

**Capitol Region Watershed District
PARTNER GRANT AGREEMENT**

This Grant Agreement (Agreement) is entered into between the Capitol Region Watershed District (CRWD), a political subdivision of the State of Minnesota; and Saint Paul Parks and Recreation Natural Resources Section (Grantee), this 24th day of December, 2014.

WHEREAS, the CRWD has established a grant program to provide financial assistance to various individuals or organizations to protect and improve water resources within the CRWD; and

WHEREAS, the mission of the CRWD is to protect, manage and improve water resources of the CRWD by encouraging water resource stewardship in the watershed district; and

WHEREAS, the Grantee has presented a proposal (Project) that the CRWD believes will further its mission;

IT IS THEREFORE AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. SCOPE OF PROJECT

The Grantee will perform the Project as described in the Grant Proposal, which is attached as Exhibit A and incorporated as part of this Agreement. Grant funding will be used to fund staff time and materials for Project Budget Task 1 and Project Budget Task 2, Education Program and Plant Propagation, in 2015. Other work and costs not directly associated with this project are not eligible for reimbursement.

2. GENERAL CONDITIONS

A. Non Assignment

The Grantee shall not assign any part or all of this Agreement to any other person without the prior written consent of the CRWD.

B. Independent Contractor

The Grantee is an independent contractor and neither the Grantee, its agent, employees, assigns nor other persons while engaged in the performance of the Project shall be considered employees of the CRWD. Nothing contained in the Agreement shall be construed to create the relationship of co-partners, joint ventures or a partnership or association between the CRWD and the Grantee.

C. Hold Harmless

The Grantee agrees to defend, indemnify and hold the CRWD, its officials, agents and employees harmless from any claims, demands, actions or causes of action, including attorneys' fees, arising

out of any act or omission of the Grantee, its agents or employees in the performance of the Project and Agreement.

D. Alteration

No alteration, variation, modification or waiver of the provision of the Agreement is valid until it is in writing and signed by both parties.

E. Insurance

Grantee shall purchase and/or maintain the insurance necessary to protect the CRWD from claims, which may arise out of, or result from, the Grantee's performance of the Project. Grantee shall provide a copy of all certificates of insurance to the CRWD upon request. It is the sole responsibility of the Grantee to purchase and maintain insurance that may be necessary for performance of the Project and Agreement.

F. Setoff

If damages are sustained by the CRWD as a direct or indirect result of the Grantee's performance of the Project or Agreement, the CRWD may withhold payments (not to exceed the amount of the damages) to the Grantee until the exact amount of damages is determined.

G. Termination

The CRWD may suspend or terminate the Agreement for failure of the Grantee to meet the terms of the Project and Agreement. In such case, the CRWD shall provide written notice to the Grantee specifying the extent of the suspension or nature of the termination and the reasons for it, and the effective date. Upon receipt of such notice the Grantee shall discontinue further performance or expenditure of funds as related to the Project and Agreement.

H. Compliance With Applicable Law

The Grantee shall comply with all applicable federal, state and local laws and regulations, and apply, pay for and obtain all permits or licenses necessary for the performance of the Project and Agreement. The Grantee is responsible for locating utilities for this project.

I. Documents

The CRWD, its authorized representative or the State Auditor shall have full access to all documents relating to the performance of the Agreement. The Grantee shall maintain records for all services provided under the Agreement and retain those records for seven (7) years following the termination of the Agreement.

J. Data Practices

The Grantee's performance of this Agreement and all documents related thereto are governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and applicable federal law.

K. Interpretation/Venue

This Agreement shall be interpreted and construed according to the laws of the State of Minnesota. Any litigation involving this Agreement shall be conducted in the State of Minnesota.

L. Term

This Agreement shall be effective as of the date it is signed by both parties and continue until **December 31, 2015** or until terminated pursuant to the Agreement.

M. Ownership

All work products, including but not limited to concepts, ideas, layouts, drawing, maps, models, computer programs or simulations, photography, scripts, graphics, reports and recommendations become the property of the CRWD upon completion of the Project. The Grantee shall be entitled to retain copies of all work products.

N. Entire Agreement

This Agreement and Exhibit shall constitute the entire Agreement between the CRWD and the Grantee and shall supercede all prior oral and written Agreements or negotiations.

O. Final Report


Upon completion of the Project, the Grantee may be required to prepare a Final Report of the Project's implementation and benefit and submit it to the CRWD within 30 days of completion of the Project.

3. PAYMENT

CRWD shall reimburse the Grantee a total not to exceed \$12,000.00 of actual documented costs upon completion of the Project and receipt of Final Report.

IN TESTIMONY WHEREOF, the Parties hereto have caused this Agreement to be executed by the respective duly authorized representatives as of the day and year written:

FOR CAPITOL REGION WATERSHED DISTRICT:

By: 
(Title): Administrator

Date: 3/17/15

FOR THE GRANTEE:

By: 
(Title): _____

Date: _____

Signatures

IN WITNESS WHEREOF, the parties have executed this Agreement on the date(s) hereinafter set forth.

City of Saint Paul

Signature 

Printed Name _____

City Attorney

Date 3/8/15

Signature 

Printed Name Scott Cordes

Office of Financial Services



Date 3/11/15



Capitol Region Watershed District
 1410 Energy Park Drive, Suite 4
 Saint Paul, MN 55108
 Capitolregionwd.org
 (651) 644-8888

PARTNER GRANT APPLICATION FORM

Please submit form and required materials to:
 LINDSAY VANPATTEN
lindsay@capitolregionwd.org

PROJECT INFORMATION

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|---------------------------------------------------------------------|
| PROJECT NAME Connecting Recreation Center Youth to the Watershed |
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APPLICANT INFORMATION

APPLICANT INFO

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| ORGANIZATION OR AGENCY City of Saint Paul - Natural Resources section |
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| | | |
|-------------------------------|--------------------|--------------|
| ADDRESS 1100 N Hamline Ave | CITY Saint Paul | ZIP 55108 |
|-------------------------------|--------------------|--------------|

| | | |
|----------------------------------|-------------------------|-------------------------------------------------|
| CONTACT PERSON Faith Krogstad | PHONE (651) 632-2455 | EMAIL ADDRESS faith.krogstad@ci.stpaul.mn.us |
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| WHAT GEOGRAPHIC AND/OR DEMOGRAPHIC AREA DO YOU SERVE? City of Saint Paul-managed parkland |
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|-----------------------------------------------------------------------------|
| HOW MUCH ARE YOU REQUESTING? (BETWEEN \$2,000 AND \$20,000) \$ 12,000.00 |
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|-----------------------------------------------------|
| HOW DID YOU HEAR ABOUT OUR GRANTS? Word of mouth |
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PROJECT DESCRIPTION

1.) DESCRIBE THE MISSION AND GOALS OF YOUR ORGANIZATION AND HOW YOUR PROJECT HELPS MEET THEM

PROJECT BACKGROUND

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| <p>The mission of Saint Paul Natural Resources is to create lifelong connections to a healthy environment for all.</p> <p>Low income families and communities of color use regional parkland at markedly lower rates than the white population due to a variety of reasons including: a lack of awareness, safety and security concerns, and lack of transportation (Metropolitan Council, 2014, http://bit.ly/10sQ2LV). In an effort to engage youth of color from low-income families in our parks, Natural Resources initiated a pilot program in summer 2014 with Arlington Hills Community Center youth to "adopt" Trout Brook Nature Sanctuary - learning about the ecosystem, actively restoring wetland habitat at the park, and above all, connecting to the place and making it their own.</p> <p>Natural Resources proposes to scale up this program in summer 2015 to engage youth at four recreation centers as stewards of two regional parks: Trout Brook Nature Sanctuary and Como Regional Park. As part of the program, youth will propagate hundreds of native wetland plants and learn to transplant them into riparian areas. As a culminating experience of the program, youth will engage community volunteers to transplant the wetland plants they cared for throughout the summer.</p> |
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2.) DESCRIBE HOW YOUR PROJECT WILL PROTECT OR IMPROVE WATER QUALITY.

This project seeks to increase the knowledge and skills of youth in protecting and restoring habitat and water quality in Saint Paul through in-depth, hands-on education and stewardship in natural areas. Additionally, this project aims to influence the future environmental practices of young Saint Paul residents. Research suggests that a connection with nature before age 11 "is a particularly potent pathway toward shaping both environmental attitudes and behaviors in adulthood" (Wells & Lekies, 2006, <http://bit.ly/10kxrkJ>).

An additional outcome of this project will be riparian plantings of native wetland species at Trout Brook Nature Sanctuary and Como Regional Park which will stabilize the soil, slow overland movement of water, and take up dissolved nutrients.

3.) IF APPLICABLE, PLEASE LIST OTHER PARTNERS AND THEIR ROLE IN YOUR PROJECT.

In order to be successful in this project, significant internal collaboration is necessary. Natural Resources will coordinate with the Recreation Services division to schedule weekly field experiences for youth in summer youth programs. Recreation Services will provide staff time during field experiences, communication with families (including parental permission), and snacks.

The Environmental Services Unit will select site-specific native plant material, facilitate use of the Como Woodland Outdoor Classroom propagation garden (including maintenance of the water tank and use of the hoop house for overflow transplants), and provide staff support for community planting events.

MEASUREMENT AND EVALUATION

4.) BRIEFLY DESCRIBE HOW WILL YOU MEASURE THE SUCCESS OF YOUR PROJECT?

The primary goal of this program is to connect underserved urban youth to the watershed through place-based education. This project will be successful if youth report or demonstrate 1) a positive experience in the program, 2) an increased understanding of and connection to the environment, and 3) increased competency and self-efficacy in environmental improvement. Evaluation strategies will include group reflection and debriefs, informal interviews with individual youth, and staff observations of youth behavior and skills throughout the program.

PROJEC TASKS

5.) IN THE SPACE BELOW, PLEASE BREAK DOWN YOUR PROJECT INTO MAJOR TASKS (UP TO 5), BRIEFLY DESCRIBE THEM IN THE SPACE PROVIDED AND ESTIMATE COMPLETION DATE FOR EACH.

PROJECT DESCRIPTION

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|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| 1 | TASK NAME: Education Program | ESTIMATED COMPLETION DATE (M/Y): 8/2014 |
| | DESCRIPTION: A 3-hour hands-on, water-focused education program will be conducted four days per week over a period of 8 weeks. This will engage 6-12 year old youth from 4 recreation centers (approx. 12-24 unduplicated participants per center). Each rec center will visit the park once per week. CRWD request: staff time, \$4800 (300 hrs @ \$16/hr); rental van transportation for 32 trips, \$5400 (3 mos @ \$1800/mo); educational equipment & supplies, \$300 (e.g. dip nets, art supplies, plaster, etc.). | |

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|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| 2 | TASK NAME: Plant Propagation | ESTIMATED COMPLETION DATE (M/Y): 10/2014 |
| | DESCRIPTION: Youth will grow approximately 600 plants from tiny wetland plugs to provide larger and more robust plants for transplanting in riparian areas. Plants will be maintained by youth in the new Como Woodland propagation garden and in a hoop house. CRWD request: plants & soil, \$200 (600 plugs @ \$0.25 each, \$50 for soil); tools & supplies, \$400 (trowels, \$200, gloves \$100, watering cans \$100); secure on-site tool storage, \$650; hand truck \$250. | |

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|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|
| 3 | TASK NAME: Community Outreach | ESTIMATED COMPLETION DATE (M/Y): 10/2014 |
| | DESCRIPTION: Staff and youth will reach out to youth's family members throughout the program and invite feedback and participation. Additionally, wetland plants grown by the youth will be planted by the youth and by community members in at least two planting events – one at Trout Brook Nature Sanctuary and one in Como Regional Park. The intent is for youth to take an active leadership role in organizing these events for the community and engage their own family members as well. | |

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| 4 | TASK NAME: Program Evaluation | ESTIMATED COMPLETION DATE (M/Y): 11/2014 |
| | DESCRIPTION: We will document and evaluate qualitative and quantitative measures during and after the program from youth and partnering staff. These will include program hours, program satisfaction, number of youth engaged, number of plantings, etc. Data will be used to inform future programs. | |

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| 5 | TASK NAME: | ESTIMATED COMPLETION DATE (M/Y): |
| | DESCRIPTION: | |

PROJECT BUDGET

COMPLETE THE FOLLOWING TABLE FOR ALL PROJECT TASKS FOR WHICH YOU WILL BE REQUESTING GRANT FUNDS.
NOTE: MATCH FUNDS ARE NOT REQUIRED, BUT PREFERENCE MAY BE GIVEN TO PROJECTS WITH DEDICATED FUNDS. MATCH FUNDS MUST BE CASH (IN-KIND LABOR NOT CONSIDERED).

| TASKS | PERSONNEL / STAFF COSTS | OTHER EXPENSES (MATERIALS / SUPPLIES) | TOTAL COST |
|-------------------------------|-------------------------|---------------------------------------|---------------------|
| TASK 1: Education Program | \$ 10,600.00 | \$ 5,700.00 | \$ 16,300.00 |
| TASK 2: Plant Propagation | \$ 1,000.00 | \$ 1,500.00 | \$ 2,500.00 |
| TASK 3: Community Outreach | \$ 1,000.00 | \$ 0.00 | \$ 1,000.00 |
| TASK 4: Program Evaluation | \$ 200.00 | \$ 0.00 | \$ 200.00 |
| TASK 5: | | | \$ 0.00 |
| TOTALS | \$ 12,800.00 | \$ 7,200.00 | \$ 20,000.00 |

PROJECT FINANCIALS

GRANT FUNDING

PLEASE FILL IN THE TABLE BELOW WITH HOW YOU PLAN TO ALLOCATE YOUR FUNDING.

NOTE: THE TOTAL COST FROM THE TABLE ABOVE AND THE TOTAL FUNDING BELOW SHOULD BE THE SAME.

| TASK | REQUESTED CRWD FUNDING | FUNDING FROM OTHER SOURCE | TOTAL |
|-------------------------------|------------------------|---------------------------|---------------------|
| TASK 1: Education Program | \$ 10,500.00 | \$ 5,800.00 | \$ 16,300.00 |
| TASK 2: Plant Propagation | \$ 1,500.00 | \$ 1,000.00 | \$ 2,500.00 |
| TASK 3: Community Outreach | \$ 0.00 | \$ 1,000.00 | \$ 1,000.00 |
| TASK 4: Program Evaluation | \$ 0.00 | \$ 200.00 | \$ 200.00 |
| TASK 5: | | | \$ 0.00 |
| TOTALS | \$ 12,000.00 | \$ 8,000.00 | \$ 20,000.00 |