**Project Information Form**

Shared form used by the **Red River Watershed Management Board** and **Flood Damage Reduction Work Group**

***Project Sponsors:*** *Please complete this form for projects being developed under the Red River Basin Mediation Agreement. Part 2 is needed only if the project advances beyond the planning steps from Part 1. If Part 2 is used, update it twice per year (April and October), and again when submitting requests for funding or other approvals by the RRWMB or FDRWG. Please change* ***prior*** *updates to* ***black*** *font. Show new updates in red font.*

**PART 2: PROJECT DEVELOPMENT/CONSTRUCTION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Name:** |  | | |
|  |  | | |
| **Sponsor/Applicant:** |  | | |
|  |  | | |
| **Contact Person:** |  | **Date:** |  |

**Progress in developing/constructing the project** *(Prior items are shown on Part 1 of this form)*

(*Steps do not have to occur in this order, and some steps may not apply. If not applicable, enter “NA”)*

|  |  |  |
| --- | --- | --- |
|  | **Approx. Percent complete** | **Date Completed (month/year)** |
| 1. Final Engineer’s Report |  |  |
| 1. Land and easement acquisitions |  |  |
| 1. Environmental Review |  |  |
| 1. Public Hearing |  |  |
| 1. Local board or council approves funding the project |  |  |
| 1. RRWMB Step 3 Approval (if applicable) |  |  |
| 1. Funding commitments secured from other parties |  |  |
| 1. Permitting |  |  |
| 1. Preliminary design *(completion defined as 30% design done)* |  |  |
| 1. Final design *(completion defined as 90% design done)* |  |  |
| 1. Plans, specifications, bid documents |  |  |
| 1. Construction contract award |  |  |
| 1. Construction |  |  |
| ***Add additional steps below if appropriate for the project*** |  |  |
|  |  |  |

**Activities planned in next 6 months:**

*(Note: Boxes on this form can be expanded by pulling down the lower borders)***:**

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**List the main project features** *(list the main features, with total length of linear features, total area of the project footprint excluding linear features, and the volume of storage or other features, as appropriate*)**.**

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**What specifically will the project will accomplish? Provide quantities where possible** *(e.g. number and type of structures or roads with reduced risk; land area with reduced inundation from standardized storm events; miles of streams with improved fish habitat.) (Copy from Part 1 if planned outcomes have not changed.)*

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| **FDR outcomes:** |
| **NRE outcomes:** |

**List regular, recurring operations and maintenance activities needed to ensure the outcomes above** *(Only list actions with a substantial impact on O&M costs)*

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**What funding sources will be used to pay for the O&M costs listed above?**

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**Is there an operations plan or agreement? List the parties involved:**

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**Is there a monitoring plan or agreement? List the parties involved:**

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**If the project will be designed or constructed in phases, list the phases with brief descriptions:**

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**Are there any factors making this project unusually urgent to fund and construct?** YesNo

**If yes, describe:**

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|  |

**Cost of Project Development/Construction:** *(add rows if needed)*

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| --- | --- | --- |
| **Primary activity, phase or feature** (include pre-construction steps) | **Cost** | **Approx. % Complete** |
|  |  |  |
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|  |  |  |
| **Total Expected Cost:** |  |

**Funding Plan** (list planned amounts from each source, even if not yet approved):

|  |  |  |  |
| --- | --- | --- | --- |
| **Agency & program** | **Amount** (Actual or Planned) | **Percent of Total** | **Approved?** (Y/N) |
| **Applicant** – prior spent |  |  |  |
| Applicant – planned future expenditures |  |  |  |
| **RRWMB** – prior approved |  |  |  |
| RRWMB – current request |  |  |  |
| RRWMB – expected future requests |  |  |  |
| **MDNR** Flood Hazard Mitigation – prior awarded |  |  |  |
| MDNR FHM – current request |  |  |  |
| MDNR FHM – future requests |  |  |  |
| **Other** (list) |  |  |  |
| Other (list) |  |  |  |
| Other (list) |  |  |  |
| Other (list) |  |  |  |
| **Total:** |  |  |  |
|  |  |  |  |
| **Total from RRWMB** (prior, current, & future): |  |  |  |
| **Total from FHM** (prior, current & future): |  |  |  |

**NRE Funding**

Is the applicant seeking MDNR FHM funding above the standard 50% state share, due to Natural Resource Enhancements?:  Yes  No  Not yet determined

|  |  |
| --- | --- |
| If the FDRWG completed an NRE Funding evaluation, list the percent the FDRWG recommended for State FHM funding (typically from 50% to 75%): |  |
|  |
| List the date of the FDRWG’s written communication of this recommendation: |  |

**Has the RRWMB TAC reviewed the project and provided a recommendation?** YesNo

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| --- | --- |
| If yes, list the date of the review: |  |

**Has the FDRWG TSAC reviewed the project and provided a recommendation?** YesNo

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| If yes, list the date of the review: |  |

**Describe input from local landowners:**

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| **1. Input from landowners needed for easements or acquisitions:** |
| **2. Input from other landowners in the project vicinity and the benefitted area:** |

**Other than funding, does the applicant have partners in constructing or operating the project?** YesNo

If yes, **describe the roles** of the applicant and its partners, respectively.

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**If a project team was formed using FDRWG procedures, has the member list provided in Part 1 of this form changed? If so, please insert the updated list of project team members** (Add rows, copy from Part 1, and modify as needed).

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| --- | --- |
| **Member Name** | **Organization or Group Represented** |
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**List other information you want the RRWMB or FDRWG to consider, if applicable.**

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**ADDITIONAL INFORMATION**

*Attach updated* ***location map(s)*** *displaying the project’s location within the county(ies) where it’s located, and the nearest town, townships or other prominent landmarks.*

*Attach updated* ***site plan*** *(figure) showing primary project features and relation to nearby roads and water bodies.*

*Attach updated* ***benefitted areas map(s)*** *displaying the specific areas/features where this project will reduce flood damages, enhance natural resources, or both.*

*Attach list of* ***Project Team*** *members and who they represent.*

*Attach signed and dated* ***Project Team Consent Form****, if completed at this stage of project development.*

*If applicable, provide* ***environmental review documentation*** *under separate cover (e.g. EAW, EA, EIS, ROD or the applicable documentation indicating that these are not needed)*

*If applicable, provide* ***Operating plan*** *or agreement under separate cover.*

*If applicable, provide* ***Monitoring plan*** *or agreement under separate cover.*

*Depending on the project,* ***additional forms may be required by either the RRWMB or FDRWG.*** *Consult with the RRWMB Executive Director and FDRWG Coordinator when submitting a request for funding or other actions.*