

LIVING ROADWAY TRUST FUND FISCAL YEAR 2016 FUNDING GUIDELINES

Introduction

The Living Roadway Trust Fund (LRTF) grants are available for eligible Integrated Roadside Vegetation Management (IRVM) activities and equipment as outlined below. Applicants applying for funding are required to submit a digital file in PDF format of their current IRVM plan to the Iowa DOT LRTF Administrator prior to June 1, 2015 to be eligible for FY 2016 funding. Recommendations for awards of LRTF grant funds for projects will be based on the final project applications submitted. LRTF grant applications are available on the Iowa Living Roadway Trust Fund website at <http://www.iowadot.gov/lrtf/grants.html>. Please follow the instructions for completing applications and submit them to LRTF program staff no later than 4:00 pm June 1, 2015 to be considered for funding.

In the weeks following submission, the eligible applications will be reviewed by the LRTF advisory committee and recommendations for funding communicated to the Iowa DOT LRTF Administrator. All grant applications are subject to approval based on funds available, LRTF priorities, applicant funding history and other considerations. Local Public Agencies with active roadside vegetation management programs and a designated roadside manager may be given preference for grant awards. In addition, applications with higher percentages of cash match may be given preference for grant awards. Iowa DOT staff reviews all applications and the recommendations submitted by the advisory committee, and makes the final decision on funding awards. All applicants will be notified of the final funding decisions once they are determined.

Definitions

Contributions – Cash or eligible in-kind labor, equipment and materials, the value of which is used to match LRTF grant funds on those project types requiring a match or contribution.

Eligible Site Specific Infrastructure Project Areas – Public areas on or adjacent to road, street, and highway rights-of-way.

Local Public Agency – A political subdivision (city, county, or school corporation) or other government agency.

Matching Funds – Additional monies supplied by the jurisdiction or a third party to pay the difference between the eligible grant award amount and the total project cost.

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In-kind Match - The value of labor, equipment and materials that are eligible to match LRTF grant funds. These items must be integral to the purchase of equipment and/or required to complete the grant project in order to be eligible. Future anticipated work beyond the scope of the immediate equipment purchase or project implementation is not eligible as in-kind match.

Specialized Equipment – Equipment uniquely designed and utilized for IRVM and intended to be used solely for IRVM activities.

Match Requirements

- Cash match or in-kind contribution is required for all projects other than research projects, education projects and increased protection of high quality landscape areas as outlined in the following paragraph. For projects requiring a cash match or in-kind contribution, LRTF grant funds may be granted up to a maximum of eighty percent of the total project cost or grant the amount up to the maximum allowable amount, whichever is less. Trade-in value of equipment can be used as match for the purchase of new equipment that qualifies for funding. A grant request utilizing trade-in value is subject to the same match percentage and maximum grant amounts as cash or in-kind match. In determining the amount of the trade-in that is used in the match calculation, the original purchase percentages of match and grant amounts will be used.

Here's an example: in 1995, Bison County received an LRTF grant for \$10,000 for a hydroseeder that is now worn out. The original grant was for 80% of the total cost of the hydroseeder or \$10,000 (its full cost was \$12,500). The dealer they are working with to obtain a new hydroseeder is willing to take the old one in on trade and will give \$5,000 for the unit. Of the \$5,000 offered for the trade, LRTF has 80% of the equity in the old hydroseeder; which equals \$4,000 (80% of \$5,000 = \$4,000). The dealer specked out the new hydroseeder at \$40,000. In a situation without trade-in values to calculate, LRTF's maximum award for hydroseeders is \$24,000 or 80% of the total project cost, whichever amount is less. However, in this instance the LRTF would only be able to grant an additional \$20,000 to the project. This amount is obtained by subtracting the LRTF's equity in the trade-in value of \$4,000 (80% of \$5,000) from the maximum possible award of \$24,000 (if no trade-in value used). The county is responsible for the difference in cost between the grant amount available (in this scenario \$20,000) plus the trade-in value of \$5,000 (\$4,000 of which is the LRTF share and \$1,000 of which is the counties' share) which is \$15,000.

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LRTF portion of old hydroseeder when originally purchased – 80%		\$10,000
<u>County portion of old hydroseeder when originally purchased – 20</u>	+	<u>\$ 2,500</u>
Old hydroseeder cost		\$12,500
LRTF portion of trade-in value – 80%		\$ 4,000
<u>County portion trade-in value – 20%</u>	+	<u>\$ 1,000</u>
Trade in Value		\$ 5,000
LRTF maximum award without trade-in value (80% of total cost or \$24,000 – whichever amount is less)		\$24,000
LRTF grant amount (with trade-in value accounted for)		\$20,000
LRTF portion of trade-in value (80% of \$5,000)		\$ 4,000
County cash match for the acquisition		\$15,000
<u>County portion trade-in value (20% of \$5,000)</u>	+	<u>\$ 1,000</u>
New hydroseeder cost		\$40,000

Research and increased protection of high quality landscape areas and remnant vegetation through the use of easements, fee title acquisition, covenants, zoning ordinances, or other provisions for protection of vegetation and desirable environments adjacent to the right-of-way may be funded at one hundred percent up to the amount of the grant.

The value of these grant match items shall be obtained from the FY 2015 LRTF Approved Labor and Equipment Rate Schedule which can be found on the LRTF website at <http://www.iowadot.gov/lrtf/grants.html>. This includes approved labor rates for the level of jurisdictional staff or other qualified volunteers required to perform the work being submitted as match. The approved hourly rates for the equipment required to perform the work being submitted as match will be used to determine the value of the equipment match. Examples include tractors, seed drills, hydroseeders, and implements required to work soil to the conditions required for a suitable seedbed. Materials that are integral to the project can be used for match as long as they meet required specifications and were not purchased with LRTF funding. Qualifying materials will be valued at the prices in effect when the grant application is submitted to the Iowa DOT.

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Project Types Eligible for Consideration of Grant Funding Include:

Demonstration Projects

Demonstration projects must be designed to show the positive aspects of IRVM and document the benefits of the using native plants in roadsides. These projects should be highly visible and allow for an educational component such as signage. Projects will be evaluated on their ability to impact large populations of the traveling public. Applications must provide detailed information on the project location, site preparation techniques, species selection, establishment methods, and maintenance activities for a minimum of 5 years after installation and preferably longer for the Advisory Committee to make recommendations on these types of projects. Design costs shall not exceed ten percent of the total project costs.

Education

Education projects should inform the project participants and the general public about the use of native plants as an integral component of IRVM. Funding may be provided for seminars, conferences, classroom instruction, or other related meetings. Funding may also be provided for costs associated with producing educational signage, displays, newsletters, books and brochures, and may include the purchase of computer software. Match requirements vary based on the type of education project thus, communication with the LRTF Administrator is highly recommended prior to submitting the final application. Educational material funded by the LRTF shall be submitted to the Iowa DOT for review before printing or electronic distribution.

Electronic Equipment

Digital camera – Roadside management programs in Iowa may apply for a digital camera. GPS-enabled digital cameras are preferred. Maximum award: \$1,000

GPS Equipment (and training) – Maximum award: \$4,500

GIS Software (and training) – Maximum award: \$2,000

All applications for GPS/GIS equipment must include a letter of support/intent from the Chair of the County Board of Supervisors, the County Engineer or the Director of the County Conservation Board

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confirming the county's desire to collect this information and how they will use the GIS/GPS equipment and information gained for IRVM purposes. Please be specific as to the type of use, the data you intend to collect or record, how you plan to use the information gained and the process you intend to use to gather the information.

Equipment-Specialized

Funding may be provided for specialized equipment needed to minimize erosion, establish, manage, or harvest native roadsides and native roadside plantings in Iowa. With the understanding that IRVM programs may need to replace equipment that is at the end of its lifecycle and, the Local Public Agency has determined that equipment purchased does not meet their needs, or the Local Public Agency may need multiple pieces of like equipment; LRTF funds are eligible to replace or supplement items previously funded. Applicants will need to justify the need for these items in their application. Sale or disposal of all equipment purchased with LRTF funds must comply with the procedures agreed to in the funding agreement between the Iowa DOT and grantee when LRTF grants are accepted by the Local Public Agency.

Examples of specialized equipment that is eligible for LRTF funds are listed below with their corresponding maximum award amounts. This list is not meant to be all-inclusive and other equipment may be eligible. Multiple applications for the same piece of equipment from Local Public Agencies will be prioritized by need and the size of the match.

No-till drill – Maximum award: \$10,000.

Drop seeder – Maximum award: \$6,000.

Broadcast seeder – Maximum award: \$4,000.

Hydroseeder – Maximum award: \$24,000. Hydroseeders must have mechanical agitation.

Herbicide Equipment – **Maximum** award: \$3,500.

Burn equipment – Counties may apply for up to one hundred percent of personal protective fire gear and small hand tools used exclusively for burning. For FY2016, prescribed fire gear should be purchased through private suppliers, as the Iowa DNR is awaiting guidance from the Federal Government on bulk purchasing. A list of some suppliers of fire gear can be obtained from the LRTF administrator or program assistant (*see contact information on page 9*).

Silt Fence Installation and Removal Equipment – Maximum award: \$5,000.

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Cultipacker – Maximum award: \$3,500.

Mulcher/Blower – Maximum award: \$7,500. Must be designed for erosion control applications and approved by Iowa DOT.

Utility Task Vehicle (UTV) – Maximum award: \$8,000. UTVs must have seat belts and factory-installed roll bars.

Wood Chipper – Maximum award: \$10,000.

Dedicated Heavy-Duty Trucks – Maximum award \$10,000. Must be dedicated to an IRVM function such as hydroseeding or spraying.

Equipment Accessories – Maximum award: \$3,000. May be applied for separately from specialized equipment. Must be dedicated to an IRVM function.

Gateways, Community Entryways, and Scenic Value Protection and Enhancement

Materials required to successfully complete these types of projects are eligible for funding. Materials purchased for specific projects must be used within the LRTF fiscal year in which they were granted.

Gateway and roadside plantings must be located on, or originate in, city, county, state or federal rights-of-way or public land immediately adjacent to the rights-of-way. Revegetation projects are eligible for funding. Applications for gateway and roadside plantings must provide detailed information on the project location, site preparation techniques, species selection, establishment methods, and maintenance activities for a minimum of 5 years after installation, preferably longer. Seeded plantings are preferred. Funding for live plant plugs will be considered on a case-by-case basis. The use of seed and plant materials from their native range within the state is preferred. The LRTF [Native Plant Database](#) is available to identify these species. Plant materials must meet the following guidelines:

Native Seed - Yellow-tag/source-identified seed, other local ecotype seed, and seed native to and grown in Iowa, certified and non-certified, will be given preference. Applicants are eligible for up to \$1000/acre in seed costs.

Non-Native Annual Grasses – Cover or nurse crops to aid in native vegetation establishment, with the exception of turf type species, may be funded. Applicants are eligible for up to \$150/acre of seed costs.

Native Plant Plugs - Evaluated on a case-by-case basis. Only plants native to Iowa will be funded.

Assurance of provisions for the level of maintenance necessary for plants and plugs to successfully establish is

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required for funding.

Woody Plants - Woody plant materials should include native species and cultivars of native species. Non-native species, up to twenty five percent of the plant material required for the project, may be eligible if proof is provided that native species can't provide the desired benefit to the project. Woody plant material shall be obtained from stock grown in the same plant hardiness zone as Iowa or a zone north of Iowa. Installation of plant material should comply with [Iowa SUDAS Specifications](#) (Section 9030: Plant Material and Planting). *Note:* 2.5" caliper maximum.

Signage - Project signs acknowledging the Living Roadway Trust Fund are available upon request from the LRTF Coordinator and shall be installed at suitable locations within the project area. Signage utilizing the LRTF logo shall comply with the usage guidelines, which are available upon request.

Planning, Design and Development Services

Planning, design and development services requiring the assistance of a third party professional are eligible for funding. Planning and design professionals must be licensed in the state of Iowa (see Iowa Code section 542B.1). These projects may be funded to a maximum of \$4,000. The final reimbursement of no less than ten percent of the consultant services agreement amount will be made after the services are complete and a copy of final product has been submitted to the Iowa DOT.

Research

Research projects must address current issues surrounding the practice of IRVM as determined by the advisory committee and the Iowa DOT. Investigator-proposed research may be considered for funding. Projects are funded through university and college sponsors as well as specialized private firms and individuals. Indirect costs will be funded to a maximum of 8%. Research is funded on a year-by-year basis. Applications for multi-year projects must be submitted yearly and must include a summary of accomplishments and findings to date. Researchers will be selected through a request for qualifications (RFQ) process managed by the Iowa DOT. The details of each research project and the funding guidelines governing the entire grant award and management process will be detailed in each individual RFQ.

Note: No funding will be granted to individual applicants and principal investigators who have not completed previously funded research or turned in final research reports on projects that have been

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closed out.

Roadside Inventories

To most effectively implement IRVM, roadside departments need baseline information about roadside conditions, including herbaceous cover, woody cover, bare areas, erosion, encroachment, and other roadside characteristics. An inventory may be conducted to collect this basic data. Inventory funding may be provided for expenses associated with data collection, data input, and staff for the specific purpose of conducting roadside inventories to a maximum of \$8,000 over a period of time not to exceed two consecutive grant cycles.

All applications for roadside inventories must include a letter of support/intent from the Chair of the County Board of Supervisors, the County Engineer or the Director of the County Conservation Board confirming the county's desire to collect this data and how they propose to use the inventory data for IRVM purposes. Please be specific as to the type of inventory, the data you intend to collect, how you plan to use the information gathered and the format you intend to use to gather the information.

The use of applicable Global Positioning System (GPS) and Geographic Information System (GIS) technology is highly recommended for the initial inventory and the maintenance of the inventory database and mapping, but is not required. Those jurisdictions using GPS and GIS technology may be given preference for a grant award or be considered for a higher award amount. The final reimbursement of no less than ten percent will be made after the inventory is complete and final digital map files have been submitted to the Iowa DOT.

Roadside Remnant Vegetation Survey

Remnant vegetation in, adjacent to or visible from roadsides is eligible LRTF grant funds for mapping locations of native vegetation remnants.

All applications for roadside remnant vegetation surveys must include a letter of support/intent from the Chair of the County Board of Supervisors, the County Engineer or the Director of the County Conservation Board confirming the county's desire to collect these data and how they will use the inventory data for IRVM purposes. Please be specific as to the type of inventory, the data you intend to collect, how you propose to use the information gained and the process you intend to use to gather the

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information. Funding may be provided for expenses associated with data collection, data input, and staff to a maximum of \$2,000 for the specific purpose of conducting remnant surveys. The final reimbursement of no less than ten percent will be made after the services are complete and a copy of final product has been submitted to the Iowa DOT.

Other Related Projects

Equipment Storage – Maximum award: \$10,000 for specialized IRVM equipment storage shed.

Seed Storage – Maximum award: \$3,000 for construction or retro-fit of a seed storage room with temperature and humidity controls.

Herbicide Storage – Maximum award: \$2,000

Storage facilities shall be dedicated to IRVM use in order to receive funding. Maximum amounts can be combined if the facilities are incorporated into the same project. Renovation of existing facilities shall be considered on a case by case basis but is still required to be dedicated to IRVM use.

Special Staff Training

Registration and expenses for seminars, conferences, and training sessions related to IRVM are eligible for funding.

Project Types Ineligible for Consideration of Grant Funding Include:

Examples of Equipment Not Eligible for Funding

Equipment so general in nature that, while required or useful for IRVM programs, it can also be used for many other functions not related to IRVM and therefore not eligible for IRVM funds. This list is not meant to be all inclusive and other equipment may be determined to be ineligible.

Equipment

Pick-up Trucks

Tractors

Electronic Equipment

Laptop computers

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Labor Costs

Labor expenses associated with activities that are normally considered part of an IRVM program, both direct and indirect, are not eligible for funding. This applies to jurisdictional staff as well as outside contractors.

If you have questions, please visit <http://www.iowalivingroadway.com/> or contact:

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