Multi-Agency Land and Water Education Grant Program

2002 – Nutrient Management Farmer Education Grant Program
Application Postmark Deadlines
Friday, July 5, 2002

Questions?
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Multi-Agency Land and Water Education Grant Program

The Multi-Agency Land and Water Education Grant Program was started in 1997 to encourage the integration of educational programming into local conservation efforts. Support for the program comes from the Natural Resources Conservation Service (NRCS), the Wisconsin Department of Natural Resources (DNR), the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP), the Farm Service Agency (FSA), and the University of Wisconsin-Extension (UWEX). Funds for winning grant proposals comes from NRCS’s Environmental Quality Incentives Program and Grazing Lands Conservation Initiative. Additional funding comes from the DNR and UWEX. Funding for the Nutrient Management Farmer Education Program comes from EQIP and the UWEX’s Conservation Technology Program.

What kinds of proposals are we looking for?

To be considered for funding, your project must involve educating farmers about nutrient management and include the required elements outlined in the application. Projects that address nutrient management on a sub-watershed level are encouraged, as are projects that may serve as models for improving natural resource conservation program delivery.

Joint proposals in which federal, state and local agencies and private associations collaborate are especially encouraged, as are proposals that incorporate in-kind or direct financial resources besides those provided by the MALWEG Program.

Preference will be given to programs that focus the majority of their educational efforts on EQIP Priority Areas (Appendix A.). Preference will also be given to programs that target traditionally under-served audiences such as Native American, African American, Asian American, Amish, women or low income farmers. For more information on the selection process see the section below titled, Application Processing and Evaluation.

Who Can Apply?

Applicants may include, but are not limited to: conservation districts, state and federal agriculture and natural resource agencies, Colleges and Universities, University of Wisconsin Extension, nonprofit organizations, lake organizations, and GMU partner teams. A project manager may submit multiple proposals but, at most, one proposal per project manager will receive funding during the 2002 grant selection cycle.

Funds Available

Approximately $100,000 will be awarded on a competitive basis in 2002 for nutrient management farmer education projects, subject to availability of funds and the content of the applications received.

Maximum Grant Awards Per Project

You can request up to $15,000 for your project.

Spending Limitations

Purchases of capital equipment are not allowable, nor are indirect costs. The use of grant funds for refreshments, meals, other food or drink related items, clothing or other apparel is also not allowed.

Activities that provide direct educational benefit, such as demonstration projects, educational pamphlets and booklets and landowner training, are permitted. Personnel salaries are also allowable if the employee is providing direct educational assistance.

Where the success of a program depends on the acquisition of capital equipment, education providers are encouraged to obtain it through in-kind donations or by lease. (See Appendix B.) A project that request funding for travel or attendance at seminars must justify those expenses in its proposal. Grant awards are provided through reimbursements only. Continued allocation for multi-year projects depends on earlier efforts and achievements.
Application Deadline and Other Important Dates
Applications must be postmarked by Friday, July 5, 2002. Applicants should learn their funding status by August 30, although notification could come later. Funded projects may begin incurring grant expenses on September 1, 2002. Purchases made prior to this date are not reimbursable. Projects must submit all final reimbursement requests and required reports by December 31, 2004.

Funded projects must attend a curriculum and evaluation workshop. The purpose of this workshop is to review the farmer education curriculum, discuss your evaluation strategy and the program’s reporting requirements.

Accountability Requirements
Funded projects must submit six-month activity reports twice a year, and must submit a final project report within 90 days after the project ends.

How to Construct Your Application
All applicants must complete the (1) Cover Sheet, (2) Budget Request Sheet, and (3) Application using the forms provided.

Digital copies of all application materials are available for download at http://clean-water.uwex.edu. Click on “Multi-Agency Grant Program.”

Application Instructions
- Complete the Cover Sheet: Use the form provided.
  a. Provide a descriptive title for your project. Please keep your title under 12 words.
  b. Check the box next to Category 1 to indicate this is the funding category you wish to compete in.
  c. Provide the name of the organization that will take responsibility for the fiscal administration of your proposed project (i.e. pay for grant expenses and fill out reimbursement requests).
  d. Select a geographic focus area for your project.
  e. Select a principal topic area for your project.
  f. Describe the primary audience for your project.
  g. In the box provided, using no smaller than a 11 point font, provide an abstract for your proposed project.
  h. In the boxes provided, list the amount of your grant request and your intended start and end dates for your proposed project.
  i. Fill out contact information for the project manager and assistant project manager.
  j. Have the project manager and assistant project manager sign and date the cover page. The project manager’s signature is required.

- Complete the Budget Request Sheet: Use the form provided and please remember, capital equipment and indirect costs are not allowed.
  a. Within the boxes provided, describe expenses related to: personnel, services, travel, and leasing or equipment rental. For each category, tell us how much the total cost will be for each year of your project. Also tell us how much in-kind (if any) assistance will also be used to pay for this expense.
  b. List expenses that do not fit under the categories provided under “other”.
  c. Add up the total grant request from each expense category and list this total in the space provided at the bottom of the form. The amount you list here must match the amount you list on the Cover Page Form.

- Complete the Nutrient Management Farmer Education Program Application. Use the form provided. Attach additional sheets as needed. Please list all required elements, as listed on the front page of the application, in Section F. Timetable/Workplan.

Submission Guidelines
Submit ten (10) collated stapled copies of your proposal postmarked on or before July 5, 2002 to:

Multi-Agency Land and Water Education Grant Program
Application Processing and Evaluation

The Multi-Agency Land and Water Education Team, with assistance from the Nutrient Management Self-directed Team will select a committee of natural resource professionals to review and score the submitted proposals. All proposals will be scored on a 100-point scale. The recommendations of the review committee are then submitted to the Wisconsin State Technical Committee for review and then to Wisconsin’s State Conservationist (USDA NRCS) for final consideration and approval.

Of the 100 available points, up to five (5) points are reserved for projects that focus their efforts on EQIP Priority Areas (See appendix A for location of EQIP priority areas), and up to ten (10) points are reserved for projects that focus their efforts on under-served audiences. In order to qualify for these reserved points you must describe in detail how your project will make a priority area or an under-served audience a main concern. Merely mentioning your project will work in a priority area or with an underserved audience is not sufficient to receive the full points.

Evaluation criteria include:

- The degree to which the proposal includes the required elements outlined in the project application.
- The feasibility of meeting project objectives within the project period.
- The appropriateness of the project budget for conducting the proposed program.
- The extent to which the project is supplemented with outside funding or other support.
- The nutrient management skills and experience of key staff.

Application Checklist

Category II

___ Cover page.
___ Cover page signatures.
___ Budget request page.
___ Funding request on budget request page matches funding request on cover page.
___ Complete application
___ 10 copies included in application packet.
___ Packet postmarked no later than July 5, 2002

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