



Grant Progress Report

SSTS-NRBG 2023

Grant Title: 2023 - Septic Treatment Systems - NRBG (Cottonwood County)

Grant Award (\$): \$18,600.00

Grant Execution Date: 09/12/2022

Grant ID: P23-2317

Required Match (%): 0

Grant End Date: 12/31/2024

Grantee: Cottonwood County

Required Match (\$): \$0.00

Fiscal Agent:

Grant Day-to-Day Contact: Kay Gross

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$18,600.00	\$18,600.00	\$0.00
Match Funds	\$0.00	\$13,459.24	(\$13,459.24)
Other Funds	\$0.00	\$0.00	\$0.00
Total	\$18,600.00	\$32,059.24	(\$13,459.24)

*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?
Administration/Coordination	Administration/Coordination	Local Fund	Administration/Coordination County match	\$0.00	\$7.02	(\$7.02)	Y
Administration/Coordination	Administration/Coordination	Current State Grant	2023 - Septic Treatment Systems - NRBG (Cottonwood County)	\$1,500.00	\$1,500.00	\$0.00	N
Education & Training	Education/Information	Current State	2023 - Septic Treatment Systems	\$5,000.00	\$1,255.00	\$3,745.00	N

Activity Name	Category	Source Type	Source Description	Budgeted	Spent	Balance Remaining	Match Fund?
		Grant	- NRBG (Cottonwood County)				
Regulations/Ordinance/Enforcement	Regulations/Ordinances/Enforcement	Local Fund	Enforcement/Regulation match - county funds	\$0.00	\$13,452.22	(\$13,452.22)	Y
Regulations/Ordinance/Enforcement	Regulations/Ordinances/Enforcement	Current State Grant	2023 - Septic Treatment Systems - NRBG (Cottonwood County)	\$11,600.00	\$15,622.00	(\$4,022.00)	N
Supplies/Equipment	Supplies/Equipment	Current State Grant	2023 - Septic Treatment Systems - NRBG (Cottonwood County)	\$500.00	\$223.00	\$277.00	N

Grant Activities

Activity Name: Administration/Coordination						
Activity Category: Administration/Coordination					Staff time?: No	
<p>Description: Provide the proper administration, technical support, and enforcement of the Cottonwood County SSTS Program and submit the required reporting for grant reconciliation.</p> <p>The District Administrator and Administrative Assistant will assist with Elink reporting, financial oversight and directing customer inquiries.</p> <p>ADMINISTRATION AND COORDINATION: \$1,500.00</p> <p>Salaries: \$1,500.00</p> <p>*Using billable rates*</p>						
Budget Details						
Source Type	Source Description	Budgeted	Spent	Balance Remaining	Last Transaction Date	Match Fund?
Local Fund	Administration/Coordination County match	\$0.00	\$7.02	(\$7.02)	12/31/2023	Y
Current State Grant	2023 - Septic Treatment Systems - NRBG (Cottonwood County)	\$1,500.00	\$1,500.00	\$0.00	12/31/2023	N

Actual Results

SEPTEMBER 2022 - DECEMBER 2022:

No activity associated with this grant.

JANUARY - DECEMBER 2023:

Oversight of the SSTS program, billing, and reporting.

District Administrator: 12 hrs @ \$74.06/hr = \$888.72

Program Technician: 9 hrs @ \$68.70/hr = \$618.30

Total: \$1,507.02

Grant funds expended: \$1,500.00

Overage as match; \$7.02

Activity Name: Education & Training

Activity Category: Education/Information

Staff time?: No

Description: Assist and educate County homeowners with the installation and maintenance of new and existing systems throughout the County.

Obtain and maintain SSTS Inspector Certification through training and continuing education classes provided by U of M for SWCD and County 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 - Septic Treatment Systems - NRBG (Cottonwood County)	\$5,000.00	\$1,255.00	\$3,745.00	12/08/2023	N

Actual Results

SEPTEMBER 2022 - DECEMBER 2022:

No activity associated with this grant.

JANUARY - DECEMBER 2023:

Continuing Education courses for staff to maintain SSTS certification: \$1,015.00

MOWA membership 2024: \$240.00

Total expended: \$1,255.00

Remaining funds used under regulation/enforcement.

Activity Name: Regulations/Ordinance/Enforcement

Activity Category: Regulations/Ordinances/Enforcement

Staff time?: No

Description: Provide the proper technical support and enforcement of the Cottonwood County SSTS Program. Assist County landowners with the installation and maintenance of new and existing systems throughout Cottonwood County.

The Farm Bill Assistant/Program Technician will administer the technical and enforcement regulation of the program with assistance from other SWCD/County staff with appropriate certification.

TECHNICAL ASSISTANCE AND ORDINANCE ENFORCEMENT: \$11,600.00

Salaries: \$11,600.00

Using billable rates

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	Enforcement/Regulation match - county funds	\$0.00	\$13,452.22	(\$13,452.22)	12/31/2023	Y
Current State Grant	2023 - Septic Treatment Systems - NRBG (Cottonwood County)	\$11,600.00	\$15,622.00	(\$4,022.00)	12/31/2023	N

Actual Results

SEPTEMBER 2022 - DECEMBER 2022:

No activity associated with this grant.

JANUARY - DECEMBER 2023:

Employee wages to administer the SSTS program including site evaluations, permitting, design review, compliance inspections, and maintenance program.

Program Technician/Lead SSTS inspector: 239.5 hrs @ \$68.70/hr = \$16,453.65

Program Technician/secondary inspector: 156.5 hrs @ \$41.55/hr = \$6,502.58

Program Technician/secondary inspector: 141 hrs @ \$43.39/hr = \$6,117.99

Total: \$29,074.22

Remaining funds from education/training & supplies/equipment used for regulation/enforcement (\$4,022.00).

Grant funds expended: \$15,622.00

Match: \$13,452.22

Activity Name: Supplies/Equipment

Activity Category: Supplies/Equipment

Staff time?: No

Description: General operating supplies to run the SSTS Program and specialized equipment to complete site evaluations and inspections.

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 - Septic Treatment Systems - NRBG (Cottonwood County)	\$500.00	\$223.00	\$277.00	12/31/2023	N

Actual Results

SEPTEMBER 2022 - DECEMBER 2022:

No activity associated with this grant.

JANUARY - DECEMBER 2023:

Munsell Color Guide book purchased: \$223.00

Total funds expended: \$223.00

Remaining funds used in Regulation/Enforcement.