




**NOTICE OF GRANT AND AGREEMENT AWARD**

1. Award Identifying Number  NR235F48XXXXG005	2. Amendment Number	3. Award / Project Period  Date of Final Signature - 09/30/2028	4. Type of Award Instrument  Grant Agreement
5. Agency (Name and Address)  Natural Resources Conservation Service 8030 Excelsior Drive, Suite 200 Madison, WI 53717		6. Recipient Organization (Name and Address)  Sauk County 505 Broadway St Baraboo, WI 53913-2183  UEI Number / DUNS Number: MBBBU1XPJ4M5 / 076165513	
7. NRCS Program Contact  Name: Eric Allness Phone: (608) 662-4422 Email: eric.allness@usda.gov	8. NRCS Administrative Contact  Name: Kimberly Johnson Phone: (202) 772-6028 Email: kimberly.johnson2@usda.gov	9. Recipient Program Contact  Name: Cassandra Fowler Phone: (608) 355-4832 Email: cassandra.fowler@saukcountywi.gov	10. Recipient Administrative Contact  Name: Cassandra Fowler Phone: (608) 355-4832 Email: cassandra.fowler@saukcountywi.gov
11. CFDA  10.902	12. Authority  16 U.S.C. 2001-2009 16 U.S.C. 2004 16 U.S.C. 3801 et seq 16 U.S.C. 590a-590f, 590q 7 CFR 12 7 U.S.C. 1010a	13. Type of Action  New Agreement	14. Program Director  Name: Melissa Schlupp Phone: (608) 355-4838 Email: melissa.schlupp@saukcountywi.gov
15. Project Title / Description: Sauk County Farm Community and Demonstration Gardens			
16. Entity Type: B = County Government			
17. Select Funding Type			
Select funding type:	<input checked="" type="checkbox"/> Federal		<input type="checkbox"/> Non-Federal
Original funds total	\$16,000.00		\$0.00
Additional funds total	\$0.00		\$0.00
Grand total	\$16,000.00		\$0.00
18. Approved Budget			

Personnel	\$0.00	Fringe Benefits	\$0.00
Travel	\$0.00	Equipment	\$0.00
Supplies	\$0.00	Contractual	\$0.00
Construction	\$0.00	Other	\$16,000.00
Total Direct Cost	\$16,000.00	Total Indirect Cost	\$0.00
		Total Non-Federal Funds	\$0.00
		Total Federal Funds Awarded	\$16,000.00
		Total Approved Budget	\$16,000.00

This agreement is subject to applicable USDA NRCS statutory provisions and Financial Assistance Regulations. In accepting this award or amendment and any payments made pursuant thereto, the undersigned represents that he or she is duly authorized to act on behalf of the awardee organization, agrees that the award is subject to the applicable provisions of this agreement (and all attachments), and agrees that acceptance of any payments constitutes an agreement by the payee that the amounts, if any, found by NRCS to have been overpaid, will be refunded or credited in full to NRCS.

Name and Title of Authorized Government Representative  TYRONE R. LARSON State Conservationist	Signature	Date  9/25/2023
Name and Title of Authorized Recipient Representative  BRENT MILLER County Administrator	Signature 	Date  9/20/2023

#### NONDISCRIMINATION STATEMENT

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider, employer and lender.

#### PRIVACY ACT STATEMENT

The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 552a).

## Statement of Work

### Purpose

A. This grant is made by and between the United States Department of Agriculture, Natural Resources Conservation Service, hereafter referred to as "NRCS", and the Sauk County Land Resources and Environment Department, hereafter referred to as "Sauk County LRE". The collective name of both entities is hereafter referred to as the "Parties".

B. This grant award is made available through NRCS Funding Opportunity Number USDA-NRCS-WI-23-NOFO0001225.

C. The mission of Sauk County LRE is to protect, enhance, and support Sauk County's natural, cultural, and historic resources through innovative approaches, public education, and collaboration with community partners. The parties have a mutual interest in helping to bring about the conservation and wise use of land, water, and related natural resources.

D. The purpose of this grant is to develop a community garden at the Sauk County Farm, composed of raised garden beds and demonstration gardens. This garden will provide educational opportunities and demonstrate the benefit of conservation practices to local farmers and the community.

### Objectives

A. The objectives of the grant include, but not limited to:

1. Educate Sauk County farmers, through demonstration and research, to adopt conservation and resilient agricultural practices that improve soil health, promote biodiversity, restore wildlife habitat, increase profitability, and protect water quality for the creation of resilient farms and communities.

2. Educate the Sauk County agricultural community and broader public about the benefits of regenerative agriculture through collaborative and sustainable partnerships, on-site events, interpretive signage, and educational programming.

### Budget Narrative

A. The official budget described in this Budget Narrative will be considered the total budget as last approved by the Federal awarding agency for this award. Amounts included in this budget narrative are estimates. Reimbursements will be based on actual expenditures, not to exceed the total grant obligation.

Supplies: \$9,970  
Contractual: \$4,575  
Total Direct Costs: \$14,545  
Indirect Costs: \$1,455  
Grand Total: \$16,000

B. Sauk County LRE shall provide staff and resources as necessary to complete the grant deliverable items as identified in the Expected Accomplishments and Deliverables section. The budget object class category amounts estimated for completion of the deliverable item are identified below.

1. Supplies: NRCS will reimburse Sauk County LRE based on actual cost expenses for supplies necessary for the implementation of the grant.

Expense calculation (estimate):

Raised garden beds:  $300 \times 10 \text{ qty} = \$3,000$   
Sled style exhibition case:  $\$1,144 \times 2 \text{ qty} = \$2,288$   
Educational CHPL panel:  $\$260 \times 2 \text{ qty} = \$520$   
Crushed limestone:  $\$63/\text{ton} \times 12 \text{ tons} = \$756$   
Fabric weed barrier:  $\$0.11/\text{SF} \times 1,512 \text{ SF} = \$167$   
Topsoil:  $\$86.40/\text{CY} \times 16 \text{ CY} = \$1,383$   
Compost:  $\$92.03/\text{CY} \times 8 \text{ CY} = \$736$   
Gardening tools (i.e., shovels, wheelbarrow, pruning shears, hose, buckets, etc.) = \$1,120  
Total = \$9,970

2. Contractual:

Video production(s): 3-5 minute video production(s) will be created to highlight the success of the project = \$4,575

3. Indirect Costs: NRCS will reimburse Sauk County LRE for indirect costs based on a fixed rate of 10% (De Minimis Indirect Cost Rate).

$\$14,545 \text{ (direct costs)} \times 10\% = \$1,455 \text{ (indirect costs)}$

C. Adjustments between the NRCS financial contributions identified for the object class categories may be accommodated in accordance with the Prior Approval Requirements of the General Terms and Conditions.

D. The NRCS financial code associated with this grant is NR.SI.COTA.55.0000.2324T.

### **Responsibilities of the Parties**

A. If inconsistencies arise between the language in this Statement of Work (SOW) and the General Terms and Conditions document attached to the grant, the language in this SOW shall take precedence.

#### **B. SAUK COUNTY LRE RESPONSIBILITIES:**

1. Perform the work and produce the deliverables as outlined in this Statement of Work.
2. Comply with the applicable version of the General Terms and Conditions.
3. Coordinate with NRCS on all news releases and information materials produced to publicize, announce, or promote the projects, activities, and events resulting from this grant. Acknowledge NRCS support on any publications written or published or any audiovisual produced with NRCS financial support and, if feasible, on any publication reporting the results of, or describing this supported activity.
4. Work with and recognize NRCS in any public or legislative outreach deemed appropriate for aiding citizens in understanding the use of public funds and natural resources conservation benefits derived as a result of this cooperative effort.
5. Submit reports and payment requests to the ezFedGrants system or the Farm Production and Conservation (FPAC) Grants and Agreements Division via email to [FPAC.BC.GAD@usda.gov](mailto:FPAC.BC.GAD@usda.gov) as outlined in the applicable version of the General Terms and Conditions. Reporting frequency is as follows:

Performance reports: Semi-Annual

SF425 Financial Reports: Annual

Payment requests: Quarterly

#### **C. NRCS RESPONSIBILITIES:**

1. Provide consultative assistance to Sauk County LRE for guidance on completion of grant deliverable items.

### **Expected Accomplishments and Deliverables**

A. Sauk County LRE will coordinate completion of the following tasks and deliverable items:

1. Establish the gardens as a resource to the community for educational and food security purposes. Staff will work directly with Master Gardeners to set up on-site educational events for introductory and intermediate lessons in food production. Staff will collaborate with County Health staff to offer garden beds to those community members in need prior to being offered to the general public. Gardening supplies will be available on-site to all garden members to ease the burden of additional purchases beyond seeds or plants. Staff will monitor the garden on a weekly basis for maintenance and inventory of equipment.
2. Organize a minimum of one educational event centered around gardening each year with community partners such as Master Gardeners.
3. Collaborate with School Districts across Sauk County and their FFA chapters to explore opportunities for students to conduct Supervised Agricultural Experience (SEA) projects, or other educational programs.

4. Install demonstration gardens in spring of 2024, sharing planning and installation process with community members. Coordinate with County Health Department to offer gardens as a resource.
  5. Install educational signage at the gardens. Signage shall include NRCS logo and acknowledgement of funding and shall be reviewed by both parties prior to final production.
  6. Evaluate the efficacy of different regenerative practices on the farm on an annual basis by reviewing the profitability and production data shared by renters.
  7. Work closely with the Sauk Soil and Water Improvement Group (SSWIG) and other community partners annually to utilize the demonstration plots for outreach and education.
  8. Host one field day at the county farm annually.
  9. Produce a 3-5 minute video production(s) to highlight the development and success of the project, posted to social media.
  10. Coordinate annual partners meeting to evaluate the previous accomplishments and plan future activities.
  11. Develop literature for annual distribution that highlights the current projects being implemented on the property.
- B. Additional Resources: The Sauk County LRE grant proposal document titled “Sauk County Farm Community & Demonstration Gardens” is available as a supplemental reference to the grant. This proposal shall only be used as a reference, not to replace the language in this SOW.

### **Resources Required**

- A. Sauk County LRE will provide staff and resources as needed to implement the grant deliverable items.
- B. Substantial involvement by NRCS to assist Sauk County LRE in the implementation of the grant deliverable items shall not be provided due to limitations imposed for federal grant awards. Consultation assistance by NRCS staff shall be provided as needed to ensure success of the project.

### **Milestones**

- A. Budget expenditures and tasks completed on an annual basis should closely reflect the quantity amounts identified in the Budget Narrative and Expected Accomplishments and Deliverables section. The Parties will meet semi-annually (or as needed) to discuss implementation of the grant deliverable items.
- B. Key Deliverables:
1. October – December 2023: Department staff will work with Master Gardeners and Ho-Chunk Nation members to draft verbiage for educational signage.
  2. January – March 2024: Staff will order supplies for construction of garden beds, equipment, and signage. At this time staff will begin promotion of gardens to the community.
  3. April 2024: Staff will construct and install gardens and signage.
  4. April 2024: Plots will begin to be rented out.
  5. May 2024 – November 2027: Field days and educational events will be held on-site. Video production(s) will be filmed, produced, and posted to social media by the end of grant duration.
- C. Note the grant award expiration date has been identified as September 30, 2028 to accommodate potential additional time that may be needed to complete the deliverable tasks due to delays that may arise as a result of unforeseen circumstances.

## **GENERAL TERMS AND CONDITIONS**

Please reference the below link(s) for the General Terms and Conditions pertaining to this award:  
<https://www.fpacbc.usda.gov/about/grants-and-agreements/award-terms-and-conditions/index.html>