

Memo

To: MCWD Board of Managers
From: Brett Eidem, Cost Share Grant Administrator
Date: January 11, 2016
Re: Cost Share Process Update

At the January MCWD Board Workshop, staff will be recommending revisions to the Cost Share Program to be implemented in 2016. Last year, the program went through a pretty substantial overhaul. These core elements of the program will remain in place. The revisions being recommended are related to the review process and recommended funding of cost share applications. Based on input from other staff, other watershed organizations, and the CAC, staff has proposed changes to the program that are outlined in the attached document. Staff feels that these revisions will result in greater program efficiency, a more competitive grant program, a more comprehensive review of applications, and ultimately the best use of District resources for the most impactful projects.

The attached document is an outline for staff's proposed revisions/updates. Staff intends to further explain the reasoning behind the proposed changes, and will be open to further Board input.

If you have any questions on the content provided prior to the meeting, please contact me at beidem@minnehahacreek.org or 952-641-4523.

MCWD Cost Share Program Revisions for 2016

Core Elements of Program Continue

Three categories of projects

- Homeowner: smaller scale stormwater management projects with a primary focus on education and outreach (example: residential raingardens)
- Community Engagement: non-homeowner, larger scale stormwater management projects with a primary focus on education and outreach (example: churches, townhome associations)
- Green Infrastructure: non-homeowner, larger scale stormwater management projects with a primary focus on water quality improvements (example: city street reconstruction)

Staff/CAC/Board Review

- Proposals evaluated according to board-approved criteria
- Maximum threshold set for grants approved at a staff level (<\$1,000)
- CAC Subcommittee review prior to full CAC review and recommendation
- MCWD Board reviews funding proposals >\$5,000

Proposed updates for 2016

Program efficiencies – Involve other District programs in implementation

- Support Services: Draft grant/maintenance agreements, answer phone calls, etc.
- Permitting/O & M/Water Quality: Perform site inspections, update map & database, etc
- Planning: Coordination on city stormwater management projects
- Inter-department team: Review larger scale projects
- Education/Communications: Promote program, assist in reviewing smaller scale projects, evaluate funded projects' outreach plans

Deadlines for all categories (see attached calendar)

- Community Engagement/Green Infrastructure: Spring & Fall
- Homeowner: Summer
- Deadlines may be waived on a case by case basis (examples: shoreline/streambank, time sensitive projects)

Funding guidelines

- Allocate funds for each category based on past practice
 - Community Engagement/Green Infrastructure: \$500,000
 - Homeowner: \$100,000

Staff/CAC/Board Review

- Use evaluation scoresheet as a tool to rank projects
- Staff team reviews proposals and makes funding recommendations
- CAC Subcommittee reviews proposals and makes funding recommendations
- CAC Consent Agenda: Summary of recommended projects and funding levels to all be approved at once; projects can be pulled from consent to further discuss

Outcomes

- Greater efficiency and enhanced customer service
- Increased staff capacity to develop more impactful projects
- Enhanced ability to compare proposals against each other, increasing competition for grant dollars
- Increased ability to track city-planned projects
- Team-based approach ensures comprehensive review and best use of District resources

2016 Cost Share Deadlines

January 2016

Su	Mo	Tu	We	Th	Fr	Sa
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31						

April 2016

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July 2016

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October 2016

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February 2016

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May 2016

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August 2016

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November 2016

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March 2016

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June 2016

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September 2016

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December 2016

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- Homeowner Deadline
- Non-Homeowner Deadline
- Staff Team Review
- CAC Subcommittee Review
- CAC Meeting
- Board Meeting
- Draft Agreements and Organize Construction