### 318 E. Iowa Avenue Onawa, Iowa 51040 [www.loesshillsalliance.org](http://www.loesshillsalliance.org/) 712-433-2400

December 6, 2023

Dear Interested Party:

The Stewardship Committee of the Loess Hills Alliance is soliciting proposals that protect, preserve and enhance the fragile native ecosystems of the Loess Hills for the future of the area's natural and cultural resources.

Projects may include educational components of land protection, and any other proposals that meet the Mission of the Stewardship Committee and strive to protect and preserve the Loess Hills. For a list of recently-funded projects, visit <http://loesshillsalliance.com/stewardship>. In 2023, the Stewardship Committee merged with the Protection Committee. Projects that previously would have been eligible for Protection Committee funding should now submit an application to the Stewardship Committee.

The Committee anticipates awarding up to $17,550 in the current round. Maximum grant amount is $5,000. Grant awards will be made from available funds provided by the Iowa Legislature.

* Projects must be located in the Loess Hills landform.
* All applications must follow the attached proposal format.
* Any nonprofit or governmental organization in the Loess Hills landform is eligible to apply. An individual or group may apply through a nonprofit or government fiscal sponsor.

Due to potential economic uncertainty, the Loess Hills Alliance shall have the right to cancel this request for proposals and/or any awards granted without penalty should adequate funds not be appropriated as a result of unforeseen state budget adjustments. LHA also reserves the right to partially fund project proposals.

**Loess Hills Alliance Stewardship Committee Grant Application 2024**

*The mission of the Loess Hills Stewardship Committee is* ***to* protect, preserve and enhance the fragile native ecosystems of the Loess Hills for the future of the area's natural and cultural resources.**

#### Eligibility Requirement:

* Projects must be located entirely within the Loess Hills landform.
* Projects may include: educational components of land stewardship, prescribed fire activities and/or planning, management on native and/or non-native invasive species, nature-based solutions for erosion control, landowner or public educational programs, easements, and any other proposal that meets the Mission of the Stewardship Committee.
* All applications must follow the attached proposal format.
* One (1) electronic copy with all attachments must be submitted.
* **Application deadline is Wednesday, January 24, 2024 by 4:00 pm.**
* Missing or incomplete items may disqualify your application.
* Signature of applicant is required.
* Completed application must be emailed to LHA Secretary Jeannette Riesberg at [mccbsec@mononacounty.org](mailto:mccbsec@mononacounty.org)**.** Applications must be received by January 24, 2024 at 4:00pm.
* Grant recipients are required to publicize acknowledgment of the Loess Hills Alliance grant.
* Any nonprofit or governmental organization in the Loess Hills landform is eligible to apply. An individual or group may apply through a nonprofit or government fiscal sponsor.
* Funds will be awarded on a reimbursement basis upon receipt of expense documentation.
* Grant recipients are required to provide a written report and verbal presentation to the Stewardship Committee before disbursement of any grant funds.
* Applicants will be invited to attend a Stewardship Scoring Committee meeting (unscheduled at this time) to answer committee questions.
* Maximum request is $5,000.

**Ineligible Expenses**:

* Funding cannot be used for land acquisition per state legislative code. Private land easements may be eligible as they have previously been eligible in Protection Committee, which merged with Stewardship in 2023, but projects impacting more than one private landowner will score higher.

Questions should be directed to Stewardship Committee Chair Lance Brisboisat [lance@goldenhillsrcd.org](mailto:lance@goldenhillsrcd.org).

**Mail electronic copy to** [mccbsec@mononacounty.org](mailto:mccbsec@mononacounty.org). Applications must be received by **4:00pm CST on Wednesday, January 24, 2024.**

**Loess Hills Alliance Stewardship Committee**

**Grant Application Guidelines**

**Application Due Date: January 24, 2024**

An electronic copy, with all attachments, must be receivedby 4:00 PM on the day of the deadline. Email to Jeannette Riesberg, Loess Hills Alliance secretary, at [mccbsec@mononacounty.org](mailto:mccbsec@mononacounty.org). A total of up to $17,550 is available for the current round of funding. Future grant funding is dependent on appropriation of funds from the state legislature.

The LHA Stewardship Committee strives to protect, preserve and enhance the fragile native ecosystems of the Loess Hills for the future of the area's natural and cultural resources by providing education, training and resources to private landowners and local Volunteer Fire Departments. One of the main efforts of this committee is the reintroduction of prescribed fire as an important tool to help restore the health of the Loess Hills ecosystems. Other focus topics include woody encroachment, invasive species, erosion, natural areas management, and the education & empowerment of landowners to practice good land stewardship.

For a list of recently-funded projects, visit <http://loesshillsalliance.com/stewardship>.

**GENERAL INSTRUCTIONS**

1. **BE THOROUGH, BUT AS CONCISE AS POSSIBLE -** Projects are scored and ranked based entirely on the information presented in application. Applicant will not have an opportunity to present their proposal to the Committee prior to scoring. It is important to thoroughly describe the project.
2. **INCLUDE HIGH QUALITY MAPS AND PHOTOGRAPHS.** Include a set of maps and photos to allow scoring committee members to thoroughly review them.
3. **MAKE REFERENCE TO PERTINENT LOCAL AND STATE PLANS, BUT DO NOT INCLUDE THE PLAN WITHIN APPLICATIONS.** It is important to describe the relationship of the grant project to any state and local plans. Inclusion of the entire plan is not necessary to verify relationships. Use selected excerpts and references for that purpose.
4. **FOLLOW THE OUTLINED FORMAT–** An outline is provided for the project narrative portion of the application. Use the headings and reference numbers in the order presented in the outline. The entire application format may be set up on a word processor, so long as the same headings and their order are maintained. The project narrative portion may not exceed three (3) pages.
5. **MATCH REQUIREMENTS –** Projects must commit a 1:1 match, with at least 50% of the match being cash (the rest can be in-kind). For example, a $1,000 request must show at least $500 in cash and could include another $500 in-kind match from the applicant.
6. **INCLUDE ALL REQUIRED SIGNATURES –** This application must be signed by the applicant under authority of their agency.

**LOESS HILLS ALLIANCE**

**STEWARDSHIP COMMITTEE GRANT APPLICATION 2024**

**Cover Sheet**

Applicant Name: Contact Person: Address: City/State/Zip: Phone: Fax: Email: ***Signature of person with legal authority to obligate:***

Name: Title:

##### Project Title:

Is this project for a grant request a portion of a larger, overall project to be implemented over a multi-year period?

 Yes  No

If yes, please write the number of years and estimated overall project cost in the spaces provided below:

##### $

(# of years) (Estimated overall cost)

##### NOTE: The information requested in this section is for the activities involved in this particular grant request only. Estimated Project Cost: $

**Amount of Grant Request: $ Amount of Private/Government**

**Matching Funds $**

*\*1 to 1 match required, with at least 50% of that being cash match. For example, a $1,000 request must show at least $500 in cash and could have another $500 of in-kind match totaling $1,000 of cash and in-kind match.*

Match (non-LHA) in form of (check all that apply)  Cash  Land Value  Letter of Credit Source of Private/Government Match (please list all known and anticipated match sources and amounts)

Amount and description of in-kind contributions:

Has your organization received Loess Hills Alliance (LHA) funding in the past 2 years? If so, please list which committee, the project name and amount.

Is this project seeking grant funds from another Loess Hills Alliance committee? If so, which committee and what is the amount requested?

## PROJECT NARRATIVE

The outline must be followed exactly in a separate document attached to the previous cover page. Make sure the bold numbers and headings are used in the order shown. Text that is not bold is a guideline to help organize your application. Do not retype in your project narrative. The project narrative portion is limited to not more than three (3) pages. This section of the application is primarily used for scoring applications. So remember--- be thorough, but as concise as possible.

1. **PROJECT OBJECTIVE:** Briefly describe in 75 words or less. Do not include justification and support statements in this summary.
2. **PROJECT LOCATION:** Describe the location of the project relative to the county and nearest city. Include section, township, and range if rural; give specific street location if possible. If the project includes multiple sites, please list the locations.
3. **PROJECT DESCRIPTION:** Describe concisely what your proposal aims to do, how you plan to accomplish your goals, who will be affected and how you will measure success. If this application is for the continuation of a project that previously received other funding, provide a status report of the project. Explain relationships (both positive and negative) between the project and any existing nearby local, state, and federal areas. Do not put project justification and benefit statements in this section---- save them for Section 4.
4. **PROJECT BENEFITS, NEEDS, JUSTIFICATION AND URGENCY:** Describe project justification and need. Make references to local REAP Plans, Iowa Statewide Comprehensive Outdoor Recreation Plan (SCORP), Iowa Open Spaces Plan, or local plans that help direct conservation and recreation programs. Do not include entire plans in the application. Identify benefits to be derived from the project in terms of populations being served (users) and resource management/protection.
5. **ENVIRONMENTAL, ECONOMIC AND SOCIAL IMPACTS OF PROJECT:** Describe permanent and temporary environmental impacts of the proposed project and future related actions, if any are contemplated. “Impacts” are defined as direct or indirect changes in the existing environment, whether beneficial or adverse. This discussion should also include expected impacts caused by users, as well as impacts on economic, cultural, aesthetic and social conditions**.** If possible, estimate the number of people who will benefit (could include landowners receiving assistance, people educated/trained, etc.).
6. **ITEMIZED COST ESTIMATE AND PROJECT BUDGET:** List all items and their costs to be included in the proposed project. The itemized cost listing will be the basis for determining what items are eligible for assistance when funds are distributed to applicants awarded a grant. Items not listed will not be eligible for assistance under this grant agreement.
7. **ESTIMATED PROJECT TIMETABLE:** List an anticipated project start date and completion date. Projects are expected to be completed and closed out within two years of project start date.
8. **LHA RECOGNITION:** Describe how you will recognize Loess Hills Alliance as a project partner.
9. **FUNDING AMOUNT:** If LHA is unable to fulfill the full request but can provide partial funding, How will you ensure the project is completed?