



Grant All-Detail Report

Drainage Ditch Inventory and Inspection (SEDLCP) 2014

Grant Title - Lake of the Woods Drainage Inventory and Inspection

Grant ID - C14-2009

Organization - Lake of the Woods SWCD

Grant Awarded Amount	\$34,140.00	Grant Execution Date	
Required Match Amount	\$8,535.00	Grant End Date	12/31/2016
Required Match %	25%	Grant Day To Day Contact	Corryn Trask

Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$34,140.00	\$25,626.61	\$8,513.39
Total Match Amount	\$12,000.00	\$10,000.00	\$2,000.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$46,140.00	\$35,626.61	\$10,513.39

**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
GIS Inventory and Analysis	Inventory/Mapping	Current State Grant	Lake of the Woods Drainage Inventory and Inspection	\$7,200.00	\$5,719.63	12/31/2017	N
GIS Inventory and mapping for water quality impacts	Inventory/Mapping	Current State Grant	Lake of the Woods Drainage Inventory and Inspection	\$8,500.00	\$6,210.53	12/31/2017	N
Program administration and reporting	Administration/Coordination	Current State Grant	Lake of the Woods Drainage Inventory and Inspection	\$5,800.00	\$3,712.52	12/31/2017	N
Public Waters GIS Inventory	Inventory/Mapping	Current State Grant	Lake of the Woods Drainage Inventory and Inspection	\$4,000.00	\$1,365.17	12/31/2017	N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Technical team meetings	Project Development	Current State Grant	Lake of the Woods Drainage Inventory and Inspection	\$8,640.00	\$8,618.76	12/31/2017	N
Technical team meetings	Project Development	Federal Funds	Contribution from NRCS and federal partners	\$3,000.00	\$2,200.00	12/31/2016	Y
Technical team meetings	Project Development	Local Fund	Contributions from County staff, SWCD manager position (county-funded)	\$9,000.00	\$7,800.00	12/31/2017	Y

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 - GIS Inventory and Analysis

Description

Conduct inventory for 350 miles of ditch within the northern portion of the county. Information collected will be used to develop the county's inspection plan and database.

Assemble all available GIS data. Review aerial photography for land use. Map all known areas of tile installations which are currently documented on handwritten maps. Update land use maps according to aerial photography review.

Assemble and develop all mapping tools necessary for field inspections. Download and summarize all data which has been collected in the field.

Remaining ditch segments not included in the 350 miles will undergo a less rigorous review, and additional ditches may be added to the full review depending on land use changes and potential problem areas identified.

Category

INVENTORY/MAPPING

Start Date

End Date

Has Rates and Hours?

Yes

Actual Results

As of 12/31/15 - working with Pennington SWCD staff to conduct inventory. Acquire iPad and upload shapefiles and make preparations to conduct inventory in summer of 2016.

12/31/2016 - SWCD technician assisted with field work for conducting the GIS inventory. Several days spent in the field assisting Pennington SWCD with landowner contacts, data entry and field measurements. SWCD technician also working with Public Works Department to inventory culverts in the Rapid River Watershed to assist DNR with the upcoming WRAPS study.

As of June 30, 2017 - Pennington SWCD correspondence to complete remaining inventory work. Conducting field inventory in the Bostic Watershed to evaluate possibly solutions to drainage issues.

December 31, 2017 - assisted DNR staff with several days of field inventory of the Bostic watershed in July and August 2017. SWCD staff has continued to compile and manage data that will help support bringing the county's judicial drainage system back into a functioning state.

Grant Activity - GIS Inventory and mapping for water quality impacts

Description	Conduct inventory of 48 miles of ditch within 2 miles of Lake of the Woods and Rainy River. Inventory will include mapping areas of sloughing, buffers, land use, blowouts or washouts, gullies (especially ephemeral), dams, sidewater inlets and tile outlets. Inventory will be conducted using a Trimble datalogger which collects a GIS point and attributes it with pre-determined features such as size, water quality impact, date, and other pertinent information.	
Category	INVENTORY/MAPPING	
Start Date		End Date
Has Rates and Hours?	Yes	
Actual Results	As of 12/31/15 - ready to begin inventory in spring of 2016. County GIS staff has created database in ArcOnline. Pennington SWCD staff has been familiarized with the project and is ready to begin. 12/31/16 - Pennington SWCD staff was in Lake of the Woods county at the end of June 2016 to conduct the drainage inventory. Data was collected and uploaded to the County's ArcOnline. 12/31/17 - Pennington SWCD completed an additional 3 days of work in LOW county The technician completed the on-the-ground assessment. Data and photos for the project were transferred to the LOW County GIS database, and converted for use.	

Grant Activity - Program administration and reporting

Description	Administer program, conduct time tracking and documentation of all expenditures. Prepare reports in eLink as required. Conduct bi-annual meetings with board conservationist to discuss progress of grant and brainstorm on actions. All time tracking and financial transactions will occur on a monthly basis (approximately 32 times).		
Category	ADMINISTRATION/COORDINATION		
Start Date		End Date	
Has Rates and Hours?	Yes		
Actual Results	<p>As of 12/31/15 - general program and administration activities, including time tracking and annual eLink reporting. Discussions on ways to complete tasks held with BC. Entered into contract with Pennington SWCD to utilize their technician for the inventory work.</p> <p>As of 12/31/16 - program and administration activities including development of spreadsheet to track charges by activity for each staffperson. Implementation of new quickbooks financial tracking system to help verify grant expenditures. Worked with Pennington SWCD on contractual agreement to conduct inventory.</p> <p>As of June 30, 2017 - continued grant tracking and program administration. Planning to submit a request for reimbursement after July 1, 2017.</p> <p>December 31, 2017 - completed a 50% funding report and request, contracted with Pennington SWCD to conduct the field inventory, continued grant tracking and reporting activities.</p>		

Grant Activity - Public Waters GIS Inventory

Description	Conduct a GIS review of 32 miles (minimum) of 103E Public Waters. Work with DNR Waters and Eco Resources staff to verify dataset and determine if additional ditch segments should be added to inventory. Determine areas needing further field review. Conduct field review. Share results with DNR Waters staff and Land and Water Planning Director. Course of action dependent upon results.		
Category	INVENTORY/MAPPING		
Start Date		End Date	
Has Rates and Hours?	Yes		
Actual Results	<p>As of 12/31/15 - n/a</p> <p>December 31, 2017 - this action item has aligned well with our buffer inventory program. We have realized through the buffer program (which has rapidly developed after this grant work plan was put into place) that most of the issues we had hoped to address through this activity have been resolved, or clarification has been made, via the buffer initiative. We are looking at diverting these funds into a separate activity and will be consulting with our BC.</p>		

Grant Activity - Technical team meetings

Description	Coordinate and conduct all technical team meetings. Prepare agendas, type minutes, maintain communications via email and direct contacts. Assemble all information prior to meetings and conduct follow up research and data gathering following the meetings. Team meetings will occur monthly for a total of approximately 30 meetings.	
Category	PROJECT DEVELOPMENT	
Start Date		End Date
Has Rates and Hours?	Yes	
Actual Results	<p>As of 12/31/15 - met with County staff and hosted a drainage committee meeting in fall of 2014. SWCD and County staff coordinating to develop inventory needs and database. Continued to meet with smaller task force approximately 3 times in 2015 in person and monthly contact via email.</p> <p>As of 12/31/16 - continuing to meet with County Highway Engineer, County Attorney, GIS Tech, and Land and Water Planning Director to work on drainage needs for the County. Met 3 times with the County Drainage Committee, and prepared minutes following these sessions. Attended a workshop by Kurt Deter, drainage expert, as part of process to begin assessing benefits on ditches in LOW County. Continued efforts to scan and digitize all drainage records in the County, approximately 95% completed. Monthly contact with County staff to work towards active management of county ditch systems. NRCS staff assisting with mapping, providing GIS support including software on NRCS computer system.</p> <p>As of December 31, 2017 - conducted a workshop for the drainage technical team and hired drainage legal consultant, Kurt Deter, to present at a committee work session. Technical team has met 4 times to review drainage mapping and try to upgrade the existing dataset and correct inaccuracies. These efforts will also aid in the implementation of the buffer program because we are correcting errors from the 2002 dataset which was submitted to the DNR for the buffer program.</p>	

Grant Attachments

Document Name	Document Type	Description
2014 Competitive Grant	Grant Agreement	2014 Competitive Grant - Lake of the Woods SWCD
2014 Competitive Grant executed	Grant Agreement	2014 Competitive Grant - Lake of the Woods SWCD
50% payment financial report	Grant	Lake of the Woods Drainage Inventory and Inspection
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 04/20/2017
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/26/2015
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/02/2015
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/26/2016

Document Name	Document Type	Description
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/26/2016
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 03/21/2016
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/27/2017
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 07/19/2017
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 07/19/2017
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/24/2018
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 07/19/2017
Amendment	Grant	Lake of the Woods Drainage Inventory and Inspection
Amendment	Grant	Lake of the Woods Drainage Inventory and Inspection
Application	Workflow Generated	Workflow Generated - Application - 12/16/2013
County Road Erosion	Grant	Lake of the Woods Drainage Inventory and Inspection
SR_loc_11449.jpg	Grant	Lake of the Woods Drainage Inventory and Inspection
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 01/24/2014
grantmap_11449_2013-12-10_03-11-23-PM.jpg	Grant	Lake of the Woods Drainage Inventory and Inspection