



# Volunteers & Donations

*A volunteer's time and donated services, equipment or materials can be used as all or part of the local share for a lake planning, lake protection and aquatic invasives prevention and control grant.*

This aspect of the grant program allows lake organizations and other sponsors to get “credit” toward a grant for a volunteer’s time to collect data or do other work on a project, use donated equipment or receive donated professional services.

## **Rules of the road - Here's how it works**

- Maximum value of non-specialized volunteer labor is \$8.00 per hour. Documented volunteer time can be applied toward your grant match funds. However, hours volunteered prior to the grant project are not eligible for matching funds.
- Professional services like consulting or legal counsel can be valued at market rates but must be documented by an official invoice.
- The cost of materials or the use of equipment can also be used as part of your grant match. The value of donated materials must be comparable to market rates and must be documented by an invoice. Materials could include office or building supplies. Equipment could include use of a boat, heavy equipment, or a computer. The value of donated equipment will be based on the Dept. of Transportation’s (DOT) rate schedule for similar equipment. The schedule is available from your local DOT office.
- In some instances, donated property may be used as match for a grant but several restrictions apply.
- Volunteer labor and donated services must directly relate to and be essential to the completion of the proposed project.
- All sources of local match must be included in your grant application.
- Participation in the Self-Help Lake Monitoring Program and other volunteer programs are eligible activities. Participating in a lake grant is a good way to expand or begin participation in the Self-Help Program. Volunteers will be responsible for providing data for use in the final report. Grants for the Self-Help program must apply in the Fall cycle (August 1 deadline) to coincide with annual equipment and supply ordering.

## **What can we volunteer? Examples of eligible activities and expenses**

Various activities can qualify for matching funds. These examples can be used as a guide to plan a project using volunteers.

### **Activities**

Water Quality Monitoring  
Surveys (lake use, aquatic plants, septic  
Watercraft Inspection  
Report preparation or writing  
Plant and Aquatic Invasive Species Monitoring  
Researching (historical, land records, etc.)  
Heavy machinery operation

### **Expenses**

Postage  
Printing  
Supplies  
Professional Services  
Donation of land, seed, construction equipment materials

*Each lake project is unique and circumstances may vary greatly for each grant application. The volunteer time or services allowed for the local share through the grant should be agreed upon with your DNR lake Coordinator prior to submitting your grant application.*

**EXAMPLE:**

**FAKE LAKE PLANNING GRANT**

The Fake Lake Association (FLA) is applying for a Lake Planning Grant to accomplish the following:

- Develop a benchmark of lake water quality
- Map aquatic plants
- Map land use in the watershed
- Develop a Lake History

Consultant, Jim Schaal, will provide guidance, analysis and compile and edit a final report that includes the trophic state of Fake Lake and recent trends in water quality, the aquatic plant community of the lake, a map of the immediate watershed showing significant potential sources of nonpoint pollution, and a map of all riparian septic system locations including documentation of their age and design. Extensive use of volunteers is planned.

Jeff Young and Betty Bode have volunteered to collect Secchi disk readings 14 times a year and water quality samples five times a year. The data they collect will be analyzed by the State Lab of Hygiene. Mary Conley and Judy McCann will map aquatic plants following Self-Help protocol and do a survey for Eurasian water milfoil. Mark Wakeman will research local archives to develop a History of Fake Lake.

The FLA and DNR Lake Coordinator Tim Ryan have agreed on the following values for donated labor (at \$8.00 per hour):

-Secchi disk readings (75 hours)	\$600
-Water quality sampling (90 hours)	\$720
-Plant mapping (150 hours)	\$1200
-History research (50 hours)	\$400
<u>Total value of donated labor</u>	<u>\$ 2920</u>

With a 75% state cost share, up to \$10,000, Fake Lake Association can receive a state match of \$8760 to be used toward State Lab of Hygiene costs, equipment, consultant fees, printing and supplies, for a project total of \$11,680.

**Tips for using volunteer time as matching funds**

- Contact your DNR Lake coordinator early in the planning process. They can help you plan your project, provide the proper forms, and assist in determining the value of your volunteer time.
- **Volunteers must record their time on a “time sheet” signed by the project contact.**
- Remember that grants are competitive; the more lake management activities that are included in an application, the better the chance of funding.

**For more information**

Contact your regional DNR Lake Coordinator or Environmental Grant Specialist at:

<b>Northern Region – West</b> Spooner 715-635- 2101	<b>Northern Region – East</b> Rhineland 715-365-8900	<b>Northeastern Region</b> Green Bay 920-492-5800
<b>West Central Region</b> Eau Claire 715-839-3700	<b>South Central Region</b> Madison 608-275-3366	<b>Southeastern Region</b> Waukesha 414-263-8500

Or contact any of the following: Your County Cooperative Extension Office; UWEX-Lakes Program at 715/346-2116 or uwexlakes@uwsp.edu; Wisconsin Association of Lakes at 608/662-0923 or wal@wisconsinlakes.org; DNR Central Office at 608/261-6423. Online application forms can be found at <http://www.dnr.state.wi.us/org/caer/cfa/grants/Forms/8700283.pdf>.

