



Lessard-Sams Outdoor Heritage Council

Example Proposal 2025
ML 2026 Request for Funding

General Information

Date: 04/03/2025

Proposal Title: Example Proposal 2025

Funds Requested: \$82,000

Confirmed Leverage Funds: \$10,500

Is this proposal Scalable?: No

Manager Information

Manager's Name: Tom Test

Title: Commission Assistant

Organization: Lessard-Sams

Address: 658 Cedar Street

City: Saint Paul, MN 55155

Email: tom.rebman@lsohc.mn.gov

Office Number: 6512846430

Mobile Number:

Fax Number:

Website: www.lsohc.mn.gov

Location Information

County Location(s): Rock, Kittson, Cook and Ramsey.

Eco regions in which work will take place:

Southeast Forest

Prairie

Metro / Urban

Northern Forest

Forest / Prairie Transition

Activity types:

Enhance

Protect in Fee

Other :

Protect in Easement

Restore

Priority resources addressed by activity:

Forest

Habitat

Wetlands

Prairie

Narrative

Abstract

Criteria #1) - "Proposal abstract provides a clear and succinct overview of the proposal activity, outputs, and outcomes.

Provide a clear, concise summary of the proposed program's activities and outcomes. This should include the Who, What, When, Where, Why and How. This is the most visible description of your program. The abstract will provide readers with an overview of program objectives and will be publicly visible on the LSOHC website and summary reports.

Design and Scope of Work

Criteria #2) - "Proposal is clearly written and adequately addresses: Who, What, Where, When, Why, and How.

In this section describe the problem to be addressed, the scope of work, how priorities were set, and the urgency and opportunity of the proposed project/program.

Be sure that the narrative answers the specific habitat that will be affected and how the actions will directly restore, enhance, and/or protect prairies, wetlands, forests, or habitat for fish, game, and wildlife. Your narrative should also address the level of stakeholder involvement and partnership.

Explain how the proposal addresses habitat protection, restoration, and/or enhancement for fish, game & wildlife, including threatened or endangered species conservation

Criteria #3) - Proposal addresses habitats that have significant value for wildlife species of greatest conservation need, and/or threatened or endangered species."

Describe the habitat component of your proposal and emphasize any particular considerations for conservation of threatened or endangered species.

What are the elements of this proposal that are critical from a timing perspective?

Criteria #4) - "Degree of timing/opportunistic urgency."

Describe the 'why now' of your proposal. Are there particular opportunities, time-sensitive match funds, or partnerships that make this year the right time to seek funding for your project?

Describe how the proposal expands habitat corridors or complexes and/or addresses habitat fragmentation:

Criteria #5) - "Proposal will leverage or expand corridors and/or complexes, and/or address habitat fragmentation."

Does your proposal build on lands with existing conservation status or add to an area of ecological significance? How would your proposal prioritize where to pursue habitat conservation?

Which top 2 Conservation Plans referenced in MS97A.056, subd. 3a are most applicable to this project?

Other : "Other" can be conservation plans that relate to best practices for habitat and conservation work as published by experts, organizations, or agencies.

Explain how this proposal will uniquely address habitat resilience to climate change and its anticipated effects on game, fish & wildlife species utilizing the protected or restored/enhanced habitat this proposal targets.

Criteria #6) - "Proposal outcomes will help address habitat climate resilience and will provide benefit to associated fish and wildlife species in a meaningful way."

Describe how the planned actions of your proposal could provide habitat that is able to withstand the effects of climate change and support the species it seeks to protect.

Which LSOHC section priorities are addressed in this proposal?

Forest / Prairie Transition

Protect from long-term or permanent endangerment from invasive species

Metro / Urban

Protect habitat corridors, with emphasis on the Minnesota, Mississippi, and St. Croix rivers (bluff to floodplain)

Northern Forest

Restore and enhance habitat on existing protected properties, with preference to habitat for rare, endangered, or threatened species identified by the Minnesota County Biological Survey

Prairie

Restore or enhance habitat on public lands

Southeast Forest

Protect forest habitat through acquisition in fee or easement to prevent parcelization and fragmentation and to provide the ability to access and manage landlocked public properties

Describe how this project/program will produce and demonstrate a significant and permanent conservation legacy and/or outcomes for fish, game, and wildlife, and if not permanent outcomes, why it is important to undertake at this time:

Criteria #7) - "Proposal addresses priority actions and outcomes of one or more of the ecological sections and is likely to produce and demonstrate significant and/or permanent conservation legacy and/or habitat outcomes for fish, game, and wildlife."

Describe how your proposal will create lasting benefits for conservation in Minnesota. If the proposal does not provide permanent protection, describe why the proposal is necessary and ready to be implemented.

Outcomes

Programs in forest-prairie transition region:

Increased waterfowl and upland bird migratory and breeding success ~ *Use details, formulas, or indicators to describe how the program's work in this region should be evaluated.*

Programs in metropolitan urbanizing region:

A forest land base that contributes to the habitat picture ~ *Use details, formulas, or indicators to describe how the program's work in this region should be evaluated.*

Programs in the northern forest region:

Improved aquatic habitat indicators ~ *Use details, formulas, or indicators to describe how the program's work in this region should be evaluated.*

Programs in prairie region:

Improve aquatic vegetation ~ *Use details, formulas, or indicators to describe how the program's work in this region should be evaluated.*

Programs in southeast forest region:

Remnant goat prairies are perpetually protected ~ *Use details, formulas, or indicators to describe how the program's work in this region should be evaluated.*

What other dedicated funds may collaborate with or contribute to this proposal?

Parks and Trails Fund

Clean Water Fund

Arts and Cultural Heritage Fund

Environment and Natural Resource Trust Fund

Per MS 97A.056, Subd. 24, Please explain whether the request is supplanting or is a substitution for any previous funding that was not from a legacy fund and was used for the same purpose.

Explain why the funding sought for this proposal would not replace existing funding which was already allocated for this purpose.

How will you sustain and/or maintain this work after the Outdoor Heritage Funds are expended?

Criteria #9) "Proposal outcomes will be maintained over time."

Describe how your proposal plans to maintain the conserved habitat or benefits of the work supported by the Outdoor Heritage Fund after the initial funding has been used.

Actions to Maintain Project Outcomes

Year	Source of Funds	Step 1	Step 2	Step 3
2027	Funding Source A	Describe plans for maintaining positive results for conservation/habitat.	Step 2 to maintain outcomes	Step 3 to maintain outcomes
2028	Funding Source B	Describe plans for maintaining positive results for conservation/habitat.	Step 2 to maintain outcomes	Step 3 to maintain outcomes
2029	Funding Source C	Describe plans for maintaining positive results for conservation/habitat.	Step 2 to maintain outcomes	Step 3 to maintain outcomes

Provide an assessment of how your program may celebrate cultural diversity or reach diverse communities in Minnesota, including reaching low- and moderate-income households:

Describe how your proposal benefits the environmental or social welfare of culturally diverse, low-, and/or moderate-income Minnesotans. Include potential partnerships, outreach, or volunteer opportunities for different communities to engage with your project.

Activity Details

Requirements

Will county board or other local government approval be formally sought prior to acquisition, per 97A.056 subd 13(j)?**

No

Describe any measures to inform local governments of land acquisition under their jurisdiction:

MS 97A.056 subd 13(j) dictates that projects "must notify in writing the county board and town board where the land is located and furnish them a description of the land to be acquired." If this is impossible, or will not be done by your proposal, explain why not here.

Is the land you plan to acquire (fee title) free of any other permanent protection?

No

Describe the permanent protection and justification for additional protection:

The LSOHC evaluates land with existing protection on a case-by-case basis and purchases must be approved by the Council. Provide context and an explanation here of why the lands your proposal seeks to

protect would benefit from additional protection and/or why additional protection provides a net positive for habitat.

Use this field to describe any planned fee title acquisitions with existing protection.

Is the land you plan to acquire (easement) free of any other permanent protection?

No

Describe the expected public use:

The LSOHC evaluates land with existing protection on a case-by-case basis and purchases must be approved by the Council. Provide context and an explanation here of why the lands your proposal seeks to protect would benefit from additional protection and/or why additional protection provides a net positive for habitat.

Use this field to describe any planned easement acquisitions with existing protection.

Will restoration and enhancement work follow best management practices including MS 84.973 Pollinator Habitat Program?

No

Explain why the work will not follow best management practices:

MS 84.973 mandates that all habitat restoration/enhancement under the Commissioner of Natural Resources must follow "best management practices and habitat restoration guidelines for pollinator habitat enhancement" developed by the Commissioner.

Use this field to explain why your proposal would not use these guidelines.

Is the restoration and enhancement activity on permanently protected land per 97A.056, Subd 13(f), tribal lands, and/or public waters per MS 103G.005, Subd. 15 or on lands to be acquired in this program?

Yes

Where does the activity take place?

WMA

Other : Example: State Park

State Forests

State Wilderness Areas

Refuge Lands

Permanently Protected Conservation Easements

SNA

WPA

AMA

County/Municipal

Public Waters

State Recreation Areas

Land Use

Will there be planting of any crop on OHF land purchased or restored in this program, either by the proposer or the end owner of the property, outside of the initial restoration of the land?

Yes

Explain what will be planted and include the maximum percentage of any acquired parcel that would be planted into foodplots by the proposer or the end owner of the property:

Describe the planned use of the lands if it includes planting and/or foodplots, and explain how this does not affect the conservation benefits outlined in the proposal.

Will insecticides or fungicides (including neonicotinoid and fungicide treated seed) be used within any activities of this proposal either in the process of restoration or use as food plots?

Yes

Please Explain:

Explain

Is this land currently open for hunting and fishing?

-

Will the land be open for hunting and fishing after completion?

Yes

Describe any variation from the State of Minnesota regulations:

If any limitations or rules would be imposed beyond the regulations as written by MN DNR for hunting/fishing on publicly accessible lands, explain them here.

Who will eventually own the fee title land?

NGO

Local Unit of Government

County

Other : Other

Tribal

Federal

State of MN

Land acquired in fee will be designated as a:

City Owned : List all municipalities who would own fee title acquisitions.

Tribal

Other

National Wildlife Refuge

County Forest

AMA

WMA

SRA

WPA

State Forest

SNA

Will the eased land be open for public use?

Yes

Describe the expected public use:

List the activities that are expected to be allowed for the public under your proposal.

Are there currently trails or roads on any of the proposed acquisitions?

Yes

Describe the types of trails or roads and the allowable uses:

Explain any existing road or trail infrastructure on the proposed acquisition land and the allowable uses (examples: hiking, cycling, motor vehicle use)

Will the trails or roads remain and uses continue to be allowed after OHF acquisition?

Yes

How will maintenance and monitoring be accomplished?

If roads or trails are to be continually maintained, explain the funding sources and source of labor for maintenance.

Will new trails or roads be developed or improved as a result of the OHF acquisition?

Yes

Describe the types of trails or roads and the allowable uses:

Explain what new trails or roads are expected to be developed/improved and allowable uses (examples: hiking, cycling, motor vehicle use)

How will maintenance and monitoring be accomplished?

Explain the funding sources and source of labor for maintenance.

Will the land that you acquire (fee or easement) be restored or enhanced within this proposal's funding and availability?

No

Explain how, when, and source of the R/E work:

If restoration/enhancement is to occur with funding and staffing from outside of the proposed OHF funding, explain here.

Other OHF Appropriation Awards

Have you received OHF dollars through LSOHC in the past?

Yes

Are any of these past appropriations still OPEN?

Yes

Approp Year	Funding Amount Received	Amount Spent to Date	Funding Remaining	% Spent to Date
2024	\$1,500,000	-	-	-
2023	\$500,000	\$250,000	\$250,000	50.0%
2022	\$1,000,000	\$800,000	\$200,000	80.0%
Totals	\$3,000,000	\$1,050,000	\$1,950,000	35.0%

Timeline

Activity Name	Estimated Completion Date
Example - seek willing landowners and obtain purchase agreements	Month / year
-	-
-	-

Budget**Totals**

Item	Funding Request	Total Leverage	Leverage Source	Total
Personnel	\$55,000	\$15,000	Donations/private funding, Federal Funds	\$70,000
Contracts	\$1,000	-	-	\$1,000
Fee Acquisition w/ PILT	\$1,000	\$500	Federal dollars	\$1,500
Fee Acquisition w/o PILT	\$1,000	-	-	\$1,000
Easement Acquisition	\$1,000	-	-	\$1,000
Easement Stewardship	\$1,000	\$500	donations	\$1,500
Travel	\$1,000	-	-	\$1,000
Professional Services	\$1,000	-	-	\$1,000
Direct Support Services	\$1,000	-	-	\$1,000
DNR Land Acquisition Costs	\$1,000	-	-	\$1,000
Capital Equipment	\$15,000	\$5,000	-	\$20,000
Other Equipment/Tools	\$1,000	-	-	\$1,000
Supplies/Materials	\$1,000	-	-	\$1,000
DNR IDP	\$1,000	-	-	\$1,000
Grand Total	\$82,000	\$21,000	-	\$103,000

Personnel

Position	Annual FTE	Years Working	Funding Request	Total Leverage	Leverage Source	Total
Engineering and Design	1.0	3.0	\$15,000	\$5,000	Federal Funds	\$20,000
Various: program management	2.5	5.0	\$40,000	\$10,000	Donations/private funding	\$50,000

Capital Equipment

Item	Funding Request	Total Leverage	Leverage Source	Total
UTV with spray unit	\$15,000	\$5,000	-	\$20,000

Amount of Request: \$82,000**Amount of Leverage:** \$21,000**Leverage as a percent of the Request:** 25.61%**DSS + Personnel:** \$56,000**As a % of the total request:** 68.29%**Easement Stewardship:** \$1,000**As a % of the Easement Acquisition:** 100.0%

Total Leverage (from above)	Amount Confirmed	% of Total Leverage	Amount Anticipated	% of Total Leverage
\$21,000	\$10,500	50.0%	\$10,500	50.0%

Detail leverage sources and confirmation of funds:

Criteria #10) "Proposal includes leverage"

Describe where the leverage funding is expected to come from and how much of the expected leverage is confirmed at this time.

Does this proposal have the ability to be scalable?

No

Please explain why this project can NOT be scaled:

Explain why the proposed project is or is not scalable here. Possible examples: resource constraints, site-specific challenges, etc.

Personnel

Has funding for these positions been requested in the past?

Yes

Please explain the overlap of past and future staffing and position levels previously received and how that is coordinated over multiple years?

Describe how the staff budgeting is/has been managed in the past, or how staff funding is tracked across multiple years of work or multiple projects.

Contracts

What is included in the contracts line?

List expected contracts and types of work that is to be carried out via contract.

Professional Services

What is included in the Professional Services line?

Appraisals

Design/Engineering

Other : Explain other professional services here

Surveys

Title Insurance and Legal Fees

Fee Acquisition

What is the anticipated number of fee title acquisition transactions?

Estimate how many parcels will be acquired in fee title. This box only shows up if fee title acquisition funds are entered in the budget table.

Easement Stewardship

What is the number of easements anticipated, cost per easement for stewardship, and explain how that amount is calculated?

This box only shows up if easement acquisition funds are entered in the budget table.

Travel

Does the amount in the travel line include equipment/vehicle rental?

Yes

Explain the amount in the travel line outside of traditional travel costs of mileage, food, and lodging

Describe expected costs that would be included in travel budget beyond mileage, food, and lodging.

I understand and agree that lodging, meals, and mileage must comply with the current MMB Commissioner Plan:

Yes

Direct Support Services

How did you determine which portions of the Direct Support Services of your shared support services is direct to this program?

Describe the process used to identify the share of direct support services, like administration and resources, that are specific to this program as opposed to general organizational needs.

Other Equipment/Tools

Give examples of the types of Equipment and Tools that will be purchased?

Describe the expected equipment and tools that will be needed for this proposal.

Federal Funds

Do you anticipate federal funds as a match for this program?

Yes

Are the funds confirmed?

Yes

Cash : \$15,000

In Kind : \$5,000

Output Tables

Acres by Resource Type (Table 1)

Type	Wetland	Prairie	Forest	Habitat	Total Acres
Restore	100	100	100	100	400
Protect in Fee with State PILT Liability	25	25	25	25	100
Protect in Fee w/o State PILT Liability	25	25	25	25	77
Protect in Easement	25	25	25	25	100
Enhance	25	25	25	25	100
Total	200	177	200	200	777

Restoration/Enhancement Acres of OHF Acquired Lands (Table 1a.1)

	RESTORE		Total	ENHANCE		Total
	Lands acquired in this proposal	Lands acquired with previous OHF appropriations (<5yrs old)		Lands acquired in this proposal	Lands acquired with previous OHF appropriations (<5yrs old)	
Protect in Fee with State PILT Liability	20	5	25	11	0	11
Protect in Fee w/o State PILT Liability	20	5	25	7	7	14
Protect in Easement	20	5	25	7	0	7
Total	60	15	75	25	7	32

Restoration/Enhancement Acres Breakdown of Existing Protected Lands (Table 1a.2)

	RESTORE		ENHANCE	
	Lands acquired with OHF	Lands NOT acquired with OHF	Lands acquired with OHF	Lands NOT acquired with OHF
DNR Lands (WMA, State Forests, etc)	0	25	25	0
Non-DNR Lands (city, state, federal, etc.)	25	0	0	25
Easements	10	15	15	10
Total	35	40	40	35

How many of these Prairie acres are Native Prairie? (Table 1b)

Type	Native Prairie (acres)
Restore	10
Protect in Fee with State PILT Liability	5
Protect in Fee w/o State PILT Liability	50
Protect in Easement	25
Enhance	0
Total	90

Total Requested Funding by Resource Type (Table 2)

Type	Wetland	Prairie	Forest	Habitat	Total Funding
Restore	\$1,000	\$10,000	\$5,000	\$5,000	\$21,000
Protect in Fee with State PILT Liability	\$3,000	\$4,000	-	\$1,000	\$8,000
Protect in Fee w/o State PILT Liability	-	\$10,000	\$500	\$1,000	\$11,500
Protect in Easement	\$500	-	\$10,000	\$5,000	\$15,500
Enhance	\$10,000	\$3,000	\$3,000	\$10,000	\$26,000
Total	\$14,500	\$27,000	\$18,500	\$22,000	\$82,000

Acres within each Ecological Section (Table 3)

Type	Metro/Urban	Forest/Prairie	SE Forest	Prairie	N. Forest	Total Acres
Restore	15	20	10	25	50	120
Protect in Fee with State PILT Liability	10	15	30	100	5	160
Protect in Fee w/o State PILT Liability	0	25	25	50	10	110
Protect in Easement	0	15	10	10	25	60
Enhance	100	50	10	0	10	170
Total	125	125	85	185	100	620

Total Requested Funding within each Ecological Section (Table 4)

Type	Metro/Urban	Forest/Prairie	SE Forest	Prairie	N. Forest	Total Funding
Restore	\$100	\$1,000	\$10,000	-	\$5,000	\$16,100
Protect in Fee with State PILT Liability	\$500	\$5,000	\$500	\$10,000	\$1,000	\$17,000
Protect in Fee w/o State PILT Liability	\$10,000	\$1,000	\$500	\$5,000	\$1,000	\$17,500
Protect in Easement	\$1,000	\$1,000	\$5,000	\$1,000	\$1,000	\$9,000
Enhance	-	\$10,000	\$2,400	\$5,000	\$5,000	\$22,400
Total	\$11,600	\$18,000	\$18,400	\$21,000	\$13,000	\$82,000

Average Cost per Acre by Resource Type (Table 5)

Type	Wetland	Prairie	Forest	Habitat
Restore	\$10	\$100	\$50	\$50
Protect in Fee with State PILT Liability	\$120	\$160	\$0	\$40
Protect in Fee w/o State PILT Liability	\$0	\$400	\$20	\$40
Protect in Easement	\$20	\$0	\$400	\$200
Enhance	\$400	\$120	\$120	\$400

Average Cost per Acre by Ecological Section (Table 6)

Type	Metro/Urban	Forest/Prairie	SE Forest	Prairie	N. Forest
Restore	\$6	\$50	\$1,000	\$0	\$100
Protect in Fee with State PILT Liability	\$50	\$333	\$16	\$100	\$200
Protect in Fee w/o State PILT Liability	-	\$40	\$20	\$100	\$100
Protect in Easement	-	\$66	\$500	\$100	\$40
Enhance	\$0	\$200	\$240	-	\$500

Target Lake/Stream/River Feet or Miles

2 miles

Parcels**Sign-up Criteria?**

No

Explain the process used to identify, prioritize, and select the parcels on your list:

Explain here.

Restore / Enhance Parcels

Name	County	TRDS	Acres	Est Cost	Existing Protection	Description
Sundling Creek	Cook	06101217	20	\$10,000	-	Describe particular work to be completed on this parcel.
Mississippi River Tract 1	Ramsey	02822206	5	\$5,000	-	Describe particular work to be completed on this parcel.

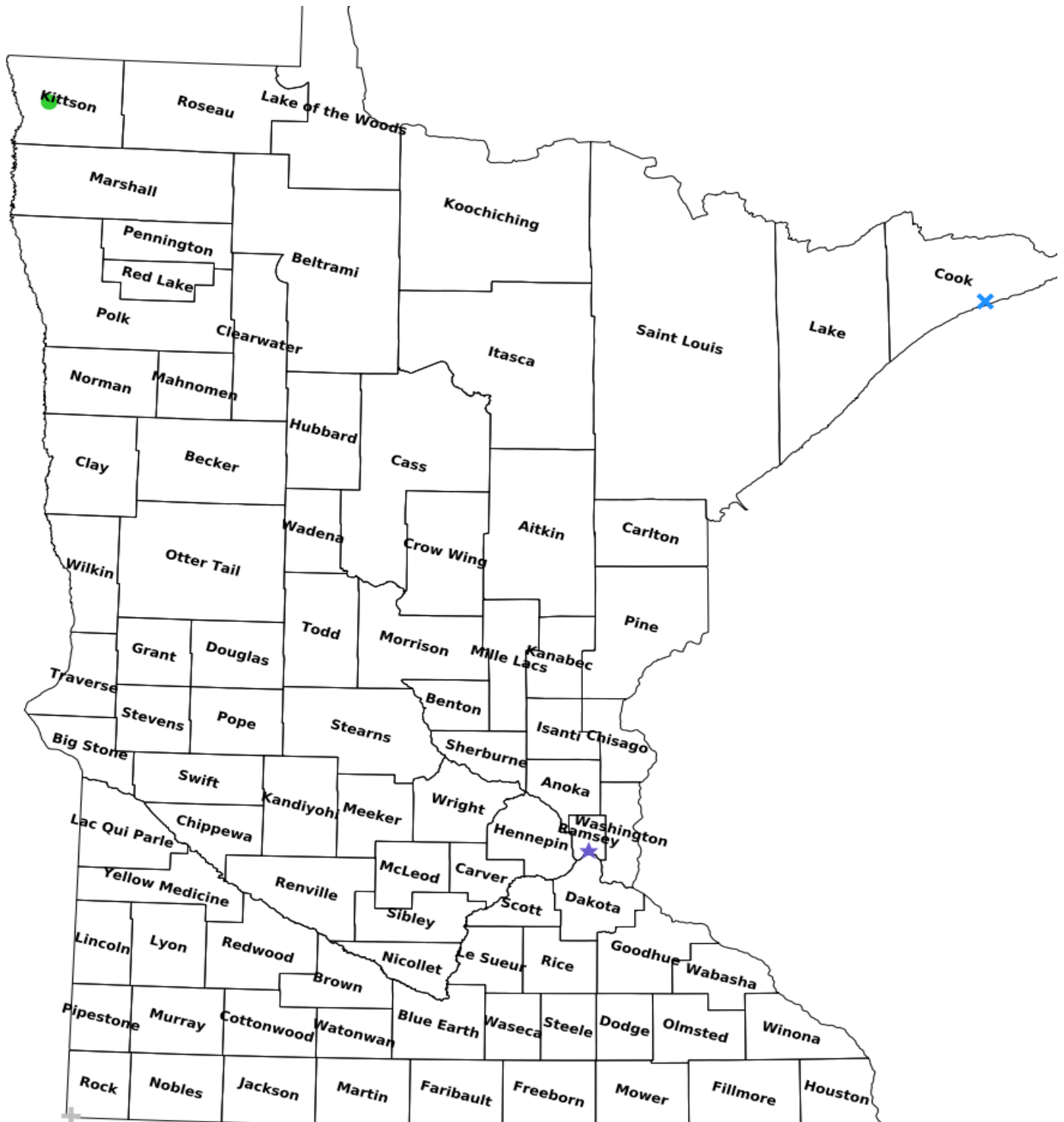
Protect Parcels

Name	County	TRDS	Acres	Est Cost	Existing Protection
Middle Branch Two Rivers Acquisition	Kittson	16148218	100	\$20,000	-

Other Parcels

Name	County	TRDS	Acres	Est Cost	Existing Protection
Rock County Prairie	Rock	10147236	1,000	\$30,000	-

Parcel Map



0 16 32 48 mi

- Protect in Easement
- ▲ Protect in Fee with PILT
- Protect in Fee W/O PILT
- ★ Restore
- ✕ Enhance
- ✚ Other