



Grant Progress Report

SWCD Local Capacity Services 2022

Grant Title: 2022 - SWCD Local Capacity Services (Kanabec SWCD)

Grant Award (\$): \$124,406.00

Grant Execution Date: 12/08/2021

Grant ID: P22-6111

Required Match (%): 0

Grant End Date: 12/31/2024

Grantee: Kanabec SWCD

Required Match (\$): \$0.00

Fiscal Agent:

Grant Day-to-Day Contact: Deanna Pomije

| | Total Budgeted | Total Spent | Balance Remaining* |
|--------------|----------------|--------------|--------------------|
| Grant Funds | \$124,406.00 | \$124,406.00 | \$0.00 |
| Match Funds | \$0.00 | \$0.00 | \$0.00 |
| Other Funds | \$0.00 | \$0.00 | \$0.00 |
| Total | \$124,406.00 | \$124,406.00 | \$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 | Category | Source Type | Source Description | Budgeted | Spent | Balance Remaining | Match Fund? |
|---|-----------------------------|---------------------|--|-------------|-------------|-------------------|-------------|
| Excess Nutrients - Adm. | Administration/Coordination | Current State Grant | 2022 - SWCD Local Capacity Services (Kanabec SWCD) | \$68,762.40 | \$70,685.13 | (\$1,922.73) | N |
| Soil Erosion - District Mgr. - Community Projects | Education/Information | Current State Grant | 2022 - SWCD Local Capacity Services (Kanabec SWCD) | \$16,720.30 | \$18,028.55 | (\$1,308.25) | N |

| <i>Activity Name</i> | <i>Category</i> | <i>Source Type</i> | <i>Source Description</i> | <i>Budgeted</i> | <i>Spent</i> | <i>Balance Remaining</i> | <i>Match Fund?</i> |
|---|---------------------|---------------------|--|-----------------|--------------|--------------------------|--------------------|
| Water Storage & Treatment - Forestry Technician | Forestry Practices | Current State Grant | 2022 - SWCD Local Capacity Services (Kanabec SWCD) | \$8,033.68 | \$8,749.17 | (\$715.49) | N |
| Riparian Zone Mgmt. - Technician | Project Development | Current State Grant | 2022 - SWCD Local Capacity Services (Kanabec SWCD) | \$30,889.62 | \$26,943.15 | \$3,946.47 | N |
| Water Storage & Treatment - Vehicle | Supplies/Equipment | Current State Grant | 2022 - SWCD Local Capacity Services (Kanabec SWCD) | \$0.00 | | \$0.00 | N |

Grant Activities

| Activity Name: Excess Nutrients - Adm. | | | | | | | |
|--|--|-----------------|--------------|--------------------------|------------------------------|-------------------------|--|
| Activity Category: Administration/Coordination | | | | | | Staff time?: Yes | |
| Description: The Administrative Assistant aids in providing general administrative tasks such as: payroll, book keeping, budgeting, time tracking, tax filing, outreach/education & board preparation. Time may also be used for continued staff training toward improved administrative expertise. This in turn takes tasks off the District Mgr. plate allowing more time to be spend on technical outreach and project implementation. Kanabec County Water Plan 2019-2028, on page 62, goal 1, action 2, for BMP installation toward a goal of 20 T/year soil erosion reduction and 380 # P reduction/yr. | | | | | | | |
| Budget Details | | | | | | | |
| <u>Source Type</u> | <u>Source Description</u> | <u>Budgeted</u> | <u>Spent</u> | <u>Balance Remaining</u> | <u>Last Transaction Date</u> | <u>Match Fund?</u> | |
| Current State Grant | 2022 - SWCD Local Capacity Services (Kanabec SWCD) | \$68,762.40 | \$70,685.13 | (\$1,922.73) | 12/31/2023 | N | |

Actual Results

2023 – SWCD staff time was spend on administrative tasks to keep the District functioning while freeing up other SWCD staff to provide technical assistance to landowners promoting the installation of conservation practices. Besides the tasks identified in the grant’s activity description our administrative staff aided in writing the meeting outcomes from our Snake Watershed’s policy and partnership meetings and maintaining our program log, which populates our monthly treasurer’s report. They also aided in processing 6 new RIM easements (totaling 256 ac.) with a steep learning curve as this in new to our District. The easements are due for closing in 2025 with more RIM funds expected soon as we have had incredible landowner interest in land protection. Administrative aid is also provided in processing AgBMP loans for 5 counties. Three loans were paid out, three more in the process and two awaiting funds. The funds are mostly used for private septic systems, but this year extra interest was seen in reduced tillage equipment purchases.

On outreach activities, our Administrative Assistant led in hosting an open house at our office for private well nitrate testing. The result was 32 private wells tested for nitrates with 2 testing moderately high and one testing over the safe limit. Facebook postings and website updates were completed for increased exposure on our SWCD activities. Our Administrative Assistant also formatted our annual newsletter, containing 13 articles describing our various activities and programs. 6,700 newsletters were distributed. All staff composed the articles.

Training time was spent by our Administrative Assistant at BWSR Academy learning more on successful fiscal grant management, the grant’s administration manual, grant administration in QuickBooks and grant writing.

Activity Name: Riparian Zone Mgmt. - Technician

Activity Category: Project Development

Staff time?: Yes

Description: Continuation on funding the salary and training needs of a District Technician, started under the 2016 Capacity funding. The Technician will provide technical assistance, outreach, education, planning and implementation for a variety of conservation best management practices. Time may also be used for continued staff training toward improved technical expertise. Kanabec County Water Plan 2019-2028, on page 62, goal 1, action 2, for BMP installation toward a goal of 20 T/year soil erosion reduction and 380 # P reduction/yr.

Budget Details

| <u>Source Type</u> | <u>Source Description</u> | <u>Budgeted</u> | <u>Spent</u> | <u>Balance Remaining</u> | <u>Last Transaction Date</u> | <u>Match Fund?</u> |
|---------------------|--|-----------------|--------------|--------------------------|------------------------------|--------------------|
| Current State Grant | 2022 - SWCD Local Capacity Services (Kanabec SWCD) | \$30,889.62 | \$26,943.15 | \$3,946.47 | 12/31/2023 | N |

Activity Name: Soil Erosion - District Mgr. - Community Projects

Activity Category: Education/Information

Staff time?: Yes

Description: Proposed Community Demonstration Projects - \$1,000 examples: soil health, rain gardens or road construction native plantings. Expenses incurred for education and outreach for workshops and practice demonstrations. Kanabec County Water Plan 2019-2028, on page 62, goal 1, action 3, to provide soil health outreach through 1 soil health outreach event per year. The District Manager will provide outreach and education for empowering individual and group action for a variety of conservation best management practices. Time may also be used for continued staff training toward improved technical expertise. Kanabec County Water Plan 2019-2028, on page 62, Goal 1, Action 4, to provide conservation education and develop 3 new client interests in soil health practices per year.

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|---------------------|--|-----------------|--------------|--------------------------|------------------------------|--------------------|
| Current State Grant | 2022 - SWCD Local Capacity Services (Kanabec SWCD) | \$16,720.30 | \$18,028.55 | (\$1,308.25) | 12/31/2023 | N |

Actual Results

2023: Outreach Activities through our District Manager staff time included writing articles for an annual newsletter. Some of the articles included the topics: advertising our private well nitrate open house, an update on our Snake River planning process, a farmer feature highlighting soil health activity, updates on an Ann Lake treatment and historical core sample study, landowner questions to ask on soil health and new available forestry assistance.

Much time was spent in 2023 in developing the Snake River Watershed infrastructure for receiving the upcoming Watershed Based Implementation Funds.

Training time was spent by our District Manager through a seven session BWSR leadership training, scheduled over a one-year period. Items learned through this training include using the Meyers-Briggs Type Indicators to understand ourselves and how to better communicate with others, leadership styles, vision, understanding emotional intelligence and ethical leadership. Time was also spent in training our new technician through on-the-job conservation work.

Activity Name: Water Storage & Treatment - Forestry Technician

Activity Category: Forestry Practices

Staff time?: Yes

Description: A new Forestry Technician will expand our technical assistance to forestry land owners and aid in coordinating BMP implementation across the Snake Watershed with our partnering agencies as directed by the Snake 1W1P currently under development, to be completed in 2022. This position will provide forestry technical assistance, education and forestry best management practice planning and implementation. With the completion of the Kettle & Snake River Landscape Stewardship Plans; priority areas within Kanabec County have been identified for enhanced targeting and water quality protection efforts. The Snake River Watershed Landscape Stewardship Plan (12/2018) on pages 29-30, implementation targets to provide Forest Stewardship Planning acres (600/yr.) and SFIA enrollment (200 ac/yr), tree sales for increased tree planting and technical assistance on forestry BMPs. Kanabec County Water Plan 2019-2028, on page 66, goal 3, action 1 to write 15 Forest Stewardship Plans per year (1000 ac/yr) and action 4 to provide additional forestry outreach to install 8 forestry BMP's per year.

Budget Details

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| Current State Grant | 2022 - SWCD Local Capacity Services (Kanabec SWCD) | \$8,033.68 | \$8,749.17 | (\$715.49) | 12/31/2023 | N |

Actual Results

New in the spring of 2023 we are offering forestry services to landowners via a shared position between us and Pine SWCD. This is a 25%-time position here in Kanabec Co. He led in providing more tree planting assistance at our spring tree sale. He sent out a targeted mailing within the Kanabec portion of the Snake Watershed's forestry protection priority area. This resulted in some follow-up field visits with landowners helping address their private woodland concerns. He also developed five buckthorn identification and control U-tube videos. Landowners have always shown an interest in learning more about buckthorn control methods. He has also aided in the development of our RIM application mapping and conservation plan development.

Activity Name: Water Storage & Treatment - Vehicle

Activity Category: Supplies/Equipment

Staff time?: No

Description: We anticipate hiring or housing 1-2 additional staff in 2024 after the completion of the Snake River 1w1p. This may entail a new Forestry Technician & a Snake River Watershed Coordinator / Outreach Specialist. Then with 5 employees we foresee the need to purchase a 2nd SWCD vehicle. May plan to purchase the vehicle through the state on-line surplus services. The Forester is meant to focus on outreach and services to the northern wooded sector of the county, a new focus area for District services. The Snake River Coordinator will focus on facilitating the implementation of BMPs with our partners across the Snake River Watershed according to the Snake 1W1P. The 1W1P is currently under development, due to be completed in 2022. The Snake River Watershed Landscape Stewardship Plan (12/2018) on pages 29-30, implementation targets to provide Forest Stewardship Planning acres (600/yr.) and SFIA enrollment (200 ac/yr), tree sales for increased tree planting and technical assistance on forestry BMPs. Kanabec County Water Plan 2019-2028, on page 66, goal 3, action 1 to write 15 Forest Stewardship Plans per year (1000 ac/yr) and action 4 to provide additional forestry outreach to install 8 forestry BMP's per year.

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|---------------------|--|-----------------|--------------|--------------------------|------------------------------|--------------------|
| Current State Grant | 2022 - SWCD Local Capacity Services (Kanabec SWCD) | \$0.00 | | \$0.00 | | N |

Actual Results