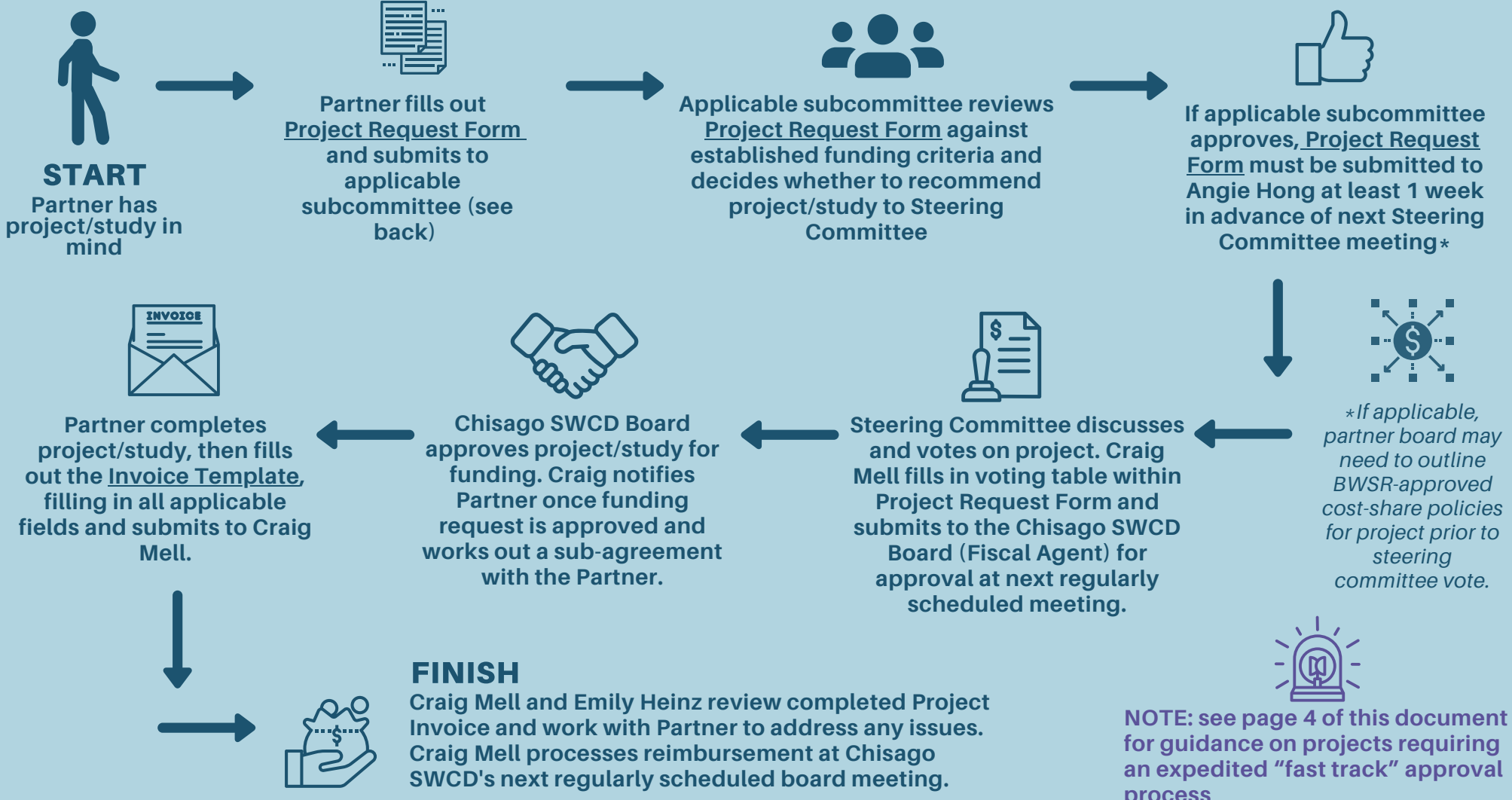



WBIF Project Request Process

 **Lower St. Croix Policy Committee approves the annual WBIF work plan and provides oversight for plan implementation.**



 **NOTE: see page 4 of this document for guidance on projects requiring an expedited "fast track" approval process**

WHO IS A 'PARTNER?'

Eligible entities/applicants are limited to the 16 local government unit (LGU) partners that signed on to the joint powers agreement for implementation of the Lower St. Croix Comprehensive Watershed Management Plan. Non-included entities/individuals can work with one of the 16 partners to submit an application.

LOWER ST. CROIX PARTNERS

- Chisago County
- Anoka SWCD
- Pine SWCD
- Comfort Lake-Forest Lake WD
- Sunrise River WMO
- Isanti County
- Chisago SWCD
- Brown's Creek WD
- Valley Branch WD
- Pine County
- Isanti SWCD
- Carnelian-Marine St. Croix WD
- South Washington WD
- Washington County
- Washington SWCD
- Middle St. Croix WMO

LOWER ST. CROIX SUBCOMMITTEE LEAD CONTACTS:

Activity 1: Basin Ag. Outreach Program Lead	Jay Riggs	jriggs@mnwcd.org
Activities 2, 4, 9: Structural and Non-Structural Ag BMP Implementation + Technical/Engineering Lead	Craig Mell	craig.mell@mn.nacdnet.net
Activity 3: Shared Services Educator Lead	Angie Hong	angie.hong@mnwcd.org
Activities, 4, 5, 9: Structural and Non-Structural Urban BMP Implementation + Technical/Engineering Lead	Mike Isensee	mike.isensee@cmscwd.org
Activity 6: Wetland Restoration Implementation Lead	Becky Wozney	becky.wozney@anokaswcd.org
Activity 7: Internal Analyses Lead	Susanna Wilson Witkowski	susanna.wilson@chisagocounty.us
Activity 8: Targeting Analyses Lead	Jay Riggs	jriggs@mnwcd.org

LOWER ST. CROIX PLANNING TEAM MEMBERS:

Jay Riggs	jriggs@mnwcd.org
Craig Mell	craig.mell@mn.nacdnet.net
Mike Isensee	mike.isensee@cmscwd.org
Jamie Schurbon	jamie.schurbon@anokaswcd.org
Becky Wozney	becky.wozney@anokaswcd.org
Susanna Wilson Witkowski	susanna.wilson@chisagocounty.us
Emily Heinz	emily.heinz@clflwd.org
Angie Hong	angie.hong@mnwcd.org
Barbara Heitkamp	bheitkamp@mnwcd.org

RELEVANT LINKS:

Project Website: www.lsc1w1p.org
 Project Request Form: TBA

PROJECT REQUEST FORM DEADLINES

Project request form and attachments must be submitted to Angie Hong at (ahong@mnwcd.org) one week prior to the Steering Committee meeting. Note that project requests must be discussed with the applicable subcommittee prior to submittal to the Steering Committee. Contact the subcommittee lead for a schedule of subcommittee meetings. The fiscal agent, Chisago SWCD, approves funding at one of its regular meetings on the second Tuesday of the month.

The WBIF grant expires December 31, 2023. The following table shows deadlines through the end of 2023.

<u>Project Request Deadline</u> <u>(1 week before Steering Committee Meeting)</u>	<u>Steering Committee Meetings</u> <u>(every 4th Wednesday of the month)</u>
October 20, 2021	October 27, 2021
November 17, 2021	November 24, 2021
December 15, 2021	December 22, 2021
January 19, 2022	January 26, 2022
February 16, 2022	February 23, 2022
March 16, 2022	March 23, 2022
April 20, 2022	April 27, 2022
May 18, 2022	May 25, 2022
June 15, 2022	June 22, 2022
July 20, 2022	July 27, 2022
August 17, 2022	August 24, 2022
September 21, 2022	September 28, 2022
October 19, 2022	October 26, 2022
November 16, 2022	November 23, 2022
December 21, 2022	December 28, 2022
January 18, 2023	January 25, 2023
February 15, 2023	February 22, 2023
March 15, 2023	March 22, 2023
April 19, 2023	April 26, 2023
May 17, 2023	May 24, 2023
June 21, 2023	June 28, 2023
July 19, 2023	July 26, 2023
August 16, 2023	August 23, 2023
September 20, 2023	September 27, 2023
October 18, 2023	October 25, 2023
November 15, 2023	November 22, 2023
December 20, 2023	December 27, 2023



FAST TRACK PROJECT GUIDELINES (FORMERLY REFERRED TO AS EMERGENCY PROJECTS)

The following guidance is intended for instances in which a partner or subcommittee identifies a project that is considered an emergency project requiring an expedited timeline. Emergency projects may be necessary to mitigate significant environmental damage. Partners and/or subcommittees will use best judgement to classify a project as an emergency. The purpose of this guidance is to avoid approving funding after project construction has begun. WBIF grant allocations will be approved prior to project implementation. In general, the following guidance entails expediting the process outlined in the flow chart on page 1.

Guidance for emergency projects - requesting partner/project sponsor follow these steps:

1. Immediately fill out the Project Request Form.
2. Contact the following Planning Team members to submit the Project Request Form, explain the reasoning why project must be fast-tracked, and coordinate associated meetings/documents:
 - a. Applicable subcommittee lead: Work with subcommittee lead to schedule a special subcommittee meeting.
 - b. Angie Hong: Work with Angie to schedule a special Steering Committee meeting.
 - c. Craig Mell: Work with Craig to begin contracting with fiscal agent and schedule special meeting of fiscal agent (Chisago SWCD board).
3. Follow the flow chart on page 1 with an expedited timeline, as coordinated with the applicable Planning Team members.