

Appendix I2.

Last revised: July 2017

Guidance for Recipients of AIS, Lakes, and Rivers grants
Bureau of Community Financial Assistance
Wisconsin Department of Natural Resources

Clarification:

- 1- Determining Local Cost Share (“Grant Match”) for Training vs. Education
- 2- Determining Local Cost Share (“Grant Match”) for Global Positioning System (GPS) units

Applicability: This clarification applies to the following grant programs:

- Lake Planning
- River Planning
- Lake Protection
- River Management
- Aquatic Invasive Species

Purpose: This document clarifies the following statement found in ss. NR 198.14(f), NR 195.10(1)(f), NR 191.06(1)(h), and NR190.005 (e), Wis. Adm. Code:

“The substantiated value of donated materials, equipment, services, and labor as all or part of the local share of the project cost.”

1- Determining Local Cost Share for Training vs. Education

Eligible as Grant Match?	Situation
Yes	<p>Time spent by grantee volunteers (minimum age for a volunteer is 14) and staff attending training where training prepares attendees to conduct activities approved within project scope and budget. Documentation must clearly describe the training objective, the qualification of the trainer, and intended results.</p> <p><i>Example: Time spent by participants at Clean Boats Clean Waters training or Citizen Lake Monitoring Network training, where trainers are providing instruction on current water sample collection techniques, or AIS monitoring procedures. (Trainers must provide signup sheets to document names of participants).</i></p> <p><i>Example: Non DNR instructor’s expenses including: time, travel, and supplies may be an eligible cost or eligible for use as donated match.</i></p>
Yes	<p>Time spent by grantee staff providing instruction at training sessions. The training must be an element of the scope in the project and approved for grant funding. Documentation must clearly describe the training objective, the qualification of the trainer, and intended results.</p>
Yes	<p>Time spent by grantee staff providing instruction to students. The training must be an element of the scope in the project and approved for grant funding. Documentation must clearly describe the training</p>

Eligible as Grant Match?	Situation
	objective, the qualification of the trainer, and intended results. Student's time is not allowed as match unless preapproved.
Yes	Time spent by grantee volunteers and staff participating in one start-up meeting and one wrap-up meeting where plan development or post-project evaluations are deliverables.
Yes	Time and travel expenses of grantee staff or volunteers making presentations on projects to school classes or other organizations if approved in the project scope and budget.
No	Time spent by local officials at meetings where local governing board approvals are sought for project activities.
No	Time spent by individuals at meetings where the purpose is general community education.
No	Time spent by volunteers training other volunteers.

2- Determining Local Cost Share for Global Positioning System (GPS) units

The WI Dept. of Natural Resources has historically determined value for donated equipment or equipment usage using parameters established by the WI Dept. of Transportation (WisDOT). The WisDOT established the rental rates for Global Positioning System (GPS) units as "set locally" -- presumably in acknowledgement of the reduced cost of GPS units that are capable of measurements that are accurate to within 3 meters.

For the grant programs referenced above, the DNR is setting the following local value for GPS units:

- 1- \$300 per project for usage of donated GPS units. This flat rate will significantly reduce the need for grantees to document hourly use of donated GPS units.
- 2- Up to \$300 per GPS unit purchased exclusively for use on a grant-funded project, as determined by proof of purchase (receipt) submitted by the grantee. According to WisDOT equipment life expectancy guidelines, GPS units have a six-year lifespan. Grantees are limited to one grant-funded GPS purchase every six years.

Prior to grant award, regional Lakes, River, and AIS Coordinators may approve the purchase of additional units if project applications include justification of the need for multiple units. Similarly, regional DNR coordinators may approve purchase or donated use values in excess of \$300 if the application provides justification of the need for equipment with greater accuracy.

All equipment purchases to be claimed as local cost-share (match) or as sponsor expenditure must be clearly identified within the project budget at the time of grant application.