



## Grant All-Detail Report Enhanced Shared Technical Services 2021

**Grant Title** - 2021 - Enhanced Shared Technical Services (Area 8 - North Central MN SWCDs JPB)

**Grant ID** - P21-1675

**Organization** - Area 8 - North Central MN SWCDs JPB

<b>Original Awarded Amount</b>	<b>\$242,500.00</b>	<b>Grant Execution Date</b>	<b>10/30/2020</b>
<b>Required Match Amount</b>	\$24,250.00	<b>Original Grant End Date</b>	12/31/2023
<b>Required Match %</b>	10%	<b>Grant Day To Day Contact</b>	Melissa Barrick
<b>Current Awarded Amount</b>	\$242,500.00	<b>Current End Date</b>	12/31/2023

### Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$242,500.00	\$242,500.00	\$0.00
Total Match Amount	\$0.00	\$0.00	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$242,500.00</b>	<b>\$242,500.00</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
Equipment	Supplies/Equipment	Current State Grant	2021 - Enhanced Shared Technical Services (Area 8 - North C..	\$8,000.00	\$4,265.16	1/19/2022	N
Host District	Administration /Coordination	Current State Grant	2021 - Enhanced Shared Technical Services (Area 8 - North C..	\$35,000.00	\$21,033.88	12/31/2021	N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Martketing/Media	Education/Information	Current State Grant	2021 - Enhanced Shared Technical Services (Area 8 - North C..	\$60,000.00	\$59,945.19	1/19/2022	N
Personnel	Technical/Engineering Assistance	Current State Grant	2021 - Enhanced Shared Technical Services (Area 8 - North C..	\$72,200.00	\$91,674.39	11/30/2021	N
Professional Services	Planning and Assessment	Current State Grant	2021 - Enhanced Shared Technical Services (Area 8 - North C..	\$22,300.00	\$24,211.00	8/18/2021	N
Project Facilitator	Planning and Assessment	Current State Grant	2021 - Enhanced Shared Technical Services (Area 8 - North C..	\$45,000.00	\$41,370.38	7/21/2021	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 - Equipment			
Description	Funds will be utilized to purchase equipment for the TSA 8. Equipment will be utilized for assistance to Area VIII SWCD's with projects, maps and information.		
Category	SUPPLIES/EQUIPMENT		
Start Date	1-Jan-21	End Date	02-Mar-22
Has Rates and Hours?	No		
Actual Results	The funds were utilized to purchase GIS Software from the Beltrami County. The funds were also used for other supplies needed by the engineer and two technicians. Supplies included: frontier precision 50 Lath, paint, marking stick, oil, car supplies, and other supplies required to complete conservation engineering work.		

Grant Activity - Host District			
Description	The Crow Wing SWCD will do the TSA 8 grant reporting, time tracking, payroll, taxes, liability payments, pay bills, write grants, personnel performance reviews, coordinate board meetings.		
Category	ADMINISTRATION/COORDINATION		
Start Date	1-Jan-21	End Date	31-Dec-21
Has Rates and Hours?	Yes		
Actual Results	The host district coordinated two TSA8 board meetings, two personnel committee meetings, paid all the bills, taxes, payroll, payroll contributions, audit, tracked staff time, managed contracts and grants, and other required items. See attached 2021 Host District Manager Work Report.		

**Grant Activity - Marketing/Media**

<b>Description</b>	Contract with media/communication company to assist district with media, social media, website, and other related projects.		
<b>Category</b>	EDUCATION/INFORMATION		
<b>Start Date</b>	1-Jan-21	<b>End Date</b>	31-Dec-21
<b>Has Rates and Hours?</b>	No		
<b>Actual Results</b>	Contracted with media/communication company to assist the district with media, social media, website, and other related projects. See details of his work in the attached annual report. To see completed outreach materials visit <a href="https://tsa8.org/design-preview-%26-download">https://tsa8.org/design-preview-%26-download</a> Provided 1017.5 hours to the TSA8. See attachments for graph of hours by SWCD.		

**Grant Activity - Personnel**

<b>Description</b>	To pay for engineering and technicians to complete engineering assistance for TSA 8/Area 8		
<b>Category</b>	TECHNICAL/ENGINEERING ASSISTANCE		
<b>Start Date</b>	1-Jan-21	<b>End Date</b>	31-Dec-21
<b>Has Rates and Hours?</b>	No		
<b>Actual Results</b>	Please see attached 2021 TSA8 Engineering annual Report. The annual report includes the number of projects, site visits, workloads by counties, and before and after pictures of completed projects. The TSA8 had three FTE's to help with engineering services (4,384 working hours for the year (Minus Vacation, Sick, Holiday, and Administration time).		

**Grant Activity - Professional Services**

<b>Description</b>	Hire consultant firms or other resources to assist with project development, stormwater calculations, landscape plans, legal assistance, accounting services, and other items.		
<b>Category</b>	PLANNING AND ASSESSMENT		
<b>Start Date</b>	1-Jan-21	<b>End Date</b>	31-Dec-21
<b>Has Rates and Hours?</b>	No		
<b>Actual Results</b>	Hired accountant completed 2020 TSA8 Audit. Consultant lawyer reviewed contracts and HR policies on an as-needed basis. TSA8 hired consultant engineering assistance for Geotechnical work on Shorewood Drive in Koochiching County.		

## Grant Activity - Project Facilitator

<b>Description</b>	Project Facilitator will assist district technicians with initial site assessment, communication, and project management. assist district technicians in development skills to create stormwater and lakeshore project plans. Create a workshop for TSA 8.		
<b>Category</b>	PLANNING AND ASSESSMENT		
<b>Start Date</b>	1-Dec-20	<b>End Date</b>	01-Aug-21
<b>Has Rates and Hours?</b>	Yes		
<b>Actual Results</b>	Project Facilitator has assisted district technicians with initial site assessment, communication, and project management. assisted district technicians in development skills to create stormwater and lakeshore project plans. Creating a workshop for TSA 8. See attached Training Summary.		

## Grant Attachments

Document Name	Document Type	Description
<b>2021 Host District Annual Report</b>	Grant	2021 - Enhanced Shared Technical Services (Area 8 - North Central MN SWCDs JPB)
<b>2021 NPEA/Enhanced Tech Services</b>	Grant Agreement	2021 NPEA-Enhanced Tech Services - Area 8 - North Central MN SWCDs JPB
<b>2021 NPEA/Enhanced Tech Services EXECUTED</b>	Grant Agreement	2021 NPEA-Enhanced Tech Services - Area 8 - North Central MN SWCDs JPB
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 04/06/2021
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/22/2021
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 04/27/2022
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 03/28/2022
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/27/2022
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 04/29/2022
<b>Communication 2021 Annual Report</b>	Grant	2021 - Enhanced Shared Technical Services (Area 8 - North Central MN SWCDs JPB)
<b>Final Financial Report ESTS 2021</b>	Grant	2021 - Enhanced Shared Technical Services (Area 8 - North Central MN SWCDs JPB)
<b>Project Facilitator 2021 Final Report</b>	Grant	2021 - Enhanced Shared Technical Services (Area 8 - North Central MN SWCDs JPB)

Document Name	Document Type	Description
<b>TSA 8 2021 Report</b>	Grant	2021 - Enhanced Shared Technical Services (Area 8 - North Central MN SWCDs JPB)
<b>TSA8 Communication Hours</b>	Grant	2021 - Enhanced Shared Technical Services (Area 8 - North Central MN SWCDs JPB)
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 08/05/2020