



Grant All-Detail Report

SWCD Local Capacity Services 2016

Grant Title - 2016 - SWCD Local Capacity Services (Yellow Medicine SWCD)

Grant ID - P16-7347

Organization - Yellow Medicine SWCD

Grant Awarded Amount	\$125,337.00	Grant Execution Date	1/14/2016
Required Match Amount	\$0.00	Grant End Date	12/31/2018
Required Match %	0%	Grant Day To Day Contact	LouAnn Nagel

Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$125,337.00	\$94,786.44	\$30,550.56
Total Match Amount			\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$125,337.00	\$94,786.44	\$30,550.56

*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	Match
Riparian Zone Management - 2016 Administration	Administration /Coordination	Current State Grant	2016 - SWCD Local Capacity Services (Yellow Medicine SWCD)	\$8,705.00	\$8,705.00	8/31/2016	N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Match
Riparian Zone Management - 2016 Technician	Technical/Engineering Assistance	Current State Grant	2016 - SWCD Local Capacity Services (Yellow Medicine SWCD)	\$32,019.48	\$26,126.52	2/28/2017	N
Soil Erosion - 2016 Education/Information	Education/Information	Current State Grant	2016 - SWCD Local Capacity Services (Yellow Medicine SWCD)	\$1,000.00	\$1,000.00	9/30/2016	N
Soil Erosion - 2016 Technical Assistance	Technical/Engineering Assistance	Current State Grant	2016 - SWCD Local Capacity Services (Yellow Medicine SWCD)	\$5,507.99	\$5,507.99	12/31/2016	N
Soil Erosion - 2016 Technician	Technical/Engineering Assistance	Current State Grant	2016 - SWCD Local Capacity Services (Yellow Medicine SWCD)	\$32,019.48	\$22,320.20	1/31/2017	N
Soil Erosion - 2016 Technician Supplies/Equipment	Supplies/Equipment	Current State Grant	2016 - SWCD Local Capacity Services (Yellow Medicine SWCD)	\$11,221.67	\$4,054.56	8/25/2016	N
Soil Erosion 2016 Administration	Administration/Coordination	Current State Grant	2016 - SWCD Local Capacity Services (Yellow Medicine SWCD)	\$34,863.38	\$27,072.17	2/28/2017	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 - 2016 Administration			
Description	Riparian Zone Management - 2016 Administration		
	Yellow Medicine Comprehensive Local Water Management Plan		
	<p>In the past the SWCD has hired employees who have been here for a short time and moved on to better paying jobs. The SWCD is concerned about retaining existing qualified staff. Therefore, the SWCD looked at surrounding SWCDs and the MACDE survey and increased existing staff hourly rate accordingly.</p>		
	<p>Hours and hourly rate which reflects the wage increase is as follows:</p>		
	<p>Lou Ann Nagel \$51.21/hour @ 170 hours = \$8,705.00</p>		
<p>Funds will be spent by SWCD staff to complete administration of this grant. Administrative duties includes but are not limited to: required eLINK and website reporting, supervision of new staff and coordination of activities, update board on progress of grant activities, etc.</p>			
Category	ADMINISTRATION/COORDINATION		
Start Date	22-Jan-16	End Date	31-Dec-16
Has Rates and Hours?	Yes		
Actual Results	Administrative hours were used in calendar year 2016 to accomplish Riparian Zone Mgmt. accomplishments included new employee hiring, website mgmt..& financials : Nagel, dist. Mgr., 170 hrs. @\$51.21=\$8,705.00.		

Grant Activity - Riparian Zone Management - 2016 Technician

<p>Description</p>	<p>Riparian Zone Management - 2016 Technician</p> <p>Yellow Medicine Comprehensive Local Water Management Plan</p> <p>Funds will be used to create a new position: Conservation Technician. The previous Farm Bill Technician, Tyler Knutson, took the new position and his position will be funded through this grant. His duties will include administering the soil loss law and buffer law, as well as engineering duties. The Farm Bill Assistant position will be advertised and funded through that grant.</p> <p>The SWCD is concerned about retaining existing qualified staff. Therefore, the SWCD looked at surrounding SWCDs and the MACDE survey and increased existing staff hourly rate accordingly.</p> <p>Hours and hourly rate for this activity category are as follows:</p> <p>Tyler Knutson \$30.67/hour @ 1044 hours = \$32,019.48</p>	
<p>Category</p>	<p>TECHNICAL/ENGINEERING ASSISTANCE</p>	
<p>Start Date</p>	<p>22-Jan-16</p>	<p>End Date</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>	
<p>Actual Results</p>	<p>Technical hours to accomplish Riparian Zone Mgmt in calendar year 2016 included work with CRP, easements & buffers : Knutson, technician 605 hours @ \$30.67=\$18,555.32.</p>	

Grant Activity - Soil Erosion - 2016 Education/Information

Description	Soil Erosion - 2016 Education/Information		
	Yellow Medicine Comprehensive Local Water Management Plan		
	These funds will be used for development and implementation of education activities and programs, as well as for training and related information to provide staff with the technical approval authority needed.		
Category	EDUCATION/INFORMATION		
Start Date	22-Jan-16	End Date	30-Sep-16
Has Rates and Hours?	No		
Actual Results	In calendar year 2016, \$1,000 was spent on soil erosion education thru newsletters, hand outs, signage at county fair, buffer meeting & Women's Day.		

Grant Activity - Soil Erosion - 2016 Technical Assistance

Description	<p>Soil Erosion - 2016 Technical Assistance</p> <p>Yellow Medicine Comprehensive Local Water Management Plan</p> <p>In the past the SWCD has hired employees who have been here for a short time and moved on to better paying jobs. The SWCD is concerned about retaining existing qualified staff. Therefore, the SWCD looked at surrounding SWCDs, Yellow Medicine County's pay equity schedule and the MACDE survey and increased existing staff hourly rate accordingly.</p> <p>Hours and hourly rate which reflects the wage increase is as follows:</p> <p>Kurt Johnson \$43.37/hour @ 127 hours = \$5,507.79</p>		
Category	TECHNICAL/ENGINEERING ASSISTANCE		
Start Date	22-Jan-16	End Date	31-Dec-16
Has Rates and Hours?	Yes		
Actual Results	<p>Technical assistance hours to prevent Soil Erosion were provided by Johnson, technician, producing numerous tree plans: 127 hrs.@\$43.37=\$5,507.99.</p>		

Grant Activity - Soil Erosion - 2016 Technician

<p>Description</p>	<p>Soil Erosion - 2016 Technician</p> <p>Yellow Medicine Comprehensive Local Water Management Plan</p> <p>Funds will be used to create a new position, Conservation Technician which will work with landowners to increase the amount of conservation practices in Yellow Medicine County. The previous Farm Bill Technician, Tyler Knutson, took the new position and his position will be funded through this grant. His duties will include administering the soil loss law and buffer law, as well as engineering duties. The Farm Bill Assistant position will be advertised and funded through that grant.</p> <p>Hours and hourly rate for this activity category are as follows:</p> <p>Tyler Knutson \$30.67/hour @ 1044 hours = \$32,019.48</p>	
<p>Category</p>	<p>TECHNICAL/ENGINEERING ASSISTANCE</p>	
<p>Start Date</p>	<p>22-Jan-16</p>	<p>End Date</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>	
<p>Actual Results</p>	<p>Technical hours to Prevent Erosion such as AWQCP, assistance with tree program, CRP, site stakings were provided by Knutson, technician: 624.5 hours @\$30.67=\$19,153.40.</p>	

Grant Activity - Soil Erosion - 2016 Technician Supplies/Equipment

<p>Description</p>	<p>Soil Erosion - 2016 Technician Supplies/Equipment</p> <p>Yellow Medicine Comprehensive Local Water Management Plan</p> <p>Funds will be used for purchasing equipment to support the new position and SWCD operations.</p> <p>Equipment purchase may include: \$1,800.00 - desk/chair/file cabinet/shelf \$9,421.67 - computer/laptop, double monitor, software, printer, iPads, etc.</p>		
<p>Category</p>	<p>SUPPLIES/EQUIPMENT</p>		
<p>Start Date</p>	<p>22-Jan-16</p>	<p>End Date</p>	<p>30-Sep-17</p>
<p>Has Rates and Hours?</p>	<p>No</p>		
<p>Actual Results</p>	<p>In calendar year 2016, \$4,054.56 spent on Soil Erosion Tech. Supplies & Equipment. Furniture, additional computers & printer (along with set up); and general desk/office supplies were purchased to accommodate additional staff and staff hours. GPS & Ipad technology were added for use in the field by new and existing technicians. Educational display items were also purchased.</p>		

Grant Activity - Soil Erosion 2016 Administration

Description	<p>Soil Erosion 2016 Administration</p> <p>Yellow Medicine Comprehensive Local Water Management Plan</p> <p>Funds will be spent by SWCD staff to complete administration of this grant. Administrative duties includes but are not limited to: required eLINK and website reporting, landowner correspondence, recordkeeping, etc.</p> <p>The SWCD is concerned about retaining existing qualified staff. Therefore, the SWCD looked at surrounding SWCDs and the MACDE survey and increased existing staff hourly rate accordingly. The SWCD increased the Administrative Assistant's hourly rate and will potentially increase her hours.</p> <p>Hours and hourly rate which reflects the increase is follows: Anita Borg \$17.74/hour @ 537 hours = \$9,526.38</p> <p>At the 7/28/2016 SWCD Board Meeting, the Supervisors approved the 2016 Local Capacity Amendment which adds an additional \$25,337.00 to the 2016 Local Capacity Grant. Due to the heavy workload involved in time tracking, record keeping and reporting of State Grants the Supervisors felt that these funds would be best used by increasing the number of hours that the Administrative Assistant works from three days a week to four days a week. The increase in hours will make this position eligible for benefits (health, dental, life, vacation and sick leave). These amendment dollars will cover additional hours plus all eligible benefits starting in September of 2016 and running through December of 2017.</p>	
Category	ADMINISTRATION/COORDINATION	
Start Date	22-Jan-16	End Date
Has Rates and Hours?	Yes	
Actual Results	Admin. Hours to prevent soil erosion provided by Borg, admin.asst. including payroll & liabilities; bookkeeping, financial reporting, eLink reporting and landowner contact: 568.50@\$17.74+372hrs.@\$23.83=\$18,949.67.	

Grant Attachments

Document Name	Document Type	Description
2016 SWCD Local Capacity Services	Grant Agreement	2016 SWCD Local Capacity Services - Yellow Medicine SWCD
2016 SWCD Local Capacity Services executed	Grant Agreement	2016 SWCD Local Capacity Services - Yellow Medicine SWCD
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/26/2017
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/09/2017
Amendment executed	Grant Agreement	2016 SWCD Local Capacity Services - Yellow Medicine SWCD
SWCD Capacity Amendment - Yellow Medicine SWCD.docx	Grant	2016 - SWCD Local Capacity Services (Yellow Medicine SWCD)
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 12/31/2015
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 01/12/2016
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 07/15/2016
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 11/30/2015