



**APPLICATION PACKET
FOR PROGRAMS**

MAY 21, 2019

This application packet contains the following materials related to RRWMB funding of Programs including studies, monitoring and testing activities, and educational initiatives.

STEP I. SUBMITTAL OF APPLICATION TO THE RRWMB: Applications must be submitted to the RRWMB on a quarterly schedule as determined by the RRWMB. Programs must be reviewed by the RRWMB Technical Advisory Committee (TAC) after the initial presentation to the RRWMB Managers.

STEP II. PRESENTATION TO THE RRWMB: A presentation requesting funding assistance for programs from the sponsoring agency, member watershed district, or organization must be made in writing, supported by an oral presentation, and at a regular monthly meeting of the RRWMB. The request shall describe how the intended action will enhance the capability of RRWMB member districts in carrying out their duties and functions.

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, including publishing a report(s) of the action or initiative.

STEP III. RRWMB ACTION: Action on the request(s) may be taken no sooner than the next regular monthly meeting.

CRITERIA: The criteria for submitting programs and initiatives for consideration for funding shall be as follows:

1. Shall be related to obtaining background information needed for flood damage reduction project development or natural resource enhancement initiatives approved through the Mediation Project Team process. Those initiatives not directly related will not be considered.
2. The results shall be useable/functional for the majority of the member districts.
3. May be of an experimental/pioneering nature, but generally applicable in the Basin.
4. May be for any one of the purposes of a watershed district if applicable in all.
5. May be for district plans related to flood damage reduction initiatives.
6. Shall be on a cost-sharing basis with the primary agency involved.
7. Shall be recommended by the TAC as beneficial to the RRWMB.

NOTES:

1. Variations from these requirements may be allowed for all proposals but only when receiving six (6) affirmative votes of the Board. The Board shall make the decision on whether initiative proposals are programs or projects for the purposes of funding.
2. Programs or initiatives submitted for funding participation are to be made directly to the Board at a regular monthly meeting **(not to be submitted in the step process)**.
3. A funding agreement between the RRWMB and grantee shall be completed along with a scope of services. The RRWMB will approve funding agreements and scopes of work by resolution.

PRIORITIZATION PROCESS FOR CONSIDERING PROGRAMS, STUDIES, TESTING, AND MONITORING

Consideration for the funding of Programs and Initiatives shall be ranked for funding eligibility in the following order of priority. The lowest ranking shall be #1 and the highest #7.

1. The initiative is not related to gaining information toward flood damage reduction.
2. The information sought in this initiative is primarily for state or federal agency use but is needed for gaining information related to flood damage reduction.
3. The information sought in this initiative is primarily for use in the applicant District.
4. The information sought in this initiative is needed by an individual District for their own use but could be a pilot for establishing a methodology that could be used by all.
5. The information sought in this initiative will be conducted within an individual District, but the information gained can be utilized by all.
6. The information sought in this initiative is being gathered in all cooperating Districts and the information gained is necessary for furthering flood damage reduction initiatives.
7. The information sought in this initiative will be applicable to, and utilized in, all member Districts and is essential for the development of flood damage reduction initiatives within all of the Minnesota portion of the Red River basin.

Number _____ best describes this proposal.

The recommended minimum score for this category is 4.

RRWMB FUNDING APPLICATION FORM FOR PROGRAMS AND INITIATIVES

Member watershed districts and other entities of the RRWMB who wish to request funding for Programs and Initiatives 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.org or by mailing to the RRWMB office at:

11 Fifth Avenue East
Suite B
Ada, MN 56510

Attach maps identifying the location of the proposed program or initiative and any other supporting documentation. If you require additional space to complete any of the questions below, please attach additional sheets as necessary.

1. Program Name: _____

2. Requesting Entity: _____

3. Project Sponsor: _____

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

5. Description of Request (Please indicate if the project is new or relates to an existing effort).

A. For New Projects (Please describe your project here):

B. For Existing Projects (Please describe completed past efforts that relate to this project and attach references to reports/studies that provide additional information about this project):

6. Relation to RRWMB Mission (Please describe how this project relates):

7. Relation to RRWMB Principle Objective (Please describe how this project relates):

8. Relation to RRWMB Supporting Objectives: (Please list and discuss which supporting objectives are related to this project):

9. Common Benefit (Please describe how the proposed project will provide common benefit to all RRWMB member watershed districts and the Red River Basin as a whole):

10. Relation to Comprehensive Plans (Please describe how the proposed project relates to local watershed district comprehensive plans, a 1W1P, or other local, state, federal, regional or international plans or initiatives. Please also describe how these plans relate to the RRWMB mission, principle objective, and supporting objectives in Questions 6, 7, and 8):

11. 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 describe plans to apply for other funds from other entities or partners).

Project Funding Sources:

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):