



SOUTH DAKOTA DEPARTMENT OF AGRICULTURE

RESOURCE CONSERVATION AND FORESTRY DIVISION

523 East Capitol Avenue

Pierre, SD 57501

Phone: 605.773.3623 Fax: 605.773.4003

sdda.sd.gov

GRANT APPLICATION FORM

Applicant Information

Organization: _____ Mailing Address: _____

Telephone: _____ City: _____ State: _____ Zip: _____

Tax Status: _____

Project Contact

Project Officer: _____ Telephone: _____

Fax: _____ Email: _____

Project Information

Project Name: _____

Start Date: _____ End Date: _____

Legal description: County _____

Township: _____ Range: _____

Section: _____ Qtr: _____

Type of Grant

Conservation Grant Community Forestry

Insect/Disease Invasive Species

Forest Stewardship Mountain Pine Beetle

Other (specify): _____

Financial Information

Grant funds requested: _____ Partner contributions (total): _____ Total project cost: _____

Please give a brief, descriptive summary of the project (Use section D to provide project details)

I hereby certify that to the best of my knowledge and belief, this application is true and correct. I further agree to comply with the provisions of the Civil Rights Act of 1964 and regulations issued thereunder relating to nondiscrimination in federally assisted programs.

Applicant Signature _____ Title _____ Date _____

A copy of the state required [W-9 form](#) must be attached to this application.

OFFICE USE ONLY

Signature of Reviewer _____ Title _____ Date _____

Signature of Approval _____ Title _____ Date _____

BUDGET SHEET

The total for each of these three sections should equal the "Total Project Cost" on page 1.

A. Operating Budget

- 1. Salary/Benefits _____
- 2. Travel _____
- 3. Contractual Services _____
- 4. Supplies _____
- 5. Equipment (list major equipment) _____
- 6. Consultation Services _____

Total Project Costs _____ This total must equal _____

B. Activity Budget

Activity	Grant Funds	Local Funds	Local In-Kind	Other Funds	Total
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____	_____
7. _____	_____	_____	_____	_____	_____
8. _____	_____	_____	_____	_____	_____
Totals	_____	_____	_____	_____	_____

This total must equal _____

C. Project Partners

Partners	Amount Cash	Amount In-Kind	Total
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
Totals	_____	_____	_____

This total must equal _____

Resource Conservation and Forestry

Grant Application Guidelines

In addition to a completed application, please provide a project narrative. The narrative should not exceed three pages of single-spaced text. Please attach any maps, figures, and photographs that you feel are valuable in explaining the project. The project narrative must include:

Project Partners

- Please list any project partners and quantify their contribution to the project.
- Any practice funded by the Coordinated Natural Resources Conservation Grant funds must meet one or more goals of the Coordinated Plan for the Natural Resources Conservation.

Project Descriptions and Need

- Explain who will be the primary beneficiaries of this project.
- Define who will be responsible for the implementation, maintenance, and follow-up stages of the project.
- Indicate where this project will be located (district, watershed, community, etc.). Attach maps as relevant.
- Describe the specific environmental, natural resource, ecological, educational, and/or socio-economic need(s) that the project will address.
- Briefly describe the specific on-the-ground restoration activities to be undertaken on-site to achieve the project objectives and why it is needed.
- Explain if this project is part of a larger regional and/or local watershed effort.
- Describe provisions to ensure long-term management and protection of the project (e.g., conservation easements on private land, long-term monitoring program).
- Please indicate if any federal, state, or local permits are required to complete the project and the status of efforts to secure necessary authorization.

Final Products

- Describe the anticipated benefits of the project from an ecological, educational, and/or socio-economic perspective (e.g., number of acres of wetlands or stream miles restored, target audience and how they will benefit).
- Identify how you will measure the success of the project.

Partner Justification

- Describe the strengths, qualifications, and nature of the contribution of your organization and other collaborating organizations.
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In addition to the application and project narrative, applications for Urban and Community Forestry Challenge Grants must also include:

- Completed sub-grant questionnaire.
- Submit a work plan outlining the activities you wish to accomplish through this grant.

Tree species selected must be at least 1¼ inch caliper and at least 10 feet tall in accordance with the American Standard for Nursery Stock (ANSI Z60.1 – 2006).