



# Grant All-Detail Report Easement Delivery 2015

**Grant Title** - 2015 - Easement Delivery (Brown SWCD)

**Grant ID** - P15-5977

**Organization** - Brown SWCD

<b>Grant Awarded Amount</b>	<b>\$8,605.00</b>	<b>Grant Execution Date</b>	
<b>Required Match Amount</b>	\$0.00	<b>Grant End Date</b>	12/31/2016
<b>Required Match %</b>	0%	<b>Grant Day To Day Contact</b>	Douglas Goodrich

### Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$8,605.00	\$8,605.00	\$0.00
Total Match Amount			\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$8,605.00</b>	<b>\$8,605.00</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
Administrative Staff Time	Administration /Coordination	Current State Grant	2015 - Easement Delivery (Brown SWCD)	\$5,137.54	\$5,137.54	10/31/2015	N
Supplies	Supplies/Equipment	Current State Grant	2015 - Easement Delivery (Brown SWCD)	\$704.67	\$704.67	7/8/2015	N
Technical Staff Time	Technical/Engineering Assistance	Current State Grant	2015 - Easement Delivery (Brown SWCD)	\$2,762.79	\$2,762.79	10/31/2015	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 - Administrative Staff Time		
Description	Administrative Staff Time - 2015 Easement Delivery Grant: Funds will be used towards staff time spent on assisting landowners with easement issues and questions, processing ownership changes, processing easement applications, processing site check forms and sending copies to landowners and outreach activities.	
Category	ADMINISTRATION/COORDINATION	
Start Date	1-Jan-15	End Date
		31-Oct-15
Has Rates and Hours?	No	
Actual Results	<p>Administrative Staff Time was spent on - 1) processing ownership changes on RIM easements, 2) processing RIM easements with landowners, BWSR, and Title lawyers, 3) processing site check forms and sending to landowners, 4) assisting customers with questions on potential easements and existing easements, and 5) educational/promotional outreach activities.</p> <p>Total Administrative Staff Time:</p> <p><b>**NOTE:</b> hourly wage rates were used for January through March and then billing rates for April through October as billing rates were unable to be determined until April 2015 due to unanswered questions on comp time allocations - for Administrative Assistant and District Manager. Hourly wage rate was used for AIS Coordinator/District Technician for June to October as he is a new employee.</p> <p>*Melanie Krueger, Administrative Assistant: 113 hours total consisting of 2 hours @ \$16.68 for January through March and 108.5 hours @ \$22.69 for April through October.</p> <p>*Doug Goodrich, District Manager: 73.5 hours total consisting of 20.75 hours @ \$25.35 for January through March and 52.75 hours @ \$37.89 for April through October.</p> <p>*Cody Dale, AIS Coordinator/District Technician: 7.25 hours total @ \$16.22 for June through October.</p> <p>See attachments for specific monthly breakdowns and for the 2015 easement spot check list.</p>	

Grant Activity - Supplies			
Description	Supplies - 2015 Easement Delivery: funds to purchase supplies and tools for RIM postings		
Category	SUPPLIES/EQUIPMENT		
Start Date	26-Jun-15	End Date	08-Jul-15
Has Rates and Hours?	No		
Actual Results	Supplies purchased for RIM/CREP site postings done this summer. Tools, t-posts, and u-posts were purchased.  See attachments for specific monthly breakdowns and for the 2015 easement spot check list.		

Grant Activity - Technical Staff Time			
Description	Technical Staff Time - 2015 Easement Delivery Grant: Funds will be used towards staff time spent on technical assistance to landowners for revising conservation plans, rewriting conservation plans for ownership change splits, and site check inspections and postings.		
Category	TECHNICAL/ENGINEERING ASSISTANCE		
Start Date	1-Jan-15	End Date	31-Oct-15
Has Rates and Hours?	No		
Actual Results	<p>Technical Staff Time was spent on - 1) conservation plan designs for owner changes and owner requests, 2) mapping and conservation plans for RIM easements in process with BWSR, 3) RIM postings and 113 site checks.</p> <p>Total Technical Staff Time:            **NOTE: hourly wage rates were used for January through March and then billing rates for April through October as billing rates were unable to be determined until April 2015 due to unanswered questions on comp time allocations - for District Manager. Hourly wage rate was used for AIS Coordinator/District Technician for June to October as he is a new employee.            *Doug Goodrich, District Manager: 74 hours total consisting of 15.25 hours @ \$25.35 for January through March and 58.75 hours @ \$37.89 for April through October. (Adjustments of \$48.56 were made to this staff time to balance and close out the grant)            *Cody Dale, AIS Coordinator/District Technician: 12.25 hours total @ \$16.22 for June through October.</p> <p>See attachments for specific monthly breakdowns and for the 2015 easement spot check list.</p>		

## Grant Attachments

Document Name	Document Type	Description
<b>2014_12_BrownSWCD_FY15_EaseDel_NonSpend.doc</b>	Grant	2015 - Easement Delivery (Brown SWCD)
<b>2015 Easement Delivery Financial Report Signed</b>	Grant	2015 - Easement Delivery (Brown SWCD)
<b>2015 Easement Delivery Grant All Detail Report</b>	Grant	2015 - Easement Delivery (Brown SWCD)
<b>2015 Easement Delivery Grant Log</b>	Grant	2015 - Easement Delivery (Brown SWCD)
<b>2015 Easement Delivery Grant Log Revised</b>	Grant	2015 - Easement Delivery (Brown SWCD)
<b>2015 Program and Operations Addendum</b>	Grant Agreement	2015 Program and Operations Addendum - Brown SWCD
<b>2015 Program and Operations Addendum executed</b>	Grant Agreement	2015 Program and Operations Addendum - Brown SWCD
<b>2015 Site Check List</b>	Grant	2015 - Easement Delivery (Brown SWCD)
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 12/22/2014
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 11/20/2015
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 11/23/2015
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 12/23/2014