

Applicant/Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Project Title: \_\_\_\_\_

Lake Name/River Section/Watershed: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell #: \_\_\_\_\_

Email: \_\_\_\_\_

County Amount Requested: \$ \_\_\_\_\_

Matching Funds: \$ \_\_\_\_\_ (must be equal to or greater than  
**10%** of "County Amount Requested")

TOTAL PROJECT COST: \$ \_\_\_\_\_

Application for Benton County AIS Funding - Page 1

## FUNDING REQUIREMENTS AND CONDITIONS

- 1) All funding recipients will be required to submit a brief written report (less than one page), within one hundred and twenty (120) days after completion of the project.
- 2) Only expenditures that take place after grant application approval by the Benton County Board of Commissioners will be eligible for reimbursement.
- 3) Funding is provided on a reimbursement basis. A letter requesting reimbursement, along with appropriate receipts or invoices from contractors, suppliers or vendors, and accounting for expenses, must be submitted prior to issuing funds.
- 4) Funds cannot be used for purchasing or supplying food.
- 5) Total matching funds (cash, plus in-kind) must be equal to or greater than 10% of the amount requested. Applicant expenditures incurred prior to application approval can be included within matching funds. In-kind matching funds are permitted at a Labor Cost rate of \$16.00 per hour.
- 6) All funding requests must be approved by the Benton County AIS Task Force and/or Benton County Commissioners.
- 7) Funding request over \$2,500 will need Benton County Board approval. Funding request of \$2,500 or less may be approved by the Benton County AIS Task Force.
- 8) Funding levels will vary and there may be times when no funding is available. Annually, the AIS Task Force will establish an overall budget for Special Project Grants, as well as a funding cap per project. Unspent Special Project Grant Funding will be rolled into the AIS General Fund.
- 9) Upon County Board approval (if required), applicants may begin their project after the date listed in the "Benton County Board Action" section of this application and the final approval of any required DNR permits.
- 10) If project has not started within one (1) year following County Board approval, the application shall be void. If more than one (1) year is required, the applicant may apply in writing for a one (1) year extension. Requests for extensions must be submitted in writing, prior to the one (1) year anniversary of the initial County Board approval. Extensions are granted at the sole discretion of the County Board, upon receiving recommendation from the AIS Task Force.

Mail completed application to: Benton County Government Center

Attn: Roxanne Achman  
531 Dewey Street, P.O. Box 129  
Foley, MN 56329

or email the completed application to: [RAchman@co.benton.mn.us](mailto:RAchman@co.benton.mn.us)

## FUNDING CONSIDERATIONS

- 1) Five types of projects will receive funding consideration: Prevention, Treatment, Containment, Restoration, Enforcement, and Education.
- 2) Projects addressing either Prevention or Treatment will receive top priority funding consideration.
- 3) As indicated within the governing legislation, funding is intended to “prevent the introduction or limit the spread of aquatic invasive species...”
- 4) Definitions for the project types are as follows:
  - Prevention – preventing the introduction of AIS into new water bodies
  - Treatment – treating existing AIS to limit its spread
  - Containment – limiting the spread of AIS from an infested water body
  - Enforcement – enforce AIS laws and regulations to prevent their introduction or limit their spread
  - Education – education to help prevent introduction or limit spread
- 5) The amount and percentage of applicant matching funds will be a consideration in the application approval process.
- 6) Benton County AIS Funding is intended to enhance AIS efforts and not replace existing AIS expenditures. Where applicable to the application, applicants may list existing AIS expenditures as a source of matching funds.
- 7) Although dependent upon funding availability and the number of applications received, the AIS Task Force will attempt to distribute funding among applicants, based upon funding considerations.
- 8) Funding is intended to be utilized primarily by Lake Associations, partnering conservation organizations, formal and informal, located or working within Benton County.

**PROJECT INFORMATION:** Please, limit your responses to the area provided on this page.

- 1) Project Narrative – Include the following:
  - (A) describe the AIS issue to be addressed
  - (B) detail the project goals
  
- 2) Project Timeline – Include the following:
  - (A) provide key dates (i.e. timeline) for the project
  - (B) include within the timeline what work will take place to address the AIS issue and any foreseen potential delays
  
- 3) Required Approvals – List and describe any required permits or approvals (including landowners) to be obtained, prior to project implementation. Are DNR Permits required\* (circle one)? YES NO If yes, DNR Permit Number: \_\_\_\_\_. ***\*Note that required DNR permits must be received before project funding can be finalized.***
  
- 4) Project Partners – Provide names and affiliations of partners directly involved in this project.

**Budget** – Provide a detailed, reasonable budget that lists each item for which you will request funding. This grant requires a **10%** match (for example if the entire project costs \$1,000, you can request up to \$900 from the County and you will be responsible for the other \$100). Of your match, up to 50% may be in-kind. Please note that reimbursements will be made upon submission of receipts or invoices after grant approval, commencement and the completion of the project.

		Cost Categories					
		Plants	Supplies	Equipment	Signs/ Education	Labor	Total
	requested grant funds \$\$						
	Match (cash)						
	Match (in-kind)						
Total							
Total funds requested							
Total match (cash)							
Total match (in-kind)							

Mail to:

OR

Benton County Government Center  
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531 Dewey Street, P.O. Box 129  
Foley, MN 56329

**(Office Use Only)**

OVERALL YTD FUNDING REQUESTS FOR THIS LAKE/AREA (including this application): \$ \_\_\_\_\_

TASK FORCE RECOMMENDATIONS:

\_\_\_\_\_

\_\_\_\_\_

County Amount Recommended: \_\_\_\_\_ Date: \_\_\_\_\_

BENTON COUNTY BOARD ACTION:

\_\_\_\_\_

\_\_\_\_\_

County Amount Approved: \_\_\_\_\_ Date: \_\_\_\_\_