



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	\$26,354.57	\$96,395.43
Total Match Amount	\$22,750.00	\$0.00	\$22,750.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$145,500.00	\$26,354.57	\$119,145.43

**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)	\$6,450.00	\$6,450.00	12/31/2019	N
Riparian Zone Management - 2019 - Equipment	Supplies/Equipment	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$8,000.00			N
Riparian Zone Management - 2019 - GIS Specialist	Inventory/Mapping	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$9,900.00	\$5,293.79	12/31/2019	N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Riparian Zone Management - 2019 - GIS Specialist	Inventory/Mapping	Local Fund	Cottonwood County - Match	\$11,375.00			Y
Riparian Zone Management - 2019 - Programs Assistant	Administration/Coordination	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$15,000.00			N
Riparian Zone Management - 2019 - Resource Technician	Technical/Engineering Assistance	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$25,000.00	\$4,658.50	12/31/2019	N
Riparian Zone Management - 2019 - Staff	Project Development	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$4,250.00			N
Soil Erosion - 2019 - GIS Specialist	Inventory/Mapping	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$9,900.00	\$5,293.78	12/31/2019	N
Soil Erosion - 2019 - GIS Specialist	Inventory/Mapping	Local Fund	Cottonwood County - Match	\$11,375.00			Y
Soil Erosion - 2019 - Programs Assistant	Administration/Coordination	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$15,000.00			N
Soil Erosion - 2019 - Staff	Project Development	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$4,250.00			N
Soil Erosion - Resource Technician	Technical/Engineering Assistance	Current State Grant	2019 - SWCD Local Capacity Services (Cottonwood SWCD)	\$25,000.00	\$4,658.50	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 - Riparian Zone Management - 2019 - Administration and Coordination

Description	<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>	
Category	ADMINISTRATION/COORDINATION	
Start Date	4-Dec-18	End Date
Has Rates and Hours?	No	
Actual Results	<p>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</p>	

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>Has Rates and Hours?</p>	<p>No</p>	
<p>Actual Results</p>		

Description

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.

The position will be housed in the Cottonwood SWCD and County Land Management Office and overseen by the Cottonwood SWCD Administrator.

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.

MINUTES HAVE BEEN ATTACHED THROUGH ELINK.

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

RIPARIAN MANAGEMENT CAPACITY GRANT FUNDS: \$9,900.00

SOIL EROSION CAPACITY GRANT FUNDS: \$9,900.00

RIPARIAN MANAGEMENT MATCH FUNDS: \$11,375.00 (Cottonwood County)

SOIL EROSION MATCH FUNDS: \$11,375.00(Cottonwood County)

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.

Category	INVENTORY/MAPPING	
Start Date	4-Dec-18	End Date
Has Rates and Hours?	Yes	
Actual Results	<p>January - December 2019</p> <p>The GIS Specialist left the position in June of 2019.</p> <p>Hours - March - June 2019</p> <p>Riparian Mgmt.</p> <p>GIS Specialist - 168.75 hours @ \$26.14 = \$4,411.13</p> <p>Insurance - Life/Health - \$882.66</p> <p>Total - \$5,293.79</p> <p>Soil Loss</p> <p>GIS Specialist - 168.75 hours @ \$26.14 = \$4,411.12 (Rounding)</p> <p>Insurance - Life/Health - \$882.66</p> <p>Total - \$5,293.78</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>Has Rates and Hours?</p>	<p>Yes</p>	
<p>Actual Results</p>		

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>Has Rates and Hours?</p>	<p>Yes</p>	
<p>Actual Results</p>	<p>January - December 2019</p> <p>Riparian Mgmt. Resource Technician - 137.5 hours @ \$33.88 = \$4,658.50 Total - \$4,658.50</p> <p>Soil Loss Resource Technician - 137.5 hours @ \$33.88 = \$4,658.50 Total - \$4,658.50</p>	

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>Has Rates and Hours?</p>	<p>Yes</p>	
<p>Actual Results</p>		

Description

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.

The position will be housed in the Cottonwood SWCD and County Land Management Office and overseen by the Cottonwood SWCD Administrator.

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.

MINUTES HAVE BEEN ATTACHED THROUGH ELINK.

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RIPARIAN MANAGEMENT CAPACITY GRANT FUNDS: \$9,900.00

SOIL EROSION CAPACITY GRANT FUNDS: \$9,900.00

RIPARIAN MANAGEMENT MATCH FUNDS: \$11,375.00 (Cottonwood County)

SOIL EROSION MATCH FUNDS: \$11,375.00 (Cottonwood County)

Cottonwood County Comprehensive Local Water Plan (Pgs. 30, 39 and 49 – 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.a: Protect Soil from Erosion and Prevent Agricultural Runoff.

1.a-7: Promote, assist and seek funding to reduce erosion by stalling eligible streambank and lakeshore stabilization projects.

Category	INVENTORY/MAPPING	
Start Date	4-Dec-18	End Date
Has Rates and Hours?	Yes	
Actual Results	<p>January - December 2019</p> <p>The GIS Specialist left the position in June of 2019.</p> <p>Hours - March - June 2019</p> <p>Riparian Mgmt.</p> <p>GIS Specialist - 168.75 hours @ \$26.14 = \$4,411.13</p> <p>Insurance - Life/Health - \$882.66</p> <p>Total - \$5,293.79</p> <p>Soil Loss</p> <p>GIS Specialist - 168.75 hours @ \$26.14 = \$4,411.12 (Rounding)</p> <p>Insurance - Life/Health - \$882.66</p> <p>Total - \$5,293.78</p>	

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>Has Rates and Hours?</p>	<p>Yes</p>	
<p>Actual Results</p>		

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>Has Rates and Hours?</p>	<p>Yes</p>	
<p>Actual Results</p>		

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
Has Rates and Hours?	Yes	
Actual Results	<p>January - December 2019</p> <p>Riparian Mgmt. Resource Technician - 137.5 hours @ \$33.88 = \$4,658.50 Total - \$4,658.50</p> <p>Soil Loss Resource Technician - 137.5 hours @ \$33.88 = \$4,658.50 Total - \$4,658.50</p>	

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 - 05/04/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/22/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/21/2019
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
Cottonwood County - Commissioner Minutes - August 21 - 2018	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)
Running Totals - 12-31-2019	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 - 02/13/2019
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 08/21/2018