

# Application Instructions and Form

## Prairie du Sac Aquatic Resources Enhancement Fund

### OVERVIEW

The Aquatic Resources Enhancement Fund (fund) is a monetary fund established by Alliant Energy's Wisconsin utility in accordance with the November 7, 2003, Order Modifying and Approving Aquatic Resources Enhancement Plan and Article 408 of the Federal Energy Regulatory Commission license. This Order requires Alliant Energy to provide \$28,500 to a designated account by January 30 of each year. This fund is managed by the Natural Resources Foundation on behalf of Wisconsin Department of Natural Resources.

Representatives from the River Alliance of Wisconsin, the US Fish and Wildlife Service, and the Wisconsin Department of Natural Resources (i.e. Implementation Team or IT) are identified in the above mentioned Order as the organizations responsible for jointly selecting projects that receive funding. The fund was established to provide funding for enhancement of aquatic resources in the Lake Wisconsin basin and the project tail race.

As stated in the Order, the fund was established "for the purpose of fish and aquatic resource enhancement projects specific to the Lake Wisconsin basin and the project tailrace. Projects may include aquatic studies and research, water quality enhancements beyond standards, habitat mitigation and enhancement, and other measures (such as fish passage)."

### WHO CAN APPLY

Counties, cities, towns, villages, tribes, other local governmental units as defined in s.66.0131(1)(a), Wis. Stats., qualified river management organizations, educational institutions, any state or federal agency, and qualified non-profit conservation organizations, are eligible to apply. The applicant does not have to be 501.3(c) eligible.

### PROJECT AREA

The upper reach of the basin is defined as ending at the tailrace of Castle Rock hydroelectric dam. The lower reach of the basin is defined as ending at the tailrace of the Prairie du Sac hydroelectric dam. The defined area includes associated tributaries entering the River between upper and lower reach of the defined project area. The tailrace area is understood to extend to Hwy 12.

### FUNDS AVAILABLE

The amount of funds dispersed in any given year may vary due to funding availability. However, the recommended funding requests generally should not exceed \$50,000 annually. Project may extend up to two years.

### HOW TO APPLY

Applicants should use the attached application form along with a detailed project study scope and timeline, deliverables, information about the organization, and cost estimates. Cost estimated and budgets need to be complete, concise and clearly state the total cost of the proposal. Sources of additional funding (federal, state, local grants, etc.) should be itemized separately from the applicant's matching or in-kind contributions. Interim and final reports will be required for all studies that are funded. Also, any federal, state, or local permits that are required shall be the applicants' responsibility.

### SCHEDULE FOR THE APPLICATION AND FUNDING PROCESS

- **November 1:** Announcements will be made regarding fund availability and starts the application process. This announcement will be published on the web and in appropriate media outlets.

- **January 31:** Application deadline for projects or studies proposed to be funded during the following calendar year.
- **February 28:** A meeting will be held by the IT to review the applications. The IT will review proposals, request additional information from the applicant(s), and make funding decisions.
- **March 31:** The awards will be announced by a letter that will be sent to all applicants regarding the IT's funding decisions and rationale. The Department will direct the Natural Resources Foundation to disperse funds to the appropriate entities based on the project details that are approved.

#### **DECISION CRITERIA**

The IT shall be responsible for determining the projects eligibility as well as whether full or partial funding shall be provided. The criteria used by the IT when evaluating the project proposals include, but are not limited to:

1. Short and long term resource value to the river basin. This may include fisheries, aquatic habitat, water quality, studies and research, mitigation and enhancement, etc.
2. The upper reach of the basin is defined as ending at the tailrace of Castle Rock hydroelectric dam. The lower reach of the basin is defined as ending at the tailrace of the Prairie du Sac hydroelectric dam. This defined area includes associated tributaries entering the River between upper and lower reach of the defined project area.
3. Compatibility with resource management plans and priorities
4. Cost effectiveness
5. Ability to measure success
6. Availability of matching funds from the applicant and from other sources. Applicants are encouraged to make a concerted effort to secure funding from outside sources and provide documentation of such efforts in their application.
7. Project funding is contingent upon approval by consensus from the IT.

As a general rule, indirect costs are discouraged. In cases where the project applicant deems them necessary and justified; the IT may allow up to a 15% cap to be applied toward the amount awarded by the fund. The use of state, federal, private, and local funds for cost-sharing with money from the fund to maximize overall project benefits is encouraged.

#### **DELIVERABLES**

Projects are normally expected to be completed in two years. The applicant shall submit a mid-term report and a final report, as the IT determines necessary. The final report shall include a full disclosure of expenditures, summary of results, raw data, and anything else that the IT determines appropriate.

All information gathered and conclusions reached by the funded project may become public information. At a minimum, Alliant Energy, US Fish and Wildlife Service, River Alliance of Wisconsin, and the Department will be copied on all publications and report.

All funded projects must file reports that describe how the project is meeting, or has met the performance measures, goals, and objectives outlines in the project proposal. All approved proposals will be provided a reporting schedule for progress reports. Final payment of funded projects will not be made until the final report is received.

#### **INVOICING AND REIMBURSEMENT FOR PAYMENTS**

All invoice submittals will include backup material or an explanation of why the costs were incurred. All approved proposals will be provided a financial reporting schedule. These reports will contain information on expenditures incurred on the project so far, as well as a projection of cash flows over the remaining duration of the project.

This is especially important if the project team wishes to seek additional funding for later years in the project or conversely, if the project is expected to underspend the dollars granted.

- Each approved proposal will have a single contact person (the project manager) and a single fiscal agent (entity receiving wire transfer of funds).

### **REQUIRED PROJECT INFORMATION**

Please provide the following project information. The completed application packet should not exceed 5 pages.

- Project Application Form (attached)
- Description of organization, including membership, governmental status, mission, and geographic scope
- Description of the project, including the issue or question that will be addressed, and the reason why the project should be conducted and why the project work is significant
- Description of specific project goals, objectives, and performance measures; and how they are linked
- Project location, maps, and figures, as appropriate
- Breakdown of all costs associated with the application, including identification of other requested and secured funding sources

### **PROJECT BENEFITS**

Describe how the project will enhance aquatic and/or terrestrial resources in the project geographic area. Specifically, address the following primary selection criteria:

- Short and long term aquatic and/or terrestrial resource value and compatibility with long-term resource management goals and/or objectives to the river basin.
- Breakdown of the project costs in tabular form, including totals for both requested and matching funds. Include a description of matching funds.
- Project schedule and milestones
- Ability to measure success
- Availability of matching funds from the applicant and from other sources (federal, state, and local funds, private sources, endowments, etc.). Applicants are encouraged to make a concerted effort to secure funding from outside sources and provide documentation of such efforts in their application.



PRAIRIE DU SAC AQUATIC RESOURCES ENHANCEMENT FUND  
APPLICATION

PROJECT INFORMATION			
Project Name			
Project Description			
Project Sponsor			
Waterbody Name			
County Name			
Township	Range	E / W	Section
Project Manager / Name Affiliation			
Contact Name			
Contact Phone No.			
Contact Email Address			
Projected Project Costs \$		Applicants Match Funds \$	
Description			
Start Date		End Date	
Signature		Date	

FOR IMPLEMENTATION TEAM USE ONLY	
Check the statement that applies to the proposed project / study: <input type="checkbox"/> The proposed project / study has been approved for full funding. <input type="checkbox"/> The proposed project / study has been approved for partial funding. <input type="checkbox"/> The proposed project / study has not been approved for funding.	
Rationale for Decision	
Team Representative Signature	Date

Please email completed application to:  
Amanda Blank, PE, Site Manager Hydroelectric & Gas Generation  
Alliant Energy  
AmandaBlank@alliantenergy.com  
Phone: (608) 458-6316