

# **NORTH DAKOTA NATURAL RESOURCES TRUST 2019 REQUEST FOR PROPOSALS**

## **INTRODUCTION**

From its inception, the North Dakota Natural Resources Trust (Trust) has played a role as facilitator between agricultural, energy, water, and conservation interests. In addition to facilitating and funding sound, on-the-ground conservation of natural resources, its goal is to identify common issues, create dialogue, and resolve conflicts. Along with its agricultural and conservation partners, the Trust advocates for recognition, appropriate development and protection of North Dakota's unique natural resource values. It promotes productive use of private agricultural lands and private property rights that result in long-term enhancement and protection of private lands. It promotes effective use of North Dakota's public lands both for agriculture and recreation. It encourages good land use planning along urban river corridors and promotes enhancement and protection of the state's significant water resources. The Trust helps shape the landscape through its programs and does its best to help shape both public attitude and public policy to support natural resources protection.

The Trust is under the direction of a six-member board of directors, each serving a two-year term, responsible for managing the Trust's affairs. Three of the directors are appointed by the governor of North Dakota, one by the National Audubon Society, one by the National Wildlife Federation, and one by the North Dakota Chapter of The Wildlife Society. The North Dakota Game and Fish Department director is an ex-officio member.

The staff of the Trust is comprised of the Executive Director, Administrative Assistant/Biological Tech, Biologist/Business Manager, Conservation Program Coordinator, and NAWCA Staff/ND NAWMP Coordinator/Trust Biologist.

## **STATEMENT OF NEED**

The Trust is seeking grant proposals to assist in implementation of our mission and the education and outreach elements identified in our Strategic Plan, as follows:

1. Public awareness and education on the values of wetlands, grasslands, and riparian areas; importance of maintaining soil health and the interconnection with water quality and the overall health of our natural resources.
2. Public awareness and education on the importance of western North Dakota natural resources.

**APPLICATION DEADLINE:** March 29, 2019

## **GRANT GUIDELINES**

Up to \$60,500 total will be available for the 2019 Small Grant program. The Trust will consider grant proposals up to \$10,000 per year, not to exceed two years and a total of \$20,000. The Trust Small Grant program is NOT intended to be the permanent funding source for a project or program. Indirect costs are allowed at 10%. Matching funds will receive favorable consideration but is not required.

For grant proposals selected for funding, an agreement between the grantee and the Trust will be required. The Trust will provide funding on a reimbursement basis only. Reimbursements should be requested in a timely fashion and a project progress report will be required with each reimbursement request. The final project report along with the final reimbursement request will be required within 30 days from the end of the agreement.

In the interest of getting your good work implemented and having the Trust's dollars put to use, **agreements will be issued for periods no longer than 18 months** (known shorter durations can be written as such). If your funding cannot be used within that 18 month timeframe, **you can apply for a one-time 6 month extension**, but that will need to be submitted for review 30 days or more prior to the agreement's expiration. ***If no extension request is filed and the expiration date passes, the agreement is void and any unreimbursed portion of approved grants will be returned to the Trust.***

## **GRANT APPLICATION**

### **I. Applicant Information**

This section contains basic information that will help us process your grant application. Of primary importance is designating a contact person, their phone number and email address, so we know who to contact if we have questions or need additional information. Tell us why you want to do this project, and discuss your organizations capacity to complete the project in terms of expertise and experience. Tell us both the time you expect it will take you to implement the project (no longer than 18 months) and the useful life you expect from the accomplishments.

### **II. Project Description (200 words or less)**

Tell us what your proposed project is, what you intend to accomplish, and how the project will address our Statement of Need. List goal(s) and objective(s), making sure that objectives are quantified whenever possible, describing what outputs you intend to produce or what you intend to accomplish, and by what date. Use maps and other appropriate graphics to illustrate where and how you intend to do your work.

### **III. Project Budget**

Give us a clear picture of the project's projected cost and expected cost/benefit. Indicate whether you are submitting a one-time or multi-year request to the Trust for this project, or whether you are asking for an initial commitment from the Trust and plan to approach the Trust for funding again in the future on the same project.

**\*\*We'd appreciate you sharing if we are the sole or primary funding source for your project as well, or if you have additional funding sources or match dollars. We are interested in the success rates of various projects based in part on the funding sources.**

### **IV. Evaluation**

Be open about how you intend to evaluate the success of your project relative to our Statement of Needs and make sure your measurement of success is tied to the goals and objectives you outlined in your project description. Wherever possible, evaluation criteria should be output-oriented. For example, in education projects it is common for evaluation to be based on "inputs" such as the number of instructors using the material, number of students exposed to the material, etc. For educational projects the Trust would prefer to see evaluation based on innovative pre and post instructional testing that assesses what students exposed to the material actually learned and retained.

The key to clarity and to assisting us in evaluating your proposal is to set clear goals and objectives and use them in developing your measurement criteria. If you can't quantify expected or measured results, be as clear as possible about which subjective measurement criteria you plan to use and how you plan to apply them. The Trust can supply an example form for you to utilize in providing the success or betterment of process information.

#### **HOW TO MAKE YOUR GRANT SUBMISSION**

The Trust's proposal application can be found on our website at [NDNRT.com](http://NDNRT.com). You can also contact the Trust at (701) 223-8501 or email Kathy Kirschman at [kathy@naturalresourcestrust.com](mailto:kathy@naturalresourcestrust.com) for a hardcopy to be mailed/faxed/emailed.

The deadline for submitting grant proposals is March 29, 2019. Proposals may be mailed to the ND Natural Resources Trust, 1605 E. Capitol Avenue, Suite 101, Bismarck, ND 58501-2102 or emailed to [kathy@naturalresourcestrust.com](mailto:kathy@naturalresourcestrust.com). Final approvals on awarded grants are made at our spring board meeting (anticipated April or May 2019).