



Grant Progress Report

Conservation Delivery 2025

Grant Title: 2025 - Conservation Delivery (Root River SWCD)

Grant ID: P25-0069

Grantee: Root River SWCD

Fiscal Agent:

Grant Day-to-Day Contact: Dave Walter

Grant Award (\$): \$22,505.00

Required Match (%): 0

Required Match (\$): \$0.00

Grant Execution Date: 09/27/2023

Grant End Date: 12/31/2025

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$22,505.00	\$22,505.00	\$0.00
Match Funds	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Total	\$22,505.00	\$22,505.00	\$0.00

*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?
Wages	Administration/Coordination	Current State Grant	2025 - Conservation Delivery (Root River SWCD)	\$22,505.00	\$22,505.00	\$0.00	N

Grant Activities

Activity Name: Wages

Activity Category: Administration/Coordination

Staff time?: No

Description: Funds may 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, time sheets, attend trainings and conferences and provide administrative assistance on grants where funds are not included in the grant.

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	2025 - Conservation Delivery (Root River SWCD)	\$22,505.00	\$22,505.00	\$0.00	04/07/2025	N

Actual Results

<u>Results</u>	<u>Date Added</u>
CY2023 3rd Qtr. No funds were expended.	10/6/2023 4:20:10 PM
CY2023 4th Qtr. no funds were expended.	1/8/2024 2:50:23 PM
FY24 1st Qtr. No funds were expended.	4/2/2024 3:14:07 PM
CY2024 2nd Qtr. No funds were expended.	7/2/2024 3:23:27 PM
CY2024 3rd Qtr - No funds were expended.	10/15/2024 2:58:48 PM
CY2024 4th Qtr. - No funds were expended.	1/3/2025 12:05:53 PM
CY2025 1st Qtr - Admin Janice 317.2199 hrs @ \$65.93 = \$20,914.31. Funds were used to answer the telephone, prepare board meeting, agendas, minutes and treasurer's reports, process accounts receivable and payable, annual financial reports, tree program, news article, time sheets, time cards, accrual reports, public notice tracking and provide administrative assistance on grants where funds are not included in the grant. Remaining balance \$1,590.69.	3/25/2025 12:39:40 PM
CY2025 2nd Qtr - Admin Janice 24.127 hrs @ \$65.93 = \$1,590.69. Funds were used to process time cards, timesheets, and grant tracking. Funds were also used to record quarterly mileage per grant, reconcile grants; tree program; process acct payable and acct receivable; emails and create a RRSWCD invoice template.	4/7/2025 2:42:24 PM