

Frequently Asked Questions

How do I combine state and federal grant funds? Coordinating federal and state requirements can be challenging and communications with both the federal and state grant program managers is recommended. Be sure to detail the amount, source, and match requirements of each fund applied to the project. When making payment on a contract with funds from multiple grant sources or fiscal years, note the amount from each grant or fiscal year on a voucher form or attachment and issue one check, noting the amount from each grant or fiscal year.

Can I use state funds to repair previously installed conservation practices that have been damaged or removed? Depends on the grant program or funding source, as well as if the practice met its effective life, the reason(s) the practice was damaged or removed, and if the proposed replacement provides equivalent benefits. Consult your Board Conservationist for more information.

Do I need to issue a 1099? For financial assistance that is a reimbursement for expenses, a 1099 form is generally not needed. For incentive payments the form may be needed. Consult the *IRS Publication 225* or your tax advisor for additional information.

Where do I find more information about prevailing wage? Prevailing wage requirements apply to all state funds that are used to contract for construction projects. Questions about the application of prevailing wage rates should be directed to the Minnesota Department of Labor and Industry at www.dli.mn.gov/LS/PrevWage.asp. The responsibilities of a grant recipient are to (1) be aware of prevailing wage and ensure their project's cost proposals address this requirement; (2) include prevailing wage information in their bid and contract documents; and (3) receive and maintain the payroll reports that contractors will furnish every two weeks. Prevailing wage does not apply to administrative activities of the grant recipient or construction activities directly conducted by a local government, i.e. if an SWCD uses its own staff to plant trees, prevailing wage would not apply, but if they contracted with Joe's Planting Service it would.

Who is eligible for BWSR grants? General parameters and eligibility are set by the grant program appropriation and associated policies. Performance on prior BWSR grants may affect eligibility. Consult your Board Conservationist for more information.