



Grant All-Detail Report SWCD Local Capacity Services 2020

Grant Title - 2020 - SWCD Local Capacity Services (Waseca SWCD)

Grant ID - P20-7536

Organization - Waseca SWCD

| | | | |
|-------------------------|---------------------|--------------------------|-------------------|
| Original Awarded Amount | \$110,626.00 | Grant Execution Date | 10/28/2019 |
| Required Match Amount | \$0.00 | Original Grant End Date | 12/31/2022 |
| Required Match % | 0% | Grant Day To Day Contact | Mark Schaetzke |
| Current Awarded Amount | \$110,626.00 | Current End Date | 12/31/2022 |

Budget Summary

| | Budgeted | Spent | Balance Remaining* |
|--------------------|---------------------|---------------------|--------------------|
| Total Grant Amount | \$110,626.00 | \$110,626.00 | \$0.00 |
| Total Match Amount | \$0.00 | \$0.00 | \$0.00 |
| Total Other Funds | \$0.00 | \$0.00 | \$0.00 |
| Total | \$110,626.00 | \$110,626.00 | \$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 |
|--|----------------------------------|---------------------|---|-------------|-------------|-----------------------|---------------|
| Soil Erosion - 2020 Administrative Assistant | Administration /Coordination | Current State Grant | 2020 - SWCD Local Capacity Services (Waseca SWCD) | \$72,771.74 | \$72,771.74 | 4/7/2021 | N |
| Soil Erosion - 2020 Manager Position | Technical/Engineering Assistance | Current State Grant | 2020 - SWCD Local Capacity Services (Waseca SWCD) | \$37,854.26 | \$37,854.26 | 4/7/2021 | N |

| Activity Name | Activity Category | Source Type | Source Description | Budgeted | Spent | Last Transaction Date | Matching Fund |
|----------------------------------|--------------------|---------------------|---|----------|-------|-----------------------|---------------|
| Soil Erosion - computer hardware | Supplies/Equipment | Current State Grant | 2020 - SWCD Local Capacity Services (Waseca SWCD) | \$0.00 | | | N |

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 - Soil Erosion - 2020 Administrative Assistant | | | |
|---|---|----------|-----------|
| Description | Administrative Assistant - currently total of 40 hours per week staffing. Working with land owners and doing paperwork to accompany practices. Answering phones and connecting with correct personnel for landowners to get correct answers to their questions, completing and maintaining grant paperwork and files and meeting information plus other administrative duties. Approximately 2195 hours at BWSR billing rate (estimated 2020 rate is \$31.89). Balance will come from other grants and local funds. | | |
| Category | ADMINISTRATION/COORDINATION | | |
| Start Date | 1-Jan-20 | End Date | 07-Apr-21 |
| Has Rates and Hours? | Yes | | |
| Actual Results | <p>Hours below for Cheri Brummund spent on Landowner communications, maintaining and completing grant paperwork, answering phones and maintaining office procedures and files.</p> <p>2021 Rate changes due to new billing rates adjusted as of 1/1/2021 for insurance and facilities changes. 1st qtr Cheri Brummund 359.9558 hrs @ \$34.44/hr = \$12,396.88</p> <p>2020 4th qtr Cheri Brummund 416.25 hrs @ @34.57/hr=\$14,389.76 3rd qtr Cheri Brummund 420 hrs @ \$34.57/hr = \$14,519.40 2nd qtr Cheri Brummund 418.25 hrs @ \$34.57/hr = \$14,458.90 last week 3/29/2020 through 4/10/2020 wages increased for this pay period due to step increase and COLA increase. Cheri Brummund 82 hrs @ 34.57/hr = \$2834.74 1st qtr Cheri Brummund 430.5 hrs @ \$32.92/hr = \$14,172.06</p> <p>2019 no activity</p> | | |

Grant Activity - Soil Erosion - 2020 Manager Position

| | | | |
|-----------------------------|---|-----------------|-----------|
| Description | <p>Manager Position - New position as of 2018. Previously co-managed with Steele County SWCD. The manager responsibilities include supervising employees, overseeing and initiating practices with landowners, implementation of conservation practices, administer existing and new district programs, represents the District Board to other employees and general public. Manager will also assist the District Board in developing and preparing reports and budgets. Oversees and aides in writing of grants and practices of conservation methods and programs. Position is full time or 2080 hours annually. Approximately 733 hours at managers billable rate (2020 estimated billable rate is \$55.40). Balance of cost to be covered with other grants or local funds.</p> | | |
| Category | TECHNICAL/ENGINEERING ASSISTANCE | | |
| Start Date | 1-Oct-20 | End Date | 08-Apr-21 |
| Has Rates and Hours? | Yes | | |
| Actual Results | <p>All hours listed below have been used for the manager responsibilities including supervising employees, overseeing and initiating practices with landowners, implementation of conservation practices, administer existing and new district programs, represents the District Board to other employees and general public. Manager will also assist the District Board in developing and preparing reports and budgets.</p> <p>2021 Rate changes due to new billing rates adjusted as of 1/1/2021 for insurance and facilities changes. 1st qtr 2021 Mark Schaetzke 363 hrs @ \$63.67/hr = \$23,112.21</p> <p>2020 4th qtr Mark Schaetzke 244.519 hrs @ \$60.29/hr=\$14,742.05 no activity 1-3rd qtr 2019 no activity</p> | | |

Grant Activity - Soil Erosion - computer hardware

| | | | |
|-----------------------------|--|-----------------|-----------|
| Description | purchase laptop to facilitate telework and virtual meetings. Purchase monitors to allow staff to have dual monitors. | | |
| Category | SUPPLIES/EQUIPMENT | | |
| Start Date | 10-Apr-20 | End Date | 01-Mar-21 |
| Has Rates and Hours? | No | | |
| Actual Results | Funds not needed. Dollars adjusted back to Admin Position. | | |

Grant Attachments

| Document Name | Document Type | Description |
|--|--------------------|--|
| 2020 BWSR match added to 2021 | Grant | 2020 - SWCD Local Capacity Services (Waseca SWCD) |
| 2020 SWCD Local Capacity Financial Report-Final | Grant | 2020 - SWCD Local Capacity Services (Waseca SWCD) |
| 2020 SWCD Local Capacity and Buffer Law Implementation | Grant Agreement | 2020 SWCD Local Capacity and Buffer Law Implementation - Waseca SWCD |
| 2020 SWCD Local Capacity and Buffer Law Implementation EXECUTED | Grant Agreement | 2020 SWCD Local Capacity and Buffer Law Implementation - Waseca SWCD |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 05/06/2021 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 05/06/2021 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 04/09/2021 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 02/03/2021 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 01/02/2020 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 01/02/2020 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 01/04/2021 |
| Final Financial Report | Progress | Progress Dated - 04/09/2021 |
| P20-7536 SWCD Local Capacity Services-Board Signed | Grant | 2020 - SWCD Local Capacity Services (Waseca SWCD) |
| Work Plan | Workflow Generated | Workflow Generated - Work Plan - 12/02/2020 |
| Work Plan | Workflow Generated | Workflow Generated - Work Plan - 09/16/2019 |