

Dane County Contract Cover Sheet

Revised 01/2024

Res 131

Dept./Division	LWRD / Parks		
Vendor Name	WI DNR	MUNIS #	3457
Brief Contract Title/Description	WDNR will provide pheasant stamp funding to Dane County for prairie restoration.		
Contract Term	July 1, 2025 - June 30, 2027		
Contract Amount	\$56,172		

Contract # Admin will assign	15928
Type of Contract	
<input type="checkbox"/>	Dane County Contract
<input checked="" type="checkbox"/>	Intergovernmental
<input type="checkbox"/>	County Lessee
<input type="checkbox"/>	County Lessor
<input type="checkbox"/>	Purchase of Property
<input type="checkbox"/>	Property Sale
<input type="checkbox"/>	Grant
<input type="checkbox"/>	Other

Department Contact Information		Vendor Contact Information	
Name	Joleen Stinson	Name	Mary Anderson
Phone #	608.422.0657	Phone #	608.220.2935
Email	stinson.joleen@danecounty.gov	Email	mary.anderson@wisconsin.gov
Purchasing Officer			

Purchasing Authority	<input type="checkbox"/> \$13,000 or under – Best Judgment (1 quote required)		
	<input type="checkbox"/> Between \$13,000 – \$44,000 (\$0 – \$25,000 Public Works) (3 quotes required)		
	<input type="checkbox"/> Over \$44,000 (\$25,000 Public Works) (Formal RFB/RFP required)	RFB/RFP #	
	<input type="checkbox"/> Bid Waiver – \$44,000 or under (\$25,000 or under Public Works)		
	<input type="checkbox"/> Bid Waiver – Over \$44,000 (N/A to Public Works)		
	<input checked="" type="checkbox"/> N/A – Grants, Leases, Intergovernmental, Property Purchase/Sale, Other		

MUNIS Req.	Req #	Org:	Obj:	Proj:	\$
	Year	Org:	Obj:	Proj:	\$
		Org:	Obj:	Proj:	\$

Budget Amendment	
<input type="checkbox"/>	A Budget Amendment has been requested via a Funds Transfer or Resolution. Upon addendum approval and budget amendment completion, the department shall update the requisition in MUNIS accordingly.

Resolution Required if contract exceeds \$100,000	<input checked="" type="checkbox"/> Contract does not exceed \$100,000		
	<input type="checkbox"/> Contract exceeds \$100,000 – resolution required.	Res #	131
	<input checked="" type="checkbox"/> A copy of the Resolution is attached to the contract cover sheet.	Year	2025

CONTRACT MODIFICATIONS – Standard Terms and Conditions		
<input type="checkbox"/> No modifications.	<input type="checkbox"/> Modifications and reviewed by:	<input checked="" type="checkbox"/> Non-standard Contract

APPROVAL	
Dept. Head / Authorized Designee	
Hicklin, Laura	Digitally signed by Hicklin, Laura Date: 2025.08.18 09:14:08 -05'00'

APPROVAL – Contracts Exceeding \$100,000	
Director of Administration	Corporation Counsel

APPROVAL – Internal Contract Review – Routed Electronically – Approvals Will Be Attached			
DOA:	Date In: 8/13/25	Date Out:	<input checked="" type="checkbox"/> Controller, Purchasing, Corp Counsel, Risk Management

Goldade, Michelle

From: Goldade, Michelle
Sent: Tuesday, August 19, 2025 10:08 AM
To: Hicklin, Charles; Rogan, Megan; Gault, David; Cotillier, Joshua
Cc: Stavn, Stephanie; Oby, Joe
Subject: Contract #15928
Attachments: 15928.pdf

Tracking:	Recipient	Read	Response
	Hicklin, Charles	Read: 8/19/2025 10:13 AM	Approve: 8/19/2025 10:13 AM
	Rogan, Megan	Read: 8/19/2025 10:12 AM	Approve: 8/19/2025 10:12 AM
	Gault, David	Read: 8/19/2025 11:57 AM	Approve: 8/19/2025 11:58 AM
	Cotillier, Joshua		Approve: 8/19/2025 2:03 PM
	Stavn, Stephanie	Read: 8/19/2025 2:31 PM	
	Oby, Joe		

Please review the contract and indicate using the vote button above if you approve or disapprove of this contract.

Contract #15928

Department: Land & Water Resources

Vendor: WI Dept of Natural Resources

Contract Description: Accept Pheasant Stamp Grant funding for habitat improvements (Res 131)

Contract Term: 7/1/25 – 6/30/2027

Contract Amount: \$56,172.00

Thanks!

Michelle

Michelle Goldade

Administrative Manager

Dane County Department of Administration

Room 425, City-County Building

210 Martin Luther King, Jr. Boulevard

Madison, WI 53703

PH: 608/266-4941

Fax: 608/266-4425

TDD: Call WI Relay 711

Please Note: I currently have a modified work schedule...I am in the office Mondays and Wednesdays and working remotely Tuesdays, Thursdays and Fridays.

**ACCEPTANCE OF A WDNR PHEASANT STAMP GRANT
FOR HABITAT IMPROVEMENTS**

The Land & Water Resources Department has secured a \$56,172 grant from the Wisconsin Department of Natural Resources (WDNR) Pheasant Stamp Grant program. The purpose of the grant is to restore and maintain prairie on several Dane County Park properties to increase habitat quality for pheasants and other prairie dependent wildlife species.

THEREFORE, BE IT RESOLVED, that the County Board of Supervisors and the Dane County Executive hereby accept the \$56,172 in grant funds from the WDNR.

BE IT FURTHER RESOLVED, that the Dane County Executive is authorized to sign the grant award agreement and the Natural Resource Manager is authorized to submit grant reports and reimbursement requests to the WDNR.

BE IT FINALLY RESOLVED, that revenue account LWRPKOP 81651 "Pheasant Stamp Grant" be increased by \$56,172. Account LWRPKOP 10079 "LTE-Land Management" shall be increased \$52,180 and LWRPKOP 10108 "Social Security" shall be increased \$3,992. All Funds shall be carried forward until realized and expended.

This document drafted by:

State of Wisconsin
Department of Natural Resources – WM/6
P.O. Box 7921
Madison WI 53707-7921

**WISCONSIN WILDLIFE STAMP
COOPERATIVE AGREEMENT**

Stamp Type:					
<input checked="" type="checkbox"/> Pheasant		<input type="checkbox"/> Waterfowl		<input type="checkbox"/> Wild Turkey	
Agreement Project ID Number:			Sponsor Name:		
PS_FY26COOPD			Shane Otto		
Sponsor Email Address:		otto.shane@danecounty.gov			
Sponsor Organization:		Dane County Parks			
Sponsor Mailing Address:		4318 Robertson Rd			
City:	Madison	State:	WI	Zip Code:	53714
Sponsor Phone Number:		608-575-0396			
Project Title:					
Dane County Pheasant Fans Favorite Place					
Project Location:					
Lat and Long location of the project site:					
Brooklyn WA: 42.8704204, -89.4827934, Hook Lake WA: 42.9409052, -89.3535257, Falk Wells Sugar River WA: 42.9474855, -89.5401227, Door Creek WA: 42.9914282, -89.2532040, Dorn Creek WA: 43.1380347, -89.4576811, Walking Iron WA: 43.1969360, -89.8014203, Halfway Prairie WA: 43.2001809, -89.6198796, Mud Lake WA: 43.2866948, -89.6715011, Lodi Marsh WA: 43.2781107, -89.5538227, Deansville WA: 43.2127488, -89.1226842					
Department Program Name:			Wildlife Management		
Payment Period: <i>(Period during which stamp funds will be encumbered and available for reimbursement to the Sponsor under this Cooperative Agreement, hereinafter referred to as the "Agreement".)</i>					
July 1, 2025-June 30, 2026 (FY26): \$28,086					
July 1, 2026-June 30, 2027 (FY27): \$28,086					
Project Scope:					
Adding 190 acres of prairie habitat, improving public lands hunting opportunities, improving brood habitat for pheasants, reduction in funding by \$5,000, no reduction explanation on application.					

Project Financial Assistance Summary		The following documents are hereby incorporated into and made part of this Agreement:
State Aid Amount	\$56,172	
Sponsor Contribution (If applicable)	\$	
Total Project Cost	\$306,758	
		Exhibit A: Selection notification letter Exhibit B: Stamp fund application packet submitted by sponsor and selected by the committee Exhibit C: Reporting guidelines and report form

General Conditions:

1. *Performance.* The State of Wisconsin Department of Natural Resources (here in referred to as the Department) and the stamp fund recipient (here in referred to as Sponsor) mutually agree to perform this Agreement in accordance with the Project application (Exhibit B) except as modified herein, terms, promises, conditions, and any assurances attached and made a part of this Agreement.
2. *Entire Agreement.* This Agreement, together with any referenced parts and attachments, shall constitute the entire Agreement and previous communications, understandings, representations or contracts pertaining to the subject matter of this Agreement are superseded. Any revisions, including cost adjustments, shall be made by a written amendment to this Agreement, signed by both parties prior to the termination date of the Agreement.
3. *Effective Date.* This agreement is in effect as of the date signed by the last party in the signature section.
4. *Sole Control.* The Sponsor shall have sole control of the method, hours worked, and time and manner of any performance under this Agreement other than as specifically provided in this Agreement.
5. *Right to Inspect.* The Department reserves the right to inspect the Project site during the Agreement period for the sole purpose of insuring that performance is progressing or has been completed in compliance with the Agreement. The Sponsor agrees to seek all necessary permissions from landowners to schedule access the Project site.
6. *Independent Contractor.* The Department takes no responsibility of supervision or direction of the performance of the Agreement to be performed by the Sponsor or the Sponsor's employees or agents. The Sponsor is an independent contractor for all purposes and is not an employee or agent of the Department. The Department further agrees that it will exercise no control over the selection and dismissal of the Sponsor's employees or agents.
7. *Declination of Funds.* Sponsor may decline the offer of financial assistance provided through this Agreement, in writing, at any time prior to the starting of the Project and before expending any funds. After the Project has been started or funds have been expended, the Department reserves the right to modify or amend the agreement through mutual written agreement of the parties.
8. *Violation.* If the Sponsor violates any provision of this agreement, the Department may notify the Sponsor in writing of such violation. If the Sponsor does not correct said violation within 30 days of notification, the Sponsor shall repay the full amount reimbursed in accordance with line 20 of this agreement, minus amounts properly spent. The Department may waive full or partial repayment if the violation is due to no fault of the Sponsor. If the Sponsor dissolves during the performance period, the Department is entitled to the full amount reimbursed to the Sponsor obtained in accordance with line 20 of this agreement, minus amounts properly spent, from the Sponsor's funds or liquidation of the Sponsor's assets. Repayments will not exceed the state aide amount.
9. *Termination.* The Department reserves the right to terminate the agreement along with all obligations of the state at any time. The Department shall provide written notice of the termination to the Sponsor, which shall be effective immediately unless otherwise noted. If terminated the Department may recoup reimbursed funds plus liquidated damages as identified by the Department as not in compliance with this Agreement. The Department may still assist the Sponsor under this Agreement to settle at minimum cost any irrevocable obligations properly incurred. The Department may waive full or partial repayment if the Department determines the termination is due to no fault of the Sponsor. Repayments will not exceed the state aide amount.

Responsibilities of the Sponsor:

10. *Applicable Law.* Sponsor agrees to comply with all applicable federal, state and local statutes and regulations in fulfilling terms of this Agreement, including but not limited to, general and special zoning, land use permit requirements, disability access, and environmental quality.
11. *Workers Compensation.* Sponsor agrees to maintain, during the performance period of this Agreement, workers compensation insurance as required by Wisconsin Statutes Ch. 102, for all employees engaged in work pursuant to this Agreement.
12. *Indemnification.* Sponsor agrees to **save, keep harmless, defend and indemnify** the Department and all its officers, employees and agents, from and against any and all liability claims, costs of whatever kind and nature, for injury to or death of any person or persons, and for loss or damage to any property (state or other) occurring in connection with or in any way incident to or arising out of the occupancy, use, service, operation or performance of work in connection with this Agreement or omissions of Sponsor's employees, agents or representatives.
13. *Nondiscrimination.* Sponsor agrees not to discriminate against any employee, applicant, or individual based on age, race, color, religion, creed, disability, handicap, sex, sexual orientation, national origin, ancestry, physical or developmental disability (as defined in s. 51.01(5), Wis. Stats.), marital status, conviction or arrest record, or military service status, in accordance with applicable law. This includes all aspects of employment, such as hiring, promotion, demotion, termination, compensation, training, and recruitment—as well as use and enjoyment of the property. Sponsor further agrees to take affirmative action to ensure equal opportunity as required by law.
14. *Affirmative Action.* If this agreement is for an amount of fifty thousand dollars (\$50,000) or more the Sponsor agrees to submit a written affirmative action plan to the Department within 15 business days after the agreement commences if an acceptable plan is not already on file with the State of Wisconsin (Sponsors with an annual work force of fewer than fifty (50) employees are exempted from this requirement). Failure to comply with the conditions of this clause may result in the Sponsor being declared an "ineligible" Sponsor, termination of the agreement, or withholding of payment.
15. *Conversion Prohibited.* The Sponsor shall ensure that the Project site is not converted to any uses inconsistent with this Project for at least 5 years after the Project is completed, unless approved in writing by Department. The Sponsor shall also ensure that no game farm, shooting preserve, deer farm, fur farm, stocking permit, dog trial permit or dog training permits shall be issued for the Project site for at least 5 years after the Project is completed.
16. *Records.* The Sponsor agrees to maintain financial and accounting records for the Agreement in accordance with generally accepted accounting principles and practices. These records may be reviewed by state officials within 3 years of Project completion. This Agreement is effective upon signing and execution and remains in effect for 5 years after Project completion.
17. *Reimbursement Requests.* Eligible expenditures for reimbursement agreed to by the Department and the Sponsor are defined within the Budget section of the Sponsor's stamp fund application (Exhibit B). The Sponsor agrees to submit reimbursement request, associated with this Agreement, to the Department within 7 days of the last day of each fiscal year (**July 7th**). If Sponsor is unable to meet the deadline, a request may be submitted to the Department for an extension. Requests may be submitted more frequently for costs incurred within the same fiscal year. The Sponsor agrees to submit reimbursement requests with documentation such as copies of invoices, timesheets, bills, canceled checks, etc.
18. *Reports.* The Sponsor agrees to submit an interim progress report within 30 days of the last day of each fiscal year by **July 30th** and a comprehensive final Project report by **August 15th** of the final fiscal year using the reporting guidelines and form incorporated within this Agreement (Exhibit C).

Responsibilities of the Department:

19. *Obligation of Funds.* The Department agrees, in consideration of the covenants and Agreements made by the Sponsor, to obligate for the Sponsor the amount shown as “State Aid Amount” on page 1, and to tender to the Sponsor that portion of the obligation which is required to pay the Department’s share of the costs based upon the state providing eligible Project costs.
20. *Reimbursement.* The Department agrees to provide the Sponsor payments (interim or final) upon completion of the following to the satisfaction of the Department:
 - (a) payment requests have been made by the Sponsor along with a financial report detailing expenditures;
 - (b) the Sponsor has provided the Department with copies of invoices, bills, canceled checks and other documents which document the costs of and expenditures of the project;
 - (c) the Sponsor has provided the Department the required reports and materials outlined in Exhibit C.
21. *Liability.* That the DNR will bear no responsibility or liability with respect to any claims or suits by third persons for damages incurred or suffered resulting from, or caused by, Sponsor, any subcontractor, or their respective employees, agents, servants and assigns activities under this Agreement.

Mutual Responsibilities of the Parties:

22. *Acknowledgement of Contribution.* The parties mutually agree that publicly disseminated oral or written communications related to the Project will recognize contributions of both parties under this Agreement.
23. *Exchange of Information.* To the extent permitted under law, the Parties agree to freely exchange Project information.

Special Conditions:

24. *State of Wisconsin Procurement.* Follow State of Wisconsin procurement guidelines for hiring construction contractors. Prepare all Project bid specifications, accept or reject all contract bids, and be solely responsible for making any contract changes, additions or deletions as the work progresses. The prime contractor shall be required to provide performance and payment bonds and carry casualty and liability insurance. The contracts shall provide that the contractor acknowledges that DNR is not a party and will assert no claims against the Sponsor or the State of Wisconsin in any disputes with subcontractors, material, men or Sponsor.
25. *Cooperation Acknowledgement.* To acknowledge the contribution of each party in publicly disseminated oral or written communications related to the Project. To cooperate in recognizing outside contributors who might provide significant funding to help underwrite costs of the Project or who otherwise are mutually deemed to deserve special recognition. The principal costs of such recognition shall be borne by the party initiating the recognition.
26. *Site Plans.* The Department agrees that it shall review the scope of any applicable architectural and engineering site plans for the Project and either agree to such plans or propose modifications to the plans as needed until the parties mutually agree.
27. *Plan Review.* The Sponsor agrees to review the topographical, soils, plant community and hydrological data required to design the Project; review site development plans and specifications for the Project; and submit the same to the DNR property manager for review and mutual approval.
28. *Maintenance.* The Sponsor shall maintain the project area in a safe condition at all times.
29. *No Parking or Storage.* The Sponsor shall not park or store any vehicles or equipment on the Premises at any time unless prior written approval is obtained from Department.

30. *Construction.* The Sponsor has or shall submit for approval to the Department a plan describing the intended placement or construction of any items on the Premises. No deviations from this approved plan shall be allowed except with the prior written approval of the Department. Within ten (10) days after the termination of this Agreement, the Sponsor shall remove all structures placed on the Premises. If the Sponsor's structures remain on the property more than 10 days after termination, (1) title to the structure(s) shall vest in the Department, or (2) the Department may remove the structure and the Sponsor shall reimburse Department for all removal costs within thirty (30) days of billing.
31. *Signage.* Any signs, postings and other markers proposed by Sponsor to be located on the Premises shall be approved by the Department prior to placement.
32. *Vegetative Management.* No cutting or trimming of trees shall be done beyond Exhibit B without the prior written approval of the Department, except for dead and down trees that obstruct passage of the Premises may be removed without such written approval. Any trees removed from the Premises remain the property of the Department, unless the Department agrees to a timber sale or that the sponsor may remove timber materials from the site and sell or dispose of them at their discretion. All trees having commercial value including firewood shall be cut in standard lengths and be piled at a location on the Premises designated by the Department. All stumps, slash, waste materials and other debris shall be disposed of by the Sponsor as directed by the Department. Use of pesticides and herbicides in shall only be allowed pursuant Exhibit B. Any pesticides or herbicides used as part of a management plan must conform to the Forest Stewardship Council list found at <https://ic.fsc.org/en/our-impact/program-areas/forest-program/pesticides>. Permittee shall report to the Department at least annually, the chemicals that are applied on the Premises including the date, product trade name, active ingredient(s) and corresponding CAS number(s), purpose, rate, location with a map, total area treated, and total amount of chemical used.
33. *Public Use.* The Sponsor understands that the Premises are open to the public. The Premises are open for use to all members of the general public without regard to race, creed, marital status, color, sex, national origin, age, handicap, ancestry, sexual orientation, arrest record or conviction record.
34. *Prohibitions.* The Sponsor shall not allow grazing on the Premises, unless addressed in Exhibit B. The Sponsor shall not disturb or harass wildlife or disturb wildlife habitat on the Premises.
35. *NR 45 Enforcement.* The Department retains management, supervision and control over the Premises for the purpose of enforcing pertinent state laws needed to protect the Premises, its natural resources or the general public, including Chapter NR 45, Wis. Admin. Code, which governs the conduct of visitors to state lands.
36. *Hunting and Fishing.* This Agreement does not give the Sponsor, its guests, members or agents, any rights pertaining to hunting, fishing, or trapping. These rights remain under the control of the State of Wisconsin.
-

The person(s) signing for the Sponsor represents both personally and as an agent of his or her principal that he or she is authorized to execute this Agreement and bind his or her principal, either by a duly adopted resolution or otherwise. Additionally, the Sponsor certifies they have read, understood and agree to bind the principal to the terms and conditions of this agreement.

SPONSOR REPRESENTATIVE

Signed this _____ day of _____, 20____.

BY _____
Signature of Sponsor Representative

LANDOWNER ACKNOWLEDGEMENT

(For work occurring on lands not owned by the Department or Sponsor)

I, the undersigned landowner, certify that I have read and understand this Agreement, consent to the completion of the Project on lands I own within the Project Location, and will cooperate in the Project's completion, including by permitting access by the Department and Project Sponsor as described in this Agreement.

Signed this _____ day of _____, 20____.

BY _____
Signature of Landowner

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES

Signed this _____ day of _____, 20____.

BY _____
Steven Little, Deputy Secretary

EXHIBIT A



April 22, 2025

Shane Otto - Dane County Parks
4318 Robertson Rd.,
Madison, WI 53714

Subject: Project Selection Notification – FY26/27 Pheasant Stamp Funds

Dear Shane:

On behalf of the Wisconsin Department of Natural Resources, I am pleased to inform you that your project titled “Dane County Pheasant fans favorite place” has been selected for funding through the Pheasant Stamp Fund Program for the FY 2026-2027 funding cycle.

Your proposal was reviewed and evaluated based on its alignment with the fund’s mission to support pheasant habitat management, research, education, and other related conservation efforts across the state. The review committee determined that your project demonstrated strong merit in furthering these objectives.

The approved partial funding amount for your project is \$56,172. Please review the following details and prepare for the next steps:

1. **Cooperative Agreement:** A formal cooperative agreement outlining the terms and conditions of funding will be sent under separate cover in the following weeks. The Cooperative Agreement must be reviewed, signed, and returned within 2 weeks of receipt of the document.
2. **Project Timeline:** Please ensure the project adheres to the proposed timeline. If any changes are anticipated, notify the WDNR project liaison immediately.
3. **Reporting Requirements:** Recipients are required to submit an interim progress report and a final report upon project completion. Specific reporting deadlines will be outlined in the cooperative agreement.
4. **Acknowledgment:** All project materials and publications must acknowledge support from the WDNR Pheasant Stamp Fund.

We commend your commitment to pheasant conservation and habitat enhancement in Wisconsin. Your efforts are essential to sustaining our state's rich natural resources and hunting traditions.

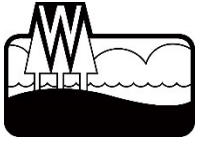
Should you have any questions regarding this award or the next steps, please contact The Stamp Team at DNRWMPheasantStampFundApplication@Wisconsin.gov

Congratulations, and we look forward to your project's success.

Sincerely,

Stamps Team

EXHIBIT B



State of Wisconsin
Department of Natural
Resources
PO Box 7921, Madison WI
53707-7921
dnr.wi.gov

Pheasant Stamp Fund Habitat Application

Notice: Personally identifiable information provided on this form is intended to be used for Pheasant Stamp Program needs only but may be made available when requested under Wisconsin's Public Records laws (ss. 19.32 – 19.39, Wisconsin Statutes).

Eligibility: Eligible applicants are units of government, state agencies (excluding Wisconsin's Wildlife Management Program), colleges and universities, school districts, tribal units of government, and private nonprofit organizations. In accordance with Wisconsin Statutes s. 20.370(1)(hr) for pheasant restoration, forty percent of the funds received under s. 29.191(2) must be applied to developing, managing, preserving, restoring, and maintaining the pheasant population in Wisconsin.

Instructions: Projects must focus on the development, management, preservation, or restoration of pheasant habitat. Successful proposals should describe how the project will enhance or restore critical habitat components for pheasants, such as food sources, cover, nesting areas, and brood-rearing habitats. Projects should align with Wisconsin's Wildlife Habitat Priorities and address the specific needs of the pheasant population. Applicants must ensure that their management practices will contribute to the long-term stability and health of pheasant populations in the state.

Please submit the application as directed in the "How to Apply" section of the Pheasant Stamp RFP.

Section 1 and 2, Project and Applicant Information: use this section for base project information for all application types.

1. Project Title & Summary

Project Title: Dane County Pheasant fans favorite place
Pheasant Stamp Funding Requested: \$61,172
Anticipated Secured Contribution: \$245,586
Total Project Cost: \$306,758

2. Applicant Information

Full Name of Applicant: **Shane Otto**
Organization: Dane County Parks
Mailing Address: **4318 Robertson Rd. Madison, WI 53714**
Phone: 608-575-0396
Email: **otto.shane@danecounty.gov**

Full Name of Contact (*if different from applicant*): **Shane Otto**
Mailing Address: **4318 Robertson Rd. Madison WI 53714**
Phone: 6058-575-0396
Email: **otto.shane@danecounty.gov**

Section 3, Project Area, Level of Protection, and Public Access: (max. 10 points.) Include a map of location as attachment with lat./long. Coordinates.

3a. Please indicate project acreage and describe the current land use and habitat type at the proposed project site, as well as for the adjacent area.

Project acreage: **400 acres DNR, 500 acres DCP; 900 total**

Current land use and habitat type of project site: **Public lands open to hunting with row crop agriculture, grasslands, wetlands, oak woodland, and oak savanna**

Current Land use and habitat type of adjacent areas: **Public lands open to hunting with row crop agriculture, grasslands, wetlands, oak woodland, and oak savanna**

3b. Current level of protection for the proposed project site: (5 points.)

☐ Permanent conservation easement (5 points.)

Easement holder: [Click or tap here to enter text.](#)

☒ Land permanently protected by governing body: (5 points.)

☒ State ☐ Federal ☒ County

☐ Land-use / Management Agreement (2 points.) (i.e. VPA/THAP)

Type of agreement: [Click or tap here to enter text.](#)

Years remaining: [Click or tap here to enter text.](#)

☐ Non-protected land (0 points.)

3c. Is the project area OPEN to the public hunting of pheasants? (5 points.)

☒ Public land open to hunting pheasants (5 points.)

☐ Public land open to Pheasant hunting, with some restrictions (3 points.)

List restrictions: [Click or tap here to enter text.](#)

☐ Private land on which public access for hunting of pheasants is permitted under a formal agreement (e.g., VPA-HIP or THAP) (2 points.) [Click or tap here to enter text.](#)

☐ Not open to public hunting (0 points.)

Section 4, Project Background and Context: (max. 10 points.) (include a strategy to share project goals and how they meet the habitat needs of Pheasant to stakeholders, as noted in the request for proposal (RFP document).

4a. Background and Context (5 points): Concisely state the problem or issue that this proposal addresses. Include important background information.

Budget restrictions are a limiting factor in seeding prairies, especially highly diverse species planting. Which we believe are imperative for invertebrate production, thus creating adequate brood food sources. A highly diverse prairie can cost several thousands of dollars per acre to plant. These LTEs will help provide that seed through seed collection work days with volunteers. Maintenance of this habitat is also critical. This funding will also help support our fire crew and weed management. This work is imperative for keeping past habitat investments intact.

4b. Does the project address priority goals identified within the National Pheasant Plan? (5 pts) [National Pheasant Plan](#)

☒ Yes (5 pts.) ☐ No (0 pts.)

If "Yes", list the specific goals being addressed:

Maximize the resources available to federal and state agencies, NGOs, and other partners to improve pheasant abundance, access to quality hunting opportunities, and other amenities necessary to improve pheasant

hunter participation and the relevance of pheasant management. Maximize the efficiency with which federal and state agencies, NGOs and other partners use their collective resources to improve pheasant abundance, hunter participation, and management relevance. Adding 190 acres of critical grassland cover to the landscape.

Section 5, Ecological Considerations: (max. 30 points.) Projects not within a priority habitat are not eligible for funds.

5a. Will the project take place in a Priority Pheasant Habitat Management Area? (Reference Appendix A in the RFP document)

- ☒ Priority County/Countries (10 points.) **Dane County**
☐ Other (5 points.) Click or tap here to enter text.

5b. What is the Wisconsin Grassland Priority Ranking level where project work will occur? (Reference Appendix B in the RFP document).

- ☒ High (10 points.) ☐ Medium (5 points.) ☐ Low (2 points.)

5c. Describe the extent to which the project addresses the priority habitat needs. (10 points.)

(How do the proposed practices align with the priority habitat needs? How will the results of the project be sustained after the funding period ends? How does the project impact other Wisconsin species and natural communities of conservation need?)

The first restoration project will occur at a county-owned property, Walking Iron Wildlife Area. This property is an oasis of wildlife habitat in a sea of row crop agriculture. This property is open to public hunting and is stocked with pheasants on a regular basis and is known to produce wild broods as well. The large scale of this property (898 acres) and being Dane County Parks owned land offers hunters a very unique opportunity—a place to hunt without overcrowding and no hunting hour restrictions on this property. This project will enhance current habitat that was previously funded by the Wisconsin Pheasant Stamp and Pheasants Forever. Thirty-five acres of new habitat will be created by converting row crop agriculture to a diverse and resilient prairie. We are requesting funds for hiring two Limited Term Employees (LTE). One of these LTEs will work on a shared crew with the DNR Dane County Wildlife Management Crew. Dane County Parks has been working with The DNR habitat crew and sharing a crew for 5 years. This collaboration has been critical to habitat restoration in Dane County for Pheasants and other wildlife species. The DNR sites that the crew members will be enhancing with native seeding, prescribed fire, pheasant stocking, or invasive species control include Deansville Wildlife Area, Hook Lake Wildlife Area, Lodi Marsh Wildlife Area, Goose Lake Wildlife Area, and Brooklyn Wildlife Area. These individuals will also work alongside the Dane County Parks funded project position and will be integral in restoring and maintaining an additional 500 acres county-owned lands by mowing, seeding, prescribed fire, and invasive species control at Mud Lake Wildlife Area, Dorn Creek Wildlife Area, Falk Wells Wildlife Area, Walking Iron Wildlife Area, and Halfway Prairie Wildlife Area. The second restoration project is a 160-acre prairie restoration that will take place at the DCP property at Door Creek Wildlife Area. This project will be planted in the winter of 2026/2027. Dane County has a robust volunteer seed collection program. Volunteers and staff will collect and process prairie seed that we will use as matching funds for this project. In 2024 we had 1,411 hours donated by volunteers collecting prairie seed for our restoration projects and they also spent 471 hours helping process native seeds. This work equates to 175 species for a total weight of 3,400 pounds and a value of one million dollars. We believe that teaching and empowering volunteers to be

advocates of land stewardship is vital to the future success of maintaining these critical wildlife habitats. This project will be implemented along with funds for a NAWCA grants for earth work providing habitat for waterfowl as well as pheasants at Walking Iron Wildlife Area.

Section 6, Project Timeline and Deliverables: (max. 10 points.) Provide a timeline (list, table, or chart) with grant and Secured-funded tasks and major milestones. Your timeline may begin no earlier than July 1, 2025 (include activities counted as Secured funding).

6a. Provide a list of tasks or deliverables. Describe how products will achieve results. “Measurable results” from Section 5c. should be incorporated into this section. (7 points.)

Fall 2025 Start seed collection for 2026 plantings. Collect \$100,000 or half of the need seed
Spring 2026 Co-op farmers plants no-till beans for seed bed prep for prairie plantings and RX Fire for maintenance. Burn 200 acres
Summer 2026 Weed management begins with LTE’s. Treat 100 acre of invasives. Mow 50 acres.
Fall 2026 Seed collection for match and species diversity. Collect the \$100,000 or half of the seed needed
Winter 2026/27 Frost seed priaires. Plant 190 acres
Spring 2026/27 RX Fire and weed management Burn 200 acres Treat 100 acres. Mow 50 acres
Summer 2027 Co-op farmer mows newly seeded prairie for establishment as well as weed management. Farmer mows new planting 2X =380 acres mowed for grow in.

6b. Describe how the project will encourage public participation or engagement and how the final results of the project will be shared and or distributed. (3 points.)

Dane County Parks conducts at least four seed collection workdays per week during the fall. In the 2024 seed collection season these volunteers collected over 175 species of native seeds. Our volunteers then helped us clean those seeds to an accurate weight for designing seed mixes. Our volunteers also help weigh out the seed mixes This year that harvest included 3,200 lbs of cleaned seed and that seed had a market value of approximately \$1.2 million. That seed was divided into over 70 different sites that will create or enhance hundreds of acres of valuable wildlife habit. Dane County Parks also contracts with 2.5 Operation Fresh Start(OFS- is a program that works with disenfranchised youth and helps them gain employability skills as well as a drivers liscence and High School diploma) and cooperative farmers to develop work plans and implement them that help maintain our lands. This unique collaboration has led to a extremely robust restoration and habitat maintainance program. Over the last several years, this collaboration has led to thousands of acres being restored enhanced or maintained. This conservation model is bolstered tenfold when we can receive a financial inverstment from funding like this grant offered by the Department of Natural Resources.

Section 7. Budget (max. 5 points.)

NOTE: Pheasant stamp funds *cannot* be used for permanent salaries and wages or as applicant or partner cost-share dollars. Funds may be used to cover the salary of short-term/temporary field positions for their time spent on the project.

NOTE: DNR-SEG funds are not eligible, and Turkey or Waterfowl Stamp requests are not considered cost-share.

	Pheasant Stamp Funds	Secured Contributions
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Partnership wages & benefits (including fringe): 3 LTE's	\$61,172 2 LTE's	\$30, 586 DCP LTE
Supplies (specify): Seed collected by DCP volunteers	Click or tap here to enter text.	Click or tap here to enter text.
Services (contracted, purchased, or otherwise; specify): Click or tap here Site prep, collected seed, seeding, mowing, invasive management, contracted services to enter text.	Click or tap here to enter text.	\$195,000
Capital/equipment purchases (specify): Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Other costs (specify): Operation Fresh Start Crew 2 months of weed management .	Click or tap here to enter text.	\$20,000
Donated labor from partner groups (specify # of hours; value of donated labor = \$12/hour)	Click or tap here to enter text.	Click or tap here to enter text.
Sub-totals (sum of each column)	\$61,172	\$245,586
Total Project Cost Estimate	\$306,758	Click or tap here to enter text..

7a. What is the total percent (%) secured contributions provided by partner groups? Use the sub-total from the Secured column and divide the total project cost: **80%**

Points (excludes Secured requirements for equipment purchases addressed in RFP)-

0-24% Secured = 1 point, 25-74% Secured = 3 points., >=75% Secured = 5 points.

7b. List of ALL Contributors and Contributions:

Contributor: Dane County

Contribution: 1 LTE \$30,586 ☒ Secured ☐ Unsecured

Contributor: Dane County volunteers

Contribution: Seed collected \$195,000 ☒ Secured ☐ Unsecured

Contributor: Dane County

Contribution: OFS for 2 months ☒ Secured ☐ Unsecured

7c. What is the total cost per acre?

Cost/acre, calculated with Pheasant Stamp request only: \$67.97

Cost/acre, including Applicant & Partner Contributions: \$340.84

7d. Will the project be used as a secured source for any federal or regional grants? ☐ Yes ☒ No

If "Yes" please list grant(s): Click or tap here to enter text.

7e. Will you accept partial funding? ☒ Yes ☐ No

If "Yes", what percent (%) of the total requested? Click or tap here to enter text.

If awarded partial funding, how will your Project Goals and Objectives change?

Click or tap here to enter text.

Certification

By my signature below, I certify that I am the person making this request and that, to the best of my knowledge, the information stated above is complete and accurate.

NOTE: If submitting this request via email please type your name on the signature line. Your typed name, along with the email submission of this form, will be used as an electronic signature which is the legal equivalent to an actual signature.

Signature of Applicant: Shane B. Otto
Printed Name: Shane B. Otto
Date Signed: 2/14/2025
Signature of Principal Partner: Julie Widholm
Printed Name: Julie Widholm
Date Signed: 2/14/2025

Pheasant Stamp Program Proposed Project Sites FY26-27



- Dane County Parks Wildlife Areas
- DNR Wildlife Areas

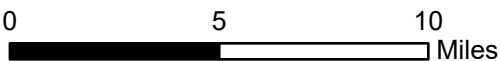
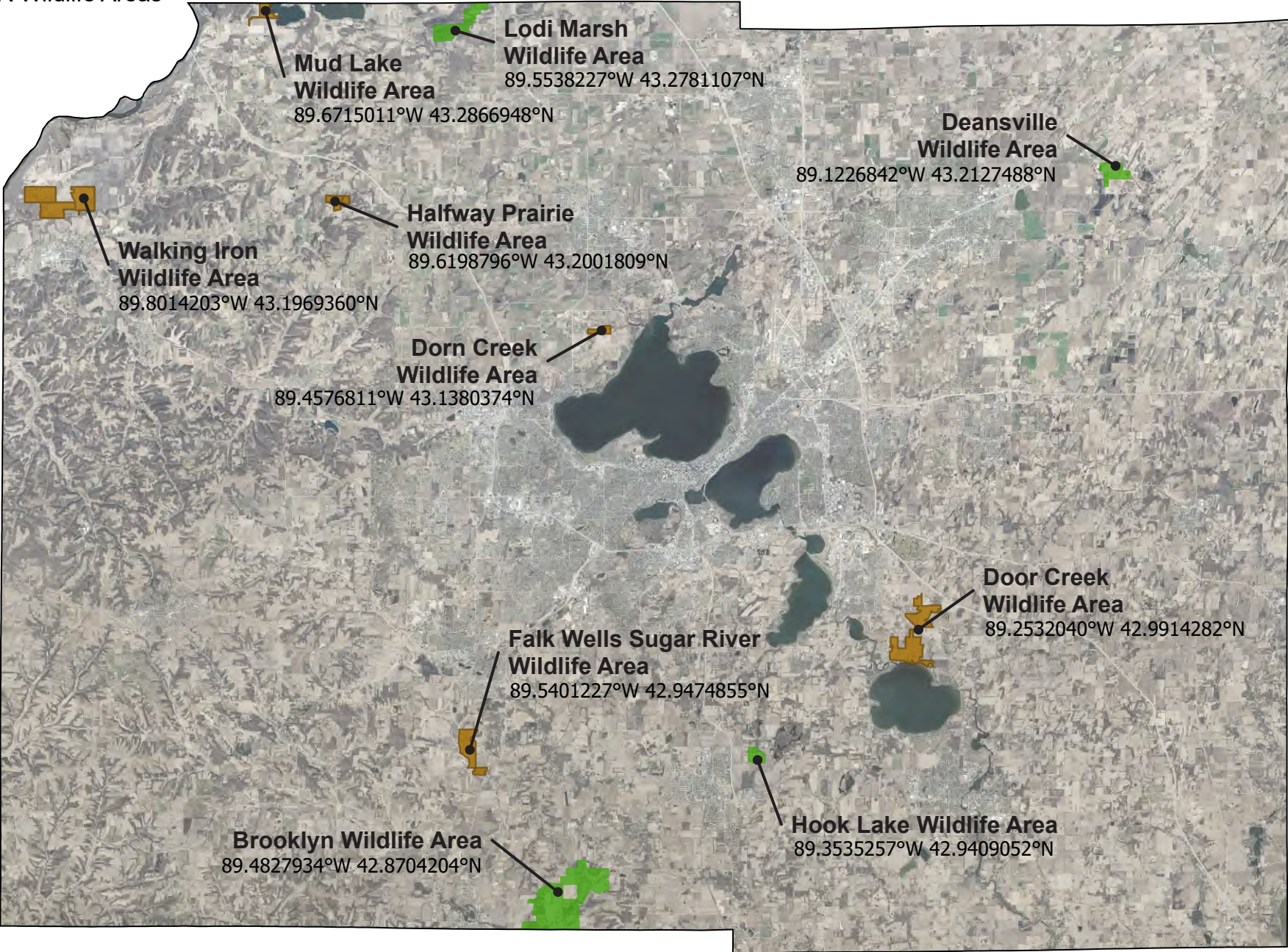


EXHIBIT C

Reporting is a critical component of any project, especially those funded through programs like the Stamp Initiative, as it ensures transparency, accountability, and the effective use of resources. Documenting project activities, expenditures, and outcomes offers clear records of how funds are utilized and demonstrates tangible benefits achieved, such as acres managed, or the number of workshops hosted. Ultimately, reporting not only highlights the achievements of a project but also reinforces the importance of habitat and species management efforts.

Step-by-Step Instructions:

1. General Information:

- Agreement Project ID Number: Enter the unique identifier assigned to your project.
- Date: Provide the date the report is being submitted.
- Project Title: Matches the title provided in the original application.
- Amount of Stamp Funds Allotted: Fill in the amount of funds allocated for Year 1 and Year 2 and calculate the total.
- Project Contact: Provide the name of the person responsible for managing the project.
- Contact Information: Include the project contact's email address, organization, mailing address, city, state, ZIP code, phone number, and fax number.

2. Project Results:

- Project Start Date: Enter the date the project began.
- Completion Date: If submitting a final report, provide the completion date. For interim reports, mark them as "N/A."
- Counties Affected: List the counties where the project has had an impact.
- State Properties Affected: Specify any state properties that were affected by the project.
- Total Number of Acres Affected: Provide the total number of acres impacted, breaking it down into public and private property percentages.

3. Project Accomplishments Overview:

- Improvements Accomplished: Describe the improvements made during the project, such as acreage restored, type of habitat improved, wildlife use, and outreach efforts.
- Issues During Implementation: Discuss any challenges or issues encountered during the project and how they were addressed.
- Suggestions for Improvement: Provide any recommendations for improving the project in the future.
- Evaluation and Monitoring Plans: If applicable, describe any evaluation or monitoring practices used during the project.
- Project Map: Combine all project-related maps into a single PDF file. Provide the PDF name and the number of maps included.
- Project Images: Compile all project-related images into a zipped folder. Provide the file name and the number of images included.

4. Itemized Project Costs:

- Activity Description: List all activities undertaken during the project, such as salaries, wages, benefits, services, capital purchases, supplies, and other costs.
- Year 1 and Year 2 Costs: Provide the costs for each activity for both fiscal years.
- Total Project Cost: Calculate the total cost for the project.
- Stamp Funds Used: Specify the amount of Stamp funds used each year.
- Cost-Share Summary: List any non-Stamp funding sources, such as gifts, volunteer time, other grants, or donations.

5. Ongoing Project Efforts:

- Provide a summary of any post-completion activities that will be carried out by the grantee, such as maintenance or operational efforts.

6. Certification:

- Signature of Applicant: Sign the report to certify that the information provided is true, complete, and accurate.
- Printed Name: Print the name of the person signing the report.
- Date Signed: Provide the date the report was signed.
- Signature of Property Manager: If different from the applicant, the property manager should also sign and provide their printed name, and the date signed.

Additional Notes:

Highlighting Efforts:

- Quantify Impact: Use specific metrics (e.g., acres restored, species benefited) to demonstrate the project's impact on habitat and/or species improvement.
- Visual Documentation: Include maps and images to visually showcase the before-and-after state of the habitat or outreach events.
- Success Stories: Share any notable successes, such as increased wildlife populations or improved public access to restored areas.
- Community Involvement: Highlight any community or volunteer involvement in the project, emphasizing the broader impact on local conservation efforts.

Deadline: Project accomplishment reports are required within 30 days of the last day of each fiscal year by July 30th and a comprehensive final Project report by August 15th of the final fiscal year using the reporting guidelines and form. Completing the interim and final project report is required to carry over funds from the first fiscal year to the second. Failure to complete an interim project report may result in a forfeiture of funds for the second year. Failure to complete the final report may result in the inability to apply for future stamp funds. The fiscal year runs from July 1 through June 30.

State of Wisconsin
Department of Natural Resources- WM/6
PO Box 7921, Madison WI 53707-7921
DNRWMPheasantStampFund@wisconsin.gov
DNRWMWaterfowlStampFund@Wisconsin.gov
DNRWMWildTurkeyStampFund@Wisconsin.gov

Wildlife Stamp Reporting Guidelines FY26/27

Final Inspection: The DNR may conduct a final inspection to ensure the project was completed according to the approved work plan and budget. Any discrepancies must be remedied by the grantee before the final payment is released.

By following these instructions, you will ensure that your Stamp Accomplishment Report is comprehensive, accurate, and effectively highlights the positive outcomes of your habitat conservation efforts.

Wildlife Stamp Accomplishment Report

Project accomplishment reports are required within 30 days of the last day of each fiscal year by **July 30th** and a comprehensive final Project report by **August 15th** of the final fiscal year using the reporting guidelines and form. Completing the interim and final project report is required to carry over funds from the first fiscal year to the second. Failure to complete an interim project report may result in a forfeiture of funds for the second year. Failure to complete the final report may result in the inability to apply for future stamp funds. The fiscal year runs from July 1 through June 30.

Stamp Type: ☐ **Pheasant** ☐ **Waterfowl** ☐ **Wild Turkey**

☐ **Interim Report** ☐ **Final Report** For the final report, include information from both years.

Agreement Project ID Number:					Date:	
Full Name of Project Contact:						
Contact Email Address:						
Contact Organization:						
Mailing Address:						
City:		State:		ZIP Code:		
Phone Number:					Extension:	
Amount of Stamp Funds Allotted:	Year 1:	\$		Year 2:	\$	
					Total:	\$

PROJECT RESULTS:

Project Start Date:		Project Completion Date: (If Final Report)			
Counties Affected:					
State Properties Affected:					
Total Number of Acres Affected:		% Public Property:	%	% Private Property:	%

PROJECT ACCOMPLISHMENTS OVERVIEW: Provide a Concise summary of the completed project, by objective following the work plan and budget approved by the DNR; the text boxes will expand as you type.

A. Describe improvements accomplished during the project (e.g., acreage, type, wildlife use, outreach, etc.).

B. Describe issues during project implementation.

C. Discuss any suggestions that could have improved the interim/completed project.

D. If applicable, describe any evaluation and monitoring plans or practices utilized.

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Wildlife Stamp Reporting Form FY26/27

E. Project Map. Combine all maps associated with the project into one PDF file and include it with the emailed report. **Send to:** DNRWMPheasantStampFund@wisconsin.gov, DNRWMWaterfowlStampFund@Wisconsin.gov, or DNRWMWildTurkeyStampFund@Wisconsin.gov

Provide the PDF name and the number of maps in the PDF:

--

F. Project Images. Combine all images associated with the project into one zipped folder and include it with the emailed report.

Send to: DNRWMPheasantStampFund@wisconsin.gov, DNRWMWaterfowlStampFund@Wisconsin.gov, or DNRWMWildTurkeyStampFund@Wisconsin.gov

Provide the file name and the number of images in the folder:

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Wildlife Stamp Reporting Form

FY26/27

ITEMIZED PROJECT COSTS:

ACTIVITY DESCRIPTION <i>(add or remove rows as necessary)</i>	COST	
	Year 1	Year 2
Salary, Wages, & Benefits (please specify):		
	\$	\$
	\$	\$
Services (contracted, purchased, or otherwise; please specify):		
	\$	\$
	\$	\$
Capitol Purchases (please specify):		
	\$	\$
	\$	\$
Supplies (please specify):		
	\$	\$
	\$	\$
Other Costs (please specify):		
	\$	\$
	\$	\$

	Year 1	Year 2
Total Project Cost:	\$	\$
Stamp \$\$ Used:	\$	\$
Cost-shared \$\$ Used:	\$	\$

COST-SHARE SUMMARY:

Non-Stamp Funding Sources <i>(please list gifts, volunteer time, other grants or donations, etc.)</i>	Year 1	Year 2
	\$	\$
	\$	\$
	\$	\$
	\$	\$

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Wildlife Stamp Reporting Form FY26/27

ONGOING PROJECT EFFORTS: Provide a concise summary of any post-completion activities to be carried out by the grantee.

(Note: Grantees are responsible for any continuing efforts needed to operate or maintain the project after completion.)

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Wildlife Stamp Reporting Form FY26/27

CERTIFICATION:

By signing this report, I, the Sponsor's project delegate, certify, to the best of my knowledge and belief, that the report is true, complete, and accurate and the expenditures, disbursements, and cash receipts are for the purposes and objectives outlined in the agreement. I am aware that any false, fictitious, or fraudulent information or the omission of any material fact may be subject to penalties.

Signature of Project Contact

Printed Name

Date

NOTE: If submitting this request via email please type your name on the signature line. Your typed name, along with the email submission of this form, will be used as an electronic signature which is the legal equivalent to an actual signature.