



Grant All-Detail Report

SSTS-NRBG 2019

Grant Title - 2019 - Septic Treatment Systems - NRBG (Cottonwood County)

Grant ID - P19-3130

Organization - Cottonwood County

Original Awarded Amount	\$18,600.00	Grant Execution Date	9/21/2018
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	\$6,887.10	\$6,887.10	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$25,487.10	\$25,487.10	\$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
2019 - SSTS - Enforcement, ordinances, and regulations	Regulations/Ordinances/Enforcement	Current State Grant	2019 - Septic Treatment Systems - NRBG (Cottonwood County)	\$15,425.11	\$15,425.11	12/31/2019	N
2019 - SSTS - Enforcement, ordinances, and regulations	Regulations/Ordinances/Enforcement	Local Fund	2019 - SSTS - Enforcement, ordinance, and regulation	\$6,887.10	\$6,887.10	12/31/2019	Y

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
2019 - Septic Treatment Systems - Administration and Coordination	Administration /Coordination	Current State Grant	2019 - Septic Treatment Systems - NRBG (Cottonwood County)	\$1,172.18	\$1,172.18	12/31/2019	N
2019 - Septic Treatment Systems - Administration and Coordination	Administration /Coordination	Local Fund	2019 - Septic Treatment Systems - Administration and Coordination - In Kind	\$0.00			Y
2019 - Septic Treatment Systems - Equipment and Supplies	Supplies/Equipment	Current State Grant	2019 - Septic Treatment Systems - NRBG (Cottonwood County)	\$500.00	\$500.00	12/31/2019	N
2019 - Septic Treatment Systems - Equipment and Supplies	Supplies/Equipment	Local Fund	2019 - Septic Treatment Systems - Equipment and Supplies - In Kind	\$0.00			Y
2019- Septic Treatment Systems - Education and Training	Education/Information	Current State Grant	2019 - Septic Treatment Systems - NRBG (Cottonwood County)	\$1,502.71	\$1,502.71	12/31/2019	N
2019- Septic Treatment Systems - Education and Training	Education/Information	Local Fund	2019 - Septic Treatment Systems - In Kind	\$0.00			Y

Activity Details Summary

Activity Details	Total Action Count	Total Activity Mapped	Proposed Size / Unit	Actual Size / Unit
------------------	--------------------	-----------------------	----------------------	--------------------

Proposed Activity Indicators

Activity Name	Indicator Name	Value & Units	Waterbody	Calculation Tool	Comments
---------------	----------------	---------------	-----------	------------------	----------

Final Indicators Summary

Indicator Name	Total Value	Unit
----------------	-------------	------

Grant Activity

Grant Activity - 2019 - SSTS - Enforcement, ordinances, and regulations

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 the District Resource Technician and District Technician.

ADMINISTRATION AND COORDINATION: \$12,500.00

Salaries: \$12,500.00

Using billable rates

Start Date

19-Oct-17

End Date

31-Dec-19

Has Rates and Hours? No

Actual Results

OCTOBER - DECEMBER 2017:

No activity associated with this grant.

JANUARY - DECEMBER 2018:

No activity associated with this grant.

JANUARY - DECEMBER 2019:

Grant Expenditure: \$15,425.11

Local funds: \$6,887.10

2019 SSTS construction was affected by weather conditions. 24 construction permits were issued: 1 - Trench, 16 - Mounds, 3 - At Grades, 4 holding tanks. 22 existing compliance inspections were completed by private contractors: 6 non-compliant, and 16 compliant. 6 septic systems were abandoned. Installations included: 6 At grades, 2 holding tanks, 1 temporary tank with drainfield installation in 2020, 15 mounds, 2 tank replacements (drainfield passed compliance inspection), and 1 trench.

Salaries: \$22,162.17**

**Rounding of half-pennies up*

Farm Bill Assistant: \$20,464.79**

Jan-Apr: 134 hrs @ \$43.26/hr = \$5,796.84

May - Dec: 355.50 hrs @ \$41.26/hr = \$14,667.95**

Monthly rounding of half-pennies

Resource Technician: \$726.30

Jan - Apr: 4.5 hrs @ \$33.88/hr = \$152.46

May - Dec: 18 hrs @ \$31.88/hr = \$573.84

District Technician: \$971.08

Jan - Apr: 17.5 hrs @ \$55.49/hr = \$971.08

Legal Notice in newspaper for low interest loan funds: \$77.60

Mileage for non-staff member for SSTS inspection during BWSR academy: \$72.44



Grant Activity - 2019 - Septic Treatment Systems - Administration and Coordination

<p>Description</p>	<p>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: \$2,000.00 Salaries: \$2,000.00 *Using billable rates*</p>		
<p>Category</p>	<p>ADMINISTRATION/COORDINATION</p>		
<p>Start Date</p>	<p>19-Oct-17</p>	<p>End Date</p>	<p>31-Dec-19</p>
<p>Has Rates and Hours?</p>	<p>No</p>		
<p>Actual Results</p>	<p>OCTOBER - DECEMBER 2017: No activity associated with this grant.</p> <p>JANUARY - DECEMBER 2018: No activity associated with this grant.</p> <p>JANUARY - DECEMBER 2019: Final grant reporting and administration of the funds was completed.</p> <p>GRANT FUNDS EXPENDED: \$1,172.18 Salaries: \$1,172.18 District Administrator: \$950.24 Jan-April: 8 hrs @ \$60.39/hr = \$483.12 May - Dec: 8 hrs @ \$58.39/hr = \$467.12</p> <p>Administrative Assistant: \$221.94 Jan-April: 6 hrs @ \$36.99/hr = \$221.94</p> <p>*Billable hourly rate used*</p>		

Grant Activity - 2019 - 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-19
Has Rates and Hours?	No		
Actual Results	<p>OCTOBER - DECEMBER 2017: No activity associated with this grant.</p> <p>JANUARY - DECEMBER 2018: No activity associated with this grant.</p> <p>JANUARY - DECEMBER 2019: Grant expenditures: \$500.00</p> <p>ArcGIS license and extensions: \$500.00</p>		

Grant Activity - 2019- Septic Treatment Systems - Education and Training

Description	<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>		
Category	EDUCATION/INFORMATION		
Start Date	19-Oct-17	End Date	31-Dec-19
Has Rates and Hours?	No		
Actual Results	<p>OCTOBER - DECEMBER 2017: No activity associated with this grant.</p> <p>JANUARY - DECEMBER 2018: No activity associated with this grant.</p> <p>JANUARY - DECEMBER 2019: Grant expenditure: \$1,502.71</p> <p>Training/lodging/meals: \$1,022.71 SSTS continuing education trainings to maintain certifications for Farm Bill Assistant, District Technician, and Resource Technician. Includes training fees, lodging, and meals for travel requirements.</p> <p>Education: Mailing were sent out for systems installed in 2016 to notify homeowners that their first 3 years had passed and their tanks should be pumped for maintenance, included in the letter was a fact sheet, maintenance magnet, and contractor list. This cost is now covered by the billable hourly rate in the regulation/enforcement/ordinance section.</p> <p>MN Onsite Wastewater Assoc. Membership: \$480.00</p> <p>Membership fee to MOWA for 2019 and 2020 for staff.</p>		

Grant Attachments

Document Name	Document Type	Description
2019 SSTS Program Grant	Grant Agreement	2019 SSTS Program - Cottonwood County
2019 SSTS Program Grant EXECUTED	Grant Agreement	2019 SSTS Program - Cottonwood County
2019 SSTS annual report	Grant	2019 - Septic Treatment Systems - NRBG (Cottonwood County)
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/31/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/17/2020
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 04/02/2020
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/28/2019
Final Financial Report	Grant	2019 - Septic Treatment Systems - NRBG (Cottonwood County)
Grant Tracking Expense sheet	Grant	2019 - Septic Treatment Systems - NRBG (Cottonwood County)