



# Grant All-Detail Report Conservation Delivery 2017

**Grant Title** - 2017 - Conservation Delivery (Root River SWCD)

**Grant ID** - P17-7751

**Organization** - Root River SWCD

<b>Grant Awarded Amount</b>	<b>\$22,505.00</b>	<b>Grant Execution Date</b>	
<b>Required Match Amount</b>	<b>\$0.00</b>	<b>Grant End Date</b>	12/31/2018
<b>Required Match %</b>	<b>0%</b>	<b>Grant Day To Day Contact</b>	Janice Messner

## Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$22,505.00	\$22,505.00	\$0.00
Total Match Amount			\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$22,505.00</b>	<b>\$22,505.00</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	Match
Supervisors' Compensation & Expenses	Administration /Coordination	Current State Grant	2017 - Conservation Delivery (Root River SWCD)	\$1,125.00	\$1,125.00	12/23/2016	N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Match
Wages - Administrative	Administration /Coordination	Current State Grant	2017 - Conservation Delivery (Root River SWCD)	\$21,380.00	\$21,380.00	1/7/2017	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 - Supervisors' Compensation & Expenses

Description	Supervisor per diem at the rate of \$75.00 per meeting/event for a total of 15 meetings/events.		
Category	ADMINISTRATION/COORDINATION		
Start Date	23-Aug-16	End Date	09-Feb-17
Has Rates and Hours?	No		
Actual Results	In CY2016 \$1,125 was expended from October - December 2016. Per diem cost was \$75 per meeting/day. Funds were distributed in the following manner: Supervisor Feldmeier = \$225.00 (3 bd. mtgs. @ \$75/ea) Supervisor Graf = \$150 (2 bd. mtgs. @\$75/ea) Supervisor Lapham = \$150 (2 bd. mtgs. @\$75/ea) Supervisor Stenhoff = \$375 (3 bd. mtgs. and 2 days MASWCD Convention @\$75/ea) Supervisor Welke = \$225 (3 bd. mtgs. @\$75/ea)		



**Grant Activity - Wages - Administrative**

**Description**

Funds will be used to perform various administrative duties by the Administrative Assistant - Janice including but not limited to answering telephone, prepare board meeting, agendas, minutes and treasurer's reports, process accounts receivable and payable, annual financial reports, tree program, news article and time sheets.

Funds will also be used by the District Manager - Dave including but not limited to staff meetings, board meetings, staff reviews and personnel management tasks.

Technical staff - Bob, Dan and Jean will also use funding including but not limited to staff and board meetings.

Billing Rate Method 2 will be used.

**Category**

ADMINISTRATION/COORDINATION

**Start Date**

23-Aug-16

**End Date**

09-Feb-17

**Has Rates and Hours?**

Yes

**Actual Results**

In CY2016, September 18 - December 24, 2016, \$20,348.15 were expended for wages.

District Manager, Dave = \$2,437.13 (48.5 hrs @ \$50.25/hr). Attended two local Root River SWCD board meetings, two BWSR mtgs., BWSR Academy and worked with the Conservationist of the Year program.

Admin., Janice = \$16,126.90 (415 hrs @ \$38.86/hr). Answering telephone, preparing board meeting agendas, minutes and treasurer's reports, processing accounts receivable and payable, tree program, time sheets and various other tasks.

Tech., Jean = \$248.48 (7.5 hrs @ \$33.13) local 6th Grade Environmental Day.

Tech., Jean = \$624.38 (18.5 hrs @ \$33.75) attended MASWCD Convention and prepared a news release.

Tech., Dan = \$911.25 (27 hrs @ \$33.75) attended BWSR Academy.

The remaining balance to use in CY2017 is \$1,031.85.

From Dec. 27th - Jan. 7th, 2017 \$1,031.85 was expended for wages. Admin., Janice 26.553 hrs @ \$38.86. Answering phone, processing acct. receivable & payable, timesheets & various other tasks. An overall total of 543.053 hrs were dedicated to this grant activity.

Dist. Man. Dave = 48.5 hrs using \$2,437.13

Admin. Janice = 441.553 hrs using \$17,158.76

Tech Jean = 26 hrs using \$872.86

Tech Dan = 27 hrs using \$911.25

## Grant Attachments

Document Name	Document Type	Description
<b>2017 SWCD Programs and Operations Addendum</b>	Grant Agreement	2017 Programs and Operations Addendum - Root River SWCD
<b>2017 SWCD Programs and Operations Addendum executed</b>	Grant Agreement	2017 Programs and Operations Addendum - Root River SWCD
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 03/23/2017
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/03/2017
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/25/2017
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 02/10/2017
<b>FY17 Conservation Delivery Financial Report</b>	Grant	2017 - Conservation Delivery (Root River SWCD)