



Comfort Lake – Forest Lake Watershed District Cost-Share Incentive Program

The Comfort Lake – Forest Lake Watershed District (CLFLWD or District) offers cost-share grants for projects that improve water quality and/or decrease stormwater runoff. Such projects not only improve water quality, but also preserve native plant and wildlife communities affected by lakes, rivers and wetlands. Potential projects include shoreline and stream bank restoration/stabilization, raingardens, erosion control projects and native plantings. Highest priority is given to collaborative projects resulting in measureable reductions in stormwater and nutrient loadings to receiving water resources and those with opportunities for public education.

➤ Eligibility

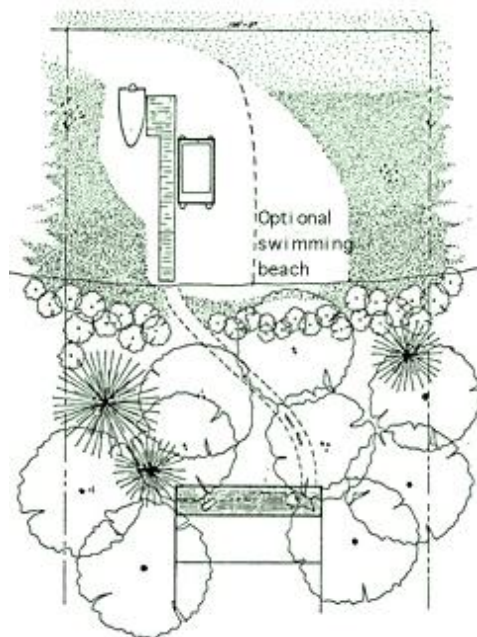
CLFLWD BMP cost-share grants are available for all CLFLWD residents, non-profit organizations, government agencies, businesses and corporations located within CLFLWD, and public and private schools located within the CLFLWD. Applications are accepted at any time however, funds are limited and awarded “first-come, first-serve.”

➤ Application and Project Approval Process

For general questions about the program please call the CLFLWD office at 651-395-5850. For technical questions regarding potential projects please contact the appropriate county conservation district (CCD). For projects within Washington County please contact Tara Kline at the Washington Conservation District (WCD) at 651-330-8220 ext 28 or tkline@mnwcd.org. For projects within Chisago County please contact Casey Thiel with the Chisago Soil and Water Conservation District (Chisago SWCD) at 651-674-2333 or casey.thiel@mn.nacdnet.net. The potential applicant should schedule a site visit or pre-proposal meeting with CLFLWD and CCD staff to determine whether the project/site is a candidate for the cost-share grant program.

If staff determines that the site is a candidate for the cost-share grant program, they will help the applicant with a variety of conceptual designs of the site with cost estimates. The applicant must then complete a CLFLWD cost-share grant application and submit it to the CLFLWD office at 44 Lake Street South, Suite A, Forest Lake, MN 55025 or info@clflwd.org. Applications can be downloaded from the District’s website, www.clflwd.org or can be requested by calling the CLFLWD office.

The resulting application will be reviewed and ranked by the CLFLWD cost-share selection subcommittee and forwarded to the CLFLWD Board of Managers for approval. If approved, CLFLWD and CCD staff will help develop a final design of the project with cost estimates. The final design provides specific details of what types of plants, rock, mulch, edger, etc. If approved, a cost-share agreement will be required for the project. A maintenance agreement may also be required, depending on the scope of the project (details of which can be obtained by contacting the District office).



Board of Managers

Jackie A. Anderson—President Jon W. Spence—Vice President
Wayne S. Moe—Secretary Stephen W. Schmaltz—Treasurer Jackie McNamara—Assistant Treasurer

➤ Available Funds

The amount that the CLFLWD will contribute to an eligible cost-share practice will be determined by different factors depending on the size and scope of the project. Below is an outline of funding availability for a variety of projects.

1) Funding structure for projects receiving less than or equal to \$500 from the District – “Plant Grants”

- i. Any project requiring less than or equal to \$500 from the District will be funded by a “plant grant”. Plant grants will not exceed \$500 and will only cover plants that are native to Minnesota.
- ii. Plant grant projects will involve a 100% landowner reimbursement for native plantings and will be able to take the form of shoreline restoration projects or non-shoreline (e.g. raingarden) projects.
- iii. District staff and/or CCD staff will provide technical assistance for plant selection. Plant selections must be approved by the District to receive cost-share funding. Technical assistance will be provided free of charge. Technical assistance will be defined as onsite technical guidance and additional communication as needed. Construction labor is not included under technical assistance.
- iv. CCD staff will not create designs for “plant grant” projects.
- v. Recipients of this level of funding will not be required to sign a maintenance agreement. Neither District staff nor CCD staff will perform follow-up inspections on “plant grant” projects.
- vi. Applicants can implement both small-scale (< \$500 District contribution) “plant grant” projects and larger (>\$500 District contribution) projects simultaneously. However, each project would be funded under a separate funding structure. Thus, landowners cannot combine funding to increase the percent of cost-share provided by the District for the same project.

2) Funding structure for projects receiving more than \$500 from the District

a. Non-Shoreline Projects

All non-shoreline practices will be reimbursed using the following guideline: 50% cost-share up to a maximum grant of \$3,000.

b. Shoreline Projects

Shoreline restoration projects will be funded based on modeled annual phosphorus (P) removals. CCD staff will use computer models to estimate annual phosphorus removal.

The following is an outline of the funding structure for shoreline restoration BMPs with additional details for each funding category.

- i. **Projects removing less than 0.20 pounds of phosphorus per year**
 1. These projects will only be eligible for a \$500 “plant grant” (see above)
- ii. **Projects removing 0.20-0.5 pounds of phosphorus per year**
 1. 50% cost-share up to maximum grant of \$3,000
- iii. **Projects removing greater than 0.5 pounds of phosphorus per year**
 1. 70% cost-share up to maximum grant of \$5,000

Board of Managers

Jackie A. Anderson—President Jon W. Spence—Vice President
Wayne S. Moe—Secretary Stephen W. Schmaltz—Treasurer Jackie McNamara—Assistant Treasurer



44 Lake Street South, Suite A, Forest Lake, MN 55025

Phone 651.395.5850 Fax 651.395.5851 www.clflwd.org

➤ Reimbursement of Funds

Upon completion of the project, CLFLWD and CCD staff will conduct a final site inspection for final approval of the installation. Cost-share funding agreed to by the full CLFLWD Board (and not to exceed original estimate), will be granted to the applicant only after the project installation has been approved, all receipts for the project have been received and the full Board has approved payment. Reimbursement checks may be received within an estimated 30-45 days, based on the dates of receipt submittal and Board approval.

➤ Project Maintenance

All cost-share projects receiving greater than \$500 from the District will require a maintenance agreement. Recipients of “plant grant” funds will not be required to sign a maintenance agreement (“plant grant” would never exceed \$500). All maintenance agreements will have a lifespan of **3 years**, beginning immediately after installation, as it is crucial for regular maintenance to occur while plants are in the establishment phase. All projects must remain in place for at least **5 years**. Maintenance costs will be factored into the initial total project cost and are therefore eligible for cost-share funding up to the maximum allowed per project. Maintenance costs will be reimbursed after maintenance has occurred. The landowner may choose to perform maintenance themselves or work with the District to hire a contractor.

The District will perform annual maintenance inspections for the first 3 years after installation on all projects with maintenance agreements. Inspection reports will be provided to landowners after each annual inspection. Maintenance should occur 3-4 times per growing season within the first year after installation. Landowners or hired contractors are encouraged to refer to the provided operations and maintenance guidelines for more information including maintenance schedules.

Board of Managers

Jackie A. Anderson—President Jon W. Spence—Vice President
Wayne S. Moe—Secretary Stephen W. Schmaltz—Treasurer Jackie McNamara—Assistant Treasurer