

**Grant All-Detail Report**

**Accelerated Implementation Grant 2016**

**Grant Title -** Southeast MN Wastewater Initiative

**Grant ID** - C16-3691

**Organization -** SE Minnesota Water Resources Board

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| --- | --- | --- | --- |
| Original Awarded Amount | $286,487.00 | Grant Execution Date | 3/16/2016 |
| Required Match Amount | $71,621.75 | **Original Grant End Date** | 12/31/2018 |
| Required Match % | 25% | **Grant Day To Day Contact** | Bridgette Timm |
| Current Awarded Amount | $286,487.00 | **Current End Date** | 12/31/2018 |

## Budget Summary

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| --- | --- | --- | --- |
|  | Budgeted | Spent | Balance Remaining\* |
| Total Grant Amount | $286,487.00 | $286,487.00 | $0.00 |
| Total Match Amount | $73,221.72 | $77,766.41 | $-4,544.69 |
| Total Other Funds | $0.00 | $0.00 | $0.00 |
| **Total** | **$359,708.72** | **$364,253.41** | **$-4,544.69** |

*\*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 |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Community Facilitation and Technical Assistance | Technical/Engineering Assistance | Current State Grant | Southeast MN Wastewater Initiative | $269,448.50 | $269,448.50 | 12/31/2018 | N |
| Grant Management and Reporting | Administration/Coordination | Current State Grant | Southeast MN Wastewater Initiative | $17,038.50 | $17,038.50 | 12/31/2018 | N |
| In-kind Community and LGU Time | Project Development | Local Fund | Community and county staff time | $73,221.72 | $77,766.41 | 12/31/2018 | Y |

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## Activity Details Summary

| Activity Details | Total Action Count | Total Activity Mapped | Proposed Size / Unit | Actual Size / Unit |
| --- | --- | --- | --- | --- |

**Proposed Activity Indicators**

| Activity Name | **Indicator Name** | **Value & Units** | **Waterbody** | **Calculation Tool** | **Comments** |
| --- | --- | --- | --- | --- | --- |
| Community Facilitation and Technical Assistance | PATHOGENS (E. COLI) | 7290000000000000 CFU | German-Jefferson Chain of Lakes | Septic System Improvement Estimator (SSIE) | There will also be pollution reductions for BOD, TSS, Phosphorus, and Nitrogen |
| Community Facilitation and Technical Assistance | PATHOGENS (E. COLI) | 762000000000000 CFU | Straight River | Septic System Improvement Estimator (SSIE) | There will also be pollution reductions for BOD, TSS, Phosphorus, and Nitrogen |
| Community Facilitation and Technical Assistance | PATHOGENS (E. COLI) | 1950000000000000 CFU | Deer Creek/Cedar River | Septic System Improvement Estimator (SSIE) | There will also be pollution reductions for BOD, TSS, Phosphorus, and Nitrogen |
| Community Facilitation and Technical Assistance | PATHOGENS (E. COLI) | 610000000000000 CFU | South Branch Root River | Septic System Improvement Estimator (SSIE) | There will also be pollution reductions for BOD, TSS, Phosphorus, and Nitrogen |
| Community Facilitation and Technical Assistance | PATHOGENS (E. COLI) | 2160000000000000 CFU | Mississippi River | Septic System Improvement Estimator (SSIE) | There will also be pollution reductions for BOD, TSS, Phosphorus, and Nitrogen |

## Final Indicators Summary

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| --- | --- | --- |
| Indicator Name | Total Value | Unit |

## Grant Activity

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| **Grant Activity - Community Facilitation and Technical Assistance** | | | |
| Description | Two facilitators will provide technical assistance to help small communities navigate the many steps needed to upgrade their sewage treatment systems. Through this grant a goal of five communities will construct new community sewage treatment systems , eliminating approximately 156,000 gallons of untreated sewage per day from entering the Lower Miss. Basin. An additional nine communities will receive technical assistance to begin or continue their projects to upgrade their sewage treatment systems. Employer of the facilitators will be allowed to bill up to 9 hours per month on activities related to employee management. | | |
| Category | TECHNICAL/ENGINEERING ASSISTANCE | | |
| Start Date | 1-Apr-16 | **End Date** | 31-Dec-18 |
| Has Rates and Hours? | Yes | | |
| Actual Results | October 1 - December 31,2018:  The two facilitators are currently working with 10 communities that are actively pursuing a community sewage treatment solution. The facilitators are moving the communities along in the process as well as preparing them for the next steps required on their part should we not be funded next year.    January 1 - September 30, 2018:  The two facilitators are currently working with 10 communities that are actively pursuing a community sewage treatment solution. Our Northern Facilitator resigned at the end of September and we have been working on coordinating staff to meet program goals until the completion of the grant in Dec.    December 1-31,2017:  The two facilitators are currently working with 11 communities that are actively pursuing a community sewage treatment solution. One community (Cedar Beach) has recently completed the construction for their wastewater project. A new agreement was created with CRWP to allow for billing of up to 9 hours a month to the grant for the management of the facilitator positions.    January 1, 2017 - November 30, 2017:  The two facilitators are currently working with 11 communities that are actively pursuing a community sewage treatment solution. Outreach to county staff for new projects has also occurred.    October 21, 2016 - December 31, 2016: The two community facilitators began working from this grant in October 2016. They are currently working with 8 active communities to identify and construct community sewage treatment solutions. In October the community of Cedar Beach project reached substantial construction completion, with all 23 homes connected. Since 2002 the Wastewater Initiative has helped 25 small communities upgrade their sewer systems, eliminating 355,090 gallons of untreated sewage per day (129 million gallons per year) from entering the lakes, streams, and rivers of Southeast Minnesota. | | |

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| **Grant Activity - Grant Management and Reporting** | | | |
| Description | The SE MN Water Resources Board will manage the project, develop sub-recipient agreements with the facilitators, coordinate regular meetings of the project steering committee, coordinate communication among project partners, manage project finances, and complete semi-annual and final reporting requirements. | | |
| Category | ADMINISTRATION/COORDINATION | | |
| Start Date | 1-Apr-16 | **End Date** | 31-Dec-18 |
| Has Rates and Hours? | Yes | | |
| Actual Results | October 1-December 31, 2018: Activities related to the administration of the grant have continued as described below. Total time accrued for administration of the project for this reporting period was 41.5 hours at a billable rate of $49.51/hour totaling $2,054.67.    January 1 - September 30, 2018: Activities related to the administration of the grant have continued as described below. Total time accrued for administration of the project for this reporting period was 98 hours at a billable rate of $49.51/hour totaling $4,852.00    December 1-31, 2017 - Activities related to the administration of the grant have continued as described below. Total time accrued for administration of the project for this reporting period was 4 hours at a billable rate of $46.95/hour.    January 1, 2017 - November 30, 2017: In June 2017 a new Executive Director was hired and subsequently trained to take over the administration of this project. The project manager has coordinated bimonthly advisory committee meetings, maintained communication among project partners, managed project finances, and processed invoices. Total time accrued for administration of the project under the previous director was 63 hours at a billable rate of $63.15/hour January - June 2017.  Total time accrued for administration of the project under the current director was 84.5 hours at a billable rate of $46.95/hour June -November 2017.    October 1, 2016 - December 31, 2016: During this period the project manager developed sub-recipient agreements with the facilitators and a southern facilitator rent agreement, coordinated semi-monthly steering committee meetings, coordinated communication among project partners, managed project finances, and completed semi-annual reporting requirements. This resulted in 32 hours of work for the project manager at a billable rate of $63.20/hour. | | |

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| **Grant Activity - In-kind Community and LGU Time** | | | |
| Description | In-kind Community and LGU Time | | |
| Category | PROJECT DEVELOPMENT | | |
| Start Date | 1-Apr-16 | **End Date** | 31-Dec-18 |
| Has Rates and Hours? | Yes | | |
| Actual Results | January 1 - December 31, 2018: The two facilitators have participated in a combined total of 67 community meetings related to their community projects. Time provided by township board members, community members, and citizens to attend these meetings is counted as in-kind match toward this project. All attendees are given a volunteer billable rate of $23.56/hour. A total of 836 people attended meetings resulting in a total of $23,978.19 in in-kind match (see attached tracking spreadsheet).  Cannon River Watershed Partnership also contributed Match in the from of rent and mileage after grant fund were used up in those categories. CRWP contributed $2,446.26 toward this match.    December 1-31, 2017: The facilitators have participated in 24 community meetings related to their projects since the last reporting period. A total of 183 people eligible to be counted for in-kind attended these meetings worth $5,806.37 in in-kind match (see attached tracking).    October 1, 2016 - November 30, 2017: The two facilitators have participated in a combined total of 84 community meetings related to their community projects. Time provided by township board members, community members, and citizens to attend these meetings is counted as in-kind match toward this project. All attendees are given a volunteer billable rate of $23.56/hour. A total of 1,123 people attended 122.8 hours worth of meetings from 10/1/16 - 9/30/17. | | |

## Grant Attachments

| Document Name | Document Type | Description |
| --- | --- | --- |
| 2016 Competitive Grant | Grant Agreement | 2016 Competitive Grant - SE Minnesota Water Resources Board |
| 2016 Competitive Grant executed | Grant Agreement | 2016 Competitive Grant - SE Minnesota Water Resources Board |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 11/01/2018 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 12/11/2017 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 12/11/2017 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 12/11/2017 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 01/22/2018 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 12/08/2017 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 01/24/2018 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 01/30/2017 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 01/27/2017 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 01/12/2017 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 12/31/2018 |
| All Details Report | Workflow Generated | Workflow Generated - All Details Report - 10/09/2018 |
| Application | Workflow Generated | Workflow Generated - Application - 08/26/2015 |
| Budget Revision | Grant | Southeast MN Wastewater Initiative |
| C16-3691 Checklist | Journal | Journal Dated - 11/29/2017 |
| C16-3691 Reconciliation B Checklist | Journal | Journal Dated - 10/30/2018 |
| Cannon River Agreement | Grant | Southeast MN Wastewater Initiative |
| Combined annual report documents | Grant | Southeast MN Wastewater Initiative |
| Facilitator Background | Grant | Southeast MN Wastewater Initiative |
| Facilitator Report | Grant | Southeast MN Wastewater Initiative |
| Facilitator Report | Grant | Southeast MN Wastewater Initiative |
| Final Financial Report - 10% payment request | Grant | Southeast MN Wastewater Initiative |
| Final report material | Grant | Southeast MN Wastewater Initiative |
| Financial Report | Grant | Southeast MN Wastewater Initiative |
| Financial Report - 40% payment request | Grant | Southeast MN Wastewater Initiative |
| Financial Report- Grant Reconciliation 10.11.2018 | Grant | Southeast MN Wastewater Initiative |
| Map of Communities with Identified Need | Grant | Southeast MN Wastewater Initiative |
| Progress Spreadsheet | Grant | Southeast MN Wastewater Initiative |
| Progress of Southeast Minnesota Wastewater Initiative | Grant | Southeast MN Wastewater Initiative |
| Work Plan | Workflow Generated | Workflow Generated - Work Plan - 01/18/2019 |
| Work Plan | Workflow Generated | Workflow Generated - Work Plan - 12/26/2017 |
| Work Plan | Workflow Generated | Workflow Generated - Work Plan - 12/16/2015 |
| grantmap\_14445\_2015-08-18\_03-16-36-PM.jpg | Grant | Southeast MN Wastewater Initiative |