



Grant All-Detail Report SWCD Local Capacity Services 2019

Grant Title - 2019 - SWCD Local Capacity Services (Big Stone SWCD)

Grant ID - P19-2338

Organization - Big Stone SWCD

Original Awarded Amount	\$100,000.00	Grant Execution Date	10/5/2018
Required Match Amount	\$0.00	Original Grant End Date	12/31/2021
Required Match %	0%	Grant Day To Day Contact	Tammy Neubauer
Current Awarded Amount	\$120,000.00	Current End Date	12/31/2021

Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$120,000.00	\$91,435.01	\$28,564.99
Total Match Amount	\$20,000.00	\$0.00	\$20,000.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$140,000.00	\$91,435.01	\$48,564.99

*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
Soil Erosion - 2019 Administration	Administration /Coordination	Current State Grant	2019 - SWCD Local Capacity Services (Big Stone SWCD)	\$71,000.00	\$60,235.01	12/31/2019	N
Soil Erosion - 2019 Administration	Administration /Coordination	Local Fund	Big Stone County Match Funds	\$20,000.00			Y
Soil Erosion - 2019 Cost Share Assistance - Soil Stabilizing Practices	Agricultural Practices	Current State Grant	2019 - SWCD Local Capacity Services (Big Stone SWCD)	\$10,000.00			N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Soil Erosion - 2019 Education/Information	Education/Information	Current State Grant	2019 - SWCD Local Capacity Services (Big Stone SWCD)	\$1,200.00	\$1,200.00	11/20/2019	N
Soil Erosion - 2019 Equipment and Supplies	Supplies/Equipment	Current State Grant	2019 - SWCD Local Capacity Services (Big Stone SWCD)	\$7,800.00			N
Soil Erosion - 2019 Technical Assistance	Technical/Engineering Assistance	Current State Grant	2019 - SWCD Local Capacity Services (Big Stone SWCD)	\$30,000.00	\$30,000.00	8/3/2019	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 - Soil Erosion - 2019 Administration

Description	<p>Soil Erosion - 2019 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. In addition to the District Admin. Asst., the District Technical team and the District Manager will be responsible for administering, guiding and coordinating staff and partners while balancing the financial affairs and the operations of the District. This activity will be utilized to continue providing pay increases implemented in 2016 to retain quality staff. This activity will also be utilized to support the 2017 hiring of a new position in the office titled District Manager.</p> <p>Additional funds will be applied to retain quality staff and may also be utilized for funding for a shared services manager.</p>		
Category	ADMINISTRATION/COORDINATION		
Start Date	25-Nov-18	End Date	
Has Rates and Hours?	Yes		
Actual Results	<p>11/25/2018-12/22/2018:</p> <p>Administrative Asst. - grant administration, grant reporting, meeting preparation, organize and keep services records and inventory - 53.0 hrs @ \$46.42/hr = \$2460.26.</p> <p>Total applied for 2018 - \$2460.26</p> <p>1/1/2019-12/31/2019:</p> <p>District Manager - general grant oversight, information gathering, management of grant administration -</p> <p>20.75 hrs @ \$56.12/hr = \$1164.49</p> <p>45.75 hrs @ \$53.05/hr = \$2427.03</p> <p>829.75 hrs @ \$51.69/hr = \$42889.77</p> <p>Administrative Assistant -</p> <p>92 hrs @ \$49.72/hr = \$4574.24</p> <p>97 hrs @ \$46.65/hr = \$4525.05</p> <p>45 hrs @ \$48.76/hr = \$2194.20</p> <p>Total applied to Administrative Activity in CY19 - \$57,774.75.</p> <p>**changes in hourly billable rates attributed to changes in staff, raises in pay, promotion of staff.</p>		

Grant Activity - Soil Erosion - 2019 Cost Share Assistance - Soil Stabilizing Practices

<p>Description</p>	<p>Soil Erosion - 2019 Cost Share Assistance Agricultural Projects/Shoreline/Streambank projects. Ref: Big stone County Comprehensive Local Water Management Plan/Big Stone SWCD Annual Plan of Work-Objective III-Cost Share Program Requirements Section A. 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 FY19 BWSR Erosion and Sediment Control Program Policy. Examples of these streambank and shoreline protection BMPs include, but are not limited to: filter strips, shoreline restoration projects, streambank and shoreline protection, technical and financial assistance to achieve compliance with existing regulations, incorporation of cover crops, conservation tillage, or other practices 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 FY19 BWSR Erosion and Sediment Control program policy utilizing the Non-Structural Management section.</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 - 2019 Education/Information

Description	Soil Erosion - 2019 Education and 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, training for staff for new accounting software (additional training that is required to remain up to date with BWSR accounting requirements and reports), conservation planning certification, prairie restoration training, shoreland restoration training, engineering training, and other educational events provided by the USFWS, DNR, U of M, or NRCS training courses. This activity provides funds for the actual costs of the training and education of staff, such as hotel costs and registration fees. This activity may also be utilized toward material costs for educational events put on by the SWCD.		
Category	EDUCATION/INFORMATION		
Start Date	1-Oct-18	End Date	20-Nov-19
Has Rates and Hours?	No		
Actual Results	<p>10/1/2018-12/31/2018:</p> <p>pesticide education workshop registration \$179.00; registration for staff for MASWCD State Convention - \$598.00; virtual training for grantwriting - \$135.00.</p> <p>total applied to 2019 Local Capacity grant services education - \$912.00.</p> <p>2/11/2019-11/20/2019:</p> <ul style="list-style-type: none"> *booth for Farm & Home Show, Ortonville - \$125.00 *technician training - soil mechanics - registration - \$60.00 *regional wetland training registration - 50.00 *manager's meeting lodging/registration - \$53.00 (portion of total costs) <p>total applied to education activity in CY2019 - \$288.00</p>		

Grant Activity - Soil Erosion - 2019 Equipment and Supplies

<p>Description</p>	<p>Soil Erosion - 2019 Equipment and Supplies. 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 the District's Equipment and Services. The activity will contribute toward the purchase of equipment and technology 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 and technology, but not limited to: laptops and software for seasonal staff to utilize to further engage with the public and submit reports, continued service from phone and internet lines into the office (required for needed additional staff that cannot access the federal system), printer lease and monthly service agreement to accommodate workload, wireless internet monthly fees required for the GPS equipment. The District may need to purchase desks, chairs, etc., for the full time staff to allow them the opportunity to provide professional services to Big Stone County landowners. Currently, staff are utilizing NRCS property, such as desks, shelving, chairs, etc., and these may not be available for District use in the future.</p>	
<p>Category</p>	<p>SUPPLIES/EQUIPMENT</p>	
<p>Start Date</p>		<p>End Date</p>
<p>Has Rates and Hours?</p>	<p>No</p>	
<p>Actual Results</p>		

Description

Soil Erosion - 2019 Technical Assistance. Ref: Big Stone County Comprehensive Local Water Management Plan. This activity will provide for technical time for current full time technical staff with regard to continued job performance, training, marketing, engineering and enhanced knowledge of conservation programs and services provided by the District. This activity will be utilized to continue providing pay increases implemented in 2016 to retain quality staff. This activity will also be utilized to support the 2017 hiring of a new position in the office titled District Manager and a 2018 hiring of a new position titled Seasonal Conservation Technician. These positions are necessary to the increased capacity for the SWCD to continue to grow their conservation efforts including; more coordination with landowners, increased quality and quantity of reporting activities, and increased workload toward competitive grants and state regulation implementation. This activity will also assist in the contracted hire of a Technical Service Provider approved by BWSR to assist in training staff toward NRCS JAA, while providing landowners with assistance on non-structural practices such as; cover crops, nutrient management, and conservation tillage. This activity will also be used to continue assisting West Central Technical Service Area with reimbursement of their time assisting staff and landowners in designing structural engineered practices such as: WASCObS, grassed waterways, shoreline restorations, rain gardens, and other qualified practices.

Category	TECHNICAL/ENGINEERING ASSISTANCE		
Start Date	1-Jan-19	End Date	03-Aug-19
Has Rates and Hours?	Yes		
Actual Results	<p>Central Crop Consultants - engineering, design, consulting - \$1307.00</p> <p>District Manager - grant technical assistance, planning, engineering oversight - 11 hrs @ \$56.12/hr = \$617.32 24.5 hrs @ \$53.05/hr = \$1299.72</p> <p>District Technician - technical assistance to landowners, planning, design for approved practices - 4.25 hrs @ \$48.04/hr = \$204.17 31.0 hrs @ \$44.97/hr = \$1394.06 18.75 hrs @ \$47.08/hr = \$882.75 119.75 hrs @ \$47.41/hr = \$5677.34</p> <p>District Field Technician - field visits, practices design, technical expertise to landowners for practice implementation - 119.5 hrs @ \$39.15/hr = \$4678.42 98.5 hrs @ \$41.27/hr = \$4065.09 237.5 hrs @ \$41.59/hr = \$9877.62</p> <p>Total applied to Technical Activity for CY 2019 - \$30,000.00.</p> <p>**changes in billable rates due to changes/promotion of staff, pay increases, increase in benefits.</p>		

Grant Attachments

Document Name	Document Type	Description
2019 Big Stone County Additional Support Funds	Grant	2019 - SWCD Local Capacity Services (Big Stone SWCD)
2019 SWCD Local Capacity Amendment	Grant Agreement Amendment	
2019 SWCD Local Capacity and Buffer Law Implementation	Grant Agreement	2019 SWCD Local Capacity and Buffer Law Implementation - Big Stone SWCD

Document Name	Document Type	Description
2019 SWCD Local Capacity and Buffer Law Implementation EXECUTED	Grant Agreement	2019 SWCD Local Capacity and Buffer Law Implementation - Big Stone SWCD
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/09/2020
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/11/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/04/2019
Unexecuted Grant Amendment	Grant Agreement Amendment	
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 10/03/2018
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 08/21/2018
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 02/13/2019