

## Chapter Adm 47

### WISCONSIN LAND INFORMATION PROGRAM GRANTS-IN-AID TO LOCAL GOVERNMENT

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**Note:** Chapter Adm 47 was created as an emergency rule effective November 22, 1991. Chapter Adm 47, as it existed on May 31, 2000, was repealed and a new chapter Adm 47 was created, Register, May, 2000, No. 533, effective June 1, 2000.

**Adm 47.01 Purpose and authority.** This chapter is promulgated under the authority of ss. 16.004 (1) and 227.11, Stats., to implement s. 16.967 (7), Stats.

**History:** Cr. Register, May, 2000, No. 533, eff. 6-1-00.

**Adm 47.02 Definitions.** In this chapter:

(1) “Applicant” means a local governmental unit as defined in s. 59.72 (1) (c), Stats., applying for a grant under this chapter.

(2) “County-wide plan for land records modernization” means the plan under s. 59.72 (3) (b), Stats., approved by the department under s. 16.967 (3) (e), Stats.

(3) “Department” means the department of administration.

(4) “Eligible applicant” means a local governmental unit as defined in s. 59.72 (1) (c), Stats., located wholly or partially within a county that has established a land information office under s. 59.72 (3), Stats., and has in effect a county-wide plan for land records modernization.

(5) “Fiscal year” has the meaning given in s. 20.902, Stats.

(6) “Land information” has the meaning given in s. 16.967 (1) (b), Stats.

(7) “Land information system” has the meaning given in s. 16.967 (1) (c), Stats.

(8) “Land records” has the meaning given in s. 16.967 (1) (d), Stats.

(9) “Land records modernization” means the process by which land information can ultimately be shared through the implementation of automated land information systems.

(10) “Systems integration” has the meaning given in s. 16.967 (1) (e), Stats.

**History:** Cr. Register, May, 2000, No. 533, eff. 6-1-00; CR 06-084: r. (2), renum. (3) to (11) to be (2) to (10) and am. (2), Register December 2006 No. 612, eff. 1-1-07.

**Adm 47.03 Eligible projects and activities.** A county may apply to the department for a grant for any of the following projects:

(1) The design, development and implementation of a land information system as provided by s. 16.967 (7) (a) 1., Stats.

(2) The preparation of parcel property maps as provided by s. 16.967 (7) (a) 2., Stats.

(3) The preparation of maps that are suitable for use by local governmental units for planning purposes as provided by s. 16.967 (7) (a) 3., Stats.

(4) The design, development and implementation of systems integration projects as provided by s. 16.967 (7) (a) 4., Stats.

(5) The training and education of eligible applicants as defined in s. 59.72 (1) (c), Stats., involved in the design, develop-

ment and implementation of land information systems and systems modifications.

**History:** Cr. Register, May, 2000, No. 533, eff. 6-1-00; CR 06-084: am. (intro.), Register December 2006 No. 612, eff. 1-1-07.

**Adm 47.04 Grants.** Subject to availability of funds, the department shall determine annual grant amounts for eligible projects under s. Adm 47.03, by October 15, of each year. A grant may not exceed \$100,000. The department may award more than one grant to a county board. Any funds not granted in any given year shall remain available for general distribution to eligible local units of government, at the discretion of the department in future grant cycles. In carrying out its duties under this section, including setting priorities for grant funding, the department may seek advice and assistance from state agencies, local governmental units, and other experts involved in collecting and managing land information. The department may provide the following grant categories:

(1) Training and education grants as provided in s. Adm 47.03 (5), shall be available to provide the county land information officer or the officer’s designee with training for the design, development and implementation of a land information system. A county may receive up to \$300 to participate in workshops and courses provided by institutions of higher education, professional land information organizations or land information system vendors.

(2) Land information system base budget grants for eligible projects and activities provided in s. Adm 47.03 (1) through (5), shall be available to provide a minimum funding level to enable a county land information office to develop, maintain and operate a basic land information system. To be eligible for this category, the fees that a county retained under the provisions of s. 59.72 (5) (b), Stats., shall be less than \$50,000 for the preceding fiscal year.

(3) Local government contribution based grants shall be available to fund eligible projects and activities as provided in s. Adm 47.03 (1) through (5), that are consistent with the county-wide plan for land records modernization. A county may receive an amount equal to the available funds divided proportionately according to the rate of county fee submittals under s. 59.72 (5) (a), Stats., for the preceding fiscal year.

(4) Strategic initiative grants for eligible projects and activities as provided in s. Adm 47.03 (1) through (5), for expediting and fostering statewide and regional strategic initiatives consistent with specific statutory requirements and standards adopted by the department.

**Note:** The Wisconsin Land Information program statutes and the standards adopted by the Department may be obtained from the Department’s Land Information Program at P.O. Box 8944, Madison, Wisconsin or at the following website: <http://www.doa.state.wi.us/dir/index.asp>.

**History:** Cr. Register, May, 2000, No. 533, eff. 6-1-00; CR 06-084: am. (intro.), (2) and (4), Register December 2006 No. 612, eff. 1-1-07.

**Adm 47.05 Grant application.** All applications shall be

submitted on the authority of the county board on behalf of an eligible applicant. Application authority shall be obtained by specific action of the county board. The department may request evidence of such authority. County boards may delegate their authority to apply for grants to the entity responsible for administration of the county land information office established under s. 59.72 (3), Stats. Any such delegation shall be explicit. All applications shall be fully completed and submitted on forms provided by the department before the deadline established by the department. Applications shall be executed under the authority of both the county or delegated authority and the eligible applicant. The department shall give notice of application periods to county land information offices at least 90 days prior to the deadline for submission of applications.

**Note:** Grant Applications can be obtained by calling or writing the Wisconsin Land Information Program, Department of Administration, P. O. Box 8944, Madison, WI 53708-8944 (telephone 608/267-3369). The application may also be viewed and printed at the following website: <http://www.doa.state.wi.us/dir/index.asp>.

**History:** Cr. Register, May, 2000, No. 533, eff. 6-1-00; CR 06-084: am. Register December 2006 No. 612, eff. 1-1-07.

**Adm 47.06 Evaluation criteria.** Grant requests shall be reviewed and evaluated by department staff for department approval. All grant applications shall be evaluated on the applicant's responsiveness to the following requirements:

- (1) Applicants shall evidence specific plans for cooperation

and partnership with local units of government, located fully or partially within the geographic borders of the county making application, to collect, maintain, integrate and share land information, data and associated metadata.

- (2) Projects shall meet or exceed all relevant statutory requirements and standards established by the department under s. 16.967 (3) (c) and (e), Stats.

- (3) Projects shall be consistent with the countywide plan for land records modernization.

- (4) Applicants shall complete and submit an annual land information program survey.

- (5) Applicants shall subscribe to and participate in the Wisconsin land information program's internet land information officers technical assistance email list serve.

**History:** Cr. Register, May, 2000, No. 533, eff. 6-1-00; CR 06-084: am. (intro.) and (2), Register December 2006 No. 612, eff. 1-1-07.

**Adm 47.07 Grant agreements.** Grants are contingent upon the execution of a grant agreement. Failure of a grantee to execute a grant agreement shall result in withdrawal of the offer. The department and the grantee may negotiate the specific budget items, project goals, and other terms and conditions prior to the department approving the grant. Terms of a grant award shall be administered through the grant agreement.

**History:** Cr. Register, May, 2000, No. 533, eff. 6-1-00; CR 06-084: am. Register December 2006 No. 612, eff. 1-1-07.