

**APPLICATION PACKET
FOR OTHER PROJECTS AND
PROGRAMS**



SEPTEMBER 19, 2023

Background: This application packet contains the following materials related to Red River Watershed Management Board (RRWMB) funding of Other Projects and Programs such as studies, monitoring and testing activities, and educational initiatives.

STEP I. SUBMITTAL OF APPLICATION TO THE RRWMB: Applications must be submitted by the first day of the month to RRWMB staff, in order to be considered by the RRWMB Managers that month. RRWMB staff will work with the applicant to prepare information for inclusion in the regular monthly meeting packet.

STEP II. PRESENTATION TO THE RRWMB: A presentation requesting funding assistance for Other Projects or Programs from the sponsoring agency, member Watershed District (WD), or organization must be made in writing, supported by an oral presentation, at a regular monthly meeting of the RRWMB. The request shall describe how the intended action will enhance the capability of RRWMB member WDs in carrying out their duties and functions and support the mission and purposes of the RRWMB.

The presentation shall also contain a description of the duration of the proposed activity and the total cost through completion. Cooperating participants in the funding of the proposed activity shall be identified with verification that funding will be available through completion. WD recipients of such funding assistance shall provide a report(s) of the action or initiative, which may be achieved through the WDs annual report.

Note: Such requests do not follow the Step Submittal or Water Quality Program processes or procedures.

STEP III. RRWMB ACTION: Action on the request(s) may be taken no sooner than the next regular monthly meeting following presentation to the RRWMB Managers. The considerations for approval of funding requests shall be as follows:

1. Shall be relevant to the mission and purposes of the RRWMB. Those initiatives not directly related will not be considered.
2. The results shall be useable/functional for the majority of the member WDs.
3. May be of an experimental/pioneering nature, but generally applicable in the Red River Basin (RRB).
4. May be for district plans related to Flood Damage Reduction (FDR) initiatives.
5. Shall be on a cost-sharing basis with the primary agency involved.
6. Shall be reviewed by the appropriate committees as necessary or appropriate.
7. The applicant shall complete and submit any applicable RRWMB forms.

NOTE: Variances from these requirements may be allowed with at least two-thirds majority vote of the Board and a Board finding that the proposed program or project is of benefit to the RRB. The RRWMB will approve funding by resolution. Funding agreements and/or contracts will also include a scope of work.

Projects Not Considered for Funding: The following activities will not be considered by the RRWMB Managers and are not eligible for funding:

1. The initiative is not related to gaining information toward FDR.
2. The information sought in the activity is primarily for state or federal agency use.
3. The information sought in this activity is primarily for use in the applicant District.

RRWMB FUNDING APPLICATION FORM FOR OTHER PROJECTS AND PROGRAMS

RRWMB member WDs and other entities who wish to request funding for Other Projects and Programs must submit this application form in accordance with RRWMB funding processes and procedures. Completed applications can be submitted to the RRWMB at rob.sip@rrwmb.us or by mailing to the RRWMB office at 11 Fifth Avenue East, Suite B, Ada, MN 56510.

1. Program Name: _____

2. Requesting Entity: _____

3. Location of Project (County and Township): _____

4. Description of Request: Please indicate if the project is new or relates to an existing effort.

5. Relation to RRWMB Mission and Purposes:

6. Common Benefit: Please describe how the proposed project will be useable/functional for the majority of the member WDs.

7. Experimental/Pioneering Nature: Please describe how the proposed project or program will be of an experimental/pioneering nature, but generally applicable in the RRB.

8. Relation to FDR Initiatives:

9. Relation to Comprehensive Plans: Please describe how the proposed project relates to local watershed district comprehensive plans, 1W1P, or other local, state, federal, regional, or international plans or initiatives.

10. Maintenance of Effort: How will you maintain the project into the future? Do you plan on requesting funds from the RRWMB in the future after the initial request? Please explain your plan to maintain, expand, or enhance the project in the next 5 years.

12. Project Funding: Please use the table below to illustrate other funding partners.

Funding Source	Amount	Comments
Federal		
State		
Local		
RRWMB		
Other (NGO, Etc.)		
TOTAL		

13. Project Timeline: Please describe the proposed project timeline.

14. Additional Information: Please list or discuss any other information that you wish to submit as part of this application. Include maps identifying the location of the proposed Other Project or Program and any other supporting documentation. If you require additional space to complete any of the questions below, please attach additional sheets as necessary.