



Little Blue Natural Resources District

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URBAN CONSERVATION ASSISTANCE PROGRAM Special Projects

This program assists citizen groups and governmental agencies to reduce and prevent soil erosion, flooding, and related resource problems in urbanized areas. The District will provide technical and financial assistance on eligible projects sponsored by citizen groups, private organizations, or governmental agencies.

ACCEPTABLE PROJECTS:

Engineering expenses may be an eligible component of the project when such services must be secured from a private consulting firm.

- Development and Improvement of Recreation and Public-Use Lakes
- Permanent Grade Stabilization Structures
- Stormwater Management Facilities (detention structures, improved channels)
- Diversions and Terraces
- Permanent Critical Area Seeding and Mulching (\$150/acre maximum)
- Grassed Waterways
- Whatever LBNRD Board sees as an acceptable Project

NOTE: An enclosed storm sewer is not an eligible project.

FUNDS AVAILABLE:

The LBNRD Board of Directors will evaluate each project and determine the cost-share on a project-by-project basis. The District's cost-share rate shall be \$20.00 per capita population, not to exceed 50% of the project's total cost. However, the District's contribution shall not be less than \$500 nor more than the maximum of \$50,000. However, the Board shall use discretion to determine the public benefits to be received and the appropriate cost-share level. The Applicant shall be limited to applying for funds once every five years.

CRITERIA for ELIGIBLE PROJECTS:

- 1) Major Special Projects shall be those projects which address a problem affecting many landowners and/or offers a substantial public benefit.
- 2) Project requests must be submitted before **May 1** to be considered in the ensuing budget year (July 1 through June 30).
- 3) Approved projects may be implemented over consecutive years, and the Board may consider multi-year contributions.
- 4) All measures must be technically feasible and environmentally acceptable. The local sponsors may be required to obtain all local, state, and federal permits.
- 5) Begin construction within one (1) year of the date of NRD Board approval.
- 6) The Little Blue NRD Board may establish additional criteria as the program's needs and projects dictate.

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Urban Conservation Assistance Program – Special Projects

Board Approved February 2022

APPLICANT RESPONSIBILITIES:

- 1) Make application on LBNRD's Urban Assistance Form.
- 2) Provide right-of-way (acquire all necessary land rights) at the Applicant's cost.
- 3) Projects must conform with all local, state, and federal laws, guidelines, and codes.
- 4) An Inter-Local Cooperative Agreement will be negotiated to identify responsibilities for key project development components to include but not limited to:
 - a) Serve as the local Administrative Agency.
 - b) Responsible for project advertisement, contract preparations, award of contract, construction, payment of construction costs, and maintenance.
- 5) Provide local matching funds.
- 6) The Applicant must control all erosion on the site during construction and until permanent vegetation is firmly established.
- 7) The Applicant shall adequately maintain the area for a minimum of 25 years or shall be subject to reimbursement to the District for cost-share monies allotted to the project.
- 8) The Applicant shall be responsible for all damages or claims due to construction, operation, and maintenance of the project and assumes all liability for any action, suit, damage, loss, claim, or judgment arising from the future uses of such facilities and works.

NRD RESPONSIBILITIES:

- 1) Administration of the Urban Conservation Assistance Program.
- 2) The LBNRD may serve as the lead agency when a citizen group or private organization applies.
- 3) Provide any technical assistance as needed.
- 4) Staff shall review plans, determine eligibility and recommend project prioritization to the Projects and Planning Committee of the NRD for consideration.
- 5) Provide reimbursement to the Applicant when the project is completed and all bills received. The Board may, at their discretion, accept partial billings for large projects.
- 6) The Applicant may be reimbursed in multiple years if the project carries over several fiscal years.
- 7) Progress and final payments will be based on the Contractor's application for payment approved by the Engineer.

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Cost-Share Request Form

NAME and ADDRESS of APPLICANT: _____

Project Name: _____ **Tax ID No.** _____

Contact Person: _____ **Phone:** _____

Date of Application: _____ **Population of Community:** _____

TYPE OF PROJECT:

_____ **Development and Improvement of Recreation and Public-Use Lakes**

_____ **Permanent Grade Stabilization Structure**

_____ **Channel Improvement**

_____ **Drainage Improvement**

_____ **Stormwater Detention Structures**

_____ **Diversion or Terrace**

_____ **Permanent Critical Area Seeding and Mulching**

_____ **Grassed Waterway**

_____ **Other** _____

LOCATION OF PROJECT (Submit map if available):

PURPOSES OF PROPOSED PROJECT:

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Cost-Share Request Form

EXPECTED PROJECT BENEFITS:

ESTIMATED SCHEDULE OF PROJECT DEVELOPMENT:

Please give a timeline of the current year project and the whole project if it will be split up into phases.

ESTIMATED PROJECT COSTS (if known): \$ _____

Amount and Type of Funds to be Utilized (Anticipated Cost-Share Requested):

Federal: \$ _____

State: \$ _____

NRD: \$ _____

City: \$ _____

Other: \$ _____

HOW WERE THESE COSTS DETERMINED?

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Cost-Share Request Form

DISCUSS ANY ENVIRONMENTAL OR OTHER ADVERSE EFFECTS EXPECTED:

ACKNOWLEDGMENT: I hereby attest that the above project is needed and will provide general benefits to the public. I also certify that the data contained herein is true and correct to the best of my knowledge and that the Applicant's Governing Board has authorized the filing of this Project Request.

Applicant's Representative

Name: (Print or Type): _____ **Date:** _____

Authorized Signature: _____