



# Grants Quarterly

Clean Water Fund Edition

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## BWSR Says Goodbye to Gwen Steel

For those of you who do not know, Gwen Steel's last day at BWSR was on January 30, 2015. Gwen and her husband relocated to Colorado. If you have any questions related to grants, please contact your Board Conservationist or Clean Water Specialist.

## Important upcoming dates

**February 20th:** Workplan submittal deadline for Targeted Watershed Demonstration Program grants.

**March 6<sup>th</sup>:** Grant agreement execution deadline for Targeted Watershed Demonstration Program grants.

**March 20th:** Workplan submittal deadline for Clean Water Competitive Grants.

**April 10<sup>th</sup>:** Grant agreement execution deadline Clean Water Competitive Grants.

## Workplan Guidance

BWSR may request more information in the eLINK workplan than what was transferred from the FY15

CWF grant application. There is guidance on the BWSR website for creating a workplan in eLINK.

There is an eight-minute training module describing the process for completing a work plan in eLINK  
<http://www.screencast.com/t/uzrsQAPbz>

There is also written guidance that outlines the generic steps for creating a workplan for awarded grants.

[http://www.bwsr.state.mn.us/outreach/eLINK/Guidance/Creating\\_Workplan.pdf](http://www.bwsr.state.mn.us/outreach/eLINK/Guidance/Creating_Workplan.pdf)

## FY2015 Grant Period

The grant period starts when the grant agreement is executed, meaning all required signatures have been obtained. Work that occurs before this date is not eligible for reimbursement with grant funds and cannot be used as match. All FY2015 grants must be completed by December 31, 2018.

## FY2015 Payment Distribution

Grant payments will be distributed in three installments to the grantee. The first payment of 50% of the grant amount will be paid after execution of the grant agreement. The second payment of 40% of the grant amount will be paid once the grantee has provided BWSR with notification and BWSR has reviewed and approved the reported expenditures of the initial payment. The last 10% will be paid after all final reporting requirements are met, the grantee has provided BWSR with a final financial report, and BWSR has approved these expenditures.

## Electronic Signatures

A recent change in MN Statute allows BWSR to accept an electronic signature on a grant agreement. This means that grantees can now print their grant agreement, obtain an authorized signature, and email a scanned copy of

their signed grant agreement back to BWSR for processing. Copies should be emailed to [bwsr.grants@state.mn.us](mailto:bwsr.grants@state.mn.us). We no longer require an original signature and original documents. This should speed up the granting process. Of course if grantees prefer, they can still use the US Mail.

## Time Tracking

A reminder that grant recipients are required to account for the staff time charged to CWF projects.

[http://www.bwsr.state.mn.us/grants/manual/gm\\_files/Time and Effort Documentation 01012015.pdf](http://www.bwsr.state.mn.us/grants/manual/gm_files/Time and Effort Documentation 01012015.pdf)

Please contact your Board Conservationist or Clean Water Specialists if you have questions.

## Match Verification

Original documentation is needed for match dollars. If claiming federal funds as match, this may require working with the FSA office and obtaining a FOIA waiver from the landowner.

Please contact your Board Conservationist or Clean Water Specialists if you have questions.

## Native Vegetation Guidelines

A reminder that to the extent possible and practicable, applicable projects must have vegetation planted or seed sown only of ecotypes native to Minnesota. Project specific guidance has also been added to the guidelines for a wide range of project types including wetland restoration, agricultural BMPs, raingardens and biofiltration areas, lakeshores, temporary cover, streambank stabilization, and ravine stabilization. See guidance at:

[http://www.bwsr.state.mn.us/native\\_vegetation/seeding\\_guidelines.pdf](http://www.bwsr.state.mn.us/native_vegetation/seeding_guidelines.pdf).

## Habitat Evaluations

A reminder that the habitat evaluation program annually evaluates a sample of up to ten Clean Water Fund projects with habitat restoration benefits.

The goal of this program is to provide greater transparency and accountability in the “on the ground” efficacy of restoration projects in achieving

stated water quality goals. In addition, this program intends to be an educational resource aimed at improving future restoration outcomes by communicating technical challenges and lessons learned.

For further information, please contact Wade Johnson, Restoration Evaluations Program Coordinator at [Wade.A.Johnson@state.mn.us](mailto:Wade.A.Johnson@state.mn.us).

## Clean Water Fund signage

If your organization has received a Clean Water Fund grant, your grant agreement states that the Grantee will “comply with requirements for project signage.”

The logo may be displayed on legacy-funded construction projects; at access points to any land or water resources restored, protected, or enhanced through Legacy funds; or on printed and other materials funded with money from one or more of the funds. Further, the Legacy logo should be prominently displayed on the grantee’s website.

Visit [www.legacy.leg.mn/legacy-logo](http://www.legacy.leg.mn/legacy-logo) to learn more about when and how to use the Legacy logo, and to download web or print versions of the logo.

