

Draft Guidelines for Distribution of Funds – Public Lands Endowment Trust

Purpose:

The Trust is established for the purpose of maintaining an endowment to protect, enhance and preserve public lands and the public lands livestock grazing industry.

Limitations on Use of Distributions:

Distributions to the PLC may be used by or for the benefit of the PLC only in accordance with the following provisions:

(a) These guidelines and any amendments thereto shall be subject to approval by unanimous agreement of the Trust Protectors. While the unanimously approved guidelines will govern PLC's use of the Distribution Amount, examples of the types of uses contemplated include: (i) educational projects; (ii) wildlife restoration projects; (iii) resource enhancement projects such as range monitoring programs, fire restoration work or invasive plant removal and control; (iv) scientific research projects; (v) tours and field trips; (vi) cooperative projects with federal land management agencies and state wildlife agencies; (vii) media outreach and publicity associated with the foregoing projects; or, (viii) such other projects or activities as may be approved from time to time by unanimous agreement of the Trust Protectors.

(b) Under no circumstances may the Distribution Amount be used to directly or indirectly support affirmative or offensive litigation involving the PLC. However, if a suit is filed against the PLC in relation to projects undertaken by PLC pursuant to the use of Distribution Amounts in accordance with Section 6.3(a) of the Public Lands Endowment Trust, PLC may use Distribution Amounts to directly or indirectly fund the defense to such litigation.

(c) PLC may use a portion of the Distribution Amount to fund overhead costs associated with activities undertaken consistent with, and in furtherance of, the guidelines developed by the PLC and unanimously approved by the Trust Protectors, in accordance with Section 6.3(a) of the Public Lands Endowment Trust. However, under no circumstances may PLC use Trust distributions to fund any overhead allocated to direct or indirect litigation activity.

Submission of Proposals:

Proposals affecting multiple states shall be submitted directly to PLC, or through national affiliates. Proposals affecting individual states shall be submitted through the state PLC affiliate if the affiliate pays the PLC dues. If an entity other than a state affiliate funds that state's dues to PLC, proposals from that state shall be submitted in accordance with an agreement between the PLC state affiliate and the funding entity.

*States may choose to develop guidelines at the state level for submission for receiving and compiling proposals prior to submitting to the Trust through these approved guidelines.

Proposal Selection Panel:

The selection panel shall consist of the Directors of the PLC Board as defined in the PLC bylaws.

*Purpose: to review, score, and approve proposals to be funded through the Trust.

Scoring of Proposals (scoring sheet to be developed):

Weighted Scoring of Proposals (the following will receive preference):

- PLC Membership (member of PLC affiliate organization)
- Affiliate Support (direct or explicit endorsement)
- Matching Funds/Cost Share (fully explained and committed in application)
- Scope of Proposal (broader impact on industry)
- Reflecting factors that led to creation of the Trust

Annual Timeline for Proposal Submissions:

All inquiries regarding the proposal submission process shall be made to the Executive Director of PLC and proposals shall be submitted to the PLC office at 1275 Pennsylvania Ave. NW, Suite 801 Washington, D.C. 20004.

- Proposals due in the PLC office by COB May 31st
- June 1 – 30 Review and follow up clarification/questions and responses due
- July 31 – Operations/overhead and proposals division recommendation
(Staff will provide report of available funds – real dollars, not projected)
- August 15 – recommendations sent to the PLC Board of Directors - Staff shall provide a full list of received proposals prior to the Annual PLC meeting.
- At anytime throughout the year the Executive Committee may recommend a proposal to the PLC Board of Directors
 - The Board will act to accept or deny the recommendation
 - Should the Board accept a proposal in this manner, a 2/3rds vote is required to approve such projects

PLC Board of Directors Meeting – full day work session (day before Annual PLC Meeting):

- The meeting and vote of the Board shall be conducted and facilitated by the PLC Trust Protector with the assistance of the PLC Alternate Trust Protector.
- The Ruby Trust Protector or its successor may attend the meeting at his/her discretion.
- Review, question, express concern, and discuss the proposals.
- The aggregate amount of funds for recommended projects may not exceed funds available as reported by staff, and approved by the Trust Protectors.
- A Board vote will be taken for consideration of each proposal.

In order to satisfy the Trust reporting requirement, contained in the Trust Agreement, PLC will provide the Ruby Trust Protector with an annual report during the third quarter conference call each year (usually mid-October)

- The report will contain how distributed funds were spent during the previous year and also what projects were approved for the coming year.

Signed Contract with Trust Fund Recipients:

In accordance with accepting funding from the Public Lands Endowment Trust you agree to the following:

All funds granted must be expended in strict compliance with the terms of the grant contract. Any funds expended outside of such terms without prior approval by the PLC Board and all remaining unexpended funds at the termination of the contract shall be immediately due and payable to PLC.

Recipients provide annual reporting:

Recipients of funds shall provide regular written reports on progress of projects and activities.

Review/Modification Process for Guidelines:

Application Form, Scoring Form, Distribution Guidelines shall be reviewed annually by the PLC Executive Committee. Recommendations will be presented to the PLC Board of Directors and Trust Protectors for consideration.

Miscellaneous:

Staff shall track hours through current time-keeping system for time spent on Trust.