



Developing a Project:

Purpose:

This month you will continue the efforts of “developing a project”. Essentially, this is a 3 step process in order to come up with a list of projects that have been fleshed out and can be put on the ground once financing is secured.

Step 1: In December 2009, working through the ten-minute training, your district compiled a prioritized list of “natural resource issues” within your district.

Step 2: In January 2010, working with your priority natural resource issue(s), you as a board will brainstorm and discuss potential ideas for projects that will address your natural resource issue. Then, taking your priority project, you will work through an exercise and identify an objective of your project, estimate a time frame, potential partners, estimated cost, etc. using a worksheet provided with this months training.

Exercise:

Supervisors, have your list of natural resource issues in hand. Brainstorm potential projects that may address your resource issue. Don't let anything inhibit your thoughts such as, “that'd be too costly”, or “that'll never happen”, or “it'd be too complicated”. If you recall the examples in last months training, those districts didn't let anything get in their way! *An example exercise is attached.*

Develop a project and the money will follow...

Steps in this exercise:

1. Choose a priority issue from your list of Natural Resource Issues.
2. **Openly discuss** what kind of project(s) you as a district would like to do/develop to address your top issue. Decide which project (action item) your district would like to go with.
3. Develop an **objective (goals)** for this project.

Don't get hung up on writing the objective

4. Estimate a **time frame** on when you'd like to have this accomplished. Consider grant application cycles and timing.
5. Estimated a **cost** for this project. (just ballpark it for now)

The key to writing a good objective is to focus on the benefits that the project will yield. They are nothing more than a clear description of the positive results you are seeking from your project.

6. Identify **potential partners** who may be interested, able to help, or even help fund this project.
 7. Appoint a **project lead**. (good idea is to appoint the supervisor, not just the administrator who came up with the idea!!)
- Congratulations, you completed the first hurdle to getting your project on the ground!!***

Step 3 of this project development process will be fleshing out the particulars of your proposed project(s). The Conservation Districts Bureau staff can assist you, or you may even be able to work with a consultant that can help refining the project and/or seeking funding.

Don't Forget:

- Keep in mind, you may not be able to
- Schedule time during a future board meeting to begin to flush out the details.
- **Feb – June**—Begin to flush out the projects.
- **May 15**, is the dead line for any RDG or RRGL grants. So, you may need to expedite this process to get in on the next go round of funding!
 - **June 10** –Mid year progress check at MACD Spring Mtg.
 - **Nov 10** –Projects into MACD for statewide compilation.
- You can do this exercise for your other projects/ resource issues as well!
- Our goal is to have each of the 58 districts identify a project with a scope and budget, and submit it to MACD by November 2010. This will help MACD's goal of securing general funding, hopefully at the next legislative session, to develop and implement your projects.



Developing a Project Cont'd :

EXAMPLE PROJECT

CD: _____ Weedy CD _____

Natural Resource Issue: Invasive Weeds in inaccessible locations (forests/hill sides/deep coulees).

Potential Projects: After discussing, we came up with 3 projects that we could implement. Number 3 was our priority project.

1. Sponsor a weed pull day
2. Hire Conservation corps to come and pull weeds
3. Develop a horse back sprayer that can be used in locations not accessible by other means of chemical application, ie. ATV/pickup. The sprayer should be durable for timbered country, yet. Possibly even market the sprayer in the future. Could combine with a demonstration day.

Objective:

Developing a horse back sprayer would better reach remote areas that are not accessible by other means of chemical application, ie. ATV/pickup. Individual landowners could rent/borrow the sprayer and spray weeds on their property, thus helping control invasive weeds from establishing. There is also the potential to develop and market this sprayer from the district.

Estimated Cost:

- ___ \$5-10,000
- X \$10-20,000
- ___ \$20-50,000
- ___ \$50-100,000
- ___ >\$100,000

Time Fame: Develop and have two sprayers available for use by Spring 2011.

Potential Partners: County Weed Supervisor, Dept. of Ag., DEQ, DNRC, MSU, Forest Service, BLM

Project lead: Supervisor who came up with the idea!

Next Steps:

- Research if this has been done in any other districts/states/agencies.
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10-minute Training Topic: Developing a Project:

- Administrators, Please have Supervisors work thru these steps using the worksheet provided:
1. Choose a priority issue from your list of Natural Resource Issues (from last month).
 2. **Openly discuss** what kind of project(s) you as a district would like to do/develop to address your top issue. Decide which project (action item) your district would like to go with.
 3. Develop an **objective (goals)** for this project.
 4. Estimate a **time frame** on when you'd like to have this accomplished. Consider grant application cycles and timing.
 5. Estimated a **cost** for this project. (just ballpark it for now)
 6. Identify **potential partners** who may be interested, able to help, or even help fund this project.
 7. Appoint a **project lead**.
- Thank you!!

CD: _____

Date: _____

Questions: Please write down any questions the board may have. The DNRC will compile all questions and respond by months end. _____

Project Ideas: If you care to, feel free to send in a copy of the worksheet. We can review and offer any help or advice we come up with!

Attending: Please note all supervisor/administrators/others who attended and worked thru this 10-minute training:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____