



Grant All-Detail Report SWCD Local Capacity Services 2017

Grant Title - 2017 - SWCD Local Capacity Services (Big Stone SWCD)

Grant ID - P17-1077

Organization - Big Stone SWCD

Grant Awarded Amount	\$110,000.00	Grant Execution Date	4/3/2017
Required Match Amount	\$0.00	Grant End Date	12/31/2019
Required Match %	0%	Grant Day To Day Contact	Tammy Neubauer

Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$110,000.00	\$26,164.26	\$83,835.74
Total Match Amount	\$10,000.00	\$0.00	\$10,000.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$120,000.00	\$26,164.26	\$93,835.74

*Grant balance remaining is the difference between the Awarded Amount and the Spent Amount. Other values compare budgeted and spent amounts.

Budget Details

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Riparian Zone Management/2017 Cost Share Assistance shoreline/streambank projects	Streambank or Shoreline Protection	Current State Grant	2017 - SWCD Local Capacity Services (Big Stone SWCD)	\$18,100.00			N
Soil Erosion-2017 Administration	Administration /Coordination	Current State Grant	2017 - SWCD Local Capacity Services (Big Stone SWCD)	\$33,180.00	\$8,483.70	12/31/2017	N
Soil Erosion-2017 Cost Share Assistance agricultural projects	Agricultural Practices	Current State Grant	2017 - SWCD Local Capacity Services (Big Stone SWCD)	\$22,000.00			N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Soil Erosion-2017 Cost Share Assistance agricultural projects	Agricultural Practices	Local Fund	Big Stone County match fund	\$10,000.00			Y
Soil Erosion-2017 Education/Information	Education/Information	Current State Grant	2017 - SWCD Local Capacity Services (Big Stone SWCD)	\$4,452.00	\$1,549.88	12/31/2017	N
Soil Erosion-2017 Equipment	Supplies/Equipment	Current State Grant	2017 - SWCD Local Capacity Services (Big Stone SWCD)	\$4,700.00	\$4,506.68	12/31/2017	N
Soil Erosion-2017 Technical Assistance	Technical/Engineering Assistance	Current State Grant	2017 - SWCD Local Capacity Services (Big Stone SWCD)	\$27,568.00	\$11,624.00	12/31/2017	N

Activity Details Summary

Activity Details	Total Action Count	Total Activity Mapped	Proposed Size / Unit	Actual Size / Unit
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Proposed Activity Indicators

Activity Name	Indicator Name	Value & Units	Waterbody	Calculation Tool	Comments
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Final Indicators Summary

Indicator Name	Total Value	Unit
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Grant Activity

Grant Activity - Riparian Zone Management/2017 Cost Share Assistance shoreline/streambank projects	
Description	Soil Erosion-2017 Cost Share Assistance Shoreline/Streambank projects. Ref: Big Stone County Comprehensive Local Water Management Plan/Big Stone SWCD Annual Plan of Work - Objective III: Cost Share Program - Section B High Priority Erosion Problems. This activity will provide cost share assistance to landowners who participate in highly valuable BMPs. Available cost share funds will be awarded and reimbursed with rates that are eligible and consistent with the FY17 BWSR Erosion and Sediment Control program policy. Examples of these streambank and shoreline protection BMPs include, but are not limited to: filter strips and targeted buffers, shoreline restoration projects, streambank and shoreline protection, technical and financial assistance to achieve compliance with existing regulations.
Category	STREAMBANK OR SHORELINE PROTECTION
Start Date	End Date
Has Rates and Hours?	No
Actual Results	

Grant Activity - Soil Erosion-2017 Administration

Description	<p>Soil Erosion-2017 Administration Ref: Big Stone County Comprehensive Local Water Management Plan. This activity will provide for administrative time with regard to continued workload, training and reporting. The billable rate applied to this grant includes an increase in pay to the administrative position of \$1.00 per hour and an increase in benefits of \$300 per month. This increase in wage and benefits is justified to help remain competitive to retain existing knowledgeable and experienced administrative staff. The total administrative hours recorded by the administrative assistant in 2016 was 1,261. Of those administrative hours, 12% per year (152 hrs), or 380 hours will be applied at the billable rate of \$35.04/ hour totaling \$13,315 over the life of the grant.</p> <p>This activity will provide funding for a newly created District Manager position with regard to administering, guiding, and coordinating staff and partners while balancing financial affairs and operations of the District. This activity will apply 250 hours per year, or 12% of the full time position at the billable rate of \$31.78/hr. Funds applied to this position - 625 hrs @ \$31.78/hr = \$19,865 over the life of the grant. The remaining balance of the funding for this new position will be applied to additional grant funds, as applicable, and the District general fund.</p>		
Category	ADMINISTRATION/COORDINATION		
Start Date	18-Jul-17	End Date	
Has Rates and Hours?	Yes		
Actual Results	<p>7/8/2017-12/31/2017: Administrative Asst. - grant administration, record keeping, reporting, coordinate landowner meetings, mailings and files - 84 hrs @ \$38.98/hr = \$3274.32.</p> <p>District Manager - grant administration and overall office and field administration, coordinate and schedule landowner meetings - 148.5 hrs @ \$35.08/hr = \$5209.38.</p> <p>Total applied to Administration/Coordination 7/9/2017-12/31/2017 - \$8483.70.</p>		

Grant Activity - Soil Erosion-2017 Cost Share Assistance agricultural projects

<p>Description</p>	<p>Soil Erosion-2017 Cost Share Assistance. Ref: Big Stone County Comprehensive Local Water Management Plan/Big Stone SWCD Annual Plan of Work Objective III Cost Share Program Requirements Section A. This activity will provide additional cost share assistance to landowners who participate in highly valued and targeted BMPs. Examples of BMPs include, but are not limited to: water and sediment basins, ag waste facility closures, grass waterways, and terraces that filter sediment, reduce soil erosion and protect surface water quality. Available cost share funds will be awarded and reimbursed for eligible practices with rates consistent with FY17 BWSR Erosion and Sediment Control program policy. This activity also includes the match funds from Big Stone County totaling \$10,000 to be used for cost share assistance on eligible agricultural practices, as defined by BWSR for cost share assistance.</p> <p>2/22/2018: The budget for this activity is being amended to reduce the original grant budget by \$15,944.00, to transfer funds to the technical and engineering activity, to provide funding for the hire of a temporary/ seasonal, qualified field technician for seasons 2018 and 2019. This amendment has been presented to, and approved by, Jason Beckler, BC.</p>		
<p>Category</p>	<p>AGRICULTURAL PRACTICES</p>		
<p>Start Date</p>		<p>End Date</p>	
<p>Has Rates and Hours?</p>	<p>No</p>		
<p>Actual Results</p>			

Grant Activity - Soil Erosion-2017 Education/Information

<p>Description</p>	<p>Soil Erosion-2017 Education/Information. Ref: Big Stone County Comprehensive Local Water Management Plan: This activity will allow funding for necessary training events for staff. Examples of training include, but are not limited to: MASWCD Leadership Institute, Administrative and Technical Training Sessions, conservation planning certification, Prairie Restoration training, shoreland restoration training, engineering training, other educational events provided by the USFW, DNR, U of M or NRCS training courses.</p>		
<p>Category</p>	<p>EDUCATION/INFORMATION</p>		
<p>Start Date</p>	<p>9-Jul-17</p>	<p>End Date</p>	
<p>Has Rates and Hours?</p>	<p>No</p>		
<p>Actual Results</p>	<p>7/9/2017-12/31/2017: Conservation Planning classes-cost of session attendance, BWSR Academy costs, MASWCD State Convention costs, reimbursed meeting meals, hotel expenses:</p> <p>Direct expenses - conservation planning costs, Academy, Convention, meeting meals, lodging - \$1549.88.</p> <p>Total applied to Education Activity - \$1549.88.</p>		

Grant Activity - Soil Erosion-2017 Equipment

Description	<p>Soil Erosion-2017 Equipment. Ref: Big Stone County Comprehensive Local Water Management Plan: Big Stone SWCD Annual Plan of Work - Objective I Section A-Soil Erosion subsection 4 - Use and Promotion of District's Equipment and Services. This activity will contribute toward the purchase of equipment as needed in order to increase the District's ability to provide quality services to our customers. The District plans to utilize these grant dollars to purchase the following equipment, but not limited to: a Trimble Geo7X GPS for collecting and processing field data. The total purchase cost estimate is \$15,000. We will apply \$3,300 from the 2016 Local Capacity grant funds; apply \$2,700 of total cost to 2017 Local Capacity grant funds; apply \$5,836 of total cost to 2016 Buffer Law grant funds; apply \$1,460 to the 2016 conservation delivery grant, and the remaining \$1,704 will be provided by District funds. The District also plans to purchase a boom sprayer to enhance weed control services. The total cost estimate is \$4,000. We plan to apply \$2,000 of total cost to 2017 Local Capacity grant funds and apply remaining costs to District funds.</p>	
Category	SUPPLIES/EQUIPMENT	
Start Date	9-Jul-17	End Date
Has Rates and Hours?	No	
Actual Results	<p>7/9/2017-12/31/2017: Equipment purchases to enhance the services and productivity of the District - Laptop purchase for new technician - \$1076.74 ArcGIS desktop standard perpetual license - total cost \$7000.00. \$3800.00 applied to 2017 Conservation Delivery Grant; \$3200.00 applied to 2017 Local Capacity equipment. QuickBooks update - \$199.95 JetPack for GPS capabilities in the field - \$29.99. Total applied to Equipment - \$4506.68.</p>	

Grant Activity - Soil Erosion-2017 Technical Assistance

<p>Description</p>	<p>Soil Erosion-2017 Technical Assistance. Ref: Big stone County Comprehensive Local Water Management Plan. This activity will provide wages for current full time technical staff with regard to continued job performance, training, engineering and enhanced knowledge of conservation programs and services provided by the District. The billable rate applied to this grant includes a \$1.00 per hour wage increase for each technician and a benefits increase of \$300 per month. This increase in wages and benefits is justified to remain competitive to retain existing knowledgeable and experienced staff. It is anticipated that 6.5% of technical time (141 hrs per year), or 353 hours at the billable rate of \$32.93/hr totaling \$11,624.00 will be directly attributed and applied to the 2017 Local Capacity grant over the course of the grant.</p> <p>2/22/2018: The technical and engineering activity is being amended to add \$15,944.00 to the original budget from the agricultural practices activity, to provide for the funding of a seasonal/temporary qualified field technician for 2018 and 2019, per approval by Jason Beckler, BC.</p>		
<p>Category</p>	<p>TECHNICAL/ENGINEERING ASSISTANCE</p>		
<p>Start Date</p>	<p>9-Jul-17</p>	<p>End Date</p>	
<p>Has Rates and Hours?</p>	<p>Yes</p>		
<p>Actual Results</p>	<p>7/9/2017-12/31/2017: Technical and engineering assistance site reviews, assisting with project design and coordination, mapping, construction supervision, surveying, project staking, grant administration, meeting preparation, organize and keep services records and inventory.</p> <p>District Technician - 232.0 hrs @ \$35.89/hr = \$8,326.48.</p> <p>District Manager - 92.75 hrs @ \$35.08/hr = \$3,253.67.</p> <p>Direct expense applied to technical/engineering - Verizon bill for new GPS unit for field use - \$45.08. Total for technical/engineering activity recorded - \$11,625.23.</p> <p>Expenses exceed budget by \$1.23. Total applied to technical/engineering activity - \$11,624.00.</p> <p>2/22/2018: This technical and engineering activity budget is being increased by \$15,944.00, to provide for the hiring of a temporary/seasonal qualified field technician.</p>		

Grant Attachments

Document Name	Document Type	Description
2017 Big Stone County Letter of Increase in SWCD Annual Allotment	Grant	2017 - SWCD Local Capacity Services (Big Stone SWCD)
2017 SWCD Local Capacity Services	Grant Agreement	2017 SWCD Local Capacity Services - Big Stone SWCD
2017 SWCD Local Capacity Services executed	Grant Agreement	2017 SWCD Local Capacity Services - Big Stone SWCD
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/11/2018
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/22/2018
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/16/2018
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/05/2018
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/26/2018
Amendment Request	Grant	2017 - SWCD Local Capacity Services (Big Stone SWCD)
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 02/21/2018
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 01/05/2017
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 03/03/2017