

NH LAKES 2009 Lake Host™ Program - Summary of Key Points

NH LAKES feels fortunate to be able to offer the Lake Host Program for its eighth year, despite receiving a significantly reduced level of state funding compared to what has been received for previous years to implement the program. NH LAKES has incorporated ways to reduce the overall administrative costs of the program, in an effort to make available as much funding as possible to award payroll grants to participating organizations.

We encourage all groups that have participated during previous years to apply to the 2009 program. While your group may receive a reduced grant award compared to what was received in previous years, it is important that your group continue to participate in the Lake Host Program so that your lake, and other lakes, are protected from the spread of devastating exotic aquatic plants. **No lakes participating in the Lake Host Program that were previously uninfested with an exotic aquatic plant have become infested while being protected through the program!** In addition, by participating in the program, not only are you protecting the health and enjoyment of your lake, you are also helping protect the economy.

NH LAKES encourages participating groups to solicit financial support from local groups (lake association members, conservation commission, municipality, and local businesses) to extend ramp coverage for paid Lake Hosts, and additional volunteer support to supplement your 2009 Lake Host Program. NH LAKES has developed outreach materials for groups to solicit local support. (These materials are posted on the NH LAKES website at www.nhlakes.org.) If you need additional assistance, please contact NH LAKES at (603) 226-0299 or lakehost@nhlakes.org.

The Lake Host Program is a project built on team work and shared resources make it work. NH LAKES is leveraging every resource we have in order to offer fundraising support, solutions and innovation to fight for the future of the program and we hope that your group will too. The future health and enjoyment of New Hampshire's lakes depends on it!

NEW AND/OR ALTERED FROM THE 2008 PROGRAM

ELIGIBILITY - GRANT ASK AMOUNT GUIDELINES (up to \$750, \$1,000, \$1,500, \$2,000):

(Please note that actual award levels may be adjusted based on the total amount groups apply for.)

- \$750 grants are for boat ramps where not more than 100 courtesy boat inspections were conducted in 2008.
- \$1,000 grants are for boat ramps where between 101 and 500 courtesy inspections were conducted in 2008.
- \$1,500 grants are for boat ramps where between 501 and 1,000 courtesy inspections were conducted in 2008.
- \$2,000 grants are for boat ramps where more than 1,000 courtesy inspections were conducted in 2008.
- ****NOTE**** first time ramps are eligible for \$750 grant awards.

The 2009 Lake Host™ Program payroll grant awards will be allocated on a per-ramp basis based on the number of courtesy inspections conducted at each individual ramp in 2008—or the last previous year the ramp was staffed through the Lake Host™ program. If the ramp has never been staffed through the program, the maximum award per ramp is \$750. **If you do not know how many courtesy inspections were conducted at a particular ramp during a previous year, contact NH LAKES at lakehost@nhlakes.org or (603) 226-0299.**

CASH VALUE OF VOLUNTEER TIME: *New rate.* This year, the match rate for volunteer time is calculated at **\$19.51** per hour (instead of \$18.77, as was the case in 2008).

MILEGAE REIMBURSEMENT RATE: *New rate.* This year, the mileage reimbursement rate for volunteer out-of-pocket expenses is \$0.58 per mile (instead of the \$0.505 as was the case in 2008.)

ORGANIZATIONAL MEMBERSHIP RATE MATCH: As in previous years, each applying organization must be a NH LAKES member organization in good standing to participate in the NH LAKES Lake Host Program. The minimum organizational rate is **\$300** per organization. **In 2009, your minimum organizational membership rate of \$300 will be counted towards your grant match.**

TRAINING SESSIONS AND REQUIREMENTS: All formal NH LAKES/DES Training Sessions will be held at the Department of Environmental Services in Concord. **No training sessions will be held at the Audubon Center in Concord.**

The following program participants are required to attend a **NH LAKES/DES formal training session:**

- New Point Persons: required
- Returning Point Persons: required
- New paid Lake Hosts: required
- Returning paid Lake Hosts: optional
- Returning volunteer Lake Hosts: optional
- New volunteer Lake Hosts: optional

The following program participants are required to attend a **local training session** given by the Point Person/Managing Lake Host:

- Returning paid Lake Hosts that do not attend a 2009 NH LAKES/DES formal training session
- Returning volunteer Lake Hosts that do not attend a 2009 NH LAKES/DES formal training session
- New volunteer Lake Hosts that do not attend a 2009 NH LAKES/DES formal training session

HARD CASH FOR RAMP EXTENSION SUBMISSION PROCEDURE

Unlike in previous years, **NH LAKES will not be able to upfront salaries and statutory benefits for paid Lake Hosts this year.** Unfortunately, NH LAKES is unable to offer this courtesy due this year to budget constraints. Therefore, prior to the start of paid Lake Hosts staffing your ramp, your group will be required to submit 100% of your group's hard cash match for ramp extension (as indicated on payroll grant application) to NH LAKES. **NH LAKES will be unable to process timesheets for paid Lake Hosts if your group has used up your payroll award and has not previously sent NH LAKES an adequate amount of hard cash to cover additional paid Lake Host salary and statutory benefits.**

PAID LAKE HOST TIMESHEET SUBMISSIONS

Paid Lake Host timesheets must be submitted to NH LAKES on a bi-weekly basis by the Point Person/Managing Lake Host no later than **Monday at 4PM** immediately following the pay period. Timesheets received **AFTER 4:00pm** on "Payroll Monday" will **NOT** be processed until the next pay cycle.

MANAGING LAKE HOST POSITION

Managing Lake Hosts can be paid up to **5 hours per week for administrative work through the payroll grant.** In 2009, Managing Lake Hosts **do not** need to volunteer at the ramp, provided that your group will meet the minimum 50% match requirement.

UNIFORMS AND MATERIALS

This year, each group will receive three complimentary uniforms (shirt, hat, clipboard, plant identification card sets, and carrying case/tote). Additional uniform pieces, and optional uniform pieces (name badges), may be purchased from NH LAKES and the cost can be applied toward your volunteer match. NH LAKES will provide one training manual for each volunteer and paid Lake Host

STAYS THE SAME

MATCH AMOUNT: *Stays the same.* 50% of your **grant request** amount. If you request a payroll award of \$2,000, you must provide a minimum match of \$1,000 in hard cash and/or cash-equivalents.

AGE OF LAKE HOSTS: *Stays the same.* Minimum age of 18 is recommended (NH LAKES will consider exceptional 16- and 17-year olds).

NUMBER OF PAID LAKE HOSTS: *Stays the same.* Minimum of **two** is recommended; maximum of **four** per ramp will be accepted.

NUMBER OF VOLUNTEER LAKE HOSTS: No minimum.

TRAVEL TIME TO TRAINING: *Stays the same.* Grant funds **will** cover travel time of **NEW** paid Lake Hosts to a formal NH LAKES/DES training session. (As with 2008, mileage will **NOT** be reimbursed; however, the mileage can be applied to your organization's match at the rate of **\$0.58/mile**). New Lake Hosts should include their travel time to the formal NH LAKES/DES training on their first timesheet (and their mileage can be recorded on the Point Person's Volunteer Match Documentation sheet). Regarding Volunteers: both their time, and their mileage to their local training session counts toward the match.