



Grant Progress Report

Habitat Enhancement Landscape Pilot 2022

Grant Title: Enhancing Pollinator Habitat in Houston County

Grant ID: C22-0725

Grantee: Root River SWCD

Fiscal Agent: Root River SWCD

Grant Day-to-Day Contact: Dave Walter

Grant Award (\$): \$40,000.00

Required Match (%): 25

Required Match (\$): \$10,000.00

Grant Execution Date: 06/10/2022

Grant End Date: 12/31/2024

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$40,000.00	\$8,493.43	\$31,506.57
Match Funds	\$10,000.00	\$2,780.07	\$7,219.93
Other Funds	\$0.00	\$0.00	\$0.00
Total	\$50,000.00	\$11,273.50	\$38,726.50

*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?
Administration/Coordination	Administration/Coordination	Local Fund	County Allocation	\$848.93	\$340.42	\$508.51	Y
Administration/Coordination	Administration/Coordination	Current State Grant	Enhancing Pollinator Habitat in Houston County	\$3,000.00	\$1,171.02	\$1,828.98	N
Financial Assistance	Agricultural Practices	Current State Grant	Enhancing Pollinator Habitat in Houston County	\$25,000.00		\$25,000.00	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>
Financial Assistance	Agricultural Practices	Landowner Fund	Landowner In-Kind	\$5,469.30		\$5,469.30	Y
Technical Assistance	Technical/Engineering Assistance	Local Fund	County Allocation	\$3,681.77	\$2,439.65	\$1,242.12	Y
Technical Assistance	Technical/Engineering Assistance	Current State Grant	Enhancing Pollinator Habitat in Houston County	\$12,000.00	\$7,322.41	\$4,677.59	N

Grant Activities

Activity Name: Administration/Coordination							
Activity Category: Administration/Coordination					Staff time?: Yes		
Description: Collecting invoices, grant reporting, and organizing cost-share reimbursements, etc.							
Match will consist of overhead costs at a rate of \$11.07 per hour.							
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	Enhancing Pollinator Habitat in Houston County	\$3,000.00	\$1,171.02	\$1,828.98	12/29/2023	N	
Local Fund	County Allocation	\$848.93	\$340.42	\$508.51	12/29/2023	Y	

Actual Results

CY2022 - Admin Janice 5.75 hrs @ 39.12 = 224.94

CY2022 Match Admin Janice 5.75 hrs @ 11.07 = 63.65

Time was spent invoicing, reconciling hours and eLink reporting along with setting up coding and receiving funds.

CY2023 1st Qtr - Tech Dan 1 hr @ \$36.08 = \$36.08, Admin Janice 0.25 hrs @ \$39.12 = \$9.78.

CY 2023 1st Qtr Match Tech Dan 1 hr @ \$11.07 = \$11.07, Admin Janice 0.25 hrs @ \$11.07 = \$2.77

CY2023 - 2nd Qtr. Admin Janice 6 hrs @ \$39.12 = \$234.72; Match = Admin Janice 6 hrs @ \$11.07 = \$66.42. Time was dedicated to cost share applications, amendment, grant questions, eLink and reporting.

CY2023 3rd Qtr. - Admin Janice 3.5 hrs @ \$39.12 = \$136.92; Tech Dan 4 hrs @ \$36.08 = \$144.32. Time was dedicated to 2nd Qtr reporting, preparing and submitting parcel information, prepare amendment and approval letter, scan bills, and prepare an application. Remaining balance \$2,213.24.

CY2023 4th Qtr. - Tech Dan 5.5 hrs @ \$36.08 = \$198.44; Admin Janice 4.75 hrs @ \$39.12 = \$185.82.

Admin Match CY2023 4th Qtr - Tech Dan 5.5 hrs @ \$11.07 = \$60.89; Admin Janice 4.75 hrs @ \$11.07 = \$52.58.

Time was dedicated to preparing an amendment and approval letter, reconciling grant, quarterly grant report, and eLink.

Activity Name: Financial Assistance

Activity Category: Agricultural Practices

Staff time?: No

Description: We plan to provide financial assistance to landowners, cities, and counties to establish or enhance habitat. We will also fund brush management on a smaller scale as a supporting practice. Cost-share will be at 75%.

The land occupier is responsible for the 25% project match.

New pollinator plantings will have a capped cost estimate of \$800/acre and will be funded up to 75% cost share (\$800/acre @ 75% cost-share = \$600/acre).

Enhancements of existing pollinator habitat will have a capped cost estimate of \$80/acre and will be funded up to 75% cost-share, (\$80/acre @ 75% cost share = \$60/acre).

Brush management (as a supporting practice only) will have a capped cost estimate of \$60/acre and will be funded up to 75% cost share (\$60/acre @ 75% cost share = \$45/acre).

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	Enhancing Pollinator Habitat in Houston County	\$25,000.00		\$25,000.00		N
Landowner Fund	Landowner In-Kind	\$5,469.30		\$5,469.30		Y

Actual Results

CY2023 1st Qtr. No funds expended.

CY2023 2nd & 3rd qtrs. no funds were expended.

CY2023 4th Qtr. No funds were expended.

Activity Name: Technical Assistance

Activity Category: Technical/Engineering Assistance

Staff time?: Yes

Description: Staff time for outreach, site visits, conservation planning, project development, and project implementation.

Match will consist of overhead costs at a rate of \$11.07 per hour.

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	Enhancing Pollinator Habitat in Houston County	\$12,000.00	\$7,322.41	\$4,677.59	12/29/2023	N
Local Fund	County Allocation	\$3,681.77	\$2,439.65	\$1,242.12	12/29/2023	Y

CY2022 Tech Dan 89.5 hrs @ 36.08 = 3229.16; Dist Man Dave 7 hrs @ 52.14 = 364.98; Asst Man Bob 4.5 hrs @ 50.78 = 228.51

CY2022 Tech Dan 89.5 hrs @ 11.07 = 990.77; Dist Man Dave 7 hrs @ 11.07 = 77.49; Asst Man Bob 4.5 hrs @ 11.07 = 49.82; Mileage 21 @ .585 = 12.29; Mileage 194 @ 0.365 = 70.81 & 45 @ 0.625 = 28.13

6/10 to 6/30 Reporting - In June, I started work on this grant by ranking all of our eligible landowners based on the criteria in my grant application. Calls were made to our top 5 landowners to see if they were interested in working with us through this grant. Four of the 5 were interested. We did walkovers on 3 of these 4 sites. Back at the office, I laid-out our findings on maps, uploaded photos, researched soil types, and determined acreages and cost-share amounts. The next step is to come up with seed mixes. I am currently working with BWSR and Xerces Society on two seed mixes for one site. One landowner (City of La Crescent) is going to send me seed mixes that they have used in the past, and would like to use again for the acres they want to seed through the HELP grant. One landowner is very interested but can't meet to do the walkover until August.

Once I get all of the seed mixes squared away and these current landowners on board, I will call the remaining landowners that we have enough funding for, and re-do the process.

From 7/1/22 - 9/30/22 technical staff continued their work with City of La Crescent through designing the seed plan and mapping. Inventory & Evaluation was performed at two additional sites. The Weichert site a design plan and seeding mix are in the process of being established. City of La Crescent and Weichert plans are being attached. A

Actual Results dedicated to outreach.

See attached HELP 12302022 Report.

HELP Grant – 12/31/22 to 3/31/23 Reporting

In this period, not much work was done with this grant. I had a very small amount of time towards grant reporting. I also had one day where I talked to the City of La Crescent and we went over how planting and how the cost-share reimbursement process with this grant works. No new landowners were contacted, and no plantings were over-seen.

HELP Grant – 4/1 to 6/30 Reporting

In this period, lots of work was done with the City of La Crescent, and with Botcher Park for Houston County. I completed plans for both project sites, and went over them with representatives from the city/county and got signatures. We also made-up contracts for both projects. I got signatures from La Crescent, but not Houston County yet. I have to present at a County Board meeting soon about this project, then I will be able to get signatures from the County.

The City of La Crescent has started their plantings, but are not done yet. They keep adding new sites, so I have made several trips there to evaluate these new sites. Then I revise the map, plan, and total acres. I have done this several times this period. We made an amendment form, to amend La Crescent's contract, which the representative from La Crescent will sign soon.

I also have been reaching out to a landowner who has a large potential project, which would use-up the rest of our funding, but I have not been able to reach him. If I still cannot reach him in the upcoming months, I will have to reach-out to several new landowners, to try to use all of our funding.

2023 3rd Qtr - Technical Assistance: Tech Dan 38 hrs @ \$36.08 = \$1,371.04.

2023 3rd Qtr - Match: Tech Dan 38 hrs @ \$11.07 = \$420.66; Mileage 40 miles @ \$0.655 = \$26.20 & 34 miles @ \$0.375 = \$12.75.

HELP Grant – 7/1 to 9/30 Reporting: In this period, I continued working with the City of La Crescent. They got almost half of their planned pollinator plots planted. They are waiting until next year to plant the rest. We will wait until then to send them their payment. They continued to add/remove plots, so we had to amend the plan/maps some more.

I had to present the Botcher Park project to the County Board at one of their board meetings. They decided not to move forward with the project. They did not want to do the project at all, which is too bad. I wish I would have known that from the beginning instead of putting all of those grant hours into that project. There must have been a lack of communication between them and my contact with the County. I did not realize that project needed County Board approval.

I finally did get a hold of the landowner with the large potential project, and refined his project plan. I emailed the final plan to him, and he said he likes it and wants to move forward. I told him the next step is to have him sign the plan and look for contractors, but he has not done that yet. This landowner is Jay McNamer. The cost-estimate for his project is \$13,200, with cost-share from us of up to \$9,900. This still leaves some funding left over, so I will need to find one or two small projects yet this

winter to finish-out the grant. We will be doing a lot of planting in 2024!

Technical CY2023 4th Qtr. Tech Dan 8 hrs @ \$36.08 = \$288.64.

Technical Match CY2023 4th Qtr. Tech Dan 8 hrs @ \$11.07 = \$88.56.

In this period, I did not work much with the HELP Grant. I had to modify the plan for City of La Crescent two more times, but that is the extent of the work I did this period.

In October, I found out that the City of La Crescent is getting a raingarden funded through the WinLaC 1W1P. It is in the same location that we planned a pollinator plot that has not been planted yet. This location was "Eagles Bluff/McIntosh Rain Garden". See the first attached map. The City was going to build the rain garden, then use HELP grant funds to help pay for the native vegetation establishment. Now that the City is getting funding through 1W1P, and since we cannot let them double-dip, we had a discussion and decided to remove this location from the HELP project. I re-did the plan, and since the area that was removed is only 0.04 acres, our rounded total of 14.9 acres did not change. See the second attached map. I sent the City their new plan, but no numbers or funding amounts changed, so I did not get them to re-sign everything.

Then in November, the City reached out to me again. They had already planted the "Pine Creek Prairie" area on their own a couple of years ago. The native stand had poor establishment, and they want to inter-seed into it to get a better stand and more diversity. They had me add this to the plan. Our Enhancement areas went from 0.2 acres to 7.9 acres. See the third attached map. I updated the plan yet again, and sent it to the city, and got signatures again.

The City has gotten some of their sites planted this year, and they plan to finish the rest of them in 2024. That is all that had happened with this grant in this latest period.