



Good Steward grant information meeting

Hennepin County Environment and Energy: Ellen Sones, Kris Guentzel, Kelly Sherburne, and Christina Schmitt

October 2023



Agenda

- Natural Resources Grant Program overview
- Completing the Application
- Key information in Application guidelines
- Grant Agreement
- Applying through the Supplier Portal



Other department grants

- Healthy tree canopy
- Aquatic invasive species
- Green Partners

www.hennepin.us and search



Natural Resources Grant Program

Natural Resources grant website

- Information about the grants by searching Hennepin County Natural Resources Grant: [Hennepin County Good Steward Grant](#)
- Link to the Supplier Portal
- Learn about other projects funded on the story map by searching Environmental projects GIS story map: [Hennepin County environmental grants](#)

Hennepin County > Conservation > Funding and assistance for natural resources projects

Funding and assistance for natural resources projects

Environment and Energy
environment@hennepin.us
Phone: 612-348-3777

Hennepin County provides a variety of funding and expert assistance for natural resources projects.

[Grants for environmental projects GIS story map](#)

On a map

- + Good Steward Grants
- + Opportunity Grants
- + Aquatic invasive species grants
- + Healthy tree canopy grants
- + Site cleanup and assessment funding
- + Well sealing cost share program
- + Funding for rural and agricultural landowners

Natural Resources Grants

Two types of grants:

Good Steward Grant

Primarily for smaller projects that improve surface or ground water quality or quantity, enhance natural areas and promote environmental stewardship.

Opportunity Grant

Primarily for bigger (\$50K) projects to help partners take advantage of opportunities to implement large projects that improve surface or ground water quality or quantity, or preserve, establish or restore natural areas.

Cost-share grant

- Grant funding can cover up to 75% of total eligible project costs
- Applicant contributes the remaining 25%
 - Cash; or
 - In-kind (e.g. volunteer hours for planting, education, etc.)
 - Grant funds can be paired with other funds as well, but applicant must still meet 25% match





Grant Eligibility

- Landowners
 - Businesses
 - Non-governmental organizations
 - Local government agencies
 - State registered non-profit organizations*
-
- *Non-profit applicants are not required to be registered federally as a 501(c)3 organization but must be registered as a non-profit with the Minnesota Secretary of State.

Good Steward Grant examples:

Protecting Water Resources	Native Habitat Creation
<ul style="list-style-type: none">• Constructing rain gardens• Stabilizing streambanks• Installing vegetative filter strips• Stormwater capture & reuse	<ul style="list-style-type: none">• Restoring native vegetation• Pollinator/wildlife habitat• Woodland/prairie restoration* (*removal of invasives plants must be part of comprehensive habitat establishment)



Projects of interest: Protection of water resources

- Rainwater Cistern
 - Reduction of storm water leaving site/localized flooding
 - Capture & reuse (drip irrigation)
 - Water utilization to grow plants
 - Community art project by local artist



A residential rain garden is shown, enclosed by a wire mesh fence. The garden features a metal grate at the top left, a bed of smooth, multi-colored stones in the center, and a variety of plants including tall grasses, purple flowers, and large green leaves. Blue and yellow flags are placed in the garden. In the background, there is a stone wall with a white planter containing pink flowers. The garden is situated next to a paved road.

Projects of interest: Protection of water resources

- Rain Garden Installation
 - Diversion of storm water from street
 - Removal of sediment and pollutants
 - Installation of deep-rooted plants to help with infiltration
 - Increase in pollinator habitat
 - Educational outreach



Projects of interest: Habitat Restoration

- Woodland/Prairie Management
 - Management planning and mapping
 - Invasive species removal
 - Replanting with native vegetation
 - Preservation of oak savannah
 - Partnership with city of Minnetonka, Hennepin County, Univ. of MN, Friends Group, and local volunteers

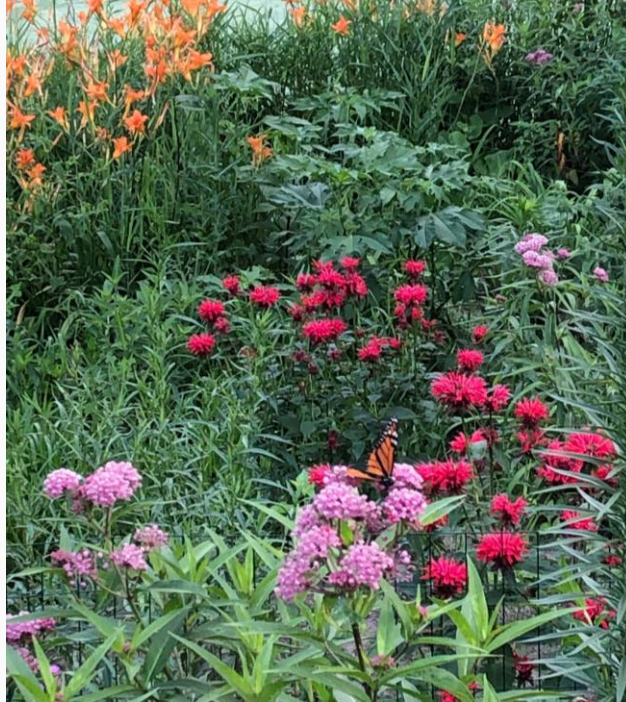
Projects of interest: Protection of Water Resources

Pervious Pavement

- Old asphalt parking lot replaced with 4,200 sq. ft. permeable pavers
- Infiltration cells below surface capture, store and infiltrate almost all storm water on site
- Capture and treatment of pollutants on site
- Mississippi WMO partnership



Photo Credit: MWMO



Projects of interest: Protection of Water Resources/Habitat Restoration

- Shoreline Restoration/Floating Island/Rain gardens
 - Improve water quality
 - Removal of invasive species
 - Decrease shoreline erosion through establishment of shoreline buffer/pollinator habitat
 - Conversion of traditional lawn to native vegetation
 - Public education
 - Nine Mile Creek WD partnership





Eligible expenses

- Professional consulting fees,
 - Including for project development, design, and permitting
- Project materials and supplies
- Construction labor
- Inspection fees

Solicitation for Grant Applications

Grant Application Guidelines

Google: [“Hennepin County Natural Resources Grants”](#)

Webpage: <https://www.hennepin.us/business/conservation/funding-assistance-natural-resources-projects>

Applying for natural resources grants

We are now accepting Good Steward grant applications through November 15, 2022.

The application is submitted online: Go to Hennepin County’s [Supplier Portal](#). In the Events column, scroll down and click on “Good Steward Grant Applications.”

You can also access the grant application guidelines, the grant application, and sample grant contract in the Supplier Portal. These documents are also linked below.

- [Good Steward Grant application guidelines \(PDF\)](#)
- [Good Steward Grant application: Attachment 1 \(DOCX\)](#)
- [Sample Good Steward grant contract: Attachment 2 \(PDF\)](#)

Solicitation – Important Dates

Closing date for all questions:
November 1, 2023 at 4pm

Application due date:
November 14, 2023 at 4pm

- Send questions to:
 - Ellen Sones
(ellen.sones@hennepin.us)
 - Sarah Montgomery
(sarah.montgomery@hennepin.us)

Link to Application Guidelines: https://www.hennepin.us/-/media/hennepinus/residents/environment/documents/natural_resources_good_steward_grant_guidelines

Evaluation and selection

Hennepin County uses a consensus decision-making process to reach a funding decision

Application responses evaluated based on the quality of the response as well as:

- Ability of the practice to directly address a severe erosion, water quality, and/or habitat loss concern
- The number of partners and local commitment to the project, either financial or in-kind
- Educational components associated with the project
- Funds leveraged for the project
- Direct relationship to a TMDL (Total Maximum Daily Load) impairment reduction
- Identification of the project as a priority by a local, state, or federal unit of government that manages natural and/or water resources
- Capacity and commitment of the organization to implement project and meet program obligations
- Ability of project to address climate and disparity reduction impacts

General Rules

- Applications must be submitted using the Supplier Portal
- Questions, and any pre-application assistance, should be requested ASAP
 - Try to avoid waiting until November 14 to write and submit your application
 - Applications MAY be edited after submission, but prior to November 14
- County may submit an addenda based on applicant questions or another need
- Project funding not determined until final awarding decision
- Grant application will likely serve as main document outlining grantee expectations (if approved)

Grant Application

Grant Application

Google: [“Hennepin County Natural Resources Grants”](#)

Webpage: <https://www.hennepin.us/business/conservation/funding-assistance-natural-resources-projects>

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Grant Application

Contact Information

- For application purposes only
- Grant agreement may include different information

Applicant (landowner/organization/entity) name(s):
Applicant phone number:
Application email:
Application address:
Project address, if different from applicant address:
Project name:

Link to Application: https://www.hennepin.us/-/media/hennepinus/residents/environment/documents/natural_resources_good_steward_grant_application

Grant Application

Project description

- **Resource(s) impacted by proposed project (check all that apply):**

See the Hennepin County natural resources map at <https://gis.hennepin.us/naturalresources/map/default.aspx> for more information about the property

- Agricultural land
- Lake, stream, and/or river (provide name(s))
- Moderate to high quality natural areas or unique and/or significant resource (as identified in the Hennepin County natural resources map)
- Sensitive groundwater areas
- Shoreland or streambank
- Waters identified on the [Minnesota Pollution Control Agency's list of impaired waters](#); provide name of impaired water and impairment(s):
- Wetland(s)
- Located in an area of concern for environmental justice and/or climate vulnerability. For example as mapped in the Minnesota Pollution Control Agency's [Understanding Environmental Justice in Minnesota mapping tool](#).

Grant Application

- **Executive summary:** Provide a summary of the project, the associated water or habitat quality problems, and how the project will address or solve the problem(s) (250 words or less).
- **Project description:** Describe the project and intended results. Include the project location(s), start and end dates, major tasks, deliverables, and project goals. If the project includes any education and outreach components, please describe. Your answer should be specific, clear, and concise. Attach supporting materials and design reports if applicable.

*For project description:

- Be very clear on location, deliverables, and overall project goal(s)
- Submit any other available information (e.g. budget, design plans) as an attachment to the application

Grant Application

- **Severity of the problem:** Describe the severity of the problem to be addressed by the project. If available, show how the problem has been documented in a plan or assessment, such as a Total Maximum Daily Load (TMDL) study, implementation plan, or presence on the [state's list of impaired waters](#). Describe how the problem will be addressed by the project. *Please note: we understand this question can be challenging to answer for applicants who are not conservation professionals. Hennepin County staff are available to help you understand your proposed project in the context of available environmental plans and assessments.*

Reach out to County staff for help responding to this question

Grant Application

- **Project Impact:** Describe how success will be measured and what benefits are anticipated after completing the project. These may include, but are not limited to, sediment captured (pounds/year), total phosphorus captured (pounds/year), stormwater runoff captured (gallons/year), and acres of habitat restored.

List and describe any other quantitative or qualitative impacts of the project such as community members educated and engaged, native plantings installed, potable water offset through stormwater reuse, or invasive species removed.

In what ways does your project help to [mitigate or adapt to climate change](#) and/or help to [reduce racial disparities](#) in Hennepin County. Climate change is likely to bring more abrupt and challenging situations, such as flash floods or extreme heat, that worsen existing disparities in health and the environment. Projects that hold and infiltrate stormwater, reduce impervious surfaces and/or add trees or native vegetation can increase the resilience of the community to climate change and mitigate disproportionate impacts. If any of your project components address these, or if your project is being implemented in an [area of concern for environmental justice](#) or high climate vulnerability, please note how your project will address these concerns. *Please note: we understand this question can be challenging to answer for applicants who are not environmental professionals. Hennepin County staff are available to help you understand your proposed project in the context of available climate vulnerability and race equity data.*

Reach out to County staff for help responding to this question

Grant Application

Project staff, partners, and volunteers

- **Staff, partners, and volunteers:** List and provide contact information for any partners, staff, and volunteers who will be involved with project implementation. Include a brief description of their background, qualifications, and their expected contributions for the project.

Grant Application

Budget

- **Budget:** Provide a budget for the project including total costs broken down by tasks and the amount requested through this Good Steward grant application. Describe how the costs were estimated. In addition, provide the following breakdown:
 - Total project cost: \$
 - Good Steward grant request: \$
 - Other match funding sources: \$
 - **Match funding:** Is a monetary or in-kind match provided or being sought. If your project includes match dollars, please describe the entity providing those dollars, what is being provided, whether it is monetary or in-kind, and in what amounts. Describe the status of the matching fund (e.g., if additional grant funds are being sought or are already secured). Attach supporting documents where necessary.
- **Local commitment:** Describe the decision-making process used to select the project. That is, why was this project chosen over other solutions? List if and where the proposed project is identified as a priority by a local, state, and/or federal government agency that manages natural resources, such as in a state-approved watershed management plan or a local comprehensive plan. *Please note: we understand this question can be challenging to answer for applicants who are not conservation professionals. Hennepin County staff are available to help you understand your proposed project in the context of available environmental plans and assessments.*

Grant Application

Other information

Provide a short summary of any other information that may be pertinent to the project and the county evaluation process of your application. This information may serve as a tiebreaker during the evaluation process.

Terms and conditions

As part of the application process, you will be asked to provide your tax identification number or social security number. These numbers will be made available to federal and state tax authorities and state personnel involved in the payment of county obligations, including delinquent tax liabilities. The purpose of this application is to authorize the collection of the information necessary to make a preliminary eligibility determination. This application is not a binding contract on either party. By signing this application, the landowner(s) agrees to grant Hennepin County representatives permission to visit the parcel and to provide other ownership and title documents requested by Hennepin County during this determination.

Insert e-signature or type name

Date

Grant Application Review

3.2 Estimated timeline and extension of time

November 14 – December 8: Application review and scoring by Good Steward Grant review panel

December 11 - 12: Review panel meets to discuss applications. Any questions for applicants will be gathered and provided back to applicants December 12 – 16.

December 13 – 15: Applicants provided opportunity to answer any questions on their application.

December 18 – 22: Review panel meets again to produce project funding recommendation.

February or March 2024: County Board of Commissioners reviews funding recommendations and approves or modifies recommendations.

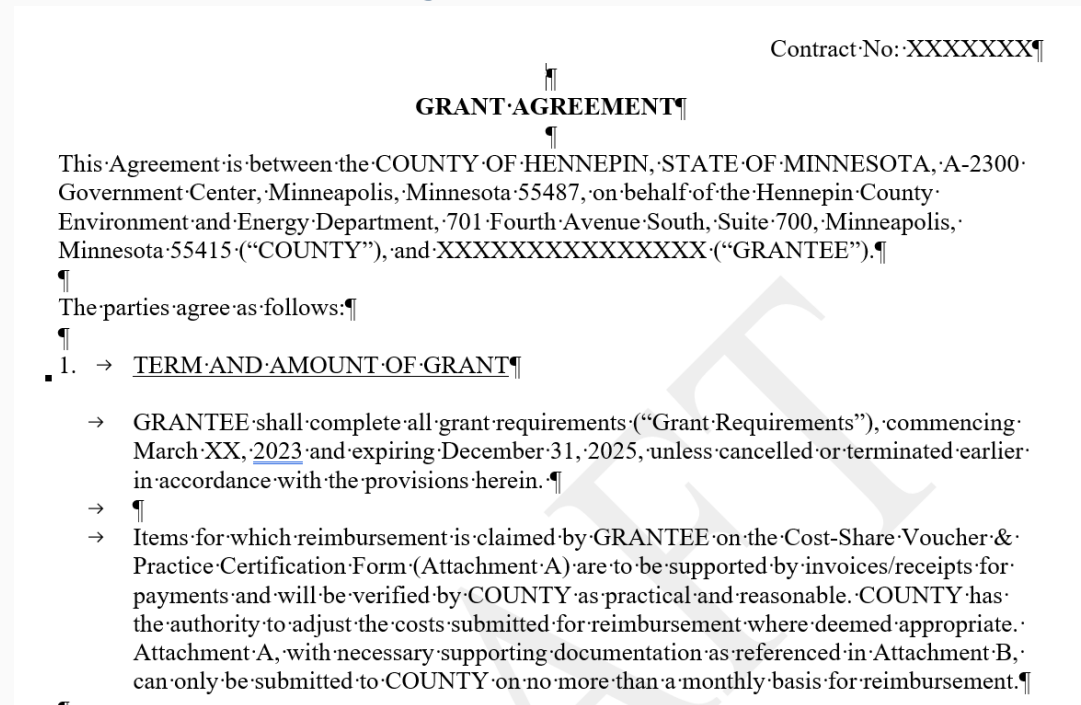
These dates are subject to revision or cancellation by the County in its sole and absolute discretion. No project work, for which the applicant is requesting to use Grant Funds, may be incurred prior to Board of Commissioners approval, anticipated in February or March 2024.

Natural Resources Grant Agreement

Grant Agreement

For an approved project, applicant must enter into a formal project agreement with the county.

- Specifies scope of project and amount of funds to be distributed
- Designates Grant Administrator
- Defines a timeline for project completion
 - Two-year period (Start Spring 2024 – Completion by December 31, 2026)



Grant Agreement

Provides a cost-share voucher form for reimbursement requests

Hennepin County - Department of Environment and Energy (HCDEE) COST-SHARE VOUCHER & PRACTICE CERTIFICATION FORM					
A. PAYEE INFORMATION <input type="checkbox"/> Check if name or address change <input type="checkbox"/>			B. PROJECT INFORMATION <input type="checkbox"/>		
Name: <input type="text"/>			I.D. Number: <input type="text"/>		
Address: <input type="text"/>			HCDEE Program: <input type="text"/>		
City, State, & Zip Code: <input type="text"/>			Practice Type (one only) <input type="text"/>	Practice Area(s) <input type="text"/>	Acres Completed: <input type="text"/>
C. COST INFORMATION <input type="checkbox"/>		Basis of Request <input type="checkbox"/>		Type of Request <input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/> Installation <input type="checkbox"/> Establishment <input type="checkbox"/> Reinstallation <input type="checkbox"/>		<input type="checkbox"/> Partial <input type="checkbox"/> Final <input type="checkbox"/>	
				Completion Date: <input type="text"/>	
R/I <input type="checkbox"/>	ITEM <input type="checkbox"/>	QUANTITY <input type="checkbox"/>	UNIT <input type="checkbox"/>	UNIT PRICE <input type="checkbox"/>	COST <input type="checkbox"/>
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<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
R - Receipted Item/Invoiced Item <input type="checkbox"/> I - In-Kind Contribution <input type="checkbox"/> (attach additional sheets as necessary) <input type="checkbox"/>					Totals <input type="text"/>

Grant Agreement

Final report
submittal with
project outcomes

Expectation that
practice must be
maintained for at
least **10 years**

Grant Agreement

Project costs that occur before formal County Board approval are not eligible for reimbursement!

Insurance requirements

Proof of insurance coverage not needed to enter into a grant agreement, however, we **strongly** recommend that consultants/contractors carry the following insurance:

- General liability insurance
- Employer's liability
- Auto liability
- Workers' compensation coverage

Applying for a grant in the Supplier Portal

Supplier Portal Help Desk

Supplier Portal questions

Monday – Friday

8 a.m. – 4:30 p.m.

612-543-5412

supplierportal@hennepin.us

Hennepin County Environment and Energy

Supplier Portal help

On the Supplier Portal, vendors can:

- Register to get notifications of solicitations
- Update profile information
- Review current solicitations
- Submit responses to solicitations

Vendors don't have to register to view open solicitations, but must register to submit a response.

[Visit the Supplier Portal](#)

Questions?

supplierportal@hennepin.us

Phone: 612-543-5412

M-F, 8 a.m. to 4:30 p.m.

Close all

Process

How to register

- [How to register \(PDF\)](#)
- [How to register \(Video\)](#)

How to respond to an event

- [How to respond to an event \(PDF\)](#)
- [Responding to an event \(YouTube\)](#)

Tour the Supplier Portal

- [Instructional video – bidders \(YouTube\)](#)
- [Instructional video – new users \(YouTube\)](#)

Other information

- [How to update company information \(PDF\)](#)
- [Procurement categories \(XLSX\)](#)
- [Definitions \(PDF\)](#)
- [Creating a new login account \(PDF\)](#)
- [Creating a new login account \(YouTube\)](#)
- [Signing a contract electronically \(PDF\)](#)

An aerial view of a city skyline, likely Chicago, with a blue overlay. The image shows several skyscrapers, including the Willis Tower (now known as 111 Wacker Drive) with its distinctive diamond-patterned facade. The sky is a deep blue, and the buildings are rendered in various shades of blue and white. The overall composition is clean and modern.

Questions?