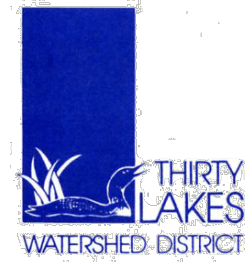


# THIRTY LAKES WATERSHED DISTRICT

17064 Commercial Park Road  
Brainerd, MN 56401  
218-828-0243

[www.30lakes.org](http://www.30lakes.org)  
[lakeswsd@brainerd.net](mailto:lakeswsd@brainerd.net)



## Water Quality Cost-Share Program Application Form

### Overview:

The Thirty Lakes Watershed District is funding a cost-share program to promote citizens to use innovative Best Management Practices to protect and restore the quality of water within the boundary of the Thirty Lakes Watershed District.

### Purpose:

BMP Cost Share funds can be used by public or private landowners within the Watershed District to implement projects that assist in one or all of the following:

1. Protect or restore quality of lakes and rivers
2. Protect or restore groundwater resources
3. Protect or restore native plant communities found with the District
4. Innovative approaches to treat stormwater at the source

**Such as:** Rain Gardens, Tree Infiltration Area, Shoreland Restoration, Rain Barrels, Porous Pavers, Porous Asphalt, Porous Concrete, Infiltration Basins, Aquatic Habitat Restoration, Etc...

### Funding:

Funding is a 50% match of eligible expenses with maximum levels of \$2,500 per project. Applications will be accepted all year.

**COST SHARE FUNDING IS A REIMBURSEMENT:** After all program requirements have been met, approved, and the completion of project, funds will be dispersed to the program participant. Completion of the project must be within one (1) year of approved and signed agreement, unless a written extension has been granted by Thirty Lakes Watershed District

### Eligibility with the Thirty Lakes Watershed District:

Landowners	Not-for-profit and religious organizations
Local Government Agencies	Public and Private Schools
Businesses and Corporations	

### Eligible Expenses:

The Thirty Lakes Watershed District may fund partial or full amounts of the requested cost share amount. Any project that is under construction or completed at the time of approval is not eligible. All matching funds will be awarded to projects that are above and beyond the Thirty Lakes Watershed District Management Plan requirements.

A partial list of eligible expenses are:

Plants/Trees – preferably native	Erosion Control Blankets	Labor – must be approved first
Mulch	Compost	Rain Barrels
Impervious Pavers	Impervious Concrete	Impervious Asphalt

**Evaluation Criteria:**

The Thirty Lakes Watershed District staff and Board Members will determine the eligibility of a project based upon an established set of criteria. The following are priorities:

- |                      |                  |
|----------------------|------------------|
| Volume Control       | Rate Control     |
| Phosphorus Reduction | Aesthetics       |
| Functionality        | Wildlife Habitat |
| Areas of Concern     | Public Benefit   |

**Submittal Requirements:**

Cost share applications will have the following to be considered a complete application: a signed application form, photo of site, sketch of location of project, sketch of project, line item budget including type of materials used. Additional information will be requested if needed.

**Selection Process:**

The Staff will receive and present to the Board of Managers the complete application for their review. The Thirty Lakes Watershed District Board of Managers will review, recommend, and award cost share grants based upon the Evaluation Criteria. The Board of Managers will decide upon final grant approval.

**Funding Agreement:**

Projects that are awarded funding will enter into an agreement with Thirty Lakes Watershed District. This agreement will stipulate the responsibilities and obligations of both the grant applicant and the Watershed District.

**Reporting Requirements:**

In addition to a cost share agreement, an operation and maintenance plan will be required that stipulates responsibilities of the applicant for maintenance of the project for a period of five (5) years. To assist the Watershed District staff in determining if this agreement is followed, yearly reporting including photo documentation will be submitted to the District. Photos of before, during and after project completion must be submitted. TLWD may take photos if needed. Construction start and end times will also be submitted.

**Application Procedures:**

Applicants are encouraged to contact the Thirty Lakes Watershed District office and discuss the potential project as the first step. Applicant will fill out the cost share application and submit it to staff. Staff will then make a recommendation to the Board of Managers.

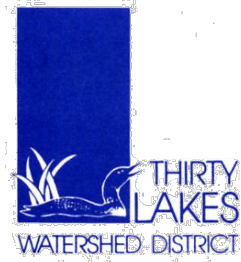
Staff will contact applicant if the Board approves the project. A meeting will be scheduled to review responsibilities and sign the Agreement. Notification to staff of start date of construction and of new major tasks is required. Upon completion of the project, applicant must notify the Watershed District staff for End of Project Review. The release of funds to the applicant will be awarded after the End of Project Review.



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## Water Quality Cost-Share Program Application Form

### Contact Information

Last Name	First Name
Address	
City	State, Zip Code  MN
Project Location (if different than above)	
Lake or Stream (if applicable)	Distance from the nearest Lake or Stream
Previous Grant Recipient? What Project	Subwatershed
Home Phone	Work or Cell Phone
Email Address	Other Contact Info

### Project Information (Use additional sheets as necessary)

Project Description (Size, Plants used)
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Water Quality Issues the Project will Address
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**Cost-Share Request**

Total Project Cost (Itemized list is required)
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I certify to the best of my knowledge that the information included in this application is true, complete, and accurate.

The landowner's and land occupiers signature indicates their agreement to:

1. Grant the district's representative access to the parcel where the conservation practice will be located.
2. Obtain all permits required in conjunction with the installation and establishment of the practice prior to starting construction of the practice.

I agree to maintain the project for a minimum of five (5) years. If title to this land is transferred to another party before expiration of the aforementioned life, it shall be the responsibility of the land occupier or landowner who signed this contract to advise the new owner that this contract is in force. To assist the Watershed District staff in determining if this agreement is followed, yearly reporting including photo documentation will be submitted to the District. Construction start and end times will also be submitted.

Items of cost for which reimbursement is claimed on the Budget and Materials List are to be supported by invoices/receipts for payments and will be verified by the Watershed District Board as practical and reasonable. The District Board has the authority to make adjustments to the costs submitted for reimbursement.

Landowner / Spokesperson	Date
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**Technical Assessment and Cost Estimate**

I have reviewed the site where the above listed conservation practice(s) are to be installed and find that they are needed and that the estimated quantities and costs are practical and reasonable.

Watershed District Representative	Date
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Project Evaluation Date	Board Review Date	Board Approved <input type="checkbox"/> Yes <input type="checkbox"/> No
Approval Amount	Payment Date	Signature of Board

