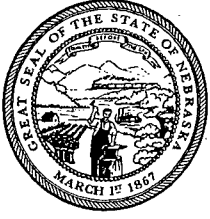


STATE OF NEBRASKA



DEPARTMENT OF NATURAL RESOURCES
Roger K. Patterson
Director

February 22, 2005

IN REPLY REFER TO:

Mike Johanns
Governor

Mary A. Harding
Executive Director
Nebraska Environmental Trust
700 South 16th Street
PO Box 94913
Lincoln, NE 68509-4913

**RE: Project Number 05-161 – Nebraska Augmentation Program for USDA
Conservation Reserve Enhancement Program Efforts**

Dear Mary,

Enclosed are: a grantee information form, a 2005 contract budget summary, a direct deposit enrollment form, and a draft public information plan form for Project 05-161 – Nebraska Augmentation Program for USDA Conservation Reserve Program Enhancement Efforts. We very much appreciate the Board's preliminary recommendation that the project receive a grant. If you need any further information, please let us know. We look forward to working with you.

Sincerely,

Roger K. Patterson
Director

sg
Enclosures

GRANTEE INFORMATION FORM

PLEASE TYPE OR PRINT. RETURN THIS FORM TO THE NEBRASKA ENVIRONMENTAL TRUST OFFICE NO LATER THAN MARCH 1, 2005.

Project Sponsor: Nebraska Department of Natural Resources
Project Name: Nebraska Augmentation Program for USDA Conservation Reserve Enhancement Program Efforts
Application Number: 05-161

1. Legal Name and Address of the Grantee organization as it should appear on the contract:

NAME: Nebraska Department of Natural Resources

ADDRESS: 301 Centennial Mall South, P.O. Box 94676, Lincoln, NE 68509-4676

ORGANIZATION WEB PAGE ADDRESS: http://www.dnr.state.ne.us

2. Name and Contact information for the person authorized to sign the contract:

NAME: Roger Patterson TITLE: Director

DAYTIME PHONE: (402) 471-2363 ALTERNATE PHONE: () _____

FAX: (402) 471-2900 E-MAIL: rpatterson@dnr.state.ne.us

3. Name and Contact information for Grant Manager - the person who will file reports and be available to the Trust to provide information as needed.

NAME: Steve Gaul TITLE: Supervisor, Planning and Assistance Division

DAYTIME PHONE: (402) 471-3955 ALTERNATE PHONE: (402) 471-2363

FAX: (402) 471-2900 E-MAIL: sgaul@dnr.state.ne.us

Document Checklist: (Return these documents by March 1, 2005)

ACH Form – completed and enclosed

Contract Budget Summary – completed and enclosed

Public Information Plan – completed and enclosed

(OR)

Public Information Plan – will complete and send with final contract



NEBRASKA ENVIRONMENTAL TRUST FUND 2005 CONTRACT BUDGET SUMMARY

Project Sponsor: Nebraska Department of Natural Resources

Project Name: Nebraska Augmentation Program for USDA Conservation Reserve Enhancement Program Efforts

Application Number: 05-161

Project Budget for April 2005 through June 2006

A	B	C	D	E	F
1. Source of Funds ▶	NETF GRANT	NDNR Appropriation for Integrated Water Mgmt Plng	Other*		
2. Budget Category ▼					
3. Contract for personnel Personnel of	\$30,000	\$10,000			\$40,000
■ Consultant to administer Nebraska					
■ duties under CREP Program-Includes					
■ money for overall administration work					
■ by personnel as well as travel and					
■ supplies for personnel.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18. TOTALS	\$30,000	\$10,000			\$40,000

Authorized Signature : _____

Date: _____

contractbudgetsummary.doc
*Please see page 2 of Application Cover Sheet and see application budget justification. It is anticipated this project may involve \$126 million in federal funds over 10 years and



The Nebraska Environmental Trust

preserving NATURAL NEBRASKA™ for future generations

Mary A. Harding, Executive Director

2005 PUBLIC INFORMATION PLAN

The Nebraska Environmental Trust is renewing its emphasis on grantee publicity. The value of our grants is only appreciated through familiarity with these great projects. To help you begin to think about ways you can be more effective in this process, we have developed the following outline.

A completed outline must be submitted to the Trust no later than when you return your signed grants contract in April. Naturally, we are eager to have these *as soon as* possible to begin working with you. Questions about grant publicity opportunities and obligations should be directed to Neil Watson, Public Information Officer, at 402-471-1714 or n.watson@net.ne.gov.

Grant #: 05-161 **Project Name:** Nebraska Augmentation Program for USDA Conservation Reserve Enhancement Program Efforts
Project Sponsor: Nebraska Department of Natural Resources

Name of public information contact for grant publicity: Steve Gaul
Supervisor, Planning and
Title: Assistance Division **E-mail:** sgaul@dnr.state.ne.us
Phone #: (402) 471-3955 **Fax:** (402) 471-2900

Publicity Opportunities:

Events. Many projects sponsor public events or dedications, volunteer recognitions, etc. Trust staff can attend and participate, help distribute media announcements, and provide materials at these opportunities. List any events you anticipate and tentative dates if known:
(Examples: Annual Meeting. County Fair. Project ribbon cutting.)

At this point it is uncertain whether coordination with local landowners will involve meetings or not. Should meetings be held, the Trust's role will be publicized in those meetings.

News Releases. Most projects have periods of greater activity that are good opportunities for media contact. List activities and tentative dates if possible:
(Example: spring planting—April and May).

Signs and adhesive stickers. The Trust can supply logo stickers for equipment in several sizes, metal signs, and brass plaques. Indicate whether any of these might be applicable to your project, and estimate numbers please:

Your brochures, newsletters, and publications. Consider what print materials or handouts you might use for your project and how the Trust logo and grant acknowledgement language could be included. Trust staff will be happy to work with you in designing new materials.

We will mention this and other Trust grants to NDNR in our newsletter.

Our brochures, newsletters and annual reports. The Trust can supply a variety of printed materials to you for distribution to grantee beneficiaries, event participants, or in your offices. Please indicate any opportunities you can identify to use these materials. Estimates of numbers are very helpful here.

Since payments are sent out through the federal rather than state government, there are likely to be limited opportunities to distribute Trust material.

Your website. We ask that you place a Trust logo and notice of your grant on your website, especially if the content discusses the grant. A link to the Trust website is fantastic—and we would love the opportunity to place a link to your website on our pages.

A link to the Trust is already on our website. As part of this public information plan we will place a Trust logo on the site that when clicked will display active grants from the Trust to NDNR.

Other. You are a creative professional. How else can we promote these fantastic projects?

One of the duties of the consultant hired with these funds will be to initiate educational and awareness activities in the project area. As part of those activities the Trust's role can be noted. The project consultant will be charged with examining, refining, and adding to public information activities noted in this document.

Return with final contract to:
The Nebraska Environmental Trust
PO Box 94913
Lincoln NE 68509-4913

Direct Deposit Enrollment

Attached is the State of Nebraska enrollment form if you wish to have your grant funds deposited directly into your bank account. The State requires that any one disbursement of \$75,000 or more must be wired directly to your account - checks cannot be used in these cases.

If your organization is a state agency you will not need to complete the ACH Enrollment Form. Just mark the box below to receive all payments by IBT.

We encourage the use of the direct wire to your account when there will be multiple disbursements throughout the grant period. If your grant is for a single piece of equipment or will most likely be disbursed in one or two payments (under \$75,000) then we would suggest not setting up the direct deposit and we will send you a check.

Please print or type the information on the form. Your organization should complete the Vendor information section and sign the form at the bottom. You will need to have your bank complete the financial institution section and sign the form at the bottom as well.

Please indicate your choice below: (PLEASE RETURN THIS FORM BY MARCH 1, 2005)

- I have previously set up a direct deposit account and would like to continue using the same account with no changes.
- I have previously set up a direct deposit account but would like to change account information. Please complete the form and return it by March 1, 2005.
- I would like to set up a new direct deposit account. Please complete the form and return it by March 1, 2005.
- I do not wish to set up a direct deposit account at this time. Disbursements may be made by check.
- Not applicable – We are a state agency and all payments may be made by IBT.



Sponsors Authorized Signature

Nebraska Department of Natural Resources - 05-161

Date

STATE TREASURER ACH ENROLLMENT FORM

Mail To: Nebraska Environmental Trust
 700 South 16th Street
 P.O. Box 94913
 Lincoln, NE 68509-4913

New Change

If you have an questions when completing this form, please contact the State Treasurer's Office:

State Treasurer CCD+
 Attn: Treasury Management
 Rm. 2003, State Capitol
 Lincoln, NE 68509 CTX
 Phone: 402-471-2455
 Fax: 402-471-0816

The information below should be completed by the vendor. If there are any questions, please contact the State Treasurer's Office at 402-471-2455

It is the Financial Institution's responsibility to assure the accuracy of the following banking information. If there are any questions, please contact the State Treasurer's Office at 402-471-2455

Vendor Information

Name: _____
 Address: _____

 Federal Tax ID #: _____
 Contact Person: _____
 Phone #: _____
 Fax #: _____

_____ All payments by the State of NE
 _____ Only NE Environmental Trust
 payments

Financial Institution Information

Name: _____
 Address: _____

 ACH Coordinator: _____
 Phone #: _____
 Fax #: _____
 Nine Digit Routing Transit #: _____
 Depositor Account #: _____
 Depositor Account Title: _____
 Type of Account: Checking Savings

The services below represent an agreement between the Bank and the Customer relation to the bank passing the addendum information to the customer.

1. Both parties agree that the addendum information will be provided to the customer in the following medium:

Online Query EDI Advice No Notification Needed

2. Both parties agree that the addendum information will be provided to the customer within the following time frame:

Same day as payment date Business day following payment date.

(Please Print or Type – Original Signature Required)

Vendor Signature: _____
 Name: _____
 Title: _____
 Date: _____

(Please Print or Type – Original Signature Required)

Bank Signature: _____
 Name: _____
 Title: _____
 Date: _____

**NEBRASKA ENVIRONMENTAL TRUST FUND
INSTRUCTIONS FOR CONTRACT BUDGET SUMMARY**

It is important that we are able to determine from this summary the specific activities you expect to fund with your grant. Please contact the office if you have questions or would like assistance. This summary will be considered a binding attachment to your grant contract.

You must complete this form even if there are no changes from the original budget submitted in your application.

This budget form is for the period of April, 2005 through June 30, 2006 only. If your project is recommended for more than one year of funding, we will ask for additional budget information at the time the additional year(s) are funded. We only need the current year's budget information at this time.

If this is your second or third year of funding please include the balance of your current grant into the total budget you submit for this year. We will combine the grants into the new grant number and transfer the balance. (new award amount + balance of current grant = Total in NETF Column - Line 18)

If you need more rows or columns, please copy this form as needed and number the pages.

BUDGET CATEGORIES - COLUMN A (LINES 3-17)

Please list each category of expenditures you anticipate in this project. These may correspond with your usual accounting categories. (examples: sediment removal, engineering/design, equipment, personnel)

SOURCE OF FUNDS - LINE 1

Column B has been completed with "NETF GRANT" for you to represent our contributions to the project. You will need to show the actual amount of Environmental Trust Funds you are expending for each budget category in Column B.

Columns C-E should reflect your other contributing partner information. Identify each partner on Line 1 in Columns C-E. Identify each partner and then indicate their financial contribution or in-kind contribution for each applicable budget category. Please indicate in-kind contributions by writing "in-kind" in the cell, along with the estimated \$ value of the contribution.

TOTALS

Please add across each line 3-17 and place the totals in Column F of the form. ($3B+3C+3D+3E = 3F$ - then repeat for each budget category line)

Then add up the totals in Columns B-F and place the totals on line 18 of the form. ($3B+4B+5B...17B = 18B$ - then repeat for each column)

Cell 18F should be your total project budget amount with all contributions included.

If you need more than one page to show all of your partner contributions, please write "continued" in Column F on page one and show all the totals on the last page only.

Please be sure to keep a copy of this form, so that you may reference it when requesting reimbursement.