

State Property Development Projects Stewardship Application

Form 2500-112 (R 04/17)

Notice: Use of this form is required to apply for a Development Grant on State Property under s. 23.098, Wis. Stats, and ch. NR 51, Subchapter IX, Wis. Adm. Code. The Department of Natural Resources (DNR) will only consider complete applications. Information provided will be used to determine eligibility for grants and to monitor compliance with terms of the grant agreement. The applicant must be in good standing with the Wisconsin Department of Financial Institutions. Personally identifiable information is not intended to be used for other purposes and may be made available to requesters under Wisconsin's Open Records laws (ss. 19.31-19.39, Wis. Stats.) and requirements.

Mail or deliver application and attachments to the DNR Property Manager.

Applicant Information

State Property Name	County	Project Name	
Organization Name		Federal Employer Identification Number (FEIN)	
Name of Contact Person Authorized by Resolution to Act for Organization		Title	
Organization Address	City	State	ZIP Code
E-mail Address of Organization or Contact Person		Telephone Number (include area code)	

Project Description

The project description and justification is used to evaluate, rate, score, and rank projects. Description should be no longer than 250 words double-spaced and typed. Explain how the project implements DNR approved plans for the property and include answers to the questions what? where? When? How? Why? and who? Include a timeline and, if the project will be completed in multiple phases, briefly describe each phase and when you plan to apply for funding for additional phases.

Project Cost Estimates

Attach detailed estimate of total project cost. Base your cost estimate on worksheet 8700-014. Please provide the following categories: 1) Materials & supplies; 2) services; 3) labor, salaries, & fringe benefits; and 4) equipment. When estimating costs, work with your DNR Property Manager and reference their copy of the *DNR- Cost Estimating Workbook*, when appropriate. List non-cash donations in a separate column and include a brief description.

Total Project Cost	Applicant Share (50%)		Requested Stewardship Grant (up to 50% of Total Project Costs)
	Cash	Non-Cash Donations	
\$	\$	\$	\$

Cost Estimate obtained through:

- Quotes or Bids Applicant's Estimate
 DNR - Cost Estimating Workbook Other – Describe: _____

Work to be performed by: *(check all that apply)*

- Private Company Friends Group/Volunteers (non-cash donation)
 Staff Other - Describe: _____

Is this project part of another larger project such as Phase 2 of 3? Yes No

Can this project be partially funded? Yes No

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Project Dates

Estimated Project Begin Date

Estimated Project End Date

Required Attachments

- Ranking Question & Criteria Responses Form 8700-339
- Cost Estimate Worksheet Form 8700-014
- Resolution of authorization
- Location on project on state property map
- Detailed site plan or layout

DNR Regional Sign Off

- Natural Heritage Inventory and Cultural Screening Form completed and attached
- Development Project Request is completed and electronically submitted (DPS # _____)

Date _____

Signature of DNR Property Manager

Printed or Typed Name

Cell Number

Date _____

Signature of Program Supervisor

Printed or Typed Name

Cell Number

Authorization

Certification: I certify that, to the best of my knowledge and belief, the information in this application is true and correct.

Date Signed _____

Signature of Authorized Contact Person of Friends Group

Print or Type Name _____ Title _____

Complete application and all attachments must be emailed or post marked on or before November 15th!

Submit to: Beth Norquist, Department of Natural Resources, 1300 W Clairemont Ave, Eau Claire, WI 54701
By email to: Elizabeth.Norquist@Wisconsin.gov