payment as grant funds are available: The Fiscal Agent will issue reimbursement payments as grant funds are available. Grant funds are provided to the Fiscal Agent by the State in 50%-40%-10% payments with reconciliation processes that may cause delays between those payments. The Fiscal Agent's board may prioritize payments and may issue partial payments if available funds are insufficient to pay all reimbursement requests.

Approved by SRWPP Board _____

Progress Payments: Members may request progress payments before final completion of work on project contracts, provided they comply with grant requirements. Prior to authorization for progress payment, the Member must attest that the request for payment has merit, the payment request is equal to or less than the percent of work that is complete, and that the project will still be completed within the contract timeline.

Documentation required with payment requests:

- Executed landowner contract (if applicable).
- Operation and Maintenance Plan. Typically included in the landowner contract.
- Payment voucher. Vouchers should include sign-off by the designer or technical staff with project oversight and Member administrator.
- Vendor invoices. Invoices must include the vendor name; materials, labor or equipment provided; component unit costs; invoice date; and date(s) work was performed.
- Staff time and hourly rate documentation (when applicable) consistent with grant policy.
- Pollutant reductions (for completed projects, if applicable). Calculations or models must be consistent with BWSR grant guidelines.
- Certified as-build design (for completed projects, if applicable).
- Before and after photos.
- Certifies that the project complies with any prevailing wage requirements (if applicable).

Advance payments: Advance payments of grant funds are discouraged but may be considered. Such requests will be made during the request for funds and project ranking process. If the funding request is approved, a recommendation of advance payment may be provided to the Fiscal Agent by the Board. The Fiscal Agent shall make the final decision regarding whether to issue advance payment and provide reasoning.

Invoicing frequency: Staff time payment requests may be submitted up to quarterly. Installation or other requests can be submitted up to monthly.

Project Statement of Work Amendments

A Project statement of work amendment may include (a) requests for additional Partnership funding or (b) a change to the scope and type of work that results in reduced benefits such that the Partner agreement for the project must be modified.

Changes in funding or scope will be approved as follows:

≤10% funding change and if the change of scope remains proportional to the original agreement: The Member submits a request to the Fiscal Agent. The Fiscal Agent can approve the amendment.

>10% funding change or if the change of scope is not proportional to the original agreement: Member must submit the request to the Fiscal Agent. The Fiscal Agent will notify the coordinator to place the item on the next scheduled Partnership Board meeting agenda. The member must present the requested change to the Partnership Board for approval/denial.

Approved by SRWPP Board _____

After the Fact Funding Requests

Work to be paid or reimbursed must occur after a funding request is approved and associated contracts executed.

Designer Credentials

Project designs must have sign-off by a person with credentials acceptable under grant policy such as job approval authority or professional engineer. The NRCS Field Office Technical Guide, MN Stormwater Manual, BWSR Native Vegetation Establishment and Enhancement Guidelines, or other standards generally accepted by the engineering profession must be used for project design, construction, operations and maintenance.

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Section 3. Cost Share Policies

Cost-share and local match

General funding rates for all project types are described in the table below. The rates below are guidelines with each Member having discretion to modify the rate based on their individual board’s policies. If Members increase the cost share rates from the listed below; they will be asked to consult with the Steering Committee to ensure plans are in place to satisfy the grant’s overall required match (WBIF 10%).

Match for the WBIF grant must be from a non-state source and comply with all grant policy. Non-state funding sources may be used to fund any project at 100% if consistent with the administrative requirements of the funding source.

Grant activity	WBIF Cost Share Funding Rate Guidance	Non-State Match Required*
Administration/Coordination	100%	0%
Education/Information	100%	0%
Project Development	100%	0%
Tech/Engineering	100%	0%
Planning, Assessment, & Special Studies	100%	0%
Ag Non-Structural	Incentive-Based	0%
Ag Practices	75%	25%
Livestock Waste Practices	75%	25%
Shoreline Protection	75%	25%
Forestry Practices	75%	25%
Groundwater	75%	25%
Urban Practices	75%	25%
Wetland Restoration	75%	25%
SSTS	TBD	TBD

*Percentage of WBIF grant funds.

Ineligible Projects

Required projects - Cost share is not available for projects required by local, state or federal rules or ordinances.

Grant work plan & policies – Projects must be consistent with the funding source grant work plan or grant policies.

Non-Structural Agriculture Practice Policy and Incentive Rates

Incentives to install or adopt non-structural best management practices that improve or protect water quality are eligible for use of funds. The goal of these practices is ongoing landowner adoption unless otherwise approved by BWSR.

Non-structural BMPs will be planned and implemented according to the Natural Resource Conservation Service standards and specifications found on the Electronic Field Office Technical Guide (EFOTG). However, seeding dates for cover crops may follow Midwest Cover Crop Council seeding guide recommendations.

For all non-structural BMP practices, cost share funding will be comprised of a flat per acre rate incentive based on the Minnesota NRCS Practice Average Annual Cost Information Spreadsheet FY2018 (or more recent as it becomes available) and the Practice Cost Information Workbook Tool 2019 (or more recent) found in the EFOTG.

Contract length

Practices will be planned for 1- or 3-years of implementation.

1-year contracts are available to allow landowners to start small by trying a practice with little commitment. 1-year contracts apply to only cover crops.

For practices with 3 years of implementation, practices may be implemented on the same acres for the 3-year duration (required for nutrient management and prescribed grazing), practices may move with the rotation but must implement the same amount or greater acres in years 2 and 3, or two or more practices may be implemented on the same acres for the 3-year period alternating years (i.e.: Plant cover crops after corn harvest, no-till soybeans the following year).

Contract Payments

The timing of payments shall be made at the discretion of the Member contracting the practice with the landowner/operator. Payments may be made all up-front, upon the first season's certification by the Member OR payments may be made after each season's certification by the Member, for both one- and three-year contracts. Certification includes verification of seeding, seed mix, and rate or other required parameter, depending on the practice. The practice must be certified and inspected by the Member annually for three-year contracts to ensure implementation. If the practice is not continued in years 2 & 3 as required, the Member shall recover funds for those years.

Eligibility

1-year Contracts (applies to only cover crops): Eligibility requirements include that planned practices are newly adopted; not previously implemented on the acres by the current owner/operator and did not previously meet NRCS standards and specifications. Up to three consecutive contracts may be applied for on the same land.

3-Year Contracts: Eligibility requirements include that planned practices are newly adopted; not previously implemented on the acres by the current owner/operator and did not previously meet NRCS standards and specifications. For cover crops, a second application is eligible if the cover crops species is enhanced or the practice is enhanced.

Incentive Rates:

- **Cover Crops** - Must follow NRCS Practice Standard 340
 - 1-2 species \$50/acre/year
 - 3+ species \$60/acre/year
 - Prevent plant acres are not eligible for this program
 - Implementation can occur on different acres within the three-year contract or on the same acres consecutively
- **Nutrient Management** - Must follow NRCS Practice Standard 590
 - \$20/acre/year
 - Implemented on the same acres annually
- **Prescribed Grazing** - Must follow NRCS Practice Standard 528
 - \$40/acre/year
 - Implemented on the same acres annually
- **Residue and Tillage Management – No-Till & Strip Till** - Must follow NRCS Practice Standard 329 for No-Till/Strip-Till
 - \$20/acre/year
 - Implementation can occur on different acres within the three-year contract or on the same acres consecutively
- **Residue and Tillage Management - Conservation Tillage** - Must follow NRCS Practice Standard 345 for Conservation Till
 - \$10/acre/year
 - Residue cover following a corn crop at the time of planting the subsequent crop must be 60% or greater.
 - Residue cover following a soybean crop at the time of planting the subsequent crop must be 30% or greater.
 - Residue cover following a small grain crop at the time of planting the subsequent crop must be 60% or greater.
 - Implementation can occur on different acres within the three-year contract or on the same acres consecutively.

Labor Provided by Owners

Unless specified otherwise by Minnesota prevailing wage statutes, the value of labor, equipment, materials and/or services that are proposed to be provided by the landowner to complete the project, shall be estimated at:

- General Labor rate of \$25 per hour. (Date, times and activity must be documented)
- Heavy equipment operation such as skid steers, tractors, backhoes, and scrapers (including labor) at \$75 per hour. (Date, times and activity must be documented)
- Other equipment rates as listed on the most recent Iowa State University – Iowa Farm Custom Rate Survey – Average Charge rate.
- Professional or semi-professional services, such as engineering, labor rate at \$100 per hour. (Date, times and activity must be documented)

NOTE: In-kind labor is non-reimbursable. This is to be used ONLY as match for the grant.

SRWPP Project Ranking Summary Sheet

To: (Board, Committee, Watershed Program Coordinator)

Date:

From: Sponsoring Entity (Must be a member entity)

Subject: Request for Funding: Project Name / Type

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Description of Project (brief paragraph)

Identify resource concern and proposed BMPs within description.

Benefitted Waterbody Information (add rows for additional waterbodies if necessary)

Target waterbody(ies)	
Description of near-by land uses	
Impairment status	Waterbody-impairment...
Protection or restoration	Restoration

Project Details

Project Name	i.e.: FY24.PSWCD.Pokegama.20.1
Project Sponsor	(fiscal year.sponsor.twp.sec.#)
Project Ranking Score (percentage)	
Additional Project Partner(s) (other than sponsor)	
Project Location (lat./long, address, Twp./sec./1/4 sec. or description)	
Sub-watershed (USGS HUC-10)	
Estimated Construction Timeline	
Est. Phosphorus Load Reduction	
Est. TSS Load Reduction	
Calculation Tool Used	
Project Lifespan	
Lifetime Cost-Benefit (\$/lb phosphorus removed)	
Applicable WBIF Work Plan Activity	
Funding Specifically Allocated to this Project in Work Plan (if applicable)	
Total Estimated Project Cost	
Match provided, match source (cannot be state funds)	
Requested Funding of SRWPP	
Lifetime Cost-Benefit (\$ / lb. phosphorus removed)	

Project Name:

Project Sponsor:

Project Description/location:

HUC 12:

Scoring Criteria		DRAFT		Points
1.	Priority Area	The project addresses a resource concern in a priority area identified in the Plan's implementation table	<u>First 5 years of plan:</u> Tier 1 = 15 Tier 2 = 5 Other Priority Area = 15 Not identified in plan = 1 <u>After year 5:</u> Tier 1 = 15 Tier 2 = 15 Other Priority Area = 15 Not identified in plan = 5 <u>Protection:</u> + In an identified protection item in the plan = 10 + Not in an identified protection item in the plan = 1	
2.	Identified in Biennial work plan or the Implementation section 3.0 of the Snake River (CWMP)?	Identify which work plan category the project pertains to or which action ID from section 3.0 of the Snake River (CWMP)?	Yes = 10 No = 0	If no, not approvable without biennial work plan amendment (I don't like this as much, it's making more work for ourselves) Upped the "yes" from 5 to 10 Revisit work plan wording...
3.	Lake Restoration & Protection	<u>Restoration:</u> The project addresses impairment on a priority lake <u>Protection:</u> The project is on a protection priority lake	Within ¼ mile = 10 Or directly connected hydrologically Within ½ mile = 5 1 mile + = 1	Address hydraulic connectedness or ability to differentiate between 2 streams with 1 having much higher pollutant flow

4. or	Stream Restoration	The project addresses an impaired water	Yes = 10 No = 5	
4.	Stream Protection	Project is located on a non-impaired stream, addresses a resource concern, and will contribute to the prevention of future impairments	Yes = 10 No = 0	Easements ?
5.	Readiness	Concept plans and/or cost estimates are complete	Design completed = 10 Concept plan / cost estimate: Yes = 5 No = 0	
6.	Urgency & Opportunity	Is the project contingent on securing funding now? (Example, BMP is part of a larger project that will move forward with or without the BMP; opportunity would be lost if not funded and implemented now)	Yes = 5 No = 0	
7.	Cost effectiveness	Level of cost benefit when calculating dollar cost per pound of phosphorous reduced yearly	<\$1,000/lb P reduced/yr = 15 \$1,000-\$1,999/lb P reduced/yr = 12 \$2,000-\$2,999/lb P reduced/yr = 10 \$3,000 - \$3,999/lb P reduced/yr = 5 \$4,000+/lb P reduced/yr = 1 Protection >\$5,000/ac. = 5 <\$4,999/ac. = 10	
8.	P Reduction	Pounds of phosphorous reduced yearly by proposed BMP	10+ lbs = 10 5 - 10 lbs = 8 3 - 5 lbs = 5 1 - 3 lbs = 3 < 1 lb = 1 Protection = 10	
9.	Sediment / Soil Reduction	Tons of sediment reduced yearly by proposed BMP	10+ lbs = 5 5 - 10 lbs = 3 < 5 lbs = 1 Protection = 5	

10.	Other Completion parameter	i.e.: acres or lin. ft. benefitted, # wells sealed, plans completed, outreach contact hrs.	_____ # (ac., lin. ft., plans, contact hrs.) No points	
11.	Partners & Funding	Partnership and collaboration with agencies, organizations, or other groups is being leveraged or utilized by this project (Are there multiple partners providing funding, in-kind support, or other assistance or involvement?)	Yes = 5 No = 0	
12.	Resource Concern Level	Risk of resource concern degrading further OR Protection – risk of development or resource degradation	High = 10 Medium = 5 Low = 1	
13.	Multiple Benefit	Project provides added benefit of <u>habitat</u> improvements (aquatic, riparian, upland, wetland). <u>Note</u> : water quality improvements are not considered habitat improvements for this criterion.	Yes = 5 No = 0	
14.	Multiple Benefit	Project provides added benefit of <u>education</u> (examples: demonstration project)	Yes = 5 No = 0	
15.	Multiple Benefit	Project improves water quality while also addressing <u>flooding concern</u> (examples: pond, wetland restoration, or floodplain expansion)	Yes = 5 No = 0 Or Increases Storage = 10	Add that this addresses storage, increase weight
16.	Multiple Benefit	Project improves <u>groundwater</u> quality/quantity (examples: soil health, nutrient management, pesticide reduction, recharge, infiltration, reuse)	Yes = 10 No = 0	

Total Points Possible:
 Restoration = 135 pts.
 Protection = 125 pts.
 _____%

*	Additional BMPs in Place or multiple practices planned ("Bonus" Points)	2 point per BMP, maximum of 10 points possible	0 - 10	

Education & Feasibility Studies: The Steering Committee Recommends no ranking criteria here are needed, however if more/many come to the Board we will then develop criteria. Plan to discuss the merits of each as a committee to come forward with a recommendation.