



Grant Progress Report

SWCD Local Capacity Services 2023

Grant Title: 2023 - SWCD Local Capacity Services (Big Stone SWCD)

Grant Award (\$): \$122,672.00

Grant Execution Date: 01/23/2023

Grant ID: P23-2446

Required Match (%): 0

Grant End Date: 12/31/2025

Grantee: Big Stone SWCD

Required Match (\$): \$0.00

Fiscal Agent:

Grant Day-to-Day Contact: Tammy Neubauer

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$122,672.00	\$93,903.77	\$28,768.23
Match Funds	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Total	\$122,672.00	\$93,903.77	\$28,768.23

*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	Category	Source Type	Source Description	Budgeted	Spent	Balance Remaining	Match Fund?
2023 Local Capacity Administration	Administration/Coordination	Current State Grant	2023 - SWCD Local Capacity Services (Big Stone SWCD)	\$54,472.00	\$54,472.00	\$0.00	N
2023 Local Capacity Ag Projects/Shoreline Restorations	Agricultural Practices	Current State Grant	2023 - SWCD Local Capacity Services (Big Stone SWCD)	\$25,000.00		\$25,000.00	N

<i>Activity Name</i>	<i>Category</i>	<i>Source Type</i>	<i>Source Description</i>	<i>Budgeted</i>	<i>Spent</i>	<i>Balance Remaining</i>	<i>Match Fund?</i>
2023 Local Capacity Education	Education/Information	Current State Grant	2023 - SWCD Local Capacity Services (Big Stone SWCD)	\$400.00	\$400.00	\$0.00	N
2023 Local Capacity Equipment	Supplies/Equipment	Current State Grant	2023 - SWCD Local Capacity Services (Big Stone SWCD)	\$4,800.00	\$1,031.77	\$3,768.23	N
2023 Local Capacity Technical Assistance/Engineering	Technical/Engineering Assistance	Current State Grant	2023 - SWCD Local Capacity Services (Big Stone SWCD)	\$38,000.00	\$38,000.00	\$0.00	N

Grant Activities

Activity Name: 2023 Local Capacity Administration

Activity Category: Administration/Coordination **Staff time?:** Yes

Description: Soil Erosion – 2023 Local Capacity Administration. Ref: Big Stone County Comprehensive Local Water Management Plan. This activity will provide for administrative time regarding continued workload, training, and reporting. 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 to retain quality staff.

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Current State Grant	2023 - SWCD Local Capacity Services (Big Stone SWCD)	\$54,472.00	\$54,472.00	\$0.00	08/21/2023	N

Actual Results

2023 Local Capacity- Grant Administration:
 District Manager 1/1/23-4/15/23: 358.5hrs@\$71.22/hr=\$25,532.37
 4/16/23-8/21/23: 485.5hrs@\$64.19/hr=\$31,164.24
 Total Administration applied: \$56,696.62 (total admin applied exceeds budget amount by \$2,224.62)

Activity Name: 2023 Local Capacity Ag Projects/Shoreline Restorations

Activity Category: Agricultural Practices

Staff time?: No

Description: Soil Erosion – 2023 Local Capacity Cost Share Assistance for Agricultural Projects/Shoreline/Streambank Projects. Ref: Big Stone County Comprehensive Local Water Management Plan - 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. 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 FY22 BWSR Erosion and Sediment Control program policy utilizing the Non-Structural Management section.

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Current State Grant	2023 - SWCD Local Capacity Services (Big Stone SWCD)	\$25,000.00		\$25,000.00		N

Actual Results

Activity Name: 2023 Local Capacity Education

Activity Category: Education/Information

Staff time?: No

Description: Soil Erosion – 2023 Local Capacity 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 for material costs for educational events put on by the SWCD.

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Current State Grant	2023 - SWCD Local Capacity Services (Big Stone SWCD)	\$400.00	\$400.00	\$0.00	09/28/2023	N

Actual Results

2023 Local Capacity Education:

3/02/2023 - 9/28/2023:

Big Stone Sports & Leisure Show- \$10.00

Cover Crop training meal- \$10.00

CRP training Meal- \$9.95

Big Stone County Fair Booth- \$50.00

Managers Meeting Registration- \$25.00

BWSR Academy Registration- \$227.50

Managers Meeting Lodging- \$116.50

Total Applied: \$400.00 (Total applied exceeds budget by \$48.95)

Activity Name: 2023 Local Capacity Equipment

Activity Category: Supplies/Equipment

Staff time?: No

Description: Soil Erosion – 2023 Local Capacity Equipment and Supplies. Ref: Big Stone County Comprehensive Local Water Management Plan. This activity will contribute toward the purchase of equipment and technology as needed 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: updated 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.

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Current State Grant	2023 - SWCD Local Capacity Services (Big Stone SWCD)	\$4,800.00	\$1,031.77	\$3,768.23	12/31/2023	N

Actual Results

9/1/2023 to 12/31/2023:

Marco Technologies - printer/copier lease: \$404.34

Federated Telephone - District phone line: \$446.11

Verizon - phone line attached to Jetpack for GPS: \$181.32

Total applied to equipment for CY2023: \$1,031.77

Activity Name: 2023 Local Capacity Technical Assistance/Engineering

Activity Category: Technical/Engineering Assistance

Staff time?: Yes

Description: Soil Erosion – 2023 Local Capacity Technical Assistance. Ref: Big Stone County Comprehensive Local Water Management Plan. This activity will provide for technical time for current full time technical staff regarding 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 to retain quality staff. 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.

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Current State Grant	2023 - SWCD Local Capacity Services (Big Stone SWCD)	\$38,000.00	\$38,000.00	\$0.00	04/15/0023	N

Actual Results

2023 Local Capacity Technical and Engineering:

WCTSA Engineering: \$2,114.56

Programs Technician: 1/1/23-4/15/23 501hrs@ $\$53.16/\text{hr}=\$26,633.16$

4/16/23-7/1/23 164hrs@ $\$46.07/\text{hr}=\$7,555.48$

District Technician: 4/16/23-6/17/23 71.5hrs@ $\$34.03/\text{hr}=\$2,433.14$

Total Applied to Technical and Engineering: \$38,000.00 (Total Applied exceeds budget amount by \$736.35)