



Agenda Item # 14
Date 2/9/22

1508 Square Turn Blvd.
Norfolk, NE 68701

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402.371.7313 | FAX 402.371.0653
www.lenrd.org |

DODGE COUNTY, NEBRASKA
COUNTY CLERK

January 25, 2022

RE: Public Entity Funding

Dear Dodge County Clerk,

In an effort to assist not only the rural constituents, but our communities as well, the Lower Elkhorn Natural Resources District Board of Directors wishes to cooperate with municipalities to solve natural resource problems and create recreational opportunities for citizens located within the boundaries of this NRD. Two programs have been developed for this purpose, and we invite you to make application for them. Applications must be received at the NRD office by March 11, 2022 to be considered for funding in Fiscal Year 2023 (July 1, 2022 – June 30, 2023).

1. Urban Conservation Assistance Program – Designed to assist municipalities in solving erosion and flooding problems. Enclosed storm sewers are not eligible. The cost share rate is up to 50% of local costs, not to exceed \$25,000 in NRD funds. Please see attached guidelines for more information or call me at 402-371-7313.
2. Recreation Area Development Program – Developed to assist municipalities with the acquisition of lands and development of recreation areas. The cost share rate is up to 50% of local costs, not to exceed \$30,000 in NRD funds. Please see attached guidelines for more information or call me at 402-371-7313.

The NRD has established a combined cap for the two programs at \$150,000 annually. A priority system has also been established that gives priority to Urban Conservation Assistance Program applications followed by Recreation Area Development Program applications from communities that have received the least amount of funding for these programs along with the Community Forestry Program over the last three fiscal years.

Please share this information with any local groups you feel can work with your public entity to promote and complete these types of projects. However, the applications and Special Operations and Maintenance forms must be from the governing boards of villages, cities, counties, and schools.

LOWER ELKHORN NATURAL RESOURCES DISTRICT

Urban Conservation Assistance Program

The Urban Conservation Assistance Program is an authorized program of the District to provide financial assistance to units of government (cities, counties, villages, and schools) to help prevent or control erosion, flooding, and related resource concerns in urbanized areas within Lower Elkhorn NRD.

A. Criteria for Eligible Projects

1. Each project must be sponsored by a city, village, county or school and located on publicly owned land;
2. Project must conform with the comprehensive plan for the municipality and provide primarily public benefits;
3. Eligible project components:
 - a. Permanent grade stabilization structures.
 - b. Channel stabilization measures (liners, gabions, weirs, etc.).
 - c. Diversions and terraces.
 - d. Permanent seeding, sodding, and mulching of critical areas (\$100 per acre maximum).
 - e. Design, construction, and construction inspection of eligible components.
4. An enclosed storm sewer is not an eligible practice.
5. Projects must conform to all local, state, and federal laws.
6. Project Sponsor's labor, equipment or materials are not eligible project costs (must be contracted).
7. First time applicants and low amounts of previous grants have priority over recent recipients.

B. District Responsibilities

1. Administer the Urban Conservation Assistance Program.
2. Review and prioritize all applications for assistance.
3. Reimburse sponsors up to 50% of the eligible local costs (i.e., excluding state and federal funds) of an approved and completed project up to a maximum of \$25,000.
4. The District reserves the right to approve or reject plans, specifications, and/or implementation schedules, and entire project applications.

C. Sponsor Requirements

1. The sponsor shall complete application on Districts' Form 110a.
2. The sponsor shall submit preliminary plans with the application. The following items should be included:
 - a. Project plan.
 - b. Itemized estimated cost.
 - c. Implementation schedule.
 - d. Location map.
3. The sponsor shall execute the District's Special Project Operation and Maintenance Agreement, Form 110b, upon approval of funding and before starting work on the project.
4. The sponsor shall provide all necessary land rights at no cost to the NRD.
5. The sponsor shall obtain all necessary local, state, and federal permits.

**LOWER ELKHORN
NATURAL RESOURCES DISTRICT**

1508 Square Turn Blvd
Phone: (402) 371-7313 NORFOLK, NE 68701

**URBAN CONSERVATION ASSISTANCE PROGRAM
Application Form**

1. Date _____ Tax ID Number _____
2. Project Name _____
3. Project Sponsor _____
Address _____
E-Mail Address _____
4. Contact Person _____ Title _____
5. Telephone _____ Cell Phone _____
6. Project Location** _____

7. Description of Project** _____

8. Total Estimated Cost _____
9. Cost Share Request _____
10. Signature/Title _____
11. Approval by Lower Elkhorn NRD _____

** Attach additional sheets, as necessary.

LOWER ELKHORN NATURAL RESOURCES DISTRICT

Recreation Area Development Program

The Recreation Area Development Program is an authorized program of the District to provide financial assistance to units of government (cities, counties, villages, and schools) to acquire land rights, design, establish, develop, and improve public recreation areas within Lower Elkhorn NRD.

A. Criteria for Eligible Projects

1. Each project must be sponsored by a city, village, county, or school with the statutory authority and capability to develop and manage public recreation areas and be located on publicly owned land.
2. The recreation area, or park, must conform with the comprehensive plan for the municipality.
3. Recreation that utilizes/develops natural resources are high priority.
4. Eligible projects components:
 - a. Development of a recreation area plan.
 - b. Land acquisition (eligible only if recreation area is developed at the same time).
 - c. Grading, seeding, and landscaping.
 - d. Buildings and facilities (picnic shelters and restrooms).
5. Ineligible practices are: athletic fields, concession stands, landscaping around new buildings, equipment and moveable facilities such as picnic tables.
6. Projects must conform with all local, state, and federal laws.
7. Project Sponsor's labor, equipment or materials are not eligible project costs (must be contracted).
8. First time applicants and low amounts of previous grants have priority over recent recipients.

B. District Responsibilities

1. Administer the Recreation Area Development Program.
2. Review and prioritize, all applications for assistance.
3. Reimburse Sponsors up to 50% of the eligible local costs (i.e., excluding state and federal funds) of an approved and completed project, up to a maximum \$30,000 in District funds. Maximum payment for playground equipment is \$25,000.00. Maximum payment for the purchase of trees is \$100.00 per tree.
4. The District reserves the right to approve or reject plans, specifications, implementation schedules, and entire project applications.

C. Sponsor Requirements

1. The sponsor shall complete application on District's form 112a.
2. The sponsor shall submit preliminary plans with the application. The following items should be included:
 - a. Option purchase agreement (if applicable).
 - b. Recreation area development plan.
 - c. Itemized estimated cost.
 - d. Implementation schedule.
 - e. Location map.

**LOWER ELKHORN
NATURAL RESOURCES DISTRICT**

1508 Square Turn Blvd
Phone: (402) 371-7313 NORFOLK, NE 68701

**RECREATION AREA DEVELOPMENT PROGRAM
Application Form**

1. Date: _____ Tax ID Number _____
2. Project Name _____
3. Project Sponsor: _____
Address _____
E-Mail Address _____
4. Contact Person _____ Title _____
5. Telephone: _____ Cell Phone _____
6. Project Location** _____

7. Description of Project** _____

8. Total Estimated Cost _____
9. Cost Share Request _____
10. Signature/Title _____
11. Approval by Lower Elkhorn NRD _____

** Attach additional sheets, as necessary.