



Grant All-Detail Report SWCD Local Capacity Services 2019

Grant Title - 2019 - SWCD Local Capacity Services (Cottonwood SWCD)

Grant ID - P19-2349

Organization - Cottonwood SWCD

Original Awarded Amount	\$100,000.00	Grant Execution Date	12/4/2018
Required Match Amount	\$0.00	Original Grant End Date	12/31/2021
Required Match %	0%	Grant Day To Day Contact	Kay Gross
Current Awarded Amount	\$122,750.00	Current End Date	12/31/2021

Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$122,750.00	\$122,750.00	\$0.00
Total Match Amount	\$22,750.00	\$22,750.00	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$145,500.00	\$145,500.00	\$0.00

*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 - 2019 - Administration and Coordination	Administration /Coordination	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$15,662.43	\$17,699.52	12/21/2021	N
Riparian Zone Management - 2019 - Administration and Coordination	Administration /Coordination	Local Fund	2019 - SWCD Local Capacity Service (Cottonwood SWCD)	\$5,000.00	\$5,232.96	12/21/2021	Y
Riparian Zone Management - 2019 - Equipment	Supplies/Equipment	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$8,000.00	\$8,764.45	11/23/2021	N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Riparian Zone Management - 2019 - GIS Specialist	Inventory/Mapping	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$5,293.79	\$5,293.79	12/31/2019	N
Riparian Zone Management - 2019 - GIS Specialist	Inventory/Mapping	Local Fund	Cottonwood County - Match	\$0.00			Y
Riparian Zone Management - 2019 - Programs Assistant	Administration/Coordination	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$15,000.00	\$14,991.61	12/31/2021	N
Riparian Zone Management - 2019 - Resource Technician	Technical/Engineering Assistance	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$15,146.95	\$15,146.95	12/31/2020	N
Riparian Zone Management - 2019 - Staff	Project Development	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$14,103.05	\$13,573.78	12/31/2021	N
Riparian Zone Management - 2019 - Staff	Project Development	Local Fund	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$6,375.00	\$6,185.05	12/31/2021	Y
Soil Erosion - 2019 - GIS Specialist	Inventory/Mapping	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$5,293.78	\$5,293.78	12/31/2019	N
Soil Erosion - 2019 - GIS Specialist	Inventory/Mapping	Local Fund	Cottonwood County - Match	\$0.00			Y
Soil Erosion - 2019 - Programs Assistant	Administration/Coordination	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$15,000.00	\$14,970.01	12/31/2021	N
Soil Erosion - 2019 - Staff	Project Development	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$14,859.35	\$12,625.46	12/31/2021	N
Soil Erosion - 2019 - Staff	Project Development	Local Fund	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$11,375.00	\$11,331.99	12/31/2021	Y
Soil Erosion - Resource Technician	Technical/Engineering Assistance	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$14,390.65	\$14,390.65	12/31/2020	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 - Riparian Zone Management - 2019 - Administration and Coordination

<p>Description</p>	<p>With the addition of staff and duty distribution we would like to invest in training for three staff to attend the Public Administration Training through MASWCD. CAPACITY GRANT FUNDING: \$6,450.00</p> <p>Cottonwood County Comprehensive Local Water Plan (Pg. 23) Priority Concern 1. Improve Surface Water Quality Goal 1: Prevent further degradation of stream and lake water quality in Cottonwood County Objective 1.a: Protect Soil from Erosion and Prevent Agricultural Runoff. 1.a-1: Assist with coordination and funding of environmental education events for the students of Cottonwood County. These include (but not limited to) Children’s Water Festival, Environmental Fair, Fifth Grade Conservation Day, 4th Grade Water Awareness. 1.a-2: Educate landowners on lakeshore and streambank stabilization practices. 1.a-3: Promote the use of buffer strips along ditches, streams and lakes within Cottonwood County utilizing available conservation programs and practices. 1.a-4: Promote conservation practices and programs to landowners in Cottonwood County. These include State Cost-Share, RIM, RIM/WRP, CRP, EQIP, CSP and others.</p>		
<p>Category</p>	<p>ADMINISTRATION/COORDINATION</p>		
<p>Start Date</p>	<p>4-Dec-18</p>	<p>End Date</p>	<p>31-Dec-21</p>
<p>Has Rates and Hours?</p>	<p>No</p>		

Actual Results

January - December 2019

Three staff attended MASWCD sponsored Administrative Training Cohort - Administrator, Administrative Program Assistant and the Farm Bill/Program Technician.

Total - \$6,450.00

April 2020:

The Cottonwood Soil and Water Conservation District is requesting a work plan change for FY19 District Capacity Service Grant P-19-2349 – \$122,750, which expired December 31, 2021.

The reason for the work plan change reflects on the GIS position collaboration with Cottonwood County. As directed by the Cottonwood County Commissioners they were only requesting funding from the District Capacity to pay for the SWCD portion of the GIS position. The other funding from the State is to be used by the SWCD for our continued conservation work.

Administration and Coordination:

Funding will be used for the completion of the FY2017, 2018 and 2019 audits for the Cottonwood SWCD.

Total State Funds: \$9,212.43

Total Match Funds: \$5,000.00

January - December 2020

July - CliftonLarsonAllen - Client Support - \$187.50; 2017 Audit - \$3,500.00 and 2018 Audit - \$250.00 Total - \$3,937.50

August - CliftonLarsonAllen - 2018 Audit - 1,312.50

October - CliftonLarsonAllen - 2018 Audit - \$1,050.00

Total Expenses - \$6,300.00

February 2021

Requested adding payment 2019 and 2020 Audits.

January - December 2021

Audit Expenses: \$4,949.52

January - \$2,625.00 - CliftonLarsonAllen - 2019 Audit

February - \$287.43 - CliftonLarsonAllen - 2019 Audit

December - \$2,037.09 - Peterson Company LTD - Audit and Additional Costs - 2020

MATCH FUNDING

January - December 2021
 February - \$2,337.57 - CliftonLarsonAllen - 2019 Audit
 April - \$1,050.00 - CliftonLarsonAllen - 2019 Audit
 October - \$525.00 - CliftonLarsonAllen - 2019 Audit Reconciliation with Peterson Company
 December - \$1,320.39 - Peterson Company LTD - Audit and Additional Costs - 2020

Grant Activity - Riparian Zone Management - 2019 - Equipment

<p>Description</p>	<p>During 2019 the Cottonwood SWCD and County Land Mgmt Office will be moving to a new location. With that move the District will be looking to equip the new conference room with media and meeting space furniture including but not limited to tables, chairs, dedicated laptop for media usage. Also the move may lend to the purchase of other furniture, file cabinets and updating computers, if deemed necessary. RIPARIAN MANAGEMENT CAPACITY GRANT FUNDS: \$8,000.00</p> <p>Cottonwood County Comprehensive Local Water Plan (Pg. 23) Priority Concern 1. Improve Surface Water Quality Goal 1: Prevent further degradation of stream and lake water quality in Cottonwood County Objective 1.a: Protect Soil from Erosion and Prevent Agricultural Runoff. 1.a-1: Assist with coordination and funding of environmental education events for the students of Cottonwood County. These include (but not limited to) Children’s Water Festival, Environmental Fair, Fifth Grade Conservation Day, 4th Grade Water Awareness. 1.a-2: Educate landowners on lakeshore and streambank stabilization practices. 1.a-3: Promote the use of buffer strips along ditches, streams and lakes within Cottonwood County utilizing available conservation programs and practices. 1.a-4: Promote conservation practices and programs to landowners in Cottonwood County. These include State Cost-Share, RIM, RIM/WRP, CRP, EQIP, CSP and others.</p>		
<p>Category</p>	<p>SUPPLIES/EQUIPMENT</p>		
<p>Start Date</p>	<p>4-Dec-18</p>	<p>End Date</p>	<p>31-Dec-21</p>
<p>Has Rates and Hours?</p>	<p>No</p>		

Actual Results

January - December 2020

Microsoft Licenses - 7 staff = \$2,443.00

Turning Point Membership Renewal - \$266.18

(Shared between District Capacity FY18 - Total \$799.00). Total - \$2,709.18

January - December 2021

September - \$999.00

Redwing Turning Point Software Update and Subscription Accounting Software

November - \$5,056.27

Marco - Copier Contract Base and Overages - \$1,067.83

Adobe Licenses (4) - \$238.44

ESRI - Software Maintenance Agreement with Cottonwood County - \$3,750.00

Grant Activity - Riparian Zone Management - 2019 - GIS Specialist

<p>Description</p>	<p>Cottonwood County and the Cottonwood SWCD hired a GIS Specialist to be used 50/50 by each entity. The County Commissioners approved the additional allocation of \$22,750 to the Cottonwood SWCD to provide matching funds to be used to secure this position and use remaining funds for buffer cost-share. Until now there has been no consistent GIS work being completed for Cottonwood County.</p> <p>The position will be housed in the Cottonwood SWCD and County Land Management Office and overseen by the Cottonwood SWCD Administrator.</p> <p>The scope of this position at the SWCD and County Land Management Office will be to completed GIS work for the SSTS, Feedlot, WCA, Local Water Plan, RIM/CREP Programs; along with Riparian and Soil Erosion information to help with targeting areas of high concern.</p> <p>MINUTES HAVE BEEN ATTACHED THROUGH ELINK.</p> <p>Wages, benefits, insurance, supplies, training, mileage and rent are included for this position. Wages, benefits and insurance will be computed through a calculated hourly rate. Supplies, training, mileage and rent will be separate because they are through the SWCD. The District will contribute up to half-time with the County paying for the remaining position. FULL TIME: 2088 x \$38.78 = \$80,972.64 HALF TIME: \$40,486.32</p> <p>RIPARIAN MANAGEMENT CAPACITY GRANT FUNDS: \$9,900.00 SOIL EROSION CAPACITY GRANT FUNDS: \$9,900.00</p> <p>RIPARIAN MANAGEMENT MATCH FUNDS: \$11,375.00 (Cottonwood County) SOIL EROSION MATCH FUNDS: \$11,375.00(Cottonwood County)</p> <p>Cottonwood County Comprehensive Local Water Plan (Pgs. 32, 41, and 51 – By Watershed) Priority Concern 1. Improve Surface Water Quality Goal 1: Prevent further degradation of stream and lake water quality in Cottonwood County Objective 1.c: Address TMDL Impaired Waters. 1.c.1: Provide public information on water quality.</p>		
<p>Category</p>	<p>INVENTORY/MAPPING</p>		
<p>Start Date</p>	<p>4-Dec-18</p>	<p>End Date</p>	<p>31-Dec-21</p>

Has Rates and Hours?	Yes
Actual Results	<p>January - December 2019 The GIS Specialist left the position in June of 2019.</p> <p>Hours - March - June 2019 Riparian Mgmt. GIS Specialist - 168.75 hours @ \$26.14 = \$4,411.13 Insurance - Life/Health - \$882.66 Total - \$5,293.79</p> <p>Soil Loss GIS Specialist - 168.75 hours @ \$26.14 = \$4,411.12 (Rounding) Insurance - Life/Health - \$882.66 Total - \$5,293.78</p> <p>April 2020: The Cottonwood Soil and Water Conservation District is requesting a work plan change for FY19 District Capacity Service Grant P-19-2349 – \$122,750, which expired December 31, 2021.</p> <p>The reason for the work plan change reflects on the GIS position collaboration with Cottonwood County. As directed by the Cottonwood County Commissioners they were only requesting funding from the District Capacity to pay for the SWCD portion of the GIS position. The other funding from the State is to be used by the SWCD for our continued conservation work.</p>

Grant Activity - Riparian Zone Management - 2019 - Programs Assistant

<p>Description</p>	<p>The Cottonwood SWCD hired an Administrative Programs Assistant starting in 2019. This position will work all programs through the SWCD and through our Provision of Services Contract for Cottonwood County. Duties will include but not limited to information education including Children's Water Festival, Fair, Environmental Fair; circulation advertising and newsletters for various programs; rainfall monitoring program; Elink Reporting for programs. This position will allow existing staff to focus on customer requests for Buffers, CREP, Feedlots, SSTS, LWP, TSA and GERBA activities. Category reflects project support activities which will directly support the goals and outcomes of our office and the Local Water Plan.</p> <p>CAPACITY GRANT FUNDING: \$15,000.00</p> <p>Cottonwood County Comprehensive Local Water Plan (Pg. 23) Priority Concern 1. Improve Surface Water Quality Goal 1: Prevent further degradation of stream and lake water quality in Cottonwood County Objective 1.a: Protect Soil from Erosion and Prevent Agricultural Runoff. 1.a-1: Assist with coordination and funding of environmental education events for the students of Cottonwood County. These include (but not limited to) Children’s Water Festival, Environmental Fair, Fifth Grade Conservation Day, 4th Grade Water Awareness. 1.a-2: Educate landowners on lakeshore and streambank stabilization practices. 1.a-3: Promote the use of buffer strips along ditches, streams and lakes within Cottonwood County utilizing available conservation programs and practices. 1.a-4: Promote conservation practices and programs to landowners in Cottonwood County. These include State Cost-Share, RIM, RIM/WRP, CRP, EQIP, CSP and others.</p>		
<p>Category</p>	<p>ADMINISTRATION/COORDINATION</p>		
<p>Start Date</p>	<p>4-Dec-18</p>	<p>End Date</p>	<p>31-Dec-21</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>		

Actual Results

January - December 2020

Program Assistant

349.75 hrs @ \$38.15 = \$13,342.97

130.5 hrs @ \$38.15 = \$4,978.58

251.75 hrs @ \$38.46 = \$9,682.31

Total - \$28,003.86

Riparian - \$13,342.97

Soil Loss - \$14,660.89

January - December 2021

Program Assistant - 32 hrs. @ \$51.52 = \$1,648.64

TOTAL Riparian - \$1,648.64

Program Assistant - 6 hrs. @ \$51.52 = \$309.12

TOTAL Soil Loss - \$309.12

Grant Activity - Riparian Zone Management - 2019 - Resource Technician

<p>Description</p>	<p>The District Resource Technician works directly with landowners to help identify their resource concerns and work to implement conservation practices. Position focus will include targeting of resource concerns, implementation of conservation practices, Wetland Conservation Act and other resource programs as deemed necessary.</p> <p>The District is working towards increasing our technical capacity and bmp workload. This position will work towards the installation of more grass waterways (7,260 ft - 5 acres), sediment control basins (5 no.), terraces (3 no.) with a special emphasis on cover crops (200 acres) and assisting with the Buffer Initiative.</p> <p>In the Riparian Management Zone assistance to landowners will include buffers, filter strips, native tree plantings, pasture management and structural practices to help stabilize targeted riparian areas.</p> <p>CAPACITY GRANT OBLIGATION: \$25,000.00</p> <p>Cottonwood County Comprehensive Local Water Plan (Pg. 29) Priority Concern 1. Improve Surface Water Quality Goal 1: Prevent further degradation of stream and lake water quality in Cottonwood County Objective 1.d: Address TMDL Impaired Waters. 1.d.3; 1.c.5; 1.c.7; and 1.d.9 Work with the TMDL Implementation Plan for the watershed and hiring technical staff to promote conservation efforts in the watershed.</p>		
<p>Category</p>	<p>TECHNICAL/ENGINEERING ASSISTANCE</p>		
<p>Start Date</p>	<p>4-Dec-18</p>	<p>End Date</p>	<p>31-Dec-21</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>		

Actual Results

January - December 2019

Riparian Mgmt.

Resource Technician - 137.5 hours @ \$33.88 = \$4,658.50

Total - \$4,658.50

Soil Loss

Resource Technician - 137.5 hours @ \$33.88 = \$4,658.50

Total - \$4,658.50

January - December 2020

Resource Tech - 152 hrs @ \$36.15 = \$5,494.80

Resource Tech - 137 hrs @ \$36.45 = \$4,993.65

Resource Tech - 267 hrs @ \$36.45 = \$9,732.15

Total - \$20,220.60

Riparian - \$10,488.45

Soil Loss - \$9,732.15

February 2021

Moved funding from Resource Technician to Staff in both Riparian and Soil Erosion do to change in staffing.

Riparian Budgeted Amount (Staff) - \$14,103.50

Soil Budgeted Amount (Staff) - \$14,859.35

Grant Activity - Riparian Zone Management - 2019 - Staff

<p>Description</p>	<p>Staff will provide Riparian Management Zone assistance (including administration, information, education, technical and engineering services) to landowners including buffers, filter strips, native tree plantings, pasture management and structural practices to help stabilize targeted riparian areas. These funds will include staff time and benefits (if appropriate for position). CAPACITY GRANT OBLIGATION: \$4,250.00</p> <p>Cottonwood County Comprehensive Local Water Plan (Pg. 23-25) Priority Concern 1. Improve Surface Water Quality Goal 1: Prevent further degradation of stream and lake water quality in Cottonwood County Objective 1.a: Protect Soil from Erosion and Prevent Agricultural Runoff. 1.a-2: Educate landowners on lakeshore and streambank stabilization practices. 1.a-3: Promote the use of buffer strips along ditches, streams and lakes within Cottonwood County utilizing available conservation programs and incentives. 1.a-4: Promote conservation practices and programs to landowners in Cottonwood County. These include State Cost-Share, RIM, RIM/WRP, CRP, EQIP, CSP and others. 1.a-8; 1.a-13; 1.a-18 and 1.a-23: Promote, assist and seek funding to reduce erosion by installing eligible streambank and lakeshore stabilization projects.</p>		
<p>Category</p>	<p>PROJECT DEVELOPMENT</p>		
<p>Start Date</p>	<p>4-Dec-18</p>	<p>End Date</p>	<p>31-Dec-21</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>		

Actual Results

April 2020: Work plan change.

GIS collaboration with County and remaining funds for conservation work.

Staff included will be Administrator, Administrative Program Assistant, Sr. Technician, Watershed Specialist, Program Technician2.

Total Match Funds - Staff - \$6,375.00

January - December 2020

Program Tech/Farm Bill - 1.5 hrs @ \$48.97 = \$73.46

Program Tech2 - 40 hrs @ \$34.33 = \$1,373.20

Program Tech2 - 23.5 hrs @ \$34.33 = \$806.76

Sr Technician - 7.5 hrs @ \$71.33 = \$534.98

Total - \$2,788.40

Riparian - \$1,446.66

Soil Loss - \$1,341.74

January - December 2020 - Local Match

Program Tech2 - 155 hrs @ \$34.33 = \$5,321.15

Program Tech/Farm Bill - 10 hrs @ \$48.97 = \$489.70

Program Assistant - 99 hrs @ \$38.46 = \$3,807.54

Total - \$9,618.39

All under Soil Loss - Local Match - \$9,618.39

February 2021

Moved funds from Resource Tech to Staff in Riparian & Soil Erosion.

Riparian Budgeted Amount (Staff) - \$14,103.50

Soil Budgeted Amount (Staff) - \$14,859.35

Staff includes Administrator, Admin Program Asst, Sr Tech, Program Tech (2) and Watershed Specialist (if hired).

January - December 2021

June - Program Assistant - 61.25 hrs. @ \$51.52 = \$3,155.60

October - District Administrator - 101.5 hrs. @ \$80.08 = \$8,128.12

TOTAL Soil Loss - \$11,283.72

January - December 2021

March - Program Tech(2) - 132.5 hrs. @ \$38.33 = \$5,078.73
June - Farm Bill/Program Tech - 35.5 hrs. @ \$57.12 = \$2,027.76
July - Sr Technician - 3 hrs. @ \$65.60 = \$196.80
July - Farm Bill/Program Tech - 17 hrs. @ \$57.12 = \$971.04
October - Sr Technician - 1 hr. @ \$65.60 = \$65.60
October - Farm Bill/Program Tech - 45.5 hrs. @ \$57.12 = \$2,598.96
October - Program Tech(2) - 31 hrs. @ \$38.33 = \$1,188.23
TOTAL - Riparian - \$12,127.12

January - December 2021

MATCH - Riparian - \$6,185.05

Farm Bill/Program Tech - 14 hrs. @ \$57.12 = \$799.68

Program Technician2 - 140.5 hrs. @ \$38.33 = \$5,385.37

MATCH - Soil Loss - \$1,713.60

Farm Bill/Program Tech - 30 hrs. @ \$57.12 = \$1,713.60

Grant Activity - Soil Erosion - 2019 - GIS Specialist

<p>Description</p>	<p>Cottonwood County and the Cottonwood SWCD hired a GIS Specialist in 2017 to be used 50/50 by each entity. The County Commissioners approved the additional allocation of \$22,750 to the Cottonwood SWCD to provide matching funds to be used for the continuation of this position.</p> <p>The position will be housed in the Cottonwood SWCD and County Land Management Office and overseen by the Cottonwood SWCD Administrator.</p> <p>The scope of this position at the SWCD and County Land Management Office will be to completed GIS work for the SSTS, Feedlot, WCA, Local Water Plan, RIM/CREP Programs; along with Riparian and Soil Erosion information to help with targeting areas of high concern.</p> <p>MINUTES HAVE BEEN ATTACHED THROUGH ELINK.</p> <p>Wages, benefits and insurance will be computed through a calculated hourly rate.</p> <p>Supplies, training, mileage and rent will be separate because they are through the SWCD.</p> <p>The District will contribute up to half-time with the County paying for the remaining position.</p> <p>FULL TIME: 2088 x \$38.78 = \$80,972.64</p> <p>HALF TIME: \$40,486.32</p> <p>RIPARIAN MANAGEMENT CAPACITY GRANT FUNDS: \$9,900.00</p> <p>SOIL EROSION CAPACITY GRANT FUNDS: \$9,900.00</p> <p>RIPARIAN MANAGEMENT MATCH FUNDS: \$11,375.00 (Cottonwood County)</p> <p>SOIL EROSION MATCH FUNDS: \$11,375.00 (Cottonwood County)</p> <p>Cottonwood County Comprehensive Local Water Plan (Pgs. 30, 39 and 49 – By Watershed)</p> <p>Priority Concern 1. Improve Surface Water Quality</p> <p>Goal 1: Prevent further degradation of stream and lake water quality in Cottonwood County</p> <p>Objective 1.a: Protect Soil from Erosion and Prevent Agricultural Runoff.</p> <p>1.a-7: Promote, assist and seek funding to reduce erosion by stalling eligible streambank and lakeshore stabilization projects.</p>		
<p>Category</p>	<p>INVENTORY/MAPPING</p>		
<p>Start Date</p>	<p>4-Dec-18</p>	<p>End Date</p>	<p>31-Dec-21</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>		

Actual Results

January - December 2019

The GIS Specialist left the position in June of 2019.

Hours - March - June 2019

Riparian Mgmt.

GIS Specialist - 168.75 hours @ \$26.14 = \$4,411.13

Insurance - Life/Health - \$882.66

Total - \$5,293.79

Soil Loss

GIS Specialist - 168.75 hours @ \$26.14 = \$4,411.12 (Rounding)

Insurance - Life/Health - \$882.66

Total - \$5,293.78

April 2020:

The Cottonwood Soil and Water Conservation District is requesting a work plan change for FY19 District Capacity Service Grant P-19-2349 – \$122,750, which expired December 31, 2021.

The reason for the work plan change reflects on the GIS position collaboration with Cottonwood County. As directed by the Cottonwood County Commissioners they were only requesting funding from the District Capacity to pay for the SWCD portion of the GIS position. The other funding from the State is to be used by the SWCD for our continued conservation work.

Grant Activity - Soil Erosion - 2019 - Programs Assistant

<p>Description</p>	<p>The Cottonwood SWCD hired an Administrative Programs Assistant in 2018. This position will work all programs through the SWCD and through our Provision of Services Contract for Cottonwood County. Duties will include but not limited to information education including Children's Water Festival, Fair, Environmental Fair; circulation advertising and newsletters for various programs; rainfall monitoring program; Elink Reporting for programs. This position will allow existing staff to focus on customer requests for Buffers, CREP, Feedlots, SSTS, LWP, TSA and GERBA activities. Category reflects project support activities which will directly support the goals and outcomes of our office and the Local Water Plan. CAPACITY GRANT FUNDING: \$15,000.00</p> <p>Cottonwood County Comprehensive Local Water Plan (Pg. 23) Priority Concern 1. Improve Surface Water Quality Goal 1: Prevent further degradation of stream and lake water quality in Cottonwood County Objective 1.a: Protect Soil from Erosion and Prevent Agricultural Runoff. 1.a-1: Assist with coordination and funding of environmental education events for the students of Cottonwood County. These include (but not limited to) Children's Water Festival, Environmental Fair, Fifth Grade Conservation Day, 4th Grade Water Awareness. 1.a-4: Promote conservation practices and programs to landowners in Cottonwood County. These include State Cost-Share, RIM, RIM/WRP, CRP, EQIP, CSP and others.</p>		
<p>Category</p>	<p>ADMINISTRATION/COORDINATION</p>		
<p>Start Date</p>	<p>4-Dec-18</p>	<p>End Date</p>	<p>31-Dec-21</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>		

Actual Results

January - December 2020

Program Assistant

349.75 hrs @ \$38.15 = \$13,342.97

130.5 hrs @ \$38.15 = \$4,978.58

251.75 hrs @ \$38.46 = \$9,682.31

Total - \$28,003.86

Riparian - \$13,342.97

Soil Loss - \$14,660.89

January - December 2021

Program Assistant - 32 hrs. @ \$51.52 = \$1,648.64

TOTAL Riparian - \$1,648.64

Program Assistant - 6 hrs. @ \$51.52 = \$309.12

TOTAL Soil Loss - \$309.12

Grant Activity - Soil Erosion - 2019 - Staff

<p>Description</p>	<p>Staff will provide Soil Loss assistance (including administration, information, education, technical and engineering services) to landowners including buffers, filter strips, ecological practices (including a focus on soil health and cover crops) and structural practices to help stabilize targeted vulnerable soils. These funds will include staff time and benefits (if appropriate for position). CAPACITY GRANT OBLIGATION: \$4,250.00</p> <p>Cottonwood County Comprehensive Local Water Plan (Pg. 29) Priority Concern 1. Improve Surface Water Quality Goal 1: Prevent further degradation of stream and lake water quality in Cottonwood County Objective 1.d: Address TMDL Impaired Waters. 1.d.3; 1.c.5; 1.c.7.</p>		
<p>Category</p>	<p>PROJECT DEVELOPMENT</p>		
<p>Start Date</p>	<p>4-Dec-18</p>	<p>End Date</p>	<p>31-Dec-21</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>		

Actual Results

April 2020: Work plan change. GIS collaboration with County, with remaining funds used for conservation work.
Staff Administrator, Admin Program Assistant, Sr Tech, Watershed Specialist, Program Tech2.
Total Match Funds - Staff - \$11,375.00

January - December 2020

Program Tech/Farm Bill - 1.5 hrs @ \$48.97 = \$73.46

Program Tech2 - 40 hrs @ \$34.33 = \$1,373.20

Program Tech2 - 23.5 hrs @ \$34.33 = \$806.76

Sr Technician - 7.5 hrs @ \$71.33 = \$534.98

Total - \$2,788.40

Riparian - \$1,446.66

Soil Loss - \$1,341.74

January - December 2020 - Local Match

Program Tech2 - 155 hrs @ \$34.33 = \$5,321.15

Program Tech/Farm Bill - 10 hrs @ \$48.97 = \$489.70

Program Assistant - 99 hrs @ \$38.46 = \$3,807.54

Total - \$9,618.39

All under Soil Loss - Local Match - \$9,618.39

February 2021

Change Resource Tech to Staff in both Riparian/Soil Erosion.

Riparian Budgeted Amount (Staff) - \$14,103.50

Soil Budgeted Amount (Staff) - \$14,859.35

Soil Budgeted Amount (Staff) - \$14,859.35

Staff includes Administrator, Admin Program Asst, Sr Tech, Program Tech2 and Watershed Specialist (if hired).

January - December 2021

June - Program Assistant - 61.25 hrs. @ \$51.52 = \$3,155.60

October - District Administrator - 101.5 hrs. @ \$80.08 = \$8,128.12

TOTAL Soil Loss - \$11,283.72

January - December 2021

March - Program Tech(2) - 132.5 hrs. @ \$38.33 = \$5,078.73

June - Farm Bill/Program Tech - 35.5 hrs. @ \$57.12 = \$2,027.76
July - Sr Technician - 3 hrs. @ \$65.60 = \$196.80
July - Farm Bill/Program Tech - 17 hrs. @ \$57.12 = \$971.04
October - Sr Technician - 1 hr. @ \$65.60 = \$65.60
October - Farm Bill/Program Tech - 45.5 hrs. @ \$57.12 = \$2,598.96
October - Program Tech(2) - 31 hrs. @ \$38.33 = \$1,188.23
TOTAL - Riparian - \$12,127.12

January - December 2021
MATCH - Riparian - \$6,185.05
Farm Bill/Program Tech - 14 hrs. @ \$57.12 = \$799.68
Program Technician2 - 140.5 hrs. @ \$38.33 = \$5,385.37

MATCH - Soil Loss - \$1,713.60
Farm Bill/Program Tech - 30 hrs. @ \$57.12 = \$1,713.60

Grant Activity - Soil Erosion - Resource Technician

Description	<p>The District Resource Technician directly with landowners to help identify their resource concerns and work to implement conservation practices. Position focus will include targeting of resource concerns, implementation of conservation practices, Wetland Conservation Act and other resource programs as deemed necessary.</p> <p>The District is working towards increasing our technical capacity and bmp workload. This position will work towards the installation of more grass waterways (7,260 ft - 5 acres), sediment control basins (5 no.), terraces (3 no.) with a special emphasis on cover crops (200 acres) and assisting with the Buffer Initiative.</p> <p>In the Riparian Management Zone assistance to landowners will include buffers, filter strips, native tree plantings, pasture management and structural practices to help stabilize targeted riparian areas.</p> <p>CAPACITY GRANT OBLIGATION: \$25,000.00</p> <p>Cottonwood County Comprehensive Local Water Plan (Pg. 23-25) Priority Concern 1. Improve Surface Water Quality Goal 1: Prevent further degradation of stream and lake water quality in Cottonwood County Objective 1.a: Protect Soil from Erosion and Prevent Agricultural Runoff. 1.a-2: Educate landowners on lakeshore and streambank stabilization practices. 1.a-3: Promote the use of buffer strips along ditches, streams and lakes within Cottonwood County utilizing available conservation programs and incentives. 1.a-4: Promote conservation practices and programs to landowners in Cottonwood County. These include State Cost-Share, RIM, RIM/WRP, CRP, EQIP, CSP and others. 1.a-8; 1.a-13; 1.a-18 and 1.a-23: Promote, assist and seek funding to reduce erosion by installing eligible streambank and lakeshore stabilization projects.</p>		
Category	TECHNICAL/ENGINEERING ASSISTANCE		
Start Date	4-Dec-18	End Date	31-Dec-21
Has Rates and Hours?	Yes		

Actual Results

January - December 2019

Riparian Mgmt.

Resource Technician - 137.5 hours @ \$33.88 = \$4,658.50

Total - \$4,658.50

Soil Loss

Resource Technician - 137.5 hours @ \$33.88 = \$4,658.50

Total - \$4,658.50

January - December 2020

Resource Tech - 152 hrs @ \$36.15 = \$5,494.80

Resource Tech - 137 hrs @ \$36.45 = \$4,993.65

Resource Tech - 267 hrs @ \$36.45 = \$9,732.15

Total - \$20,220.60

Riparian - \$10,488.45

Soil Loss - \$9,732.15

February 2021

Moved funding from Resource Technician to Staff in both Riparian and Soil Erosion do to change in staffing.

Riparian Budgeted Amount (Staff) - \$14,103.50

Soil Budgeted Amount (Staff) - \$14,859.35

Grant Attachments

Document Name	Document Type	Description
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 - Cottonwood SWCD
2019 SWCD Local Capacity and Buffer Law Implementation EXECUTED	Grant Agreement	2019 SWCD Local Capacity and Buffer Law Implementation - Cottonwood SWCD
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/29/2020
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/29/2020

Document Name	Document Type	Description
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 03/17/2020
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 05/04/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/21/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/22/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 03/01/2021
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/31/2022
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/26/2021
Cottonwood County - Commissioner Minutes - August 21 - 2018	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
Expenditures Report Attached for Reconciliation	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
Final Financial	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
GIS Specialist - Spreadsheet	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
Hours Reported - 12-31-2019	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
P19-2349 Reconciliation C Checklist	Journal	Journal Dated - 12/15/2021
Running Totals - 12-31-2019	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
Running Totals - FY19 Capacity	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
Tally - Hours Worked-Rates - FY19 Capacity	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
Tally Hours and Expenses - FY19 Capacity	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
Tracking Document1	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
Tracking Document1	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
Tracking Document2	Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)
Unexecuted Grant Amendment	Grant Agreement Amendment	
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 01/14/2019
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 04/06/2020
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 08/21/2018
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 03/01/2021
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 02/13/2019
Work Plan Revision Request	Journal	Journal Dated - 03/01/2021
Work Plan Revision Request	Journal	Journal Dated - 04/06/2020