



# Grant Progress Report

## SWCD Local Capacity Services 2023

**Grant Title:** 2023 - SWCD Local Capacity Services (Lake of the Woods SWCD)

**Grant ID:** P23-2478

**Grant Award (\$):** \$120,135.00

**Grant Execution Date:** 02/07/2023

**Grantee:** Lake of the Woods SWCD

**Required Match (%):** 0

**Grant End Date:** 12/31/2026

**Fiscal Agent:**

**Required Match (\$):** \$0.00

**Grant Day-to-Day Contact:** Corryn Trask

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$120,135.00	\$79,713.09	\$40,421.91
Match Funds	\$22,750.00	\$0.00	\$22,750.00
Other Funds	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$142,885.00</b>	<b>\$79,713.09</b>	<b>\$63,171.91</b>

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

Proposed Measurable Outcomes	
	The grant targets four resource concern areas - Soil Erosion, Riparian Zone Management, Water Storage and Treatment, and Excess Nutrients - and supports increased capacity by funding expenses in the following categories: Staffing, Cost Share/Incentives, Technology/Capital Equipment, and Operations.

### Budget Details

Activity Name	Category	Source Type	Source Description	Budgeted	Spent	Balance Remaining	Match Fund?
Riparian Zone Management - 2023	Education/Information	Local Fund	County Match	\$22,750.00		\$22,750.00	Y

<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>
Match							
Riparian Zone Management - 2023 Coordination	Administration/Coordination	Current State Grant	2023 - SWCD Local Capacity Services (Lake of the Woods SWCD)..	\$40,135.00	\$51,272.21	(\$11,137.21)	N
Riparian Zone Management - 2023 Technician	Technical/Engineering Assistance	Current State Grant	2023 - SWCD Local Capacity Services (Lake of the Woods SWCD)..	\$60,000.00	\$28,440.88	\$31,559.12	N
Riparian Zone Management - 2023 Consulting	Technical/Engineering Assistance	Current State Grant	2023 - SWCD Local Capacity Services (Lake of the Woods SWCD)..	\$20,000.00		\$20,000.00	N

### Grant Activities

<b>Activity Name: Riparian Zone Management - 2023 Consulting</b>							
<b>Activity Category:</b> Technical/Engineering Assistance					<b>Staff time?:</b> Yes		
<b>Description:</b> Proposed accomplishments include: *provide engineering or consulting services for project development, investigations or design. Projects will be consist with the SWCD comprehensive plan, the local water plan or approved Watershed Plans.							
<b>Budget Details</b>							
<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 (Lake of the Woods SWCD)..	\$20,000.00		\$20,000.00		N	
<b>Actual Results</b>							
<u>Results</u>					<u>Date Added</u>		
					1/10/2023 3:25:39 PM		

## Activity Name: Riparian Zone Management - 2023 Coordination

**Activity Category:** Administration/Coordination

**Staff time?:** Yes

**Description:** Proposed accomplishments:

- Oversee the implementation of Local Capacity funds, including directing other staff on projects conducted under the LC funding umbrella.
  - Complete all mandatory program reporting requirements
  - Participation in international activities that impact water quality, shoreline erosion and water levels of Lake of the Woods and Rainy River.
  - Implement programs for the LOTW 1W1P and Rainy Rapid 1W1P, including forest management plan cost share program and cover crop cost share program.
- Ensure successful completion of projects funded through this new grant.
- Continue to build programming, foster relationships, and seek funding for new initiatives.

### 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 (Lake of the Woods SWCD)..	\$40,135.00	\$51,272.21	(\$11,137.21)	12/31/2025	N

### Actual Results

<u>Results</u>	<u>Date Added</u>
	1/10/2023 3:27:44 PM
2025	12/31/2025 12:00:00 AM
<ul style="list-style-type: none"> <li>-worked with 20 landowners to administer cost share programs, including submitting information to the SWCD board for review and preparing contract documents</li> <li>-coordinated and promoted the annual well testing clinic</li> <li>-attending committee meetings for the Lake of the Woods and Rainy-Rapid watersheds</li> <li>-participating in the Lake of the Woods Watershed midpoint grant update</li> <li>-reviewed all cost share rates and provided an updated rates list to the SWCD board for review and approval</li> <li>-attending trainings on personnel-related topics such as the MN state leave law and payroll administration</li> </ul>	

**Results**

**Date Added**

- oversee the SWCD financial accounts
- prepare and present monthly packets to the SWCD board of supervisors
- drafted the winter SWCD newsletter which reaches nearly 2500 homes
- updated the SWCD website and attended trainings on new website accessibility compliance requirements

**Activity Name: Riparian Zone Management - 2023 Match**

**Activity Category:** Education/Information

**Staff time?:** No

**Description:** This Activity is where the County Contribution towards the local capacity services grant will be reported.

The county contribution may be used for staff time, technology purchases, consulting, or expenses towards education and information. These items will be directly charged to the county allocation matching portion of this grant and will not be considered indirect costs.

**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>
Local Fund	County Match	\$22,750.00		\$22,750.00		Y

**Actual Results**

**Results**

**Date Added**

1/10/2023 3:49:26 PM

## Activity Name: Riparian Zone Management - 2023 Technician

**Activity Category:** Technical/Engineering Assistance

**Staff time?:** No

**Description:** Proposed activities include:

Continuation of the Water Resources Technician Position.

Workload includes, but is not limited to:

assisting lead staff in programmatic activities (water planning, WCA, buffers),  
 buffer program assistance for alternative practices and landowner outreach,  
 drainage management assistance,  
 data/mapping/GIS inventories,  
 water monitoring.

### 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 (Lake of the Woods SWCD)..	\$60,000.00	\$28,440.88	\$31,559.12	12/31/2025	N

### Actual Results

**Results** **Date Added**

2025 12/31/2025 12:00:00 AM

- conducted field work to collect newly installed or replaced culverts as part of the county-wide culvert database management.
- worked with MPCA and Red Lake DNR to prepare 2026 water monitoring plans for Lake of the Woods and the Load program.
- assisted with fall equipment maintenance and inventory management
- surveyed three shoreline sites which are slated for 2026 construction
- conducted follow-up inspection on a stream crossing installed with cost share funding
- assisted landowners in applying for well sealing cost share forest management plan cost share
- assisted with the annual well testing clinic

**Results**

**Date Added**

-conducted buckthorn removal along the Rainy River on city-owned property  
-met with 6 landowners on site to discuss shoreline stabilization options and assisted DNR with a shoreline survey as part of a permit application