

## ITEMIZED QUOTE

### Quotes must have separate line items for materials and labor.

Information for each line item must include item name/description, quantity, and pricing. The description should have sufficient info for staff to determine if item is for site preparation, planting, or other project task.

**We strongly encourage the applicant to submit a quote that ONLY includes cost share-eligible components.** If a quote includes non-eligible materials and labor, and staff cannot quickly determine which items are or are not part of the cost share project, staff will pause application review and request a revised quote or more info. Similarly, if a quote is for a much larger project beyond the scope of the proposed project, staff will likely ask for a revised quote that includes only materials and labor for the proposed cost share.

EXAMPLE OF ITEMIZED PROJECT ESTIMATE

Item	Description	Unit	Est. Qty	Cost/unit	Total (\$)
1	Design plan	Per project	1	\$255	\$255
2	Site prep	Per visit	1	\$350	\$350
3	Seeding labor	Per visit	1	\$260	\$260
3.1	Seed mix	0.25 acre	1	\$345	\$345
4	Planting labor	Per 150 plants	1	\$860	\$860
4.1	Live plants	Per plant	150	\$2.50	\$375
5	Plant delivery fee	Per order	1	\$80	\$80
				TOTAL	\$2,525



### Can I submit a single quote from a contractor that includes the cost share project as well as other work?

In most cases, no. A quote from a contractor that incorporates a lot of non-cost share project elements makes it difficult for staff to evaluate an application and determine which components are eligible. Sorting out receipts at the end of the project is also challenging. Ask your contractor to provide a quote only for the proposed cost share project. Get a separate quote for any other work you want a contractor to perform.

## NATIVE PLANTS



If your project requires the use of native plants, review the Stewardship Program native plant requirements. Key takeaways:

- Use natural-form native plants (not cultivated varieties of native plants) that are grown locally.
- Provide a detailed plant list with scientific names, container size, price each, and bloom time. Some projects require a minimum of 9 different species with bloom times distributed throughout seasons.
- All plant forms including grasses, wildflowers, shrubs, & trees qualify as blooming and count toward species minimum.
- Be aware of maximum allowable costs for native plants. Select smaller/younger plants to maximize reimbursable amount.

## MULCH

**All-natural, non-dyed wood mulch** used to reduce erosion and conserve soil moisture is considered an eligible cost share project expense. Colored wood mulch (e.g. red mulch) is not an eligible reimbursement expense.



For projects where habitat restoration is the goal, mulch will only be needed in the installation phase until the plantings begin to fill in and produce their own mulch in the form of dead plant material.

**Straw mulch (use certified weed-free) is a less expensive option than wood mulch.**

## EROSION CONTROL MATERIALS

**All erosion control materials including netted and loose materials must be wildlife friendly.** Staff may consider exceptions based upon availability and design specifications.

What's needed to qualify for cost share reimbursement:

- Installed materials must be plastic-free
- Materials must be made of 100% biodegradable natural materials such as coir, jute, wood mulch, and straw
- Straw must be certified weed-free
- Wood mulch must be non-dyed



### Choose wildlife-friendly Erosion Control Products (ECP)

NOT Wildlife Friendly	Less Risk to Wildlife	Wildlife Friendly
<ul style="list-style-type: none"> <li>• Square plastic netting that is:                             <ul style="list-style-type: none"> <li>- Degradable</li> <li>- Photodegradable</li> <li>- UV-degradable</li> <li>- Oxo-degradable</li> <li>- Oxo-biodegradable</li> </ul> </li> <li>• Made from:                             <ul style="list-style-type: none"> <li>- Polypropylene</li> <li>- Nylon</li> <li>- Polyethylene</li> <li>- Polyester</li> </ul> </li> <li>• ECPs left longer than needed</li> <li>• Silt fences reinforced with metal or plastic mesh</li> </ul>	<ul style="list-style-type: none"> <li>• Elongated mesh netting</li> <li>• Mesh greater than 2.54 cm</li> </ul>	<ul style="list-style-type: none"> <li>• Natural fiber netting or no netting</li> <li>• 100% biodegradable materials</li> <li>• Loose weave, non-welded, movable jointed netting (leno or gauze)</li> <li>• Secure ECPs with wooden stakes or live stakes</li> <li>• Bury edges of blankets and mats</li> <li>• Remove ECPs when no longer needed</li> <li>• Spray-on mulch</li> <li>• Seed and plant native vegetation</li> </ul>

For more information: Wildlife-friendly erosion prevention and sediment control. Minnesota Stormwater Manual, [https://stormwater.pca.state.mn.us/wildlife\\_friendly\\_erosion\\_prevention\\_and\\_sediment\\_control](https://stormwater.pca.state.mn.us/wildlife_friendly_erosion_prevention_and_sediment_control)