



Grant All-Detail Report One Watershed One Plan 2021

Grant Title - 2021 - One Watershed One Plan (Waseca SWCD)

Grant ID - P21-4540

Organization - Waseca SWCD

Original Awarded Amount	\$231,398.00	Grant Execution Date	4/14/2021
Required Match Amount	\$0.00	Original Grant End Date	6/30/2023
Required Match %	0%	Grant Day To Day Contact	Mark Schaetzke
Current Awarded Amount	\$231,398.00	Current End Date	6/30/2023

Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$231,398.00	\$139,692.79	\$91,705.21
Total Match Amount	\$0.00	\$0.00	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$231,398.00	\$139,692.79	\$91,705.21

**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	Administration /Coordination	Current State Grant	2021 - One Watershed One Plan (Waseca SWCD)	\$40,362.00	\$15,234.98	12/8/2022	N
Contingency-Administration	Administration /Coordination	Current State Grant	2021 - One Watershed One Plan (Waseca SWCD)	\$10,518.00			N
Contingency-Plan Development	Planning and Assessment	Current State Grant	2021 - One Watershed One Plan (Waseca SWCD)	\$10,518.00			N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Plan Development	Planning and Assessment	Current State Grant	2021 - One Watershed One Plan (Waseca SWCD)	\$170,000.00	\$124,457.81	12/8/2022	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	
Description	<p>This activity will fund grant and plan administration and coordination (\$40,362.00). Funds will be used for meeting expenses, Policy/Advisory Committee coordination (staff), and publication expenses.</p> <p>Detail Work Plan Tasks include (see attached documents for additional information):</p> <ul style="list-style-type: none"> o Task 1.1: Establish and Maintain Partnership o Task 1.4 Notify Plan Review Authorities and Host Public Kickoff Meeting o Task 1.5: Hire Consultant(s) o Task 3.1: Conduct Formal Review o Task 3.2: Write Final Plan and Submit to BWSR o Task 3.3: Adopt Plan Locally o Task 3.4: Grant Reporting
Category	ADMINISTRATION/COORDINATION
Start Date	23-Apr-21
End Date	
Has Rates and Hours?	Yes
Actual Results	<p>All invoices are attached under attachments.</p> <p>2022 Invoices for 9/22 & 10/22 pd 12/8/22 Waseca Cty \$1,249.46 Waseca SWCD-Mgr 3.5 hr @ \$75.34 & admin 5.5 hr @ \$38.65 = \$476.27</p> <p>Payments of invoices made January 2022-October 2022 are as follows: Waseca County-\$3896.17 Waseca SWCD-\$5024.14 = \$984.81 Meeting expenses (including Midpoint Meeting) 43 total Hours Manager (6.5 hrs @ \$66.94, 17.5 hrs @ \$71.44, 4 @ \$75.26, 6 hrs @ \$75.34 9 hrs @ \$75.49) and 24.25 hours Admin (1.5 hrs @ \$36.07, 9.75 hrs @ \$37.37, 2.5 hrs @ \$38.56, 6 hrs @ \$38.79, and 4.5 hrs @ \$38.65) Variances in wages is due to beginning of year adjustments, wage adjustments in April, and new hire wage adjustments in July.</p>

All above invoices are for services up to August 30, 2022 Invoices, being paid in and up to October 13, 2022.

2021

Beginning in July 2021 - December 2021 expenses/invoices paid for year as follows:

Waseca SWCD-Manager 21 hrs @ \$66.94=\$1405.74; Admin Assist 5.5 hrs @ \$36.07=\$198.39

SWCD Meeting Expense \$7.17

Waseca County- \$1437.54

Freeborn County-\$135.63

1st half

Mark S 16 hrs @ \$66.94/hr = \$1071.04 Fiscal Coordination to review and negotiate contracts with consultants.

Mark S 1 hr @ \$66.94/hr = \$66.94 Policy/Advisory Committee Coordination to facilitate Policy Meeting on June 25th to fill in for Day to Day.

Cheri B 3 hrs @ \$36.07 = \$108.21 creating spreadsheet and reimbursement request forms.

Rachel W 3.5 hrs @ \$45.21/hr = \$158.24 to complete minutes following policy meetings, prep for admin day to day, and create agendas/board packets/notices for policy meetings. Took over day to day responsibilities on 6-18-21. Invoice #2021-1-FC

Grant Activity - Contingency-Administration

Description	5% of the final budget (\$10,518.00). Meant to be used if additional Administration funds are needed.		
Category	ADMINISTRATION/COORDINATION		
Start Date		End Date	
Has Rates and Hours?	No		
Actual Results			

Grant Activity - Contingency-Plan Development	
Description	5% of the final budget (\$10,518.00). Meant to be used if additional Plan Development funds are needed.
Category	PLANNING AND ASSESSMENT
Start Date	End Date
Has Rates and Hours?	No
Actual Results	

Grant Activity - Plan Development

<p>Description</p>	<p>This activity will fund the plan development process (\$170,000.00). Hired consultants(s) will invoice Waseca SWCD. Some Steering Team time will also be invoiced or tracked (if Waseca SWCD).</p> <p>Detail Work Plan Tasks include (see attached documents for additional information):</p> <ul style="list-style-type: none"> o Task 1.3: Aggregate Watershed Information o Task 1.4: Notify Plan Review Authorities and Host Public Kickoff Meeting o Task 2.1: Write the Land and Water Resources Narrative o Task 2.2: Identify and Prioritize Resources and Issues o Task 2.3: Establish Measurable goals o Task 2.4: Develop a Targeted Implementation Schedule o Task 2.5: Describe Implementation Programs o Task 2.6: Determine Plan administration and Coordination o Task 2.7: Write Plan Final Review Draft o Task 3.1: Conduct Formal Review o Task 3.2: Write Final Plan and Submit to BWSR o Task 3.3: Adopt Plan Locally 	
<p>Category</p>	<p>PLANNING AND ASSESSMENT</p>	
<p>Start Date</p>	<p>3-May-21</p>	<p>End Date</p>
<p>Has Rates and Hours?</p>	<p>No</p>	
<p>Actual Results</p>	<p>2022 All invoices are listed as approved for payment in attachments. Invoices for 9/22 & 10/22 pd 12/8/22 ISG Invoices = \$20,652.50 less 10%(\$2,065.25) = \$18,587.25 pd</p> <p>January 2022-October 2022 expenses/invoices paid to: WRC-MSU=\$11,831.11 Freeborn County=\$316.47 ISG=\$86,984.00 invoiced less 10% (\$8,698.40) as per contract leaving \$78,285.60 being paid to ISG. All above invoices are for services up to August 30, 2022 Invoices, being paid in and up to October 13, 2022.</p> <p>2021</p>	

Beginning in July 2021 - December 2021 expenses/invoices paid for year as follows:

Freeborn County - \$90.42

Waseca County-\$201.54

ISG-2nd half Calendar Year 2021

ISG was placed under contract July 2021. They worked on aggregating data, facilitating meetings (with Fresh Water), identification of resource concerns and issues. Per contract, 10% of each ISG invoice withheld until Plan completion. See attached Payment Chart.

Total amount invoiced: \$16,828.25 less 10% withheld (\$1682.83) = \$15145.42 actually paid as of 12-31-2021 see attachments.

Grant Attachments

Document Name	Document Type	Description
1W1P LSRW Work Plan Budget	Grant	2021 - One Watershed One Plan (Waseca SWCD)
1W1P LSRW Work Plan Narrative	Grant	2021 - One Watershed One Plan (Waseca SWCD)
1W1P LSRW Work Plan Timeline	Grant	2021 - One Watershed One Plan (Waseca SWCD)
1W1P Planning Grant Policy	Journal	Journal Dated - 03/26/2021
1st Half 2021 Invoices & Report	Grant	2021 - One Watershed One Plan (Waseca SWCD)
2021 One Watershed One Plan	Grant Agreement	2021 One Watershed One Plan - Waseca SWCD
2021 One Watershed One Plan EXECUTED	Grant Agreement	2021 One Watershed One Plan - Waseca SWCD
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/17/2023
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/07/2023
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/03/2023
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 11/23/2022
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 11/23/2022
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 11/09/2022
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 10/14/2022
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/11/2022

Document Name	Document Type	Description
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/04/2022
Expenditures Report Attached for Reconciliation	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Freeborn County Invoice for July 2021	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Grant Agreement	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Interim Financial Report	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Invoices and payments	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Invoices and payments	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Invoices and payments	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Invoices and payments	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Invoices and payments	Grant	2021 - One Watershed One Plan (Waseca SWCD)
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Invoices and payments	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Invoices and payments for Oct 22	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Invoices and payments for Sept 22	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Invoices and payments made December 2021	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Le Sueur 1W1P Contract Agreement - ISG- signed	Grant	2021 - One Watershed One Plan (Waseca SWCD)
P21-4540 Reconciliation A Checklist	Journal	Journal Dated - 11/09/2022
Receipt for meeting expense	Grant	2021 - One Watershed One Plan (Waseca SWCD)
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 03/12/2021
copy of check-inv paid	Grant	2021 - One Watershed One Plan (Waseca SWCD)