

# Grant All-Detail Report Watershed Conservation Planner Initiative 2018

Grant Title - 2018 - Watershed Conservation Planner Initiative (Root River SWCD) Grant ID - P18-1264 Organization - Root River SWCD

Original Awarded Amount	\$157,721.00	Grant Execution Date	7/27/2018
<b>Required Match Amount</b>	\$0.00	Original Grant End Date	12/31/2020
Required Match %	0%	Grant Day To Day Contact	Dave Walter
Current Awarded Amount	\$397,597.00	Current End Date	12/31/2021

# **Budget Summary**

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$397,597.00	\$380,600.65	\$16,996.35
Total Match Amount	\$0.00	\$0.00	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$397,597.00	\$380,600.65	\$16,996.35

\*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	Matchi ng Fund
Analysis & Outreach	Education/Info rmation	Current State Grant	2018 - Watershed Conservation Planner Initiative (Root River	\$14,457.59	\$14,457.59	11/23/2021	N
Conservation Planning Assistance & Plans	Planning and Assessment	Current State Grant	2018 - Watershed Conservation Planner Initiative (Root River	\$235,012.36	\$232,704.2 2	12/30/2021	N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matchi ng Fund
Engineering Assistance Funds	Technical/Engi neering Assistance	Current State Grant	2018 - Watershed Conservation Planner Initiative (Root River	\$105,223.00	\$90,534.79	12/28/2021	N
Evaluation, Trends and Revised Strategies	Planning and Assessment	Current State Grant	2018 - Watershed Conservation Planner Initiative (Root River	\$1,872.94	\$1,872.94	6/5/2021	Ν
Internal Strategy Mtgs. & Reporting	Administration /Coordination	Current State Grant	2018 - Watershed Conservation Planner Initiative (Root River	\$17,379.84	\$17,379.84	12/30/2021	N
Mileage Expense for Cons. Planner	Planning and Assessment	Current State Grant	2018 - Watershed Conservation Planner Initiative (Root River	\$2,097.54	\$2,097.54	12/28/2021	Ν
Workshops & Employee Development	Education/Info rmation	Current State Grant	2018 - Watershed Conservation Planner Initiative (Root River	\$21,553.73	\$21,553.73	10/23/2021	N

# Activity Details Summary

Activity Details	Total Action Count	Total Activity Mapped	l Propos	ed Size / Unit	Actual Size / Unit
Proposed Activity Indicato	rs				
Activity Name	Indicator Name	Value & Units	Waterbody	Calculation Tool	Comments
Final Indicators Summary					
Indicator Na	ame	Total Value	Unit		

**Grant Activity** 

Grant Activity - Analysis & Outreach

Description	Conduct analysis identifying all eligible landowners, critical/targeted acres and prioritization in major or minor watersheds. Milestone: 1 analysis in year one (July 2018 - June 2019). 1 analysis in year two (July 2019 - June 2020).
	Outreach to producers via direct mailing to landowners, press releases, follow-up contact and tracking landowner contacts. Provide a landowner tracking report. Milestone: 2 outreach deliverables year one (July 2018 - June 2019), 2 in year two (July 2019 - June 2020), 2 in year three (July 2020 - June 2021). Expenses such as postage related to outreach deliverables are included in this work plan.

# Category Start Date

**Actual Results** 

**Has Rates and Hours?** 

EDUCATION/INFORMATION

End Date

30-Dec-21

# No

27-Jul-18

2018 Discussions were held at Root River 1W1P Planning Work Group Meetings to prepare for this position. In discussion with the district managers in the Root River Watershed, it was decided that Money Creek & Torkelson Creek watersheds will be the two priority areas within the Root River watershed. Fillmore & Winona County GIS departments gathered names & addresses of landowners within their portions of the priority areas. Houston County's portion, Money Creek watershed, watershed, was manually gathered. All phone numbers were also manually looked-up.

An outreach letter was written & reviewed by Watershed Partnership Team members. Minor revisions were made. On 10/3/18 501 letters were sent to landowners that own parcels of 5 or more acres within the priority areas. Fifteen landowner call-backs have been received. Date of call received, field walkovers, completed plans, etc are being tracked in an Excel spreadsheet.

A press release article introducing Wermager & explaining the initiative was sent out 9/14/18 to Caledonia Argus, Winona Daily News, Bluff Country News Group, Chatfield News, Fillmore County News Leader, Spring Grove Herald, Spring Valley Tribune, Bluff Country Reader & Tri County Record.

June 2019 - Please reference Actual Results June 2019 in the Attachments.

12/15/19 - Please reference Actual Results Dec 2019 in the Attachments.

6/12/20 - Please reference Actual Results June 2020 in the Attachments.

12/22/2020 - Please reference Attachment 2a Actual Results December 2020 and Attachments 2b & 2c in the Attachments.

6/14/2021 - Please reference Attachment 2a Actual Results June 2021 and Attachment 1d Riceford List WCPI in the Attachments.

072621 Budget reduced to \$14,457.59. Funds in the amount of \$468.25 moved to Mileage activity and \$1,694.42 to Internal Strategy Mtgs & Reporting activity

12/30/21 Please reference Attachment 2a Actual Results December 2021 in the Attachments.

# Grant Activity - Conservation Planning Assistance & Plans

# Description

Category Start Date Has Rates and Hours? Actual Results

	Create conservation plans following the NRCS Conservation Planning Procedures (NCPP) handbook according to the Attachment F - Conservation Planning handout. Milestone: Complete 20 plans in first year (July 2018 - June 2019); 40 plans year two (July 2019 - June 2020) and 40 plans year three (July 2020 - June 2021).					
	PLANNING AND ASSESSMENT					
	27-Jul-18	End Date	30-Dec-21			
·s?	Yes					
	2018 - To date 11 of 20 conservation plans are waiting for clearance from the MN DNR & SHP the completed plans are for land in Houston C and 1for land in Fillmore County. Several wall 2019 - Since 12/15/18, 22 more conservation met the requirement of 20 plans completed b in Winona County, and 19 are for landowners	PO for Threatened and Endangered Specie County. Of the 7 plans that are in process a kovers are being scheduled for landowner plans have been written. Our total for the y the end of year one. Of these completed in Houston County. I am waiting to get qu	s and Cultural Resources. All 11 of 2 are for land in Winona County s in Fillmore & Winona counties. e initiative is now at 33, so we have d plans, three are for landowners uantities from technicians in			
	Fillmore County for some potential BMPs in the detailed conservation plan. I have two addition not lead to an official written conservation plat further technical/financial assistance. Many c	tion. 13 of the farm walkovers did				
	12/15/19 - Please reference Actual Results De					
	6/12/20 - Please reference Actual Results June					
	12/22/2020 - Please reference Attachment 2a		ichments.			
	6/14/21 Please reference Attachment 2a Actu	al Results June 2021 in the Attachments.				
	12/30/21Budget is being reduced from \$235,2 Mtgs & Reporting.	263.12 to \$235,012.36 (\$250.76) and is be	ng applied to Internal Strategy			

Please reference Attachment 2a Actual Results December 2021 in the Attachments.

Description	unanimously decided to keep the to other SWCDs in the watershed make more Root River 1W1P fun These WCPI Technical/Engineerin work, prepare cost estimates, re- process, and perform construction that are identified in conservation	ese WCPI Technical/Engineering Funds d. The other SWCDs thought that this w ds available for them to use. ng Funds will be used to pay for staff the view cost-estimates/designs with lands on check-out. These funds shall only be n plans written by the WCPI Planner w nent 1: Conservation Planning Workshe	eering funds were discussed, and it was with Root River SWCD. They will not be distributed would be best, since it would simplify things and me for technical staff to perform surveys, design owner/contractor, oversee the construction e used for work related to engineering practices which are located in the Root River watershed. eet. These funds will enable staff to complete steps	
Category	TECHNICAL/ENGINEERING ASSIS	TANCE		
Start Date	10-Jan-20	End Date	30-Dec-21	
Has Rates and Hours?	Yes			
Actual Results		42.23 = 548.99; Tech Jean = 238 hrs @ = 29.28. Remaining fund balance is \$9	40.07 = 9536.66; Dist Man Dave 58 hrs @ 60.19 = 91,617.05.	
CY20 After June Report Tech Jean = 204 hrs @ 40.07 = 8174.28; Dist Man Dave 151.5 hrs 3 hrs @ 42.23 = 126.69 Mileage 193 mi @ 0.575 = 110.98 & 960 mi @0.305 = 292.80. Re \$57,495.84.				
	CY21 Tech Jean 182 hrs @ 40.35 = 7343.70 Dist Man Dave 161 hrs @ 64.02 = 10307.22 Plan Dan = 4 hrs @ 47.10 = 188.40 Ast Man Bob = 3 hrs @ 60.77 = 182.31 Mileage 151 @ 0.56 = 84.56 & 716 @ 0.30 = 214.80			
	CY21 After June Reporting 2nd Q	<b>u</b>	034.39 Dist Man Dave 183 hrs @ 64.02 = 11715.66	

#### Grant Activity - Evaluation, Trends and Revised Strategies

#### Description

Category Start Date Has Rates and Hours? Actual Results Perform evaluation of prior year efforts, trends and needed corrective measures. Milestone: 3 evaluations. One per grant year.

PLANNING AND ASSESSMENT

#### No

End Date

26-Jul-21

2018 Year-end evaluations & annual reports will be completed at the close of the fiscal year.

2019 Much discussion was had during our Internal Strategy Meetings about progress towards milestones, trends & measurable outcomes. The watershed team is pleased with the progress I am making towards the 100 completed conservation plans. We discussed my outreach efforts & I reported that the follow-up phone calls to landowners that I hadn't heard from are by far the most effective outreach tactic. Landowners who are not farmers have been the most receptive to my outreach efforts. Therefore practices like pollinator plantings and forest stand improvement have been the most popular. Everyone on the watershed team agreed to keep the Internal Strategy Meetings as part of the RR1W1P Planning Work Group Meetings. I received some constructive criticism from DCs from the neighboring counties. They asked that I document resource concerns during my field walkovers instead of documenting suggested BMPs. This way the landowner doesn't hear two different stories from me and a technician from another county and get confused. A DC also asked that I get more practice and experience before I do more conservation planning in her county. We have had some mishaps with S.O.P.'s, and mishaps with communication between me, the landowner, the producer, the DC, and another worker. I will hold off on doing more outreach in this county until I go through with getting my conservation planner certification, which should be educational. I will also double-down on keeping communication open between everyone involved, which can be difficult between field offices or when so many people are involved. We plan to use RUSLE2 calculations to measure success of our efforts. 121519 Act Results Dec 19 Attachments

061220 Act Results June 20 Attachments

122220 Attach 2a Act Results Dec 20 Attachments

061421 Attach 2a Act Results June 21 Attachments

123021 Attach 2a Act Results Dec 21 Attachments

Grant Activity - Internal Strategy Mtgs. & Reporting

Description	Provide annual report identifying and articulating conservation success stories. Milestone: 1 in year one (July 2018 - June
	2019) 1 in year two (July 2019 - June 2020) 1 in year three (July 2020 - June 2021).
	Submit semi-annual e-Link reporting. Report deadlines of December 15th & June
	15th of each year.
	Grant management and watershed team coordination.
	Watershed Partnership Team will hold regular coordination meetings including a year-end evaluation meeting. Milestone:
	3 meetings year one (July 2018 - June 2019), 3 meetings year two (July 2019 - July 2020), 3 meetings year three (June 2020
	- July 2021) plus one end of grant meeting.

# Category

Start Date Has Rates and Hours? Actual Results

#### ADMINISTRATION/COORDINATION

End Date

30-Dec-21

Yes

27-Jul-18

2018 - One of three internal strategy meetings with the Watershed Partnership Team has been held. On 10/23/18 the team met in conjunction with Root River 1W1P Planning Work Group meeting. The WCPI internal strategy meetings will be merged with the Root River 1W1P Planning Work Group meetings for time efficiency purposes. The next meeting has not been officially scheduled but is expected to be held in early January 2019.

Fiscal year-end reporting has been completed.

2019 - Since 12/15/18, two more Internal Strategy Meetings have taken place: one on 1/14/19 and one on 3/19/19. The requirement of three Internal Strategy Meetings for year one has been met. All three meetings were part of RR1W1P Planning Work Group Meetings, to be as efficient as possible with everyone's time.

Semi-annual and annual reports have been completed. We have now met the reporting requirements for year one.

12/15/19 - Since 6/15/19, two Internal Strategy Meetings have taken place: one on 7/18 and one on 10/17. Both meetings were piggy-backed with Root River 1W1P meetings in order to be as efficient as possible. One more of these meetings is required by 6/15/20.

The semi-annual report has been completed. The annual report shall be completed on 6/15/20. At that time, these deliverables will be met.

12/15/19 - Please reference Actual Results Dec 2019 in the Attachments.

6/12/20 - Please reference Actual Results June 2020 in Attachments

12/22/20 Reference Attachment 2a Actual Results December 2020 in Attachments

6/14/21 Reference Attachment 2a Actual Results June 2021 in Attachments

7/26/21 Increased budget to 17,054.68 Funds 11,694.42 added from Analysis & Outreach activity.

12/30/21 Additional funds of \$325.16 are being added to the budgeted amount of \$17,054.68 . The sources are Mileage Expense = \$74.40 & Conservation Planning & Assistance & Planning = \$250.76. New budget amount is \$17,379.84

Reference Attachment 2a Actual Results December 2021 in Attachments

#### Grant Activity - Mileage Expense for Cons. Planner

Description	Mileage reimbursement using the IRS standards when no NRCS vehicles are available for use.			
Category	PLANNING AND ASSESSMENT			
Start Date	27-Jul-18	End Date	30-Dec-21	
Has Rates and Hours?	No			
Actual Results	2018 - Mileage is from four field walkovers whe	en an NRCS vehicle was not available for	use.	
	2019 - NRCS vehicle was available for use on all occasions.			
	12/15/19 - Mileage is from six site visits and one internal strategy meeting. A NRCS vehicle was not available for u these occasions.			
	/12/2020 - Mileage is from four site visits, a training and educational workshop prep. A NRCS vehicle was not available or use on these occasions.			
		<ul><li>/18/2020 - Mileage is from six site visits and a training. A NRCS vehicle was not available for use on these occasions.</li><li>.4/21 - Mileage is from 12 site visits. An NRCS vehicle was not available for use on these occasions.</li></ul>		

7/26/21 Budget was increased to\$2,171.94. \$34.48 was added from Evaluation, Trends & Revised Strategies activity & \$468.25 from Analysis & Outreach activity.

12/18/21 - Mileage is from 15 occurrences. A NRCS vehicle was not available for use on these occasions.

12/30/21 - Budget is being reduced from \$2,171.94 to \$2,097.54 (\$74.40) and is being applied to Internal Strategy Mtgs & Reporting.

Description	Host community meetings/wor	kshops such as conservation planning tra	ining for producers and ag stakeholders.			
	Milestone: Year one (July 2018	- June 2019) two events, year two (July	2019 - June 2020) two events, year three (July			
	2020 - June 2021) two events. I	Rent, advertising, food and postage expe	nses related to the workshops are included in th			
	work plan.					
			Expenses for training as per employee			
	development plan and time de	dicated to enhancing the employee's dev	elopment.			
Category	EDUCATION/INFORMATION					
Start Date	27-Jul-18	End Date	30-Dec-21			
las Rates and Hours?	No					
Actual Results	2018 No community meetings/	wrkshops have been held. One is planned	d in Houston County for late winter. It is planned			
	team with Dean Thomas to do	the other event in Fillmore or Winona co	unty in spring/summer 2019.			
	2018 Wermager attended a 4-day NRCS Conservation Planning Course on 7/30 – 8/3/18 in					
	St. Cloud MN.					
	Wermager attended 2018 BWSR Academy Oct 29-312018 in Brianard MN.					
	2019 In the second half of year 1 I spoke at three workshops/events, meeting the requirement of two events in year 1.					
	The first event I presented at was the Soil Health Clinic in Brownsville on 3/23/19. 25 people were in attendance. The					
	second and third events I presented at were related; they were both Japanese Hops Informational Meetings, held on					
	4/4/19. These events were organized by University of MN Extension Office and the MDA. The first meeting was in Houston with six people in attendance. The second meeting was in Rushford, with 11 people in attendance. All three of my					
	presentations were about conservation planning and it's benefits to landowners.					
	I have completed several trainings in the second half of year 1. These trainings were part of my development plan and/or					
	requirements to get my conservation planner certification. On 3/25/19 I attended a Seeding Plan Training in Oronoco,					
	which was put on by BWSR. On 6/3 & 6/4/19 I attended Cultural Resources Series 2 training in Redwood Falls, which is a					
	requirement to receive my conservation planner certification. I also have been working on completing courses in AgLearn,					
	another requirement to receive my conservation planner certification. In the second half of year 1 I completed 10 AgLearn					
	courses and webinars.					
	121519 See Actual Results Attachments					
	061220 See Actual Results Attachments					
	122220 See Attach 2a Actual Re					
	061421 See Attach 2a Actual Re					
	123021 See Attach 2a Actual Re					

# **Grant Attachments**

Document Name	Document Type	Description
06152021 Financial Report	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
06192020 Financial Report	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
12222020 Financial Report Semi Annual Reporting	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
2018 - 2021 Budget	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
2018 Watershed Conservation Planner Initiative	Grant Agreement	2018 Watershed Conservation Planner Initiative - Root River SWCD
2018 Watershed Conservation Planner Initiative	Grant Agreement	
Amendment EXECUTED	Amendment	
2018 Watershed Conservation Planner Initiative	Grant Agreement	
Amendment UNEXECUTED	Amendment	
2018 Watershed Conservation Planner Initiative	Grant Agreement	2018 Watershed Conservation Planner Initiative - Root River SWCD
executed		
2021 WCPI PA map	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Actual Results Dec 2019	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Actual Results June 2019	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Actual Results June 2020	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 08/03/2020
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 06/12/2020
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/14/2020
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/13/2020
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 12/23/2019
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 12/13/2019

Report created on:1/28/22

Document Type	Description
Workflow Generated	Workflow Generated - All Details Report - 08/20/2019
Workflow Generated	Workflow Generated - All Details Report - 06/14/2019
Workflow Generated	Workflow Generated - All Details Report - 01/03/2019
Workflow Generated	Workflow Generated - All Details Report - 06/13/2019
Workflow Generated	Workflow Generated - All Details Report - 06/14/2019
Workflow Generated	Workflow Generated - All Details Report - 12/13/2018
Workflow Generated	Workflow Generated - All Details Report - 12/30/2021
Workflow Generated	Workflow Generated - All Details Report - 07/13/2021
Workflow Generated	Workflow Generated - All Details Report - 06/14/2021
Workflow Generated	Workflow Generated - All Details Report - 02/09/2021
Workflow Generated	Workflow Generated - All Details Report - 01/06/2021
Workflow Generated	Workflow Generated - All Details Report - 12/22/2020
Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
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	Workflow Generated Workflow Generated Grant Grant Grant Grant Grant Grant

Document Name	Document Type	Description
Attachment 1d Riceford List WCPI	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Attachment 2a Actual Results Dec 2020	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Attachment 2a Actual Results December 2021	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Attachment 2a Actual Results June 2021	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Attachment 2b ORIGINAL Priority Watersheds	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Attachment 2b Sucess Story Year 3	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Attachment 2c NEW Priority Watershed	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Completed_plans_dec_2018	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Completed_plans_june_2019	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Eng. Worksheets Fixed Attachment Ib	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Fillmore SWCD Invoice	Progress	Progress Dated - 12/13/2018
Financial Report December 2019	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Outreach Letter_2018Oct3	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
P18-1264 Financial Report WCPI 2018	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Press Release_2018Sept14	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
RRSWCD Work Plan Changes Side-by-Side Comparison	Journal	Journal Dated - 06/13/2019
RRSWCD Work Plan Request Letter	Journal	Journal Dated - 06/13/2019

Document Name	Document Type	Description
Returned Funds Form	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
SWCD Budget Table	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
WCPI 2018 Financial Report 12152018	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
WCPI 2019 Financial Report 06152019	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
WCPI Reporting Fact Sheet-1	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
WCPI_Internal_Strategy_2018Oct23_mtg notes	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
WCPI_success_story_year1	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Watershed Success Story Year 2	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 07/24/2018
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 07/26/2021
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 08/06/2018
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 06/18/2019
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 06/21/2018
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 12/23/2019
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 06/13/2019
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 07/25/2018
wcpi_rr_map_final	Grant	2018 - Watershed Conservation Planner Initiative (Root River SWCD)