



Bassett Creek Watershed Management Commission

MEMO

To: BCWMC Commissioners
From: Laura Jester, Administrator
Date: December 12, 2018

RE: AIS Prevention Grant Application Ideas

The Hennepin County Aquatic Invasive Species (AIS) pass-through grant application process is now open. Applications are due on Monday, January 14th. (See grant flyer and guidelines attached.)

I have checked briefly with a few partners and gathered some ideas for activities that could be included in an application (see below). (Many of these came from the AIS Specialist with the Minneapolis Park and Rec Board, Mike Sorenson). I added a general estimate of funds needed for each activity. There are still conversations to have with city staff, TRPD, MPRB, and lake groups regarding ideas for programs, projects, and collaboration. I am requesting approval to submit a grant application on behalf of the BCWMC for up to \$20,740 for some or all of the activities below or others that may be developed before the application is due.

1. Send several lake residents through the U of M's AIS Detector Training.
<https://www.maisrc.umn.edu/ais-detector>. Find one or two residents on each lake interested in taking the training and becoming the local "AIS expert". [\$195/person * 6 lakes * 2 people = \$2,340]
2. Host a "starry trek event" where volunteers meet in a central location, learn how to identify starry stonewort and other AIS, then split up to go look for it. The funds could be used to hire an AIS consultant and/or buy refreshments and educational materials. [\$500/event (??) * 2 events = \$1,000]
3. Hire Fortin Consulting or Blue Water Science to host an AIS identification workshop for lake resident volunteers. [\$1,500/training (??) * 1 training = \$1,500]
4. Host AIS education workshop for law enforcement representatives. This could be an overview of AIS laws and a brief hands-on identification lesson. [\$1,500/training (??) * 1 training = \$1,500]
5. Hire intern/consultant (perhaps through West Metro Water Alliance) to attend community events and lake association meetings in the summer to educate the public about AIS. [\$40/hour * 10 hours/wk * 16 weeks = \$6,400.]
6. Perform aquatic plant surveys on lakes where monitoring isn't scheduled in 2019 in order to detect starry stonewort or other invasive plants early when a rapid response may still be feasible (Parkers, Sweeney/Twin, Wirth, Westwood, Lost) [\$8,000/survey * 1 survey = \$8,000]

Aquatic Invasive Species Prevention Grants

Hennepin County has up to \$300,000 of grant funds available to help local units of government and organizations implement projects that prevent the spread of aquatic invasive species (AIS).

Eligible recipients	<ul style="list-style-type: none"> Local government agencies, such as cities, watershed organizations and park districts Nonprofit organizations Public companies and institutions Private, for-profit companies
Examples of projects	<p>Eligible prevention activities:</p> <ul style="list-style-type: none"> Assess the risk of AIS introduction and the resources available to respond. Increase available resources and leverage partnerships. Broaden knowledge and participation in early detection and rapid response. Prevent the spread of AIS. Address specific pathways of introduction. Increase enforcement resources. Increase public awareness and participation in prevention. Promote research.
Eligible expenses	Consulting fees, staff time, materials, supplies, labor, printing and promotions.
Application timeline	Applications due January 14, 2019 . Depending on the number and quality of proposals submitted, this may be the only time the county solicits for proposals.
Amount of funding available	<ul style="list-style-type: none"> Typical projects awards range from \$15,000 to \$25,000. Maximum amount awarded per grant is \$50,000.
Matching funds	No match required.
Project timeline	<ul style="list-style-type: none"> 12 to 24 months to complete project. Project start times cannot occur before contract approval by Hennepin County.
Reporting requirements	<ul style="list-style-type: none"> Each project must enter into a formal project contract/ agreement with the county addressing conditions of the award. Work plan and budget. Project design and specifications (if applicable) Documentation regarding expenses , such as time sheets, invoices and receipts. Interim and final reports as identified in the grant agreement.



Contact us today

Our staff is available to answer questions and offer resources:

- Visit hennepin.us/aisprevention
- Contact Tony Brough at 612.348.4378 or Tony.Brough@hennepin.us

Aquatic invasive species prevention grants

Aquatic invasive species prevention grant guidelines

Hennepin County works to protect and preserve natural resources to enhance the quality of life for current and future generations. Through the Aquatic Invasive Species (AIS) Prevention Program, the county has about \$200,000 of grant funds available to help local units of government and organizations implement projects that prevent the spread of aquatic invasive species.

Application due date

Applications are due by 3 p.m. on Monday, January 14, 2019. Apply in the Hennepin County [Supplier Portal](#). All application documents can be found in Supplier Portal.

Questions and technical assistance

Learn more about the program and examples of past projects at www.hennepin.us/aisprevention.

Prospective applicants may also contact the project manager for assistance, including feedback on project ideas, suggestions for activities, help with the application, or general questions and concerns. Contact Tony Brough at tony.brough@hennepin.us or 612-348-4378.

Eligible activities

Eligible prevention activities include:

- Assess the risk of AIS introduction and the resources available to respond
- Increase available resources and leverage partnerships
- Broaden knowledge and participation in early detection and rapid response
- Prevent the spread of AIS
- Address specific pathways of introduction
- Increase enforcement resources
- Increase public awareness and participation in prevention
- Promote research

Selection criteria

Hennepin County staff will evaluate applications based on the following criteria.

Project goals, activities and outcomes

- Project goals clearly focus on preventing the spread of aquatic invasive species in Hennepin County.
- Proposed activities are consistent with project goals and have identified outcomes.
- Identified outcomes are reasonable and measurable.
- Project focus is holistic, long-term, new, or innovative.
- Activities balance being scientifically sound, financially responsible, and culturally acceptable.

Organizational need and capacity

- Application clearly describes the need for AIS prevention funding.
- Demonstrates the applicant's capacity and commitment regarding project implementation.
- Demonstrates ability to properly administer grant funds and meet all reporting requirements.

Geographic spread

Hennepin County is interested in engaging partners located throughout the county. The geographic location of programs, projects and activities may be considered to ensure program coverage throughout the county.

General terms

This application is an invitation for applicants to submit a request to the county to receive an aquatic invasive species grant and not a confirmed grant award. Submission of an application shall neither obligate nor entitle an applicant to enter into a contract with the county. The county will consider all the material submitted by the applicant to determine whether the applicant's offer is in compliance with the terms and conditions set forth in this application. Applications that do not comply with the provisions in this application may be considered nonresponsive and may be rejected.

The county reserves the right to determine, in its sole and absolute discretion, whether any aspect of the proposal satisfactorily meets the criteria established in their application, the right to seek clarification from any applicants, the right to request additional information during the evaluation period, the right to negotiate with any applicants whether or not they submitted an application, the right to reject any or all applications with or without cause, the right to waive any irregularities or informalities in an application, the right to award multiple contracts to applicants and/or the right to award a contract to an entity that did not submit an application.

All contracts recommended by Hennepin County Environment and Energy are advisory only, subject to approval by the Hennepin County Board of Commissioners.

Program guidelines and requirements

Eligibility	<ul style="list-style-type: none"> • Projects must be located in Hennepin County • Eligible organizations include: <ul style="list-style-type: none"> ○ Non-profit organizations ○ Local governments, such as cities, watershed organizations and park districts ○ Public companies and institutions ○ Private, for-profit companies
Funding	<ul style="list-style-type: none"> • Funding is available for eligible activities that prevent the spread of AIS. • Grant amounts will be based on the funds available, application score/rank, and the submitted work plan and budget.
Award amount	<ul style="list-style-type: none"> • Maximum of \$50,000 per project • Typical awards range from \$5,000 to \$25,000
Timeline and important dates	<ul style="list-style-type: none"> • Applications are due by 3 p.m. on Monday, January 14, 2019. Depending on the number and quality of proposals submitted, this may be the only time the county solicits for proposals. • Hennepin County review and board approval in February or March, 2019. • Project start times cannot occur before contract approval by Hennepin County. • 12 to 24 months to complete project. • Semi-annual project progress/summary reports. • Final report within 2 months after project completion.
Reporting requirements	<ul style="list-style-type: none"> • Work plan and budget • Project design and specifications (if applicable) • Documentation regarding expenses, such as time sheets and invoices • Interim and final reports as identified in the grant agreement
Acceptable expenses	Grant funds may be used for consulting fees, staff time, materials, supplies, labor, printing and promotions.
Project agreement	Each grant recipient must formally enter into a grant agreement with the county. The agreement will address the conditions of the award, including implementation of the project and a final report. The agreement is a legal, binding document. Grant recipients are expected to keep accurate financial records of the project which includes documentation of all expenses.
Payments	Payments will be provided pursuant to the terms and conditions of the grant agreement based on documented expenditures and completion of objectives