



MSCWMO Grant Policy

1. Definition of terms and abbreviations

- a. The Middle St. Croix Watershed Management Organization will be referred to as the MSCWMO.
- b. The Middle St. Croix Watershed Management Organization Board of Managers will be referred to as the MSCWMO Board.
- c. The individual, organization, or association applying for the grant or cost-share program will be referred to as the applicant.

2. Grants Program

a. MSCWMO Stewardship Grant

- i. Eligibility: Projects within MSCWMO, regardless of drainage to a prioritized water body. Examples of projects include: native gardens, raingardens, shoreline restorations, rain barrels, etc.
- ii. Funding Cap: \$500
- iii. Approval Process: Board approved, prioritizing limited administrative time to complete the process (i.e. no cost estimate or initial site visit required, eligibility determined by staff on basis of application content).
- iv. Payment: Reimbursement; following staff closeout visit and submittal of receipts and invoices.

b. MSCWMO Water Quality Improvement Grant

- i. Eligibility: Supports larger water quality projects on public, commercial properties or association properties. Examples of projects include: erosion and slope stabilization, gully stabilization, bioretention basins, infiltration basins, iron enhanced sand filters, stormwater irrigation systems and other stormwater quality improvement projects located within a catchment identified in one of the MSCWMO's five Prioritized Subwatershed Analyses (i.e. Lake McKusick, Lily Lake, Perro Creek, or the St. Croix River Direct Discharge North and St. Croix River Direct Discharge South).
- ii. Funding cap: \$2,500 per pound of total phosphorus (TP) removed with a maximum of \$5,000.
- iii. Approval Process: MSCWMO board approval.
- iv. Payment: Reimbursement; following staff closeout visit and submittal of receipts and invoices.

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c. Water Quality Infrastructure Improvement Projects

- i. Eligibility: Large-scale infrastructure projects that improve water quality, implement water management plans, and contribute toward TMDL load reduction goals. Examples of projects include: bioretention practices, porous pavements, soil amendments/sand filters, green roofs, water reuse and other best management practices well-suited to the site.
- ii. Ranking considerations: projects with high potential for pollutant load reductions to receiving waters will be prioritized. Projects that minimize costs through coordination with other improvement projects will also be given preference.
- iii. Funding cap: \$75,000.
- iv. Approval Process: MSCWMO board approval.
- v. Payment: Reimbursement; following staff closeout visit and submittal of receipts and invoices.

3. Grant Program Process

- a. Applicant meets with MSCWMO staff to identify potential conservation opportunities and discuss the goals and scope of the project.
- b. Applicant submits grant application form, including project plan and cost estimates, to MSCWMO.
- c. MSCWMO staff review the application and provide a funding recommendation to the MSCWMO Board for approval.
- d. Upon MSCWMO Board approval, the applicant will receive an award letter with a copy of the relevant contract and the Operation and Maintenance Plan.
- e. MSCWMO staff shall participate in a preconstruction meeting with landowner and (if applicable) contractor.
- f. MSCWMO staff will be available to the applicant during construction to answer questions, document installations and provide general construction observation to inform the applicant of non-compliant project components or conditions.
- g. The applicant is responsible to pay, in full, all receipts and invoices directly to the contractor or vendor.
- h. At project completion, the MSCWMO staff shall determine whether the project was constructed in compliance with the approved plans. The applicant must submit invoices or receipts of actual costs in sufficient detail for the District's review. Requests for reimbursement shall include a Voucher and Practice Certification Summary Form submitted at least two weeks prior to the first of the month to allow for MSCWMO review and processing.

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4. General Grant Policies

- a. All funding and requests for payment require the approval of the MSCWMO Board.
- b. All funding is subject to fund availability and may be discontinued or subject to program policy revisions by the MSCWMO Board as it deems appropriate.
- c. Applicants are responsible to submit application forms, project plans, and cost estimates as requested by the MSCWMO in sufficient detail for the MSCWMO to complete its review.
- d. Grant funding may cover up to 75% of associated project costs.
- e. Grant and cost-share funding shall be awarded on a first come, first serve basis provided that funds are available. The MSCWMO Board reserves the right to rank the applications based on anticipated benefits and determine the number of projects funded and the level of funding. The MSCWMO Board reserves the right to limit funding at their discretion.
- f. Unless specified otherwise by Minnesota prevailing wage statutes, the value of labor, equipment, materials, and /or services that are proposed to be provided by the applicant to complete the project shall be estimated at:
 - i. General Labor rate: \$18.00
 - ii. Labor rate for concrete work: \$35.00
 - iii. Heavy equipment operation, including labor (e.g. skid steers, tractors, backhoes, and scrapers): \$32.00
 - iv. Professional or semi-professional services (e.g. construction administration or engineering labor): \$65.00 (date, times, and activity must be documented)
- g. Unless otherwise approved by the MSCWMO Board, a portion of a project becomes ineligible for funding if construction begins on that portion before a funding contract has been approved.
- h. Funding through the grant and cost-share program cannot be used to meet the minimum requirements of any permit of any regulatory body.
- i. The MSCWMO does not provide technical or administrative assistance to other organizations that implement their own financial assistance program unless specifically identified in a work plan or contractual agreement.
- j. Individual project funding decisions will be made solely by the MSCWMO Board and within the responsibilities outlined under a contractual agreement.
- k. The project must be completed in compliance with the terms and conditions of the Cost Share Agreement and maintained in compliance with the Operation and Maintenance Agreement.
- l. MSCWMO Technical Standards include, but are not limited to, the most current; MPCA Stormwater Manual, MPCA Protecting Water Quality in Urban Area, NPDES General Stormwater Permit for Construction Activity, NRCS Field Office Technical Guide, MSCWMO Performance Standards, and applicable local, state and federal regulations.

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