



## Grant All-Detail Report SWCD Local Capacity Services 2018

**Grant Title** - 2018 - SWCD Local Capacity Services (Hubbard SWCD)

**Grant ID** - P18-9948

**Organization** - Hubbard SWCD

|                         |                     |                          |                   |
|-------------------------|---------------------|--------------------------|-------------------|
| Original Awarded Amount | <b>\$108,000.00</b> | Grant Execution Date     | <b>2/20/2018</b>  |
| Required Match Amount   | \$0.00              | Original Grant End Date  | 12/31/2020        |
| Required Match %        | 0%                  | Grant Day To Day Contact | Crystal Mathisrud |
| Current Awarded Amount  | \$108,000.00        | Current End Date         | 12/31/2020        |

### Budget Summary

|                    | Budgeted            | Spent               | Balance Remaining* |
|--------------------|---------------------|---------------------|--------------------|
| Total Grant Amount | \$108,000.00        | \$108,000.00        | \$0.00             |
| Total Match Amount | \$8,000.00          | \$8,000.00          | \$0.00             |
| Total Other Funds  | \$0.00              | \$0.00              | \$0.00             |
| <b>Total</b>       | <b>\$116,000.00</b> | <b>\$116,000.00</b> | <b>\$0.00</b>      |

\*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 |
|----------------------------|------------------------------------|---------------------|--|------------|------------|-----------------------|---------------|
| 2018 County Allocation     | Administration /Coordination       | Local Fund          | 2018 County Allocation                             | \$8,000.00 | \$8,000.00 | 1/22/2019             | Y             |
| Additional 2018 Cost Share | Streambank or Shoreline Protection | Current State Grant | 2018 - SWCD Local Capacity Services (Hubbard SWCD) | \$5,000.00 | \$5,000.00 | 9/28/2020             | N             |

| Activity Name   | Activity Category                | Source Type         | Source Description                                 | Budgeted    | Spent       | Last Transaction Date | Matching Fund |
|---|----------------------------------|---------------------|--|-------------|-------------|-----------------------|---------------|
| Crow Wing River Healthy waters easements for forestry | Project Development              | Current State Grant | 2018 - SWCD Local Capacity Services (Hubbard SWCD) | \$8,000.00  | \$6,841.63  | 12/31/2020            | N             |
| Drone services  | Technical/Engineering Assistance | Current State Grant | 2018 - SWCD Local Capacity Services (Hubbard SWCD) | \$6,000.00  | \$7,007.73  | 11/9/2020             | N             |
| Hubbard Forest Stewardship Program                    | Planning and Assessment          | Current State Grant | 2018 - SWCD Local Capacity Services (Hubbard SWCD) | \$23,000.00 | \$23,000.00 | 12/4/2019             | N             |
| Program Education and Outreach                        | Education/Information            | Current State Grant | 2018 - SWCD Local Capacity Services (Hubbard SWCD) | \$15,000.00 | \$15,000.00 | 12/4/2019             | N             |
| SWCD seasonal part time technician                    | Monitoring/Data Collection       | Current State Grant | 2018 - SWCD Local Capacity Services (Hubbard SWCD) | \$23,000.00 | \$22,985.86 | 11/9/2020             | N             |
| Shared Irrigation specialist                          | Agricultural Practices           | Current State Grant | 2018 - SWCD Local Capacity Services (Hubbard SWCD) | \$8,000.00  | \$7,228.44  | 9/28/2020             | N             |
| Water Quality specialist position                     | Technical/Engineering Assistance | Current State Grant | 2018 - SWCD Local Capacity Services (Hubbard SWCD) | \$10,000.00 | \$10,843.92 | 12/31/2020            | N             |
| technology and equipment                              | Supplies/Equipment               | Current State Grant | 2018 - SWCD Local Capacity Services (Hubbard SWCD) | \$10,000.00 | \$10,092.42 | 9/28/2020             | N             |

### Activity Details Summary

| Activity Details                | Total Action Count | Total Activity Mapped | Proposed Size / Unit | Actual Size / Unit |
|---------------------------------|--------------------|-----------------------|----------------------|--------------------|
| 501M - Surface Water Monitoring | 20                 |                       | 20 COUNT             | 20 COUNT           |
| 501M - Surface Water Monitoring | 8                  |                       | 4 COUNT              | 4 COUNT            |
| 501M - Surface Water Monitoring | 6                  |                       | 6 COUNT              | 6 COUNT            |
| 501M - Surface Water Monitoring | 18                 |                       | 18 COUNT             | 18 COUNT           |
| 508M - Forest Management Plan   | 1                  | 1                     | 156 AC               | 156 AC             |

### 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 - 2018 County Allocation |  |          |           |
|---|--|----------|-----------|
| Description                             | Match of \$8,000.00 for additional Local Capacity funding for 2018   |          |           |
| Category                                | ADMINISTRATION/COORDINATION  |          |           |
| Start Date                              | 22-Feb-18  | End Date | 31-Dec-19 |
| Has Rates and Hours?                    | Yes  |          |           |
| Actual Results                          | <p>County Match needed for extra funding for Local Capacity increase for 2018.</p> <p>Billable hours for Admin Asst from March - December 2018 (over \$8,000) to do day to day accounting and tracking for elink reporting, not covered by any other available grants.</p> |          |           |

| Grant Activity - Additional 2018 Cost Share |   |          |           |
|---|---|----------|-----------|
| Description                                 | Extra money for additional cost share projects within Hubbard County.   |          |           |
| Category                                    | STREAMBANK OR SHORELINE PROTECTION  |          |           |
| Start Date                                  | 22-Feb-18   | End Date | 31-Dec-20 |
| Has Rates and Hours?                        | Yes   |          |           |
| Actual Results                              | <p>No funds for Cost share were used in 2018</p> <p>No funds for Cost share were used in 2019</p> <p>2020 Final reimbursement for Hauser shore stabilization project and for Tails Up Dime (Goeden) Geocell/Biocell wall instalation and critical area planting</p> |          |           |

| Grant Activity - Crow Wing River Healthy waters easements for forestry |   |          |           |
|--|---|----------|-----------|
| Description  | Funding to assess forested parcels for suitability for conservation easements within the Crow Wing River watershed in Hubbard County, landowner outreach and contacts, preliminary information gathering, marketing and other activities  |          |           |
| Category   | PROJECT DEVELOPMENT   |          |           |
| Start Date   | 15-Mar-18   | End Date | 31-Dec-20 |
| Has Rates and Hours?   | Yes   |          |           |
| Actual Results   | <p>Held 10 meetings, developed ranking criteria for parcels, used RAQ scoring for parcels, IDed Hubbard County parcels along main stem of Crow Wing River and tributaries, developed top 15 parcels for targeting. As this is a joint project the coordinator for the project has been hired, Sent letters of introduction and information to those 15 targeted landowners, received two phone calls back.</p> <p>2019: Attended monthly meetings to collaborate on parcel identification and new proposals for funding working lands easements and cost shares. 1 RIM Easement contract in the works in Hubbard county as a result of these efforts.</p> |          |           |

| Grant Activity - Drone services |  |          |           |
|---------------------------------|--|----------|-----------|
| Description                     | Hire consultant to do drone footage on projects for forestry, storm water runoff and erosion within the county. Also process the footage compile into usable format for the SWCD. This position would also include the current federal rate for mileage to and from the projects.  |          |           |
| Category                        | TECHNICAL/ENGINEERING ASSISTANCE   |          |           |
| Start Date                      | 15-Mar-18  | End Date | 31-Dec-20 |
| Has Rates and Hours?            | No   |          |           |
| Actual Results                  | 4 areas for projects were flown to see final results and erosion effects after storm events - Fredman Group cost share, Chippewa Loop 2 access sites to determine run off amounts into Long lake, Southern access on Long Lake for erosion verification after storm event. Fly over of completed Deerview Road project so have comparison to initial project site before construction. |          |           |

## Grant Activity - Hubbard Forest Stewardship Program

|                             |   |                 |           |
|-----------------------------|---|-----------------|-----------|
| <b>Description</b>          | Contract a DNR/NRCS certified forester to write forest stewardship plans in priority subwatersheds in Hubbard County for landowners with 20 acres or more of forested land. The landowner will pay the SWCD \$200 per plan, which will then be paid to the certified forester once the stewardship plan is approved by the DNR. The SWCD will also pay the forester \$7.00/acre to write the plans. It is up to the landowner to register their plan with DNR forestry. |                 |           |
| <b>Category</b>             | PLANNING AND ASSESSMENT   |                 |           |
| <b>Start Date</b>           | 13-Mar-18   | <b>End Date</b> | 31-Dec-20 |
| <b>Has Rates and Hours?</b> | Yes   |                 |           |
| <b>Actual Results</b>       | <p>At this time one forest stewardship plan has been completed for 2018 for 156 acres.</p> <p>2019 Update on 1/24/2020: 22+ forest stewardship plans written for a total of 2800 acres.</p> <p>2020 Update on 1/27/2021: 7 additional forest stewardship plans written with remaining funds plus drone services funds that were transferred to forest stewardship and a total of over 4000 acres protected by these plans.</p>  |                 |           |

| Activity Action - Forest Stewardship |   |                                      |           |
|--------------------------------------|---|--------------------------------------|-----------|
| <b>Practice</b>                      | 508M - Forest Management Plan   | <b>Count of Activities</b>           | 1         |
| <b>Description</b>                   | Forest stewardship plan written for 156 forested acres to keep the forest healthy and protect water quality |                                      |           |
| <b>Proposed Size / Units</b>         | 156.00 AC   | <b>Lifespan</b>                      | 10 Years  |
| <b>Actual Size/Units</b>             | 156.00 AC   | <b>Installed Date</b>                | 12-Dec-18 |
| <b>Mapped Activities</b>             | 1 Polygon(s)  | <b>Technical Assistance Provider</b> |           |

## Grant Activity - Program Education and Outreach

|                      |   |          |           |
|----------------------|---|----------|-----------|
| Description          | Amended this category from rent increase to Program Education and Outreach. This will pay for time that is spent with the public, land owners, agencies, organizations that need technical advice, information and education on SWCD projects and practices.  |          |           |
| Category             | EDUCATION/INFORMATION   |          |           |
| Start Date           | 22-Feb-18   | End Date | 31-Dec-19 |
| Has Rates and Hours? | Yes   |          |           |
| Actual Results       | This has paid for time for all the phone calls, emails, meetings, research that the SWCD does on a daily basis that aren't covered under any grant programs.<br><br>2019: Used for office management, data entry, front of house client contact, coordination of swcd staff with other local organizations for partnering and project identification. |          |           |

**Grant Activity - SWCD seasonal part time technician**

|                             |  |                 |           |
|-----------------------------|--|-----------------|-----------|
| <b>Description</b>          | Do water quality sampling on 4 lakes that have limited sampling data on them Lake George, Lake Alice, Hart Lake and Benedict Lake. Do monitoring samples for bacteria/E.coli on the Kabekona river in Hubbard County after buffer has been installed, banks stabilized and planted and exclusion fencing for cattle, to monitor the effectiveness of BMP installation, fee for services work on lakes such as Dissolved oxygen and temperature profiling of lakes throughout the summer and veliger testing on lakes. Other water related monitoring and data collection as it comes up during the sampling season.  |                 |           |
| <b>Category</b>             | MONITORING/DATA COLLECTION   |                 |           |
| <b>Start Date</b>           | 15-Mar-18  | <b>End Date</b> | 31-Dec-20 |
| <b>Has Rates and Hours?</b> | Yes  |                 |           |
| <b>Actual Results</b>       | <p>the seasonal technician completed 5 months of once a month water Quality sampling on Lake George, Lake Alice, Benedict Lake and Hart Lake. All do not have enough data to develop a trend for water quality. Did bacteria sampling on the Kabekona river above Hwy 200 in Lakeport township for 5 months. Did temperature and Dissolved Oxygen analysis on Long Lake 4 times this past season. Placed and read Trafx car counters for access sites in Hubbard County to help determine needs for AIS inspectors at access sites. Did veliger sampling on three lakes in Mantrap township.</p> <p>2019: Continued lake monitoring program and e.coli sampling of the Kabekona River, funded two seasonal employees one of which was a summer internship.</p> <p>2020: Seasonal staff assisted with veliger and wq sampling on swag lakes plus Hart, Benedict, George and Alice</p> |                 |           |

| Activity Action - Water Quality Monitoring |  |                                      |        |
|--|--|--------------------------------------|--------|
| <b>Practice</b>                            | 501M - Surface Water Monitoring  | <b>Count of Activities</b>           | 20     |
| <b>Description</b>                         | Did water quality monitoring on Lake George, Lake Alice, Benedict Lake and Hart Lake in Hubbard County once a month for 5 months from May through September for Chlorophyll A, suspended solids and sent to RMB labs in Detroit Lakes for reading. |                                      |        |
| <b>Proposed Size / Units</b>               | 20.00 COUNT  | <b>Lifespan</b>                      | 1 Year |
| <b>Actual Size/Units</b>                   | 20.00 COUNT  | <b>Installed Date</b>                |        |
| <b>Mapped Activities</b>                   | No   | <b>Technical Assistance Provider</b> |        |

| Activity Action - Bacteria sampling |   |                               |        |
|-------------------------------------|---|-------------------------------|--------|
| Practice                            | 501M - Surface Water Monitoring   | Count of Activities           | 18     |
| Description                         | sampled the Kabekona river at three sites twice a month for June, July, August and once a month for September for E.coli Bacteria |                               |        |
| Proposed Size / Units               | 18.00 COUNT   | Lifespan                      | 1 Year |
| Actual Size/Units                   | 18.00 COUNT   | Installed Date                |        |
| Mapped Activities                   | No  | Technical Assistance Provider |        |

| Activity Action - Dissolved Oxygen and temperature Long Lake |   |                               |        |
|--|---|-------------------------------|--------|
| Practice   | 501M - Surface Water Monitoring   | Count of Activities           | 4      |
| Description  | Did dissolved oxygen and temperature profile on Long Lake in Hubbard County once a month in June, July, August and September in 2018. |                               |        |
| Proposed Size / Units  | 4.00 COUNT  | Lifespan                      | 1 Year |
| Actual Size/Units  | 4.00 COUNT  | Installed Date                |        |
| Mapped Activities  | No  | Technical Assistance Provider |        |

| Activity Action - TrafX Counters |  |                               |        |
|----------------------------------|--|-------------------------------|--------|
| Practice                         | 501M - Surface Water Monitoring  | Count of Activities           | 4      |
| Description                      | Set and monitored two traffic counters at Garfield Lake and Lake Belle Taine to see the amount of boat traffic at the monitored lake accesses. Ran the counters from May through September |                               |        |
| Proposed Size / Units            | 4.00 COUNT   | Lifespan                      | 1 Year |
| Actual Size/Units                | 4.00 COUNT   | Installed Date                |        |
| Mapped Activities                | No   | Technical Assistance Provider |        |



| Activity Action - Veliger Sampling |   |                               |        |
|------------------------------------|---|-------------------------------|--------|
| Practice                           | 501M - Surface Water Monitoring   | Count of Activities           | 6      |
| Description                        | sampled Spider Lake, Middle Crooked and East Crooked Lakes twice in July for Veligers. None were found. |                               |        |
| Proposed Size / Units              | 6.00 COUNT  | Lifespan                      | 1 Year |
| Actual Size/Units                  | 6.00 COUNT  | Installed Date                |        |
| Mapped Activities                  | No  | Technical Assistance Provider |        |

| Grant Activity - Shared Irrigation specialist |  |          |           |
|---|--|----------|-----------|
| Description                                   | Shared position with Wadena and East Ottertail SWCD's for an irrigation specialist position between the counties.  |          |           |
| Category                                      | AGRICULTURAL PRACTICES   |          |           |
| Start Date                                    | 15-Mar-18  | End Date | 31-Dec-20 |
| Has Rates and Hours?                          | Yes  |          |           |
| Actual Results                                | <p>Shared Irrigation Specialist with E. Ottertail, and Wadena SWCD's who did weekly checks with two producers on three fields totally approximately 360 acres in Hubbard County for irrigation needs. This is being tracked by Wadena SWCD.</p> <p>2019: Updated irrigation tool.</p> <p>2020: Continued to support tool updates and outreach via Wadena SWCD staff.</p> |          |           |

### Grant Activity - Water Quality specialist position

|                      |  |          |           |
|----------------------|--|----------|-----------|
| Description          | full time position for water quality monitoring on lakes and streams, special project development and implementation, and grant writing.   |          |           |
| Category             | TECHNICAL/ENGINEERING ASSISTANCE   |          |           |
| Start Date           | 15-Mar-18  | End Date | 31-Dec-20 |
| Has Rates and Hours? | Yes  |          |           |
| Actual Results       | <p>Hired a Water Quality Resource Specialist that handles most of the field work for the SWCD. He supervised the seasonal technician in doing water quality monitoring on four lakes (George, Hart, Alice and Benedict), bacteria monitoring on Kabekona River, veliger sampling on 3 lakes in Mantrap township, temperature and Dissolved Oxygen profiles of Long Lake. He also wrote a BWSR grant for Long Lake that was not funded. He researched other grants, completed projects on storm water run off and worked on getting Cost share projects off the ground.</p> <p>2020: hired a quarter time water quality specialist and a full time water quality technician to address Ag, lakeshore, and forest related wq issues as a team w/plan to have experienced specialist train technician up over an extended period of time.</p> |          |           |

### Grant Activity - technology and equipment

|                      |   |          |           |
|----------------------|---|----------|-----------|
| Description          | new tower computer for WQR Specialist, put in new hard drive in older laptop computer, equipment for fencing.   |          |           |
| Category             | SUPPLIES/EQUIPMENT  |          |           |
| Start Date           | 15-Mar-18   | End Date | 31-Dec-20 |
| Has Rates and Hours? | Yes   |          |           |
| Actual Results       | <p>Purchased new tower computer for WQR Specialist, put in new hard drive for his old laptop computer, purchased tools for fencing project - post hole digger, sledge hammer, hand tools.</p> <p>2019: Purchased boat motor, boat trailer wheel, boat cover, boat supplies, new nitrate probe, boat motor stand, post for signage and had the Sonde serviced and repaired.</p> <p>2020: performed spring boat and motor maintenance</p> |          |           |

## Grant Attachments

| Document Name   | Document Type      | Description  |
|---|--------------------|--|
| <b>2018 Financial Report 11.30.19 for reconciliation</b>                            | Grant              | 2018 - SWCD Local Capacity Services (Hubbard SWCD)           |
| <b>2018 Loc Cap - 2018 expenditures</b>   | Grant              | 2018 - SWCD Local Capacity Services (Hubbard SWCD)           |
| <b>2018 Local Capacity Final Financial Report</b>                                   | Grant              | 2018 - SWCD Local Capacity Services (Hubbard SWCD)           |
| <b>2018 Local Capacity Map forest Stewardship</b>                                   | Grant              | 2018 - SWCD Local Capacity Services (Hubbard SWCD)           |
| <b>2018 Local Capacity Tracking</b>   | Grant              | 2018 - SWCD Local Capacity Services (Hubbard SWCD)           |
| <b>2018 Local Capacity final tracking</b>   | Grant              | 2018 - SWCD Local Capacity Services (Hubbard SWCD)           |
| <b>2018 SWCD Capacity Amendment EXECUTED - Hubbard SWCD</b>                         | Grant              | 2018 - SWCD Local Capacity Services (Hubbard SWCD)           |
| <b>2018 SWCD Capacity Amendment UNEXECUTED - Hubbard SWCD</b>                       | Grant              | 2018 - SWCD Local Capacity Services (Hubbard SWCD)           |
| <b>2018/2019 Programs and Operations Grants</b>                                     | Grant Agreement    | 2018/2019 SWCD Programs and Operations Grants - Hubbard SWCD |
| <b>2018/2019 Programs and Operations Grants executed</b>                            | Grant Agreement    | 2018/2019 SWCD Programs and Operations Grants - Hubbard SWCD |
| <b>All Details Report</b>   | Workflow Generated | Workflow Generated - All Details Report - 01/27/2021         |
| <b>All Details Report</b>   | Workflow Generated | Workflow Generated - All Details Report - 01/28/2020         |
| <b>All Details Report</b>   | Workflow Generated | Workflow Generated - All Details Report - 05/10/2019         |
| <b>All Details Report</b>   | Workflow Generated | Workflow Generated - All Details Report - 01/24/2020         |
| <b>All Details Report</b>   | Workflow Generated | Workflow Generated - All Details Report - 01/30/2019         |
| <b>All Details Report</b>   | Workflow Generated | Workflow Generated - All Details Report - 01/22/2019         |
| <b>All Details Report</b>   | Workflow Generated | Workflow Generated - All Details Report - 11/19/2018         |
| <b>FY18 Capacity</b>  | Grant              | 2018 - SWCD Local Capacity Services (Hubbard SWCD)           |
| <b>Work Plan</b>  | Workflow Generated | Workflow Generated - Work Plan - 08/31/2017                  |
| <b>Work Plan</b>  | Workflow Generated | Workflow Generated - Work Plan - 03/13/2018                  |
| <b>Work Plan</b>  | Workflow Generated | Workflow Generated - Work Plan - 03/07/2018                  |
| <b>Work Plan</b>  | Workflow Generated | Workflow Generated - Work Plan - 02/23/2018                  |
| <b>Work Plan</b>  | Workflow Generated | Workflow Generated - Work Plan - 02/06/2018                  |
| <b>signed 2018 &amp; 19 State of MN BWSR SWCD Programs and Operations agreement</b> | Grant              | 2018 - SWCD Local Capacity Services (Hubbard SWCD)           |