### 318 E. Iowa Avenue Onawa, Iowa 51040 [www.loesshillsalliance.org](http://www.loesshillsalliance.org/) 712-433-2400

August 26, 2019

Dear Interested Party:

The Protection Committee of the Loess Hills Alliance is soliciting proposals that protect and / or preserve the natural and cultural resources of the Loess Hills, while assuring economic viability and protection of property rights.

Projects may include conservation easements, educational components of land protection, restoration of conservation easement protected lands and public lands and any other proposals that meet the Mission of the Protection Committee and strive to protect and preserve the Loess Hills.

The Committee anticipates awarding up to $12,500 in 2019. Grant awards will be made from available funds provided by the Iowa Legislature.

* Projects must be located in the Loess Hills landform.
* All applications must follow the attached proposal format.
* Administration, operations and maintenance expenses are not eligible.
* Any person, agency, group or community in the Loess Hills landform is eligible to apply.

**Loess Hills Alliance Protection Committee Grant Application 2019**

*The mission of the Loess Hills Protection Committee is to Protect & Preserve the Natural and Cultural Resources of the Loess Hills while Assuring Economic Viability and Private Property Rights*

#### Eligibility Requirement:

* Projects must be located in the Loess Hills landform.
* Projects may include educational components of land protection, conservation easements, restoration of conservation easement protected lands and public lands and any other proposal that meets the Mission of the Protection Committee.
* All applications must follow the attached proposal format.
* Administration, operations and maintenance expenses are not eligible.
* The original application plus one (1) electronic copy with all attachments must be submitted.
* One grant request per applicant will be considered.
* **Application deadline is October 4, 2019 by 4:30 pm.**
* Missing or incomplete items may disqualify your application.
* Grants are awarded on a 3 to 1 match basis. In-kind contributions are limited to not more that 10% of match.
* Signature of applicant is required.
* Completed original application plus one (1) electronic copy with all attachments must be sent to the **Loess Hills Alliance Office, 318 East Iowa Avenue, Onawa, Iowa 51040. Email application to** [mccbsec@mononacounty.org](mailto:mccbsec@mononacounty.org)**.** Applications must be received by October 4, 2019 at 4:30 pm.
* Grant recipients are required to publicize acknowledgment of the Loess Hills Alliance grant.
* Any person, agency, group or community in the Loess Hills landform is eligible to apply.
* Grant recipients are required to provide a final written report and verbal presentation to the Protection Committee before disbursement of any grant funds.
* Applicants will be invited to attend a Protection Scoring Committee meeting (unscheduled at this time) to answer committee questions.

**Questions**

Loess Hills Alliance 712-433-2400

Mail completed applications to: **Loess Hills Alliance, 318 East Iowa Avenue, Onawa, Iowa 51040. Electronic copy to** [**mccbsec@mononacounty.org**](mailto:mccbsec@mononacounty.org)

Applications must be received by **4:30 pm on October 4, 2019**

**Loess Hills Alliance Protection Committee**

**Grant Application Guidelines**

**Application Due Date: October 4, 2019**

The program has 1 grant funding cycle per year. An original application plus one (1) electronic copy, with all attachments, must be **received** at the following address by 4:30 PM on the day of the deadline. A DELIVERY SERVICE POSTMARK ON THE DEADLINE DATE IS NOT ADEQUATE.

Loess Hills Alliance

318 East Iowa Avenue Onawa, Iowa 51040 [mccbsec@monona](mailto:mccbsec@monona)couty.org

Loess Hills Alliance Protection Committee Mission Statement: **Protect and Preserve the Natural and Cultural Resources of the Loess Hills while Assuring Economic Viability and Property Rights**

**GENERAL INSTRUCTIONS**

1. **BE THOROUGH, BUT AS CONCISE AS POSSIBLE -** Projects are scored and ranked based entirely on the information presented in application. Applicant will not have an opportunity to present their proposal to the Committee prior to scoring. Site visits for easements projects are not conducted. It is important to thoroughly describe the project, keeping the scoring criteria listed on Page 5 in mind.
2. **INCLUDE HIGH QUALITY MAPS AND PHOTOGRAPHS.** We all know the adage “a picture is worth 1,000 words.” Include a good set of maps and photos with the original and each copy of your application to allow all scoring committee members to thoroughly review them.
3. **MAKE REFERENCE TO PERTINENT LOCAL AND STATE PLANS, BUT DO NOT INCLUDE THE PLAN WITHIN APPLICATIONS –** It is important to describe the relationship of the grant project to any state and local plans. Inclusion of the entire plan is not necessary to verify relationships. Use selected excerpts and references for that purpose.
4. **FOLLOW THE OUTLINED FORMAT EXACTLY –** An outline is provided for the project narrative portion of the application. Use the exact headings and reference numbers in the order presented in the outline. The entire application format may be set up on a word processor, so long as the same headings and their order are maintained. The project narrative portion many not exceed four (4) pages.
5. **MATCH REQUIREMENTS –** The LHA Protection Committee requires a 3 to 1 match of funds (3 parts non-LHA and 1 part LHA) with in-kind contributions constituting no more than 10% of the required matching funds
6. **INCLUDE ALL REQUIRED SIGNATURES –** This application must be signed by the applicant under authority of their agency.
7. **APPLICATIONS MUST BE IN 8**-**1/2” BY 11” FORMAT –** Text of the application must be on 8-1/2” by 11” paper. Oversized pages for maps and other graphics must be folded to that size. Applications should be stapled together.
8. **APPLICATIONS RETURNED ONLY UPON REQUEST –** Applications may phone or write the Loess Hills Alliance after grant awards are announced and request their application be returned. Unsuccessful applications will not automatically be consider during the next funding cycle.

##### REMOVE THIS TITLE/INSTRUCTION SHEET BEFORE SUBMITTING THE APPLICATION.

**LOESS HILLS ALLIANCE**

**PROTECTION COMMITTEE GRANT APPLICATION 2019**

**Cover Sheet**

Applicant Name: Contact Person: Address: City/State/Zip: Phone: Fax: Email: ***Signature of person with legal authority to obligate:***

Name: Title:

##### Project Title:

Is this project for a grant request a portion of a larger, overall project to be implemented over a multi-year period?

 Yes  No

If yes, please write the number of years and estimated overall project cost in the spaces provided below:

##### $

(# of years) (Estimated overall cost)

##### NOTE: The information requested in this section is for the activities involved in this particular grant request only. Estimated Project Cost: $

**Amount of Grant Request: $ Amount of Private/Government**

**Matching Funds $**

*\*3 to 1 minimum match is required, of which no more than 10% of the match may be in-kind.*

Match (non-LHA) in form of (check one)  Cash  Land Value  Letter of Credit Source of Private/Government Match (please list all known and anticipated match sources and amounts)

Amount and description of in-kind contributions (limited to 10%)

Has your organization received Loess Hills Alliance (LHA) funding in the past 2 years? If so, which committee, project name and amount?

Is this project seeking grant funds from another Loess Hills Alliance committee? If so, which committee and amount requested?

## PROJECT NARRATIVE

The outline must be followed exactly on separate sheets of paper to be attached to the previous cover page of this application. Make sure the bold numbers and headings are used in the order shown. Text that is not bold is a guideline to help organize your application. Do not retype in your project narrative. The project narrative portion is limited to not more than four (4) pages. This section of the application is primarily used for scoring applications. So remember--- be thorough, but as concise as possible. It is important that you keep the scoring criteria in mind while organizing and preparing the project narrative. The criteria are listed at the end of this section.

1. **PROJECT OBJECTIVE:** Briefly describe in 75 words or less. Do not include justification and support statements in this summary.
2. **PROJECT LOCATION:** Describe the location of the project relative to the county and nearest city. Include section, township, and range if rural; give specific street location if urban. If the project is not a conservation easement, describe where the project will focus its activities and where the project base or individual will be located. All easement projects must contain a project location map that highlights the project area and has sufficient details to allow the area to be easily located by vehicle for on-site grant monitoring inspections.
3. **PROJECT DESCRIPTION:** Describe concisely what your proposal plans to do, how you plan to accomplish your goals, who will be affected and how you will measure success. For projects that contain easements, include acres affected and describe the resources and existing facilities/improvements on and adjacent to the property. Also, describe its prospective use and management goals. If rare, unique, or high-quality representative plant and animal species and communities occur on site, provide a listing of them. If this application is for the continuation of a project that previously received other funding, provide a status report of the project. Explain relationships (both positive and negative) between the project and any existing nearby local, state, and federal areas. Do not put project justification and benefit statements in this section---- save them for Section 4.
4. **PROJECT BENEFITS, NEEDS, JUSTIFICATION AND URGENCY:** Describe project justification and need. Make references to local Long Range Comprehensive Land Use Plans, REAP Plans, Iowa Statewide Comprehensive Outdoor Recreation Plan (SCORP) and Iowa Open Spaces Plan that help direct conservation and recreation programs including priorities of the Loess Hills Alliance. Do not include entire plans in the application. Identify benefits to be derived from the project in terms of populations being served (users) and resource management/protection.
5. **ENVIRONMENTAL, ECONOMIC AND SOCIAL IMPACTS OF PROJECT:** Describe permanent and temporary environmental impacts of the proposed project and future related actions, if any are contemplated. “Impacts” are defined as direct or indirect changes in the existing environment, whether beneficial or adverse. This discussion should also include expected impacts caused by users, as well as impacts on economic, cultural, aesthetic and social conditions**.** Particular attention must be given to any action that will affect flood plains, prairie or woodland resources, terrain alterations and wetlands.
6. **ITEMIZED COST ESTIMATE AND PROJECT BUDGET:** List all items and their costs to be included in the proposed project. The itemized cost listing will be the basis for determining what items are eligible for assistance when funds are distributed to applicants awarded a grant. Items not listed will not be eligible for assistance under this grant agreement.
7. **ESTIMATED PROJECT TIME TABLE:** List an anticipated project start date and completion date. Projects are expected to be completed and closed out within two years of project start date.
8. **IF PROJECT IS CONSERVATION EASEMENT** Please complete the attached page for all easement projects.

## SCHEDULE:

This section does not apply to projects that involve only development.

*NOTE: If you need additional space to list all parcels, reproduce the chart on a separate sheet of paper.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **\*Codes** | **Parcel Number on Map or Photo** | **Estimated Date of Closing** | **# of Acres** | **Average Price Per Acre** | **Estimated Value of Conservation Easement Without Incidentals** | **Total Estimated Cost** |
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##### Total # of Total # of

**Parcels**

**Acres**

**Total**

Estimated Appraisal Cost $

Estimated Survey Cost $

Other Incidental Cost $

Grand Total Cost of Easement $

Overall Cost per Acre Including all incidentals $

***\*Code*** 1. Donation

2. Conservation Easement

|  |  |  |  |
| --- | --- | --- | --- |
| LHA Protection Committee Grant Scoring Criteria | | | |
| **Eligibility** | | | |
| Ranking Criteria  # | Question | Yes (Eligible) | No (Disqualified) |
|  | | | |
| 1 | Meets the mission of the LHA Protection Committee? |  |  |
|  | | | |
| 2 | Proposal objectives are reasonable & measurable? |  |  |
|  | | | |
| 3 | Is the budget complete? |  |  |
|  | | | |
| 4 | Matching funds secured/identified at 3 to 1? |  |  |
|  | **Application Ranking** |  | **Points** |
| 5 | **Application Size** | |  |
| ≥ 100 acres = 10 pts. | |  |
| 50 - 99 acres = 8 pts. | |
| 25 - 49 acres = 6 pts. | |
| < 25 acres = 4 pts. | |
|  | | | |
| 6 | **\*Land Cover 1 - Percent Prairie/Savanna** |  |  |
| 75 - 100% prairie/savanna = 25 pts. | |  |
| 50 - 74% prairie/savanna = 20 pts. | |
| 25 - 49% prairie/savanna = 15 pts. | |
| < 25% prairie/savanna = 10 pts. | |
|  | |
| **\*Land Cover 2 - Percent Oak Woodland** |  |
| 75 - 100% oak woodland = 25 pts. | |
| 50 - 74% oak woodland = 20pts. | |
| 25 - 49% oak woodland = 15 pts. | |
| <25% oak woodland = 10 pts. | |
|  | |
| **\*Land Cover 3 - Percent Mixed Grassland** |  |
| 75 - 100% mixed grassland = 25 pts. | |
| 50 - 74% mixed grassland = 20 pts. | |
| 25 - 49% mixed grassland = 15 pts. | |
| <25% mixed grassland = 10 pts. | |
|  | |

|  |  |  |
| --- | --- | --- |
| 7 | **Special Landscape Area** |  |
| > 50% of application area inside SLA = 10 pts. |  |
| > 50% of application area outside SLA = 5 pts. |

|  |  |  |
| --- | --- | --- |
| 8 | **\*Proximity to protected land** |  |
| Adjacent to protected land = 10 pts. |  |
| ≤ 1 mile from protected land = 5 pts. |

|  |  |  |
| --- | --- | --- |
| 9 | **Protected property connection** |  |
| Application connects protected properties = 8 pts. |  |
| Does not connect protected properties = 0 pts. |

|  |  |  |
| --- | --- | --- |
| 10 | **Scenic Byway** |  |
| Land is adjacent to the scenic byway = 6 pts |  |
| Land is visible from the scenic byway = 4 pts. |
| Land not visible from the scenic byway = 2 pts. |

|  |  |  |
| --- | --- | --- |
| 11 | **\*Rare Flora/Fauna** |  |
| T&E/SC species documented on property = 5 pts. |  |
| T&E/SC species documented within 1 mile of property = 2 pts. |
| No T&E/SC documented within 1 mile of property = 0 pts. |

# Total Score:

|  |  |
| --- | --- |
| \*6 | To count as prairie/savanna at least 50% of the vegetation present must be comprised of native remnant prairie species. Oak woodland = >50% of tree species are oak. Mixed grassland = CRP, pasture/idle grassland with less than 50% native prairie species. *Round to nearest percentage.* |
| \*8 | "Protected Land" is any land that is owned by or has a perpetual conservation easement held by a government entity or conservation organization. |
| \*12 | T&E/SC = Federal T&E species and/or State T&E and species of special concern. Must provide documentation from a credible source. |