

Michigan Department of Environment, Great Lakes, and Energy
Michigan Aquatic Invasive Plant Control
Grant Program Handbook



MICHIGAN DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY

Table of Contents

Schedule for AIP Control Grant Program	2
Introduction	2
Grant Eligibility and Requirements	2
Eligible applicants	2
Eligible projects	3
Project area	3
Eligible costs	3
Ineligible costs	3
Grant requirements	4
Applying for a Grant	4
SIGMA VSS Account Creation and Management	4
Applying for the Aquatic Invasive Plant Control Grant Funding Opportunity	4

Schedule for AIP Control Grant Program

Activity	Due Date
Application Deadline	July 1, 2019
EGLE notify applicants of approvals	August 30, 2019
EGLE sign grant agreements	September 13, 2019
Grantees submit report(s) and notify EGLE	As specified by the eligible permit(s) (e.g., Aquatic Nuisance Control Program: November 1, 2019 or Inland Lake and Stream Program: January 31, 2020)
EGLE issue reimbursement	April 1, 2020

Introduction

The Michigan Aquatic Invasive Plant Control Grant Program was created through the addition of [Part 414 to the Natural Resources and Environmental Protection Act](#) (NREPA), 1994 PA 451, as amended. The statute is effective as of March 29, 2019. The Department of Environment, Great Lakes, and Energy (EGLE) is providing grants to eligible applicants for the control or eradication of aquatic invasive plant species in inland lakes. This grant program anticipates awarding approximately \$100,000 in fiscal year 2019 to reimburse necessary permit application fees or annual fees for the chemical, physical, biological, or combination of these methods for eligible projects. This Grant Funding Opportunity is in accordance with Part 414 of the NREPA and EGLE's procedure on outgoing grant agreements (10-005).

Complete grant applications must be received via SIGMA no later than **11:59 pm on July 1, 2019**. Late or incomplete applications will not be considered for funding.

Grant Eligibility and Requirements

Eligible applicants

Applicant and project eligibility for this grant funding opportunity are in accordance with Part 414 and DEQ Policy 10-005 titled, *Outgoing Grant Agreement Administration, Outgoing Grant Agreement Procedures*. To be eligible for funding under this opportunity the applicant must meet all the following requirements.

1. Be one of the following:
 - Legally constituted lake association
 - Legally constituted nonprofit organization
 - Property owner's association
 - Homeowner's association
 - Lake board under [NREPA Act 451 of 1994; Part 309](#)
 - Special assessment district under [Township Special Assessment Act, 1954 PA 188, as amended](#)
2. Demonstrate that a permit from the Department of Environment, Great Lakes, and Energy is in effect to conduct the control or eradication activities included in the eligible project.
3. Not be on the federal/debarment list ([SAM.gov](#)).

List of information required:

1. An approved permit from EGLE is in effect to conduct the control or eradication activities.

2. Proof of a successful financial audit within 24 months prior to the grant funding opportunity. Or 2018 Federal tax form (e.g., form 990-N, 990-EZ, 990 e-postcard, etc.)
3. Completed *AIP Control Grant Application Questions* form (blank form provided in grant funding opportunity).

Eligible projects

For a project to be eligible it must meet all the following criteria:

- Control or eradication activities target invasive aquatic plant species only.
- There is public access to the inland lake for all activities associated with the project.
- The waterbody has vegetation management goals created by a licensed commercial applicator or lake manager.
- All survey, control, eradication, and documentation activities will be completed by a qualified scientist, technician, licensed commercial aquatic applicator, or university representative.
- All control or eradication activities will use best management practices.
- The permit utilizes products approved or authorized by the United States Environmental Protection Agency, the department of Environment, Great Lakes, and Energy, or the department of Agriculture and Rural Development for control or eradication activities.
 - a. Chemicals approved for treatment of aquatic nuisance plants and/or algae in Michigan:
https://www.michigan.gov/deq/0,4561,7-135-3313_3681_3710-134667--,00.html

Project area

- All control and eradication activities must be conducted in Michigan.
- All control and eradication activities must be conducted within an inland lake or along the shore of an inland lake. An inland lake is defined as a natural or artificial lake, pond, or impoundment that has a surface area of 5 acres or more. (from [Part 301 of NREPA, 1994 PA 451, as amended](#))

Eligible costs

- Application or annual fees for State program permits required for aquatic invasive plant control or eradication activities occurring in 2019.
- Additional permit fees resulting from expansion of treatment area that occur after the July grant deadline will be reviewed on a case-by-case basis. Grantee's must submit written notification of the additional fee to egle-wrd-aip@mi.gov

Ineligible costs

- Personnel
- Supplies, materials, and equipment
- Travel (mileage, lodging, meals, etc.)
- Indirect costs
- Permit fees for projects occurring outside 2019 calendar year
- Permits that target control or eradication of native aquatic plant species
- Contractor services (management plans/goals, vegetation surveys, management activities)

Grant requirements

- Aquatic Invasive Plant Control Grant activities (application submission, review, reporting, and reimbursement) will be conducted in the SIGMA Vendor Self Service (VSS) online platform (<https://www.michigan.gov/budget/0,9357,7-379-88641---,00.html>). Instructions for creating a VSS account can be found in the Applying for a Grant section of this handbook.
- Applicants selected for funding must enter into a grant agreement contract with EGLE. Submission of a complete application for this funding opportunity constitutes agreement with all terms and requirements in the grant application. A grant agreement contract consists of:
 - The grant application materials (including attachments) submitted in SIGMA VSS
- Reporting requirements
 - The grantee must complete and submit via MiWaters any treatment or monitoring report(s) in accordance with the requirements of the approved eligible permit.

Applying for a Grant

SIGMA VSS Account Creation and Management

Eligible applicants need to create an account in VSS

(<https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>). Directions for creating an account can be found at:

https://sigma.michigan.gov/LoginExternal/Forms/SOM_VSS_User_Guide_for_New_Vendors.pdf.

Once a VSS account has been created, additional account users (e.g., commercial applicator, lake manager, etc.) can be added to assist with the completion of the grant application.

Applying for the Aquatic Invasive Plant Control Grant Funding Opportunity

Log in to SIGMA VSS using the account and password created above.

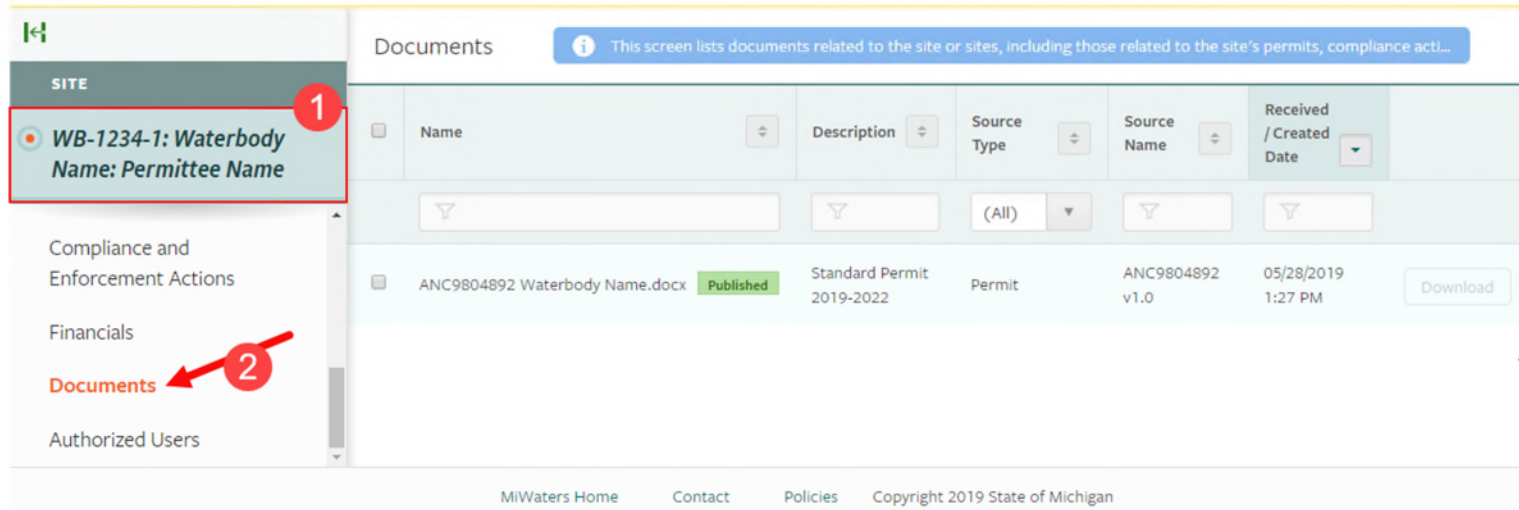
General directions for applying for a grant in VSS can be found on pages 11-21 at:

https://sigma.michigan.gov/LoginExternal/Forms/SOM_VSS_User_Guide_for_Grantees.pdf.

Directions for obtaining a PDF of an approved permit in MiWaters are as follows:

HOW TO VIEW AND DOWNLOAD A PERMIT DOCUMENT

STEP 1 To download a permit document (1) select the site from the **SITE** list, and (2) click **Documents** from the left-hand menu. This action will show the external user all documents (e.g., application documents, permit documents, email correspondences, etc.) associated with a site.



STEP 2 Click **Download** next to the permit document.
TIP: For sites with many documents, the external user may need to use filters to locate the document of interest. Helpful filters include: (1) **Source Type:** , and (2) **Source Name:** Enter the Permit Number of Interest.

