



Grant All-Detail Report SSTS-NRBG 2018

Grant Title - 2018 - Septic Treatment Systems - NRBG (Cottonwood County)

Grant ID - P18-3065

Organization - Cottonwood County

Original Awarded Amount	\$18,600.00	Grant Execution Date	10/18/2017
Required Match Amount	\$0.00	Original Grant End Date	12/31/2020
Required Match %	0%	Grant Day To Day Contact	Kay Gross
Current Awarded Amount	\$18,600.00	Current End Date	12/31/2020

Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$18,600.00	\$18,600.00	\$0.00
Total Match Amount	\$0.00	\$18,501.11	\$-18,501.11
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$18,600.00	\$37,101.11	\$-18,501.11

*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
2018 - Septic Treatment Systems - Administration and Coordination	Administration /Coordination	Current State Grant	2018 - Septic Treatment Systems - NRBG (Cottonwood County)	\$14,500.00	\$14,572.90	12/31/2018	N
2018 - Septic Treatment Systems - Administration and Coordination	Administration /Coordination	Local Fund	2018 - Septic Treatment Systems - In Kind	\$0.00	\$17,761.44	12/31/2018	Y

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
2018 - Septic Treatment Systems - Equipment and Supplies	Supplies/Equipment	Current State Grant	2018 - Septic Treatment Systems - NRBG (Cottonwood County)	\$1,000.00	\$1,000.00	12/31/2018	N
2018 - Septic Treatment Systems - Equipment and Supplies	Supplies/Equipment	Local Fund	2018 - Septic Treatment Systems -In Kind	\$0.00	\$739.67	12/31/2018	Y
2018- Septic Treatment Systems - Education and Training	Education/Information	Current State Grant	2018 - Septic Treatment Systems - NRBG (Cottonwood County)	\$3,100.00	\$3,027.10	12/31/2018	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 - 2018 - Septic Treatment Systems - Administration and Coordination

Description	<p>Provide the proper administration, technical support, and enforcement of the Cottonwood County SSTS Program and submit the required reporting for grant reconciliation. Assist County landowners with the installation and maintenance of new and existing systems throughout Cottonwood County.</p> <p>The Farm Bill Assistant/Program Technician will administer the program with intermittent assistance from the Resource Technician, District Resource Technician and District Technician.</p> <p>The District Administrator and Administrative Program Assistant will assist with Elink reporting, financial oversight and directing customer inquiries.</p> <p>ADMINISTRATION AND COORDINATION: \$14,500.00 Salaries: \$11,050.00 Communications: \$700.00 Mileage: \$2,750 .00</p>		
Category	ADMINISTRATION/COORDINATION		
Start Date	19-Oct-17	End Date	31-Dec-18
Has Rates and Hours?	No		
Actual Results	<p>OCTOBER - DECEMBER 2017: No program activity.</p> <p>JANUARY - DECEMBER 2018:</p> <p>GRANT FUNDS EXPENDED: \$14,572.90</p> <p>Staff assisted homeowners through the SSTS process. Staff issued 35 SSTS Construction and Repair permits . Systems permitted in 2018 include: 5 - At-Grade; 27 Mound; 2 Repair permit to replace septic tanks; 1 Trench. Systems installed in 2018: : 5 – At-grade; 32 Mound; 1 Trench; 2 holding tanks; 1 tank replacement. 20 Existing compliance inspections were completed by privately licensed businesses. 10 systems were deemed compliant with MN Rules and 10 systems were deemed</p>		

non-compliant with varying replacement timeframes (2 - 1 yr replacement; 1 - IPHT; ; 2 - 20 yr replacement). Staff send out yearly reminder letters to homeowners to replace non-compliance septic systems. 8 Notice of Violations were issued in 2018 for overdue systems, only one system was not resolved in 2018 and was forwarded to the County Attorney for enforcement action.

SALARIES: \$14,444.80

Program Technician/Farm Bill 488.0 hrs @ \$29.60 = \$14,444.80

HEALTH INSURANCE: See in-kind

COMMUNICATIONS: \$128.10 & See in-kind

RENT: See in kind

MILEAGE: See in-kind

LOCAL MATCH EXPENDED: \$23,185.81

SALARIES: \$8,358.63

District Administrator 44.25 hrs @ \$41.64 = \$1,842.57

District Technician 16.75 hrs @ \$35.45 = \$593.79

District Program Assistant 30.50 hrs @ \$21.99 = \$670.71

Program Technician/Farm Bill 131.5 hrs @ \$29.60 = \$3,892.40

District Resource Technician 65.25 hrs @ \$20.83 = \$1,359.16

HEALTH INSURANCE: \$4,114.34

COMMUNICATIONS: \$972.30 (Postage and Copies)

RENT: \$2,310.00

MILEAGE: \$2,006.17

Grant Activity - 2018 - Septic Treatment Systems - Equipment and Supplies

Description	General operating supplies to run the SSTS Program and specialized equipment to complete site evaluations and inspections.		
Category	SUPPLIES/EQUIPMENT		
Start Date	19-Oct-17	End Date	31-Dec-18
Has Rates and Hours?	No		
Actual Results	<p>JANUARY - DECEMBER 2017: No program activity.</p> <p>JANUARY - DECEMBER 2018:</p> <p>GRANT EXPENDITURES: \$1,000.00</p> <p>This year the Cottonwood SWCD had to replace the laser for site visits due to the malfunction and replacement costs of the old unit. Equipment purchases were distributed over multiple programs to allow for use by all employees (SWCD or County) for all programs.</p> <p>SUPPLIES: See In-Kind EQUIPMENT: \$1,000.00 and See In-Kind (Spectra Laser \$1,000.00)</p> <p>LOCAL GRANT IN-KIND: \$739.67</p> <p>SUPPLIES: \$14.99 EQUIPMENT: \$724.68 ArcGIS Desktop Basic \$716.68; Norton Anti-virus \$8.00</p>		

Grant Activity - 2018- Septic Treatment Systems - Education and Training

<p>Description</p>	<p>Assist and educate County homeowners with the installation and maintenance of new and existing systems throughout the County.</p> <p>Obtain and maintain SSTS Inspector Certification through training and continuing education classes provided by U of M for SWCD and County staff.</p>		
<p>Category</p>	<p>EDUCATION/INFORMATION</p>		
<p>Start Date</p>	<p>19-Oct-17</p>	<p>End Date</p>	<p>31-Dec-18</p>
<p>Has Rates and Hours?</p>	<p>No</p>		
<p>Actual Results</p>	<p>JANUARY - DECEMBER 2017: No program activity.</p> <p>JANUARY - DECEMBER 2018:</p> <p>GRANT FUNDS EXPENDED: \$3,100.00</p> <p>Staff also started a maintenance program in 2016 for homeowners. After the first 3 years of a new/replacement system, staff will mail out a maintenance flyer and a magnet for the homeowner to record their pumpings on. 39 letters and magnets were sent out to homeowners.</p> <p>Three staff members attended various continuing education courses throughout the year. The SWCD is in the process of certifying one more person as a septic inspector. The main program inspector also is working towards becoming an advanced inspector due to the Delft Community's sewer system.</p> <p>TRAINING: \$2,849.00 EDUCATION and OUTREACH: \$178.10 Alan Coners work</p>		

Grant Attachments

Document Name	Document Type	Description
2018/2019 Natural Resources Block Grant	Grant Agreement	2018/2019 Natural Resources Block Grant - Cottonwood County
2018/2019 Natural Resources Block Grant executed	Grant Agreement	2018/2019 Natural Resources Block Grant - Cottonwood County
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/31/2018
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/09/2018
FY2018 SSTS Annual Report	Grant	2018 - Septic Treatment Systems - NRBG (Cottonwood County)
Final Financial	Grant	2018 - Septic Treatment Systems - NRBG (Cottonwood County)
State Grant	Grant	2018 - Septic Treatment Systems - NRBG (Cottonwood County)