



## Grant All-Detail Report SWCD Local Capacity Services 2022

**Grant Title** - 2022 - SWCD Local Capacity Services (Red Lake SWCD)

**Grant ID** - P22-6143

**Organization** - Red Lake SWCD

<b>Original Awarded Amount</b>	<b>\$122,809.00</b>	<b>Grant Execution Date</b>	<b>11/15/2021</b>
<b>Required Match Amount</b>	\$0.00	<b>Original Grant End Date</b>	12/31/2024
<b>Required Match %</b>	0%	<b>Grant Day To Day Contact</b>	Tanya Waldo
<b>Current Awarded Amount</b>	\$122,809.00	<b>Current End Date</b>	12/31/2024

### Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$122,809.00	\$11,063.17	\$111,745.83
Total Match Amount	\$0.00	\$0.00	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$122,809.00</b>	<b>\$11,063.17</b>	<b>\$111,745.83</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 / Coordination	Administration /Coordination	Current State Grant	2022 - SWCD Local Capacity Services (Red Lake SWCD)	\$14,809.00	\$7,521.72	12/22/2022	N
Agricultural Practices	Agricultural Practices	Current State Grant	2022 - SWCD Local Capacity Services (Red Lake SWCD)	\$12,000.00			N
Cover Crop Incentive Program	Non-Structural Management Practices	Current State Grant	2022 - SWCD Local Capacity Services (Red Lake SWCD)	\$5,000.00			N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Education / Information	Education/Information	Current State Grant	2022 - SWCD Local Capacity Services (Red Lake SWCD)	\$8,000.00			N
Planning / Assessment	Planning and Assessment	Current State Grant	2022 - SWCD Local Capacity Services (Red Lake SWCD)	\$8,000.00	\$77.74	12/22/2022	N
Supplies / Equipment	Supplies/Equipment	Current State Grant	2022 - SWCD Local Capacity Services (Red Lake SWCD)	\$5,000.00	\$3,463.71	8/9/2022	N
Technical / Engineering Assistance	Technical/Engineering Assistance	Current State Grant	2022 - SWCD Local Capacity Services (Red Lake SWCD)	\$70,000.00			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 / Coordination

## Description

Red Lake County Comprehensive Local Water Management Plan and the Red Lake River Comprehensive Watershed Management Plan. The Clearwater River 1W1P is in the planning process. Once completed and approved by BWSR, this plan will replace the Red Lake County Comprehensive Local Water Management Plan.

The District Manager will be responsible for ensuring compliance with the BWSR Clean Water Fund Policy and the BWSR's Grant Administration Manual.

Administration includes 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.

Administration also includes maintaining the additional office space (\$6,500.00) we acquired with the hiring of the new employee from the 2016 Local Capacity funding and the new garage space (\$1,250.00) the District acquired in 2016 to store the new equipment purchased from the 2016 Local Capacity Funding.

Red Lake County SWCD has entered into an MOU between RRVCSA, participating SWCDs, participating non-member SWCDs, and the Lakes County Service Cooperative (LCSC) for data and technology costs and services. The MOU also includes phone systems and services from LCSC in the amount not to exceed \$4,500.00.

<b>Category</b>	ADMINISTRATION/COORDINATION	
<b>Start Date</b>	15-Nov-21	<b>End Date</b>
<b>Has Rates and Hours?</b>	Yes	
<b>Actual Results</b>	<p>The District Manager tracked expenditures and time spent on this grant.</p> <p>The District Manger updated 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> <p>The District Manager was responsible for meeting the BWSR reporting requirements, not only in eLink, but on the Districts' Website.</p> <p>The District Manager was responsible for purchasing equipment and supplies.</p> <p>The District Manager updated the SWCD Board on the progress of the grant activities.</p> <p>Administration funds were used for salaries, office and garage space, phone and internet expenses, copier expenses, office and field supplies, etc.</p> <p>Administration funds were also used to pay for the extra office space and the garage space.</p> <p>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).</p>	

**Grant Activity - Agricultural Practices**

<b>Description</b>	Red Lake County Comprehensive Local Water Management Plan and Red Lake River Comprehensive Watershed Management Plan. The Clearwater River 1W1P is in the planning process and once approved by BWSR will replace the Red Lake County Comprehensive Local Water Management Plan.	
	Installation of Grade Stabilization Structure, Water & Sediment Control Basin, Grassed Waterway, and/or Streambank and Shoreline Protection projects.	
<b>Category</b>	AGRICULTURAL PRACTICES	
<b>Start Date</b>	15-Nov-21	<b>End Date</b>
<b>Has Rates and Hours?</b>	No	
<b>Actual Results</b>		

**Grant Activity - Cover Crop Incentive Program**

**Description**

Red Lake County Comprehensive Local Water Management Plan and the Red Lake River Comprehensive Watershed Management Plan. The Clearwater River 1W1P is in the planning process once approved by BWSR the plan will replace the Red Lake County Comprehensive Local Water Management Plan.

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.

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.

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.

The Red Lake County SWCD Board approved the Red Lake County SWCD Cover Crop Incentive Program Policy at 3/11/2019 SWCD Board Meeting.

**Category**

NON-STRUCTURAL MANAGEMENT PRACTICES

**Start Date**

15-Nov-21

**End Date**

**Has Rates and Hours?**

No

**Actual Results**

**Grant Activity - Education / Information**

**Description**

Red Lake County Comprehensive Local Water Management Plan and the Red Lake River Comprehensive Watershed Management Plan. The Clearwater River 1W1P is in the planning process and once approved by BWSR will replace the Red Lake County Comprehensive Local Water Management Plan.

Funding will be used to assist District staff with obtaining Job Approval Authority (JAA).

Funds will be used for public information, conference/workshop planning, soil health field days, promotional items, advertisement and promotion of existing and new conservation programs - through newspaper articles, direct mailings, radio advertisements, and/or direct landowner contacts that have not been done in the past due to lack of staffing.

Increase promotion of the Habitat Pollinator Project. Purchase of Habitat Pollinator Seed for the promotional project.

Further development of the "Paint Your Own Rain Barrel" Activity project and the Fishing Line Recycling project that was started in 2019. Purchase of Equipment/Supplies for the Rain Barrel project.

Development of new projects such as: composting, outreach/education, etc.

**Category** EDUCATION/INFORMATION

**Start Date** 15-Nov-21 **End Date**

**Has Rates and Hours?** Yes

**Actual Results**

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.

District staff attended multiple webinars throughout 2022 on Soil Health,

Extra Public Education: Habitat Pollinator Project, Rain Barrel Activity, Fishing Line Recycling Project and Buffer Law Compliance newspaper ad, Promotional items, etc.

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.



**Grant Activity - Planning / Assessment**

<b>Description</b>	<p>Red Lake County Comprehensive Local Water Management Plan and the Red Lake River Comprehensive Watershed Management Plan. The Clearwater River 1W1P is in the planning process and once approved by BWSR will replace the Red Lake County Comprehensive Local Water Management Plan.</p> <p>Planning and Assessment expenditures include, but are not limited to, attendance at both Red Lake River and Clearwater River Watersheds - Planning Work Group, Advisory Committee, Policy Committee, 319 Grant, and RCPP meetings.</p> <p>Additional expenditures may include time spent on 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 Comprehensive Watershed Management Plan, the Clearwater River One Watershed One Plan, and any other federal, state, and local grants.</p>
<b>Category</b>	PLANNING AND ASSESSMENT
<b>Start Date</b>	15-Nov-21
<b>Has Rates and Hours?</b>	Yes
<b>Actual Results</b>	<p>Planning and Assessment expenditures included, but are not limited to, attendance at both Red Lake River and Clearwater River Watersheds - Planning Work Group, Advisory Committee, Policy Committee, 319 Grant, and RCPP meetings.</p> <p>Additional expenditures included: time spent on 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 Comprehensive Watershed Management Plan, the Clearwater River One Watershed One Plan, and any other federal, state, and local grants.</p>

**Grant Activity - Supplies / Equipment**

<b>Description</b>	Red Lake County Comprehensive Local Water Management Plan and the Red Lake River Comprehensive Local Water Management Plan. The Clearwater 1W1P is in the planning process and once approved by BWSR will replace the Red Lake County Comprehensive Local Water Management Plan.	
	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.	
<b>Category</b>	SUPPLIES/EQUIPMENT	
<b>Start Date</b>	15-Nov-21	<b>End Date</b>
<b>Has Rates and Hours?</b>	No	
<b>Actual Results</b>	In 2022, the district purchased the following: HP Spectre x360 Laptop, HP 27MQ 27" Monitor, Dell All-In-One Desktop, and HP 27MQ 27" LED Monitor.	

**Grant Activity - Technical / Engineering Assistance**

**Description**

Red Lake County Comprehensive Local Water Management Plan and the Red Lake River Comprehensive Watershed Management Plan.

Funds will be used to maintain the District Technician position that was hired through the 2016 Local Capacity funding. Funds will be used to add another District Engineering Technician position due to heavy workload from Comprehensive Watershed Management Plans, BWSR Clean Water Fund grants, Multi-purpose Drainage Management grants, and any other federal, state, and/or local grant obtained.

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.

District staff will work with landowners, to implement agricultural and non-structural practices, in high priority erosion areas in the Red Lake River Watershed; as identified in the Red Lake River Comprehensive Watershed Management Plan.

District staff will also work with landowners, to implement agricultural and non-structural practices, in high erosion areas in the Clearwater River Watershed; as identified by the Water Quality Decision Support System (WQDSS) tool and other tools/models.

Funds may also be used to hire a multi-county Engineer shared position.

Funds may also 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 agricultural and non-structural practices in Red Lake County.

Funds will be used to provide technical and engineering assistance for Red Lake County SWCD's Cover Crop Incentive Program that was started with SWCD Local Capacity Funds.

**Category**

TECHNICAL/ENGINEERING ASSISTANCE

**Start Date**

15-Nov-21

**End Date**

**Has Rates and Hours?**

Yes

**Actual Results**

## Grant Attachments

Document Name	Document Type	Description
<b>2022 SWCD Local Capacity Interim Financial Report</b>	Grant	2022 - SWCD Local Capacity Services (Red Lake SWCD)
<b>2022 SWCD Local Capacity and Buffer Law Implementation</b>	Grant Agreement	2022 SWCD Local Capacity and Buffer Law Implementation - Red Lake SWCD
<b>2022 SWCD Local Capacity and Buffer Law Implementation EXECUTED</b>	Grant Agreement	2022 SWCD Local Capacity and Buffer Law Implementation - Red Lake SWCD
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 11/23/2021
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 12/23/2021
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 12/22/2022
<b>Cover Crop Policy</b>	Grant	2022 - SWCD Local Capacity Services (Red Lake SWCD)
<b>Cover Crop Policy (May 2022)</b>	Journal	Journal Dated - 05/09/2022
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 10/07/2021