



SOUTH DAKOTA DEPARTMENT OF AGRICULTURE AND NATURAL RESOURCES

RESOURCE CONSERVATION AND FORESTRY DIVISION

523 East Capitol Avenue

Pierre, SD 57501

Phone: 605.773.3623 Fax: 605.773.3481

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 Inflation
 Forest Stewardship Reduction Act
 Other (specify): _____ Mountain Pine Beetle

Financial Information

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

Please provide a brief, descriptive summary of the project:

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.

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. Attached maps are required. Utilize the linked URL to determine allowable work areas. <https://screeningtool.geoplatform.gov/en/#3/33.47/-97.5>
- 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.

In addition to the application and project narrative, applications for Urban and Community Forestry Inflation Reduction Act 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 1 inch caliper and at least 8 feet tall in accordance with the American Standard for Nursery Stock (ANSI Z60.1 – 2006).

Final Products

- Describe the anticipated benefits of the project from an ecological, educational, and/or socio-economic perspective (e.g., 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.

Applicants also should review Chapter 12:03:05 of Administrative Rules, especially regarding format of application, project costs, length of grant periods, ineligible grant purposes, and required prior reports (including annual financial and progress reports for the prior fiscal year).
