



# Grant All-Detail Report

## SWCD Local Capacity Services 2016

**Grant Title** - 2016 - SWCD Local Capacity Services (Lake of the Woods SWCD)

**Grant ID** - P16-4063

**Organization** - Lake of the Woods SWCD

<b>Grant Awarded Amount</b>	<b>\$120,337.00</b>	<b>Grant Execution Date</b>	<b>2/22/2016</b>
<b>Required Match Amount</b>	<b>\$0.00</b>	<b>Grant End Date</b>	<b>12/31/2018</b>
<b>Required Match %</b>	<b>0%</b>	<b>Grant Day To Day Contact</b>	<b>Josh Stromlund</b>

### Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$120,337.00	\$77,989.16	\$42,347.84
Total Match Amount	\$0.00	\$0.00	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$120,337.00</b>	<b>\$77,989.16</b>	<b>\$42,347.84</b>

*\*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 - FY16 Coordination	Administration /Coordination	Current State Grant	2016 - SWCD Local Capacity Services (Lake of the Woods SWCD)..	\$20,000.00	\$16,087.60	12/31/2017	N
Riparian Zone Management - FY16 Cost Share Assistance	Special Projects	Current State Grant	2016 - SWCD Local Capacity Services (Lake of the Woods SWCD)..	\$15,000.00			N
Riparian Zone Management - FY16 Equipment	Supplies/Equipment	Current State Grant	2016 - SWCD Local Capacity Services (Lake of the Woods SWCD)..	\$1,250.00	\$1,125.81	12/31/2017	N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Riparian Zone Management - FY16 Technical Assistance	Technical/Engineering Assistance	Current State Grant	2016 - SWCD Local Capacity Services (Lake of the Woods SWCD)..	\$12,250.00	\$518.45	7/14/2017	N
Riparian Zone Management - FY16 Technician	Technical/Engineering Assistance	Current State Grant	2016 - SWCD Local Capacity Services (Lake of the Woods SWCD)..	\$70,337.00	\$58,909.91	12/31/2017	N
Riparian Zone Management - FY16 Education/Information	Education/Information	Current State Grant	2016 - SWCD Local Capacity Services (Lake of the Woods SWCD)..	\$1,500.00	\$1,347.39	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 - FY16 Coordination

<b>Description</b>	<p>Riparian Zone Management - FY16 Coordination</p> <p>County Comprehensive Local Water Management Plan</p> <p>Funds will be utilized for SWCD staff time to train and integrate new staff, coordinate efforts for new programs developed and handle day-to-day administration of the grant.</p>	
<b>Category</b>	ADMINISTRATION/COORDINATION	
<b>Start Date</b>		<b>End Date</b>
<b>Has Rates and Hours?</b>	Yes	
<b>Actual Results</b>	<p>As of 12/31/2016 -</p> <ul style="list-style-type: none"> <li>Hired new Water Resources Technician (created job description, promotion, postings)</li> <li>provided training and resources for new hire,</li> <li>providing a workstation for new technician</li> <li>daily oversight and direction for new position</li> <li>contracted with a private consultant to revamp SWCD financial system and worked with them to tailor it to BWSR requirements,</li> <li>updating policy manual for SWCD including adoption of the data practices policy</li> </ul> <p>12/31/2017 -</p> <ul style="list-style-type: none"> <li>Continued oversight and management of Water Resources Technician position.</li> <li>*Staff time and expenses for two staff to attend a week long conservation planning session.</li> <li>*Additional staff time for the development and distribution of 2 SWCD newsletters.</li> <li>*Drafted two grant applications for Conservation Apprentice and a Conservation Corps crew.</li> <li>*Implemented a local buckthorn removal program.</li> </ul>	

**Grant Activity - Riparian Zone Management - FY16 Cost Share Assistance**

<b>Description</b>	Riparian Zone Management - FY16 Cost Share Assistance	
	County Comprehensive Local Water Management Plan	
	Funds will be used to cost share the installation of practices consistent with the BWSR State Cost-Share Program Policy. Targeted installations will be in or near the shoreland zone. Practices may include grade stabilization, stormwater treatment, or shoreline protection projects as determined by the authorized technical staff.	
<b>Category</b>	SPECIAL PROJECTS	
<b>Start Date</b>		<b>End Date</b>
<b>Has Rates and Hours?</b>	No	
<b>Actual Results</b>	As of 12/31/2017 - no activity	

**Grant Activity - Riparian Zone Management - FY16 Equipment**

<b>Description</b>	Purchase of equipment	
<b>Category</b>	SUPPLIES/EQUIPMENT	
<b>Start Date</b>		<b>End Date</b>
<b>Has Rates and Hours?</b>	No	
<b>Actual Results</b>	As of 12/31/2017 - purchased a NRCS CCE compatible computer seat for new hire.	

**Grant Activity - Riparian Zone Management - FY16 Technical Assistance**

<b>Description</b>	Riparian Zone Management - FY16 Technical Assistance	
	County Comprehensive Local Water Management Plan	
	Funds will be used to hire additional engineering or technical assistance to complete projects with private landowners. Targeted practices will be those with condensed timelines for completion or ones which require expertise outside that of the existing Joint Powers Board Engineering team.	
<b>Category</b>	TECHNICAL/ENGINEERING ASSISTANCE	
<b>Start Date</b>		<b>End Date</b>
<b>Has Rates and Hours?</b>	No	
<b>Actual Results</b>	As of 12/31/2017 - Utilized the services of WSN Engineering for shoreline engineering designs. Engineering designs are for projects above and beyond the disaster recovery funding.	

**Grant Activity - Riparian Zone Management - FY16 Technician**

<p><b>Description</b></p>	<p>Riparian Zone Management - 2016 Technician</p> <p>County Comprehensive Local Water Management Plan</p> <p>Funds will be used to hire a qualified individual with the existing technical certifications or the ability to obtain those certifications. Workload will include, but is not limited to the following:</p> <ul style="list-style-type: none"> <li>*Buffer implementation</li> <li>*Culvert inventory to supplement the upcoming watershed restoration and protection study</li> <li>*Ditch committee coordination</li> <li>*Survey and design of conservation practices or drainage related practices.</li> <li>*Education and promotion</li> </ul>	
<p><b>Category</b></p>	<p>TECHNICAL/ENGINEERING ASSISTANCE</p>	
<p><b>Start Date</b></p>		<p><b>End Date</b></p>
<p><b>Has Rates and Hours?</b></p>	<p>Yes</p>	
<p><b>Actual Results</b></p>	<p>As of 12/31/2016</p> <p>Water Resource Technician (WRT) hired to assist with daily operations of the District and help with the backlog of projects. Portions of their time is charged towards other grants currently being implemented by the SWCD. The WRT has been conducting a county-wide culvert inventory using survey grade GPS equipment provided through NRCS, they have updated the abandoned well log dataset as part of a new initiative for the SWCD. WRT worked with B&amp;P Weed Control to conduct one week of buckthorn removal in the City of Baudette. WRT oversaw the Conservation Corps crew for the Keep it Clean Program shoreline cleanup. WRT has been assisting with the buffer program implementation, including mapping of priority parcels. WRT has been focusing on scanning and digitizing the ditch records as part of an ongoing effort since 2014.</p> <p>As of 12/31/2017 - Funding for Water Resource Technician position - this staffperson conducts water monitoring, provides a supporting role for multiple SWCD programs including the buffer program and AIS. Duties of WRT have also included continued work on a county-wide culvert inventory and scanning and updating the judicial ditch inventory. Continued training for the WRT position including a week long Conservation Planning Course, and field days with the JPB survey technicians to gain survey experience.</p>	

**Grant Activity - Riparian Zone Management - FY16 Education/Information**

<b>Description</b>	Direct charges to the grant. Press releases, training expenses, and other charges related to staffing costs.		
<b>Category</b>	EDUCATION/INFORMATION		
<b>Start Date</b>		<b>End Date</b>	
<b>Has Rates and Hours?</b>	No		
<b>Actual Results</b>	As of 12/31/2017 - posted press releases and promotional information for the new staff position. Attended trainings related to increased capacity, including sending two staff to a week long Conservation Planning session.		

**Grant Attachments**

Document Name	Document Type	Description
<b>2016 SWCD Local Capacity Services</b>	Grant Agreement	2016 SWCD Local Capacity Services - Lake of the Woods SWCD
<b>2016 SWCD Local Capacity Services executed</b>	Grant Agreement	2016 SWCD Local Capacity Services - Lake of the Woods SWCD
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/25/2017
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 02/02/2017
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/29/2018
<b>Amendment executed</b>	Grant Agreement	2016 SWCD Local Capacity Services - Lake of the Woods SWCD
<b>SWCD Capacity Amendment - Lake of the Woods SWCD.docx</b>	Grant	2016 - SWCD Local Capacity Services (Lake of the Woods SWCD)
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 02/18/2016
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 11/30/2015
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 07/15/2016
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 09/11/2017
<b>quickbooks profit loss report</b>	Grant	2016 - SWCD Local Capacity Services (Lake of the Woods SWCD)