



## Grant All-Detail Report Buffer Law 2018

**Grant Title** - 2018 - Buffer Law (Cottonwood SWCD)

**Grant ID** - P18-3778

**Organization** - Cottonwood SWCD

<b>Original Awarded Amount</b>	<b>\$30,000.00</b>	<b>Grant Execution Date</b>	<b>12/6/2017</b>
<b>Required Match Amount</b>	\$0.00	<b>Original Grant End Date</b>	12/31/2020
<b>Required Match %</b>	0%	<b>Grant Day To Day Contact</b>	Kay Gross
<b>Current Awarded Amount</b>	\$30,000.00	<b>Current End Date</b>	12/31/2020

### Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$30,000.00	\$30,000.00	\$0.00
Total Match Amount	\$0.00	\$0.00	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$0.00</b>

*\*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
Administration and Coordination	Administration /Coordination	Current State Grant	2018 - Buffer Law (Cottonwood SWCD)	\$6,247.00	\$3,965.00	12/31/2018	N
Education and Information	Education/Information	Current State Grant	2018 - Buffer Law (Cottonwood SWCD)	\$3,000.00	\$2,282.00	12/31/2019	N
Technical and Engineering	Technical/Engineering Assistance	Current State Grant	2018 - Buffer Law (Cottonwood SWCD)	\$20,753.00	\$23,753.00	12/31/2019	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 - Administration and Coordination**

Description	<p>Administration and Coordination: The District Administrator will provide administrative and financial over site responsibilities for the Buffer Program. These duties include: financial reports, payroll services, supervision and coordination of staff and reporting progress in Elink.</p> <p>Total Budget; \$6,247.50 Administration - District Administrator \$41.65 - 2018 - Calculated Hourly Rate - approximately 150 hours.</p>		
Category	ADMINISTRATION/COORDINATION		
Start Date	13-Dec-17	End Date	31-Dec-19
Has Rates and Hours?	Yes		
Actual Results	<p>JANUARY - DECEMBER 2017: No program activity.</p> <p>JANUARY - DECEMBER 2018: All accounting and reporting requirements have been completed and reported in Elink. Cottonwood SWCD staff have been working with landowners to explain the buffer law and their options to become compliant.</p> <p>SALARIES: \$3,671.83 District Administrator 66 hrs @ \$41.64 = \$2748.24 District Program Assistant 42 hrs @ \$21.99 = \$923.59</p> <p>SUPPLIES: \$89.98 COMMUNICATIONS: \$203.19 postage, email, copies</p> <p>JANUARY - DECEMBER 2019: All accounting and reporting requirements have been completed and reported in Elink. Cottonwood SWCD staff have been working with landowners to explain the buffer law and their options to become compliant.</p>		

**Grant Activity - Education and Information**

<p><b>Description</b></p>	<p>Education and Information:                  These funds will be used to inform the Cottonwood County landowners on buffer law deadlines through direct mailings and advertising.</p> <p>Budget: \$3,000.00</p>		
<p><b>Category</b></p>	<p>EDUCATION/INFORMATION</p>		
<p><b>Start Date</b></p>	<p>13-Dec-17</p>	<p><b>End Date</b></p>	<p>31-Dec-19</p>
<p><b>Has Rates and Hours?</b></p>	<p>No</p>		
<p><b>Actual Results</b></p>	<p>JANUARY - DECEMBER 2017:                  No program activity.</p> <p>JANUARY - DECEMBER 2018:                  SWCD staff sent out 5 mailings to landowners still considered "under review" throughout the year. Due to the wet weather conditions, those landowners that had a July 1st deadline for Waiver B, the county automatically extended the deadline to November 1st. A final mailing in October was sent to landowners prior to submitting any parcels for enforcement to the County.                  112 parcels were forwarded to the county for enforcement. BWSR was Cc'ed on the list. The SWCD hosted a booth at the Windom Farm and Home Show and the County Fair.</p> <p>EDUCATION AND INFORMATION: \$192.39                  displays, ads, promotional</p> <p>JANUARY - DECEMBER 2019:                  SWCD assisted the county fielding calls regarding the enforcement letters. Staff provided information to landowners through booths at the Farm and Home Show and County Fair, as well as the USDA radio program update.</p> <p>Staff salaries: \$2,089.61                  District Technician 2 hrs @ \$55.49 = \$110.98                  Farm Bill Asst/Program Tech 11 hrs @ \$43.26 = \$475.86                  Resource Technician 44.36 hrs @ \$33.88 = \$1,502.77*                  *Rounding down due to billable hourly rate and hours in tenths and splitting hours between technical and education*</p>		





**Description**

Technical and Engineering:  
Technical assistance for the Buffer Program will be completed by the following Districts staff.  
Budget: \$20,753.00  
District Senior Technician:  
2018 - Calculated Hourly Wage - \$35.47  
District Program Technician  
2018 - Calculated Hourly Wage - \$29.61  
District Resource Technician  
2018 - Calculated Hourly Wage - \$20.82  
Hours will be completed as staff are available.  
The District Program Technician will be the lead with direct supervision over the District Resource Technician.  
Duties include direct landowner contacts, field visits/checks and generating informational materials.





Start Date

13-Dec-17

End Date

31-Dec-19

Has Rates and Hours?

Yes

## Actual Results

### JANUARY - DECEMBER 2017:

No program activity.

### JANUARY - DECEMBER 2018:

Cottonwood SWCD staff have been working with landowners to explain the buffer law and their options to become compliant. Staff supplied maps to landowners outlining the 30-ft/50-ft lines (public waters), existing vegetation, and compliance status for each side of the bank.

Staff completed multiple site visits with landowners throughout the year to evaluate present buffers, any needs on the parcels, and any alternative practices that may apply to the parcel. In addition to site visits, staff completed necessary supporting documentation on the landowner's behalf for alternative practices on the parcel. This includes RUSLE2 runs, photo documentation, buffer decision support tool, watershed maps, and any other necessary documents.

Cottonwood SWCD staff Becky Alexander also joined Governor Mark Dayton at the Capitol during a press conference to present on the Buffer Law.

Cottonwood SWCD staff provided landowners with program opportunities and options to utilize to come into compliance with the buffer law. Programs included State Cost-Share and CREP, as well other strictly federal programs such as CRP.

SALARIES: \$13,463.73

District Technician 5.75 hrs @ \$35.45 = \$203.84

District Resource Technician 503 hrs @ \$20.83 = \$10,477.49

Program Technician/Farm Bill 94 hrs @ \$29.60 = \$2,782.40

EQUIPMENT: \$716.66

ArcGIS Maintenance

TRAINING: \$470.94

### JANUARY - DECEMBER 2019:

**\*\*SWCD switched to billable rate\*\***

SWCD staff finalized the list of non-compliant landowners and submitted it to the County to pursue enforcement. The SWCD assisted the county with their enforcement letters and maps to those landowners and onsite visits.

SALARIES: \$9,101.67

District Resource Technician 270.44 hrs @ \$33.88 = \$9,101.67\*

\*Rounding due to splitting hours between technical and education categories\*

## Grant Attachments

Document Name	Document Type	Description
<b>2018/2019 Programs and Operations Grants</b>	Grant Agreement	2018/2019 SWCD Programs and Operations Grants - Cottonwood SWCD
<b>2018/2019 Programs and Operations Grants executed</b>	Grant Agreement	2018/2019 SWCD Programs and Operations Grants - Cottonwood SWCD
<b>2019 grant tracking</b>	Grant	2018 - Buffer Law (Cottonwood SWCD)
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 04/02/2020
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/28/2019
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 02/22/2019
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 04/01/2020
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/17/2020
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/22/2018
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/14/2018
<b>Final Financial</b>	Grant	2018 - Buffer Law (Cottonwood SWCD)
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 10/04/2017
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 08/31/2017