



Grant Progress Report

Enhanced Shared Technical Services 2024

Grant Title: 2024 - Enhanced Shared Technical Services (Area 5 - Southwest Prairie Technical Service Area)

Grant ID: P24-0013

Grant Award (\$): \$242,500.00

Grant Execution Date: 09/05/2023

Grantee: Area 5 - Southwest Prairie Technical Service Area

Required Match (%): 10

Grant End Date: 12/31/2026

Fiscal Agent:

Required Match (\$): \$24,250.00

Grant Day-to-Day Contact: Shelly Lewis

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$242,500.00	\$178,314.84	\$64,185.16
Match Funds	\$24,250.00	\$24,250.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Total	\$266,750.00	\$202,564.84	\$64,185.16

*Grant balance remaining is the difference between the Awarded Amount and the Spent Amount. Other values compare budgeted and spent amounts.

Proposed Measurable Outcomes	This non-competitive CWF grant invests in building the capacity of NPEA (TSA) Joint Powers Boards to increase the capacity of soil and water conservation districts to provide technical and engineering assistance to landowners.
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Budget Details

Activity Name	Category	Source Type	Source Description	Budgeted	Spent	Balance Remaining	Match Fund?
Technical/Engineering Assistance	Technical/Engineering Assistance	Local Fund	Local Fund	\$24,250.00	\$24,250.00	\$0.00	Y
Administration/Coordination	Administration/Coordination	Current State Grant	2024 - Enhanced Shared Technical	\$36,512.11	\$3,444.80	\$33,067.31	N

Activity Name	Category	Source Type	Source Description	Budgeted	Spent	Balance Remaining	Match Fund?
			Services (Area 5 - Southwest Prairie Technical Service Area)				
Technical/Engineering Assistance	Technical/Engineering Assistance	Current State Grant	2024 - Enhanced Shared Technical Services (Area 5 - Southwest Prairie Technical Service Area)	\$205,987.89	\$174,870.04	\$31,117.85	N

Grant Activities

Activity Name: Administration/Coordination						
Activity Category: Administration/Coordination					Staff time?: No	
<p>Description: The Administration Coordinator and Financial Coordinator/Administrative Assistant will provide administrative, financial and oversight responsibilities for the Southwest Prairie TSA Policy Board.</p> <p>These duties include: Financial reports, payroll services, annual budgets, and performance evaluations, supervision/coordination of staff, agendas/minutes/reports for quarterly board meetings, complete work plans as requested, and reporting progress in eLink.</p> <p>TOTAL BUDGET: \$36,512.11</p>						
Administration – Kay Gross (Cottonwood SWCD) - \$74.71/hour -2023 (194hrs@74.71=14,493.74)						
Financial/Administrative Assistant – Shelly Lewis (Murray SWCD) - \$64.57/hour-2021 (341hrs@64.57/hour=\$22,018.37)						
These figures are based on 2023 wages –the amount could change based on future raises which have not been approved by the Cottonwood or Murray SWCDs.						
Budget Details						
Source Type	Source Description	Budgeted	Spent	Balance Remaining	Last Transaction Date	Match Fund?
Current State Grant	2024 - Enhanced Shared Technical Services (Area 5 - Southwest Prairie Technical Service Area)	\$36,512.11	\$3,444.80	\$33,067.31	12/31/2025	N

Actual Results**Results****Date Added**

No funds spent through 2024

1/24/2025 11:58:44 AM

TSA December 2025 Administration-Gross (13.50hrs@86.85/hr=\$1,172.48) Lewis (32hrs@71.01/hr=\$2,272.32) =\$3,444.80

12/31/2025 12:00:00 AM

Activity Name: Technical/Engineering Assistance

Activity Category: Technical/Engineering Assistance

Staff time?: No

Description: Provide salary and benefits for the SWPTSA Engineer Technicians located at the Lac Qui Parle SWCD, Lincoln SWCD and Murray SWCD. The technical staff provides engineering assistance to private landowners, local, state, and federal agencies, through the soil and water conservation districts closely located to Lincoln County. Projects range through a variety of non-point water quality management practices.

Personal Services - \$151,987.89

This includes salaries, FICA, MEDICARE, medical insurance, PERA, HSA (for comp and leave); also included through the Calculated Hourly Rate is rent, vehicle expense, training, telephone, communications, computer/software, office and field supplies.

All hours accumulated by the 3 Engineering Technicians and 1 Engineer will be billed through their calculated hourly rates.

Technical and Engineering

Contract position-\$54,000.00

The TSA hired a contract position during 2017 (800 - 1200 hrs) to provide an increase in SWCD Technical Service Capacity (Ecological and Structural JAA) and SWCD Soil Health and Nutrient Management Assistance.

BUDGET: \$54,000.00

Contract will be negotiable with a goal of enough funding for 800 - 1200 hours.

MATCH: \$24,250

The match will be used for personnel services for the two Technicians and one Engineer

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	2024 - Enhanced Shared Technical Services (Area 5 - Southwest Prairie Technical Service Area)	\$205,987.89	\$174,870.04	\$31,117.85	12/31/2025	N
Local Fund	Local Fund	\$24,250.00	\$24,250.00	\$0.00	06/30/2025	Y
Actual Results						
<u>Results</u>					<u>Date Added</u>	
No funds spent through 2024.					1/24/2025 11:57:28 AM	
Contract Position-February 2025-FY24 soil health (\$450.00) Fy 23 ESTS (3,853.11), FY24 ESTS (3,519.95)					4/1/2025 3:04:23 PM	
Contract Position (Dawn Madison) March 2025 total 4725.83 (soil health grant-\$206.25, FY24 ESTS grant-\$4519.58)					3/31/2025 12:00:00 AM	
Madison (Contract Position) 04/01/2025-04/25/2025 \$2,018.42 (FY24 ESTS Grant \$2,018.42) (FY24 Soil Health grant \$1,500.00)					4/29/2025 11:52:40 AM	
Harrison hours April-June 2025 (437hrs@68.19/hr=\$29,799.03 (\$15,606.98-State Grant, \$14,192.05-Local Fund)					6/30/2025 12:00:00 AM	
Contract Position (Green Garden Place) 05/01/2025-06/30/2025					6/30/2025 12:00:00 AM	
Contract Position July 1-31, 2025 =\$9,541.56 FY24 ESTS					7/31/2025 12:00:00 AM	
Contract Position-Green Garden Place, LLC (Dawn Madison) August 1-31, 2025 \$5,272.27					10/2/2025 1:32:17 PM	
Green Garden Place-Contract Position September 1-30, 2025 \$8,412.10					10/6/2025 1:31:28 PM	
Harrison July-September 2025 467.50Hrs @68.19/hr=\$31,878.82					9/30/2025 12:00:00 AM	
Green Garden Place (Contract Position) November 1-30, 2025 \$6,532.80					11/30/2025 12:00:00 AM	
Green Garden Place (Contract Position) October 1-31, 2025 \$6,931.55					10/31/2025 12:00:00 AM	
TSA Technician (Harrison) October-December 2025 444.50 hrs@68.19/hr=\$30,310.46					12/31/2025 12:00:00 AM	
TSA Senior Technician (Skoglund) October-December 2025 441hrs@86.10/hr=\$37,970.10					12/31/2025 12:00:00 AM	
TSA Engineer (Hoogendoorn) October-December 2025 139.5hrs@96.84/hr=\$13,509.18					12/31/2025 12:00:00 AM	
Contract Position (Dawn Madison) December1-31, 2025 \$5,906.70					12/31/2025 12:00:00 AM	