



Grant All-Detail Report SWCD Local Capacity Services 2019

Grant Title - 2019 - SWCD Local Capacity Services (Red Lake SWCD)

Grant ID - P19-2396

Organization - Red Lake SWCD

Original Awarded Amount	\$100,000.00	Grant Execution Date	11/6/2018
Required Match Amount	\$0.00	Original Grant End Date	12/31/2021
Required Match %	0%	Grant Day To Day Contact	Tanya Waldo
Current Awarded Amount	\$135,000.00	Current End Date	12/31/2022

Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$135,000.00	\$135,000.00	\$0.00
Total Match Amount	\$38,480.37	\$38,480.37	\$0.00
Total Other Funds	\$0.00	\$4,850.62	\$-4,850.62
Total	\$173,480.37	\$178,330.99	\$-4,850.62

*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 Local Capacity Agricultural Practices	Agricultural Practices	Current State Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)	\$5,590.50	\$5,590.50	11/10/2021	N
2019 Local Capacity Agricultural Practices	Agricultural Practices	Landowner Fund	Landowner Contribution	\$1,480.37	\$1,480.37	11/10/2021	Y
2019 Local Capacity Agricultural Practices	Agricultural Practices	Local Fund	Red Lake Watershed District	\$2,000.00	\$2,000.00	11/10/2021	Y

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
2019 Local Capacity Agricultural Practices	Agricultural Practices	Other Funds	2020 - SWCD Local Capacity Services (Red Lake SWCD)	\$0.00	\$4,850.62	11/10/2021	N
Administration / Coordination	Administration /Coordination	Current State Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)	\$25,000.00	\$27,387.77	12/31/2021	N
Cover Crop Incentive Program	Non-Structural Management Practices	Current State Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)	\$4,409.50	\$4,409.50	11/20/2019	N
Education / Information	Education/Information	Current State Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)	\$9,500.00	\$12,014.61	12/31/2020	N
Planning / Assessment	Planning and Assessment	Current State Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)	\$4,500.00	\$3,695.13	12/31/2021	N
Supplies / Equipment	Supplies/Equipment	Current State Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)	\$6,000.00	\$5,981.63	12/31/2021	N
Technical / Engineering Assistance	Technical/Engineering Assistance	Current State Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)	\$80,000.00	\$75,920.86	10/31/2022	N
Technical / Engineering Assistance	Technical/Engineering Assistance	Local Fund	Red Lake County & Red Lake County SWCD Contribution	\$35,000.00	\$35,000.00	10/31/2022	Y

Activity Details Summary

Activity Details	Total Action Count	Total Activity Mapped	Proposed Size / Unit	Actual Size / Unit
410 - Grade Stabilization Structure	3	3	3 COUNT	3 COUNT
340 - Cover Crop	1	1	38.19 AC	38.19 AC
340 - Cover Crop	1	1	50 AC	50 AC

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
SEDIMENT (TSS)	198.20	TONS/YR

Grant Activity

Grant Activity - 2019 Local Capacity Agricultural Practices

Description	Installation of Agricultural Practices including: Grade Stabilization Structures, Grassed Waterways, and Water & Sediment Basins.		
Category	AGRICULTURAL PRACTICES		
Start Date	7-Nov-19	End Date	10-Nov-21
Has Rates and Hours?	No		
Actual Results	<p>There were three Grade Stabilization Structures (410) - Ag Practices installed using funding from 2019 & 2020 SWCD Local Capacity Funding.</p> <p>The total construction cost of the three projects was \$13,921.49; \$10,441.12 (75% Cost-Share Assistance provided, \$2,000.00 provided by Red Lake Watershed District to assist with the 25% local match, remaining \$1,480.37 was paid by the landowner.</p>		

Activity Action - Myhre - 3 - Ag Practices

Practice	410 - Grade Stabilization Structure	Count of Activities	3
Description	Installation of 3 Grade Stabilization Structures (410)		
Proposed Size / Units	3.00 COUNT	Lifespan	10 Years
Actual Size/Units	3.00 COUNT	Installed Date	22-Oct-21
Mapped Activities	3 Point(s)	Technical Assistance Provider	Private Consultant

Final Indicator for Myhre - 3 - Ag Practices

Indicator Name	SEDIMENT (TSS)	Value	92.37
Indicator Subcategory/Units	WATER POLLUTION (REDUCTION ESTIMATES) TONS/YR	Calculation Tool	RUSLE2 (UPDATED)
Waterbody	Hill River		

Grant Activity - Administration / Coordination

<p>Description</p>	<p>Red Lake County Comprehensive Local Water Management Plan and the Red Lake River One Watershed One Plan.</p> <p>The District Manager will be responsible for ensuring compliance with the BWSR Clean Water Fund Policy and the BWSR's Grant Administration Manual.</p> <p>Administration/Coordination activities include the following: contractual requirements, time and expenditure tracking, financial responsibilities, reporting requirements, purchasing of supplies, updating the SWCD Board on the progress of grant activities, and meeting the grant expiration deadline.</p> <p>Administration/Coordination also includes maintaining the additional office space (\$6,000.00) we acquired with the hiring of the new employee from the 2016 Local Capacity funding and the new garage space (\$7,500.00) the District acquired in 2016 to store the new equipment purchased from the 2016 Local Capacity Funding.</p> <p>Red Lake County SWCD has entered into an MOU between RRVCSA, participating SWCDs, participating non-member SWCDs, and the Lakes County Service Cooperative for data and technology costs and services in the amount of \$3,155.00 for District Computers. The MOU also includes phone systems and services from LCSC in the amount not to exceed \$7,500.</p> <p>Additional administration funds are needed for BWSR Clean Water Fund grants (FY2015 - Present) because more projects are being completed than originally anticipated and additional staff time is needed to administer the grants.</p>		
<p>Category</p>	<p>ADMINISTRATION/COORDINATION</p>		
<p>Start Date</p>	<p>6-Nov-18</p>	<p>End Date</p>	<p>31-Oct-22</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>		
<p>Actual Results</p>	<p>The District Manager tracked expenditures and time spent on this grant.</p> <p>The District Manger developed a new time sheets (annually) for District staff pertaining to grant program accountability.</p> <p>The District Manager was responsible for financial tracking in the Districts Accounting Program by class coding each check issued by the District.</p>		

The District Manager was responsible for meeting the BWSR reporting requirements, not only in eLink, but on the Districts' Website.

The District Manager was responsible for purchasing equipment and supplies.

The District Manager updated the SWCD Board on the progress of the grant activities.

Administration funds were used for salaries, office and garage space, phone and internet expenses, office and field supplies, etc.

Administration funds were also used to pay for the extra office space and the garage space.

The District Manager works directly with Lakes Country Service Cooperative who has installed computer/internet/phone lines in the office. (This is an annual cooperative agreement - shared services with the Technical Service Area SWCD's).

Grant Activity - Cover Crop Incentive Program

Description	<p>Red Lake County Comprehensive Local Water Management Plan and the Red Lake River One Watershed One Plan.</p> <p>The primary purpose of activities funded with Cover Crop Incentive Program funds is to assist with implementation of cover crops and promote the long-term adoption of cover crops in the farming operation.</p> <p>The Red Lake County SWCD Board has established the maximum rate to a land occupier for installation of the cover crop practice is: \$15 for a single species Cover Crop ie. Cereal rye or oats, \$40 for a multiple species Cover Crop which means it must include one grass and one broad leaf species, or \$50 for a multiple species Cover Crop with reduced tillage; which is defined as including at least one grass and one broad leaf species, following an annual crop with a minimum of 50% residue left after seeding of the cover crop. These rates are a per acre payment.</p> <p>The Red Lake County SWCD Board has established the maximum number of acres for a project applicant is 50 acres. The 50 acres may be subdivided into different tracts, but these tracts may not be smaller than 5 acres in size. The Red Lake County SWCD Board has established the minimum number of acres for a land occupier is 5 acres. The maximum number of contracts per land occupier is 5.</p> <p>The Red Lake County SWCD Board approved the Red Lake County SWCD Cover Crop Incentive Program Policy at 3/11/2019 SWCD Board Meeting.</p>		
Category	NON-STRUCTURAL MANAGEMENT PRACTICES		
Start Date	6-Nov-18	End Date	31-Oct-22
Has Rates and Hours?	No		
Actual Results	In 2019, there were two landowners who entered into Cover Crop Incentive Program contracts.		

Activity Action - J. Huot - Cover Crop Incentive Program			
Practice	340 - Cover Crop	Count of Activities	1
Description	Installed 50 acres of Cover Crop.		
Proposed Size / Units	50.00 AC	Lifespan	1 Year
Actual Size/Units	50.00 AC	Installed Date	13-Sep-19
Mapped Activities	1 Polygon(s)	Technical Assistance Provider	

Final Indicator for J. Huot - Cover Crop Incentive Program			
Indicator Name	SEDIMENT (TSS)	Value	60
Indicator Subcategory/Units	WATER POLLUTION (REDUCTION ESTIMATES) TONS/YR	Calculation Tool	RUSLE2 (UPDATED)
Waterbody	Black River		

Activity Action - L. Huot - Cover Crop Incentive Program			
Practice	340 - Cover Crop	Count of Activities	1
Description	Installed 38.19 acres of Cover Crop		
Proposed Size / Units	38.19 AC	Lifespan	1 Year
Actual Size/Units	38.19 AC	Installed Date	13-Sep-19
Mapped Activities	1 Polygon(s)	Technical Assistance Provider	

Final Indicator for L. Huot - Cover Crop Incentive Program			
Indicator Name	SEDIMENT (TSS)	Value	45.83
Indicator Subcategory/Units	WATER POLLUTION (REDUCTION ESTIMATES) TONS/YR	Calculation Tool	RUSLE2 (UPDATED)
Waterbody	Black River		

Grant Activity - Education / Information

<p>Description</p>	<p>Red Lake County Comprehensive Local Water Management Plan and the Red Lake River One Watershed One Plan.</p> <p>Funds will be used for public information, conference/workshop planning, advertisement and promotion of existing and new conservation programs - through newsletters, newspaper articles, direct mailings, radio advertisements, district website, and/or direct landowner contacts that have not been done in the past due to lack of staffing prior to the 2016 Local Capacity Funding.</p> <p>Funding will be used to promote the District through the purchase of promotional items.</p> <p>Funding will be used to assist District staff with obtaining Job Approval Authority (JAA).</p> <p>Increase promotion of the Habitat Pollinator Project to include local business, parks and trails, golf course, sportsman's park, voyageur view, outdoor classrooms, etc.</p> <p>Development of new projects such as: Fishing Line Recycling, Rain barrels, Composting, etc.</p>		
<p>Category</p>	<p>EDUCATION/INFORMATION</p>		
<p>Start Date</p>	<p>6-Nov-18</p>	<p>End Date</p>	<p>31-Oct-22</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>		
<p>Actual Results</p>	<p>Education / Information activities included: District staff attending training opportunities such as: Buffer Law, Conservation Planning Course, BWSR Academy, Soil Health, Habitat Pollinator, and Water Quality.</p> <p>District staff attended multiple webinars throughout 2020 on Soil Health,</p> <p>Extra Public Education: Habitat Pollinator Project, Rain Barrel Activity, Fishing Line Recycling Project and Buffer Law Compliance newspaper ad, Promotional items, etc.</p> <p>District staff continued to promote District implemented programs by providing educational materials to landowners through the display boards, newspaper articles, direct mailings, landowner contacts, and the District website.</p>		

Grant Activity - Planning / Assessment

Description	Red Lake County Comprehensive Local Water Management Plan and the Red Lake River One Watershed One Plan. Planning and Assessment expenditures include attendance at the Planning Work Group Meetings, Advisory Committee and Policy Committee Meetings, potential submittal of grant proposals, annual work planning, project implementation duties and responsibilities, eLink reporting, and updating the Districts website as it pertains to the Red Lake River One Watershed One Plan.		
Category	PLANNING AND ASSESSMENT		
Start Date	6-Nov-18	End Date	31-Oct-22
Has Rates and Hours?	Yes		
Actual Results	Planning and Assessment expenditures included: updating the Districts website with the approved Red Lake River 1W1P, attending Planning Work Group Meetings and Policy Committee Meetings, preparing an annual workplan for the RLR 1W1P, amendments to the RLR 1W1P, and the implementation of the RLR 1W1P Workplan goals, etc.		

Grant Activity - Supplies / Equipment			
Description	<p>Red Lake County Comprehensive Local Water Management Plan and the Red Lake River One Watershed One Plan.</p> <p>Funds will be used to purchase office supplies, field supplies, financial and technical software programs and equipment, license agreements, and any other equipment/supplies needed for District staff to provide proficient financial, technical, and engineering assistance to landowners.</p>		
Category	SUPPLIES/EQUIPMENT		
Start Date	6-Nov-18	End Date	31-Oct-22
Has Rates and Hours?	No		
Actual Results	<p>The following items were purchased in 2019:</p> <p>Seed for the Habitat Pollinator Project, 2019 Plat Wall Map and three individual plat books for District staff to assist with program implementation duties, and 10 - Habitat Pollinator Signs to post throughout the county.</p> <p>In 2021, \$4,000.00 was used to put towards the purchase of two Augmented Reality Sandboxes for the schools in Red Lake County.</p>		

Grant Activity - Technical / Engineering Assistance

<p>Description</p>	<p>Red Lake County Comprehensive Local Water Management Plan and the Red Lake River One Watershed One Plan.</p> <p>Funds will be used to maintain the District Technician position that was hired through the 2016 Local Capacity funding.</p> <p>Funds will be used to educate and train District staff on any new/existing conservation programs. District staff will provide technical and engineering assistance to landowners on various conservation programs.</p> <p>District staff will work with landowners, to implement conservation practices, in high priority erosion areas in the Red Lake River Watershed; as identified in the Red Lake River 1W1P.</p> <p>District staff will also work with landowners, to implement conservation practices, in high erosion areas in the Clearwater River Watershed; as identified by the Water Quality Decision Support System (WQDSS) tool and other models.</p> <p>Funds will be used to sustain the hiring of the multi-county (currently 6 counties) Engineer/Technician shared position. (up to \$10,000).</p> <p>Funds will be used to pay for technical and engineering services provided by Red Lake County Highway Department, Red Lake County Environmental Services, and/or any other Engineering Firm providing Technical/Engineering Assistance for projects in Red Lake County.</p> <p>Funds will be used to provide technical and engineering assistance for the new Cover Crop Incentive Program.</p>		
<p>Category</p>	<p>TECHNICAL/ENGINEERING ASSISTANCE</p>		
<p>Start Date</p>	<p>6-Nov-18</p>	<p>End Date</p>	<p>31-Oct-22</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>		
<p>Actual Results</p>	<p>Technical / Engineering Assistance included: shared services, a RRVCSA Technician position with six other SWCDs.</p> <p>Improved and more efficient technical/engineering assistance was provided to landowners in Red Lake County; by the hiring of a new District Technician.</p>		

The Arc GIS mapping for the County was improved dramatically by: developing an updated County Drainage Ditch Map, creation of multiple Buffer Law Program maps, development BWSR Clean Water Fund and MDM grant individual landowner project maps, watershed area maps, etc.

District staff, Red Lake County Highway Dept. Engineer. and the Red Lake County Ditch Authority provided technical and engineering assistance to landowners for the JCD 60 and the JCD 66 MDM grants projects.

District staff continued to collect information and data regarding to future erosion sites for the District's Erosion Site Inventory.

District staff assisted landowners who had questions about their property and how it relates to the Buffer Law Program and assisted landowners with other District implemented program related questions.

District staff updated and continue to update address labels for landowners affected by the Buffer Law: both Protected Waters and County Ditch Systems.

District staff updated and continues to update the Districts' filing system for past, existing, and future projects.

District staff conducted site visits as it related to Buffer Law Compliance.

Houston Engineering, Inc. was hired to assist with Technical & Engineering Assistance on Agricultural Practices.

Grant Attachments

Document Name	Document Type	Description
2019 SWCD Capacity amendment EXECUTED	Grant Agreement Amendment	
2019 SWCD Local Capacity & Buffer Law Grant Agreement	Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)
2019 SWCD Local Capacity - Final Financial Report	Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)
2019 SWCD Local Capacity Amendment	Grant Agreement Amendment	

Document Name	Document Type	Description
2019 SWCD Local Capacity Financial Report	Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)
2019 SWCD Local Capacity Financial Report	Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)
2019 SWCD Local Capacity Financial Report	Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)
2019 SWCD Local Capacity Matching Funds Approval Letter	Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)
2019 SWCD Local Capacity and Buffer Law Implementation	Grant Agreement	2019 SWCD Local Capacity and Buffer Law Implementation - Red Lake SWCD
2019 SWCD Local Capacity and Buffer Law Implementation EXECUTED	Grant Agreement	2019 SWCD Local Capacity and Buffer Law Implementation - Red Lake SWCD
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/04/2022
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/03/2022
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/03/2021
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/06/2021
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/11/2020
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 03/14/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 03/12/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/24/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 11/30/2018
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 11/22/2022
Approved FY19 NLMP Request	Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)
Cover Crop Policy	Grant	2019 - SWCD Local Capacity Services (Red Lake SWCD)
Extension Request (August 2021)	Grant Agreement Amendment	
Unexecuted Grant Amendment	Grant Agreement Amendment	
Unexecuted Grant Amendment, FY19 Local Capacity, Red Lake SWCD (August 2021)	Grant Agreement Amendment	
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 08/17/2021
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 08/21/2018
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 02/13/2019

Document Name	Document Type	Description
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 01/04/2022
Workplan Revision Request (August 2021)	Journal	Journal Dated - 08/17/2021