



**TARGETED ASSISTANCE GRANT
(TAG) PROGRAM**

2007-2009 Guidelines

Submit grant applications to:

North Dakota Department of Agriculture
Attention: Rachel Seifert-Spilde
600 E Boulevard Avenue, Department 602
Bismarck, ND 58505-0020

**ALL grant applications must be submitted by:
January 15, 2008**

For technical assistance contact:

Rachel Seifert-Spilde, Noxious Weeds Specialist

rseifert@nd.gov

701-328-2983 or 1-800-242-7535

TABLE OF CONTENTS

Introduction.....	3
Program Details	3
2007-2009 Funds Available.....	3
Eligibility	3
Match	3
Deadlines.....	3
Committee.....	4
Project Evaluation.....	4
Application Check List	5
2007-2009 Grant Application and Budget Form	6
Anticipated Funding Sources.....	11
Noxious Weed Grant Match Rate Sheet	12
Grant Voucher Form.....	13

Please Note: An electronic version of the grant guidelines, application and voucher forms can be found on the North Dakota Department of Agriculture website at <http://www.agdepartment.com/programs/plant/noxiousweeds.html>.

Introduction

The goal of the Targeted Assistance Grant (TAG) Program is to provide a simple, fair and accountable mechanism that will help you to target noxious and invasive weed control needs and provide a cost-share opportunity to county and city weed boards to meet those identified needs. TAG proposals should describe a noxious or invasive weed problem within your county or city weed board's jurisdiction and propose a management strategy to diminish the problem. Basically, describe your weed problem and propose a solution to that problem that you would like us to fund.

Program Details

2007-2009 Funds Available

The North Dakota Department of Agriculture (NDDA) will make approximately \$400,000 available for targeted assistance grants during the 2007-2009 biennium. Grant applications can request any amount but must show a demonstrated need for funds by describing the noxious and invasive weed problem, the acreage and location of infested acreage, the number of landowners affected, the estimated treatment costs and the management methods to be implemented, etc.

Eligibility

All county and city weed boards are eligible for TAG funds. **Targeted assistance grants will not fund indirect costs and may not be used on state or federal lands.**

Match

All grant applications are encouraged regardless of weed board match potential. Fifty percent of the cost of the total project will be the standard match. However, the Agriculture Commissioner may reduce or waive the cost-share requirement. Project expenditures and match costs must be documented and submitted to the NDDA. Match expenditures can be referenced to the Noxious Weed Grant Match Rate Sheet.

Deadlines

Grant applications are due January 15, 2008. Applications must be in the required format, complete and received by this date. Award announcements will be made by March 2008.

Committee

A five-person advisory committee has been assembled to evaluate proposals and make recommendations. Committee members and the agencies they represent include Al Ulmer, NDSU Extension Service; Dan Stewart, North Dakota Association of Counties; Dave Hirsch, USDA Animal and Plant Health Inspection Service; Myron Dieterle, North Dakota Weed Control Association, and Rachel Seifert-Spilde, North Dakota Department of Agriculture.

Project Evaluation

Applications will be reviewed and ranked by the TAG committee. The funding recommendations of the committee will be presented to the Agriculture Commissioner for approval. Applicants will be notified of their award status by March 2008.

The advisory committee will consider the following when ranking proposals.

- Completeness of the grant application
- Priority of noxious or invasive species being targeted
- Appropriateness of the proposed weed management methods
- Need for early detection and rapid response to new invaders in your area
- Participation of private landowners and different cooperators in the project
- Appropriateness of the budget for the proposed activities
- Appropriateness of the introduction or maintenance of biological controls
- Use of GPS/GIS mapping in the project
- Project follow-up, including monitoring and evaluation of infested areas, biological controls, etc.
- Need for educational materials and or trainings
- Restoration of valuable ecosystems
- Need for equipment purchases

**TARGETED ASSISTANCE GRANT
Application Check List**

Please submit grant proposals by January 15, 2008 to:

North Dakota Department of Agriculture

Attention: Rachel Seifert-Spilde

600 E Boulevard Avenue, Department 602

Bismarck, ND 58505-0020

✓	
	New grant proposal
	2007-2009 Grant Application and Budget Form and Anticipated Funding Sources
	Map of project area (if applicable)
	Proposal to continue an established/previous grant project
	Project history (project description, map of project area, activities completed to date, grant and matching funds spent, funding sources, partners, project timeframe, etc.)
	New 2007-2009 Grant Application and Budget Form and Anticipated Funding Sources
	New map of project area (if applicable)

What groups, agencies and individual landowners will be active participants in the project? Please list the individuals representing each group and their contact information (address, phone number, email, etc.).

What are the expected outcomes of the project?

How will you evaluate the project outcomes?

A map of the project area (if applicable) must be submitted along with this application. Please highlight problem areas within the map and outline the project boundaries.

GPS coordinates, if available, of weed surveys, locations, etc. should be submitted upon project completion. Coordinates must be in latitude and longitude decimal degrees and in NAD83 or WGS84 datum.

<p>What noxious or invasive weeds will be targeted?</p>	<p>Describe the weed management problem this project would address.</p>

Activity	Performed By	Time-frame	Breakdown	Cash/Match Expenditures
Survey, spraying, mapping, printing costs, revegetation, biocontrol purchases, etc.	County weed board Private landowner Agency, etc.	Sept 2008	# hours x \$/hour # miles x \$/mile \$/weed id card x # of cards	\$
ESTIMATED Total Project Expenditures=				

Anticipated Funding Sources

	Example Year 2007	2008	2009	2010	2011	2012
Federal/State Contributions	USFWS \$1,000 TA NDGF \$3,500 E					
State/Local Match	Weed board \$5,000 L Weed board \$2,500 E Landowner \$5,000 L Landowner \$3,000 E					
NDDA Grant Funds	\$20,000					
Total Project Costs/Year	\$40,000					

Use Noxious Weed Grant Match Rate Sheet (page 12) as a reference in completing the table above.

TA Technical Assistance L Labor O Other-please specify
 E Equipment C Cash M Materials-please specify (seed, herbicide, etc.)

**TARGETED ASSISTANCE GRANT
Noxious Weed Grant Match Rate Sheet**

Item	Description	Rate
Labor	Standard Charges (includes administration)	Actual expenditures
Spray Rig	Average – All Types except ATV	\$15/hour
Sprayer	Backpack, 3 Gallon	\$4/day
Trailer	Average – All Types	\$38/day
ATV	4X4, 300-400 cc	\$60/day
ATV	4X4, >400 cc, With Sprayer Unit	\$100/day
Other off-road	Three-wheelers and Motorcycles	\$56/day
Boat	Powered	\$100/day
Boat	Unpowered	\$40/day
Livestock	Horse	\$50/day
Livestock	Horse With Sprayer Unit	\$53/day
GPS Unit	General Outdoor Use	\$4/day
Vehicle	Sedan/Wagon	\$.27/mile ¹
Vehicle	Light Truck	\$.48/mile ¹
Vehicle	Heavy Truck	\$.59/mile ¹

¹ August 1, 2007 North Dakota Department of Transportation State Fleet Services Rental Rates.

Use of NDDA purchased equipment is not an eligible expenditure.

Approved by Deputy Agriculture Commissioner Jeff Weispfenning on October 8, 2007.



TARGETED ASSISTANCE GRANT VOUCHER FOR PAYMENT

**NORTH DAKOTA DEPARTMENT OF AGRICULTURE
NOXIOUS WEEDS DIVISION
SFN 58676 (10-07)**

MAIL TO:

North Dakota Department of Agriculture
Noxious Weeds Division
600 E Boulevard Ave, Dept 602
Bismarck ND 58505-0020
Ph: (701) 328-2231/800-242-7535

County or City

Mail check to:

Name			
Address			
City	State	Zip Code	Telephone

This voucher is for work accomplished during the period _____ . County/city weed boards may be reimbursed at 50% of the actual expenditures. Completion of the Equipment/Labor and Other Expenditures Worksheet on the back of the form is required for processing this voucher.

Totals should be taken from the Equipment/Labor and Other Expenditures Worksheet on the back of this page.

DESCRIPTION	*TOTAL PROJECT EXPENDITURES

I certify that the information on this page is true; that the money charged was actually paid for the purposes stated; that the money was expended only within the period shown on this form; that the services charged were actually rendered and that no part of such bill, claim, account or demand has been paid; that the goods charged were actually delivered and were of the value charged.

Signature of Key Contact Person	Date
Signature of the Auditor	Date

FOR DEPARTMENT OF AGRICULTURE USE ONLY

GRANT FUNDS	\$		
GRANT FUNDS AVAILABLE	\$		
TOTAL PROJECT EXPENDITURES	\$		
STATE PAYMENT APPROVED	\$	x 50%	INITIAL/DATE
GRANT FUNDS REMAINING	\$		

