



Grant Progress Report

One Watershed One Plan 2023

Grant Title: 2023 - One Watershed One Plan (Redwood-Cottonwood Rivers Control Area)

Grant ID: P23-3862

Grant Award (\$): \$253,000.00

Grant Execution Date: 02/24/2023

Grantee: Redwood-Cottonwood Rivers Control Area

Required Match (%): 0

Grant End Date: 06/30/2025

Fiscal Agent:

Required Match (\$): \$0.00

Grant Day-to-Day Contact: Kerry Netzke

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$253,000.00	\$173,333.86	\$79,666.14
Match Funds	\$0.00	\$0.00	\$0.00
Other Funds	\$0.00	\$0.00	\$0.00
Total	\$253,000.00	\$173,333.86	\$79,666.14

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

Proposed Measurable Outcomes	Grantee submitted a detailed project plan and work plan. Key milestones include selection of a plan consultant; establishment of committees, notifications, and an initial planning meeting; creation of a draft plan; formal plan review and public hearing; approval of the plan by BWSR; local adoption; and grant reporting.
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Budget Details

Activity Name	Category	Source Type	Source Description	Budgeted	Spent	Balance Remaining	Match Fund?
Administration/Coordination	Administration/Coordination	Current State Grant	2023 - One Watershed One Plan (Redwood-Cottonwood Rivers Co..	\$45,000.00	\$31,685.91	\$13,314.09	N

<i>Activity Name</i>	<i>Category</i>	<i>Source Type</i>	<i>Source Description</i>	<i>Budgeted</i>	<i>Spent</i>	<i>Balance Remaining</i>	<i>Match Fund?</i>
Admin/Coord Contingency	Administration/Coordination	Current State Grant	2023 - One Watershed One Plan (Redwood-Cottonwood Rivers Co..	\$4,500.00		\$4,500.00	N
Plan Development	Planning and Assessment	Current State Grant	2023 - One Watershed One Plan (Redwood-Cottonwood Rivers Co..	\$203,500.00	\$141,647.95	\$61,852.05	N
Plan Development Contingency	Planning and Assessment	Current State Grant	2023 - One Watershed One Plan (Redwood-Cottonwood Rivers Co..	\$0.00		\$0.00	N

Grant Activities

Activity Name: Admin/Coord Contingency						
Activity Category: Administration/Coordination					Staff time?: No	
Description: 10% contingency for Administration/Coordination activities, if needed.						
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	2023 - One Watershed One Plan (Redwood-Cottonwood Rivers Co..	\$4,500.00		\$4,500.00		N
Actual Results						
<u>Results</u>					<u>Date Added</u>	
					2/1/2023 1:05:43 PM	

Activity Name: Administration/Coordination

Activity Category: Administration/Coordination

Staff time?: No

Description: Administration/Coordination will involve the fiscal management of the grant funds, grant reporting, and coordination activities for the Steering Team, Policy Committee and Advisory Committees (Technical & Citizen). Tasks within this category include public notices of kick-off meeting(s) and public hearings, facility rental for meetings, and associated expenses for managing the plan development.

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	2023 - One Watershed One Plan (Redwood-Cottonwood Rivers Co..	\$45,000.00	\$31,685.91	\$13,314.09	12/31/2024	N

Actual Results

<u>Results</u>	<u>Date Added</u>
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January 1, 2024 - The MOA was approved by all parties in December 2022, and the grant executed 2/23/2023. In 2023, there were 6 Policy Committees held (4/11/23, 5/12/23, 5/17/23, 7/19/23, 8/16/23, 10/18/23); 8 Steering Team meetings (4/6/23, 6/21/23, 7/19/23, 8/16/23, 9/20/23, 10/18/23, 11/15/23, 12/20/23), and 1 Advisory Committee meeting (11/15/23). Additionally, 2 Kickoff Meetings were held (6/1/23 and 6/2/23). The administration/coordination activities involve the planning and prep for all meetings, frequent email communications with all committees and the consultant, prompt payment of expenses, fiscal tracking with QuickBooks, and grant and website reporting as required.	1/25/2024 2:52:41 PM
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July 22, 2024 - As of 6/30/2024, a total of 317.5 hours have been used for Fiscal Coordination, Grant Administration & Reporting, and Coordination of Committees to get the planning effort to the 60-Day Formal Review of the final draft plan.	7/22/2024 1:18:59 PM
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In 2024, there have been 4 Policy Committees held (1/17/24, 4/17/24, 5/15/24, 6/24/24); 6 Steering Team meetings (1/17/24, 2/21/24, 3/20/24, 4/17/24, 5/15/24, 6/24/24), and 2 Advisory Committee meeting (4/17/24 and 6/24/24).

January 2025 - Since 7/1/2024, 129.75 hours have been used for Fiscal Coordination, Grant Administration & Reporting, and Coordination of Committees to get the planning effort through the formal review, public hearing, and approval by the BWSR Southern Region Committee. The BWSR Board will consider approval of the Plan on 1/22/2025. Since 7/1/2024, there have been 3 Policy Committees held (8/21/24,	1/21/2025 1:22:07 PM
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Results**Date Added**

9/18/24, 11/20/24; 3 Steering Team meetings (8/21/24, 9/4/24, 11/14/24), and Public Hearing on 9/18/2024.

Activity Name: Plan Development**Activity Category:** Planning and Assessment**Staff time?:** No

Description: Development of the Plan will largely be the responsibility of the hired Plan Consultant with assistance provided by the Steering Team and Policy Committee, as advised by the Technical and Citizen Advisory Committees.

Tasks of the Plan Consultant will include: aggregate watershed information, notify plan review authorities and host kick-off meeting, write the land and water resources narrative, identify and prioritize resources and issues, establish measurable goals, develop a targeted implementation schedule, describe implementation programs, determine plan administration and coordination, write the draft plan for review, outreach/facilitation, conduct formal plan review, and write/submit final plan to BWSR. (\$169,500)

The Steering Team is identified to assist with these tasks: aggregate watershed information, notify plan review authorities and host kick-off meeting, outreach/facilitation and other planning activities, and conduct formal plan review, (\$15,500)

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	2023 - One Watershed One Plan (Redwood-Cottonwood Rivers Co..	\$203,500.00	\$141,647.95	\$61,852.05	12/26/2024	N

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

July 22, 2024 - The Final Draft of the Cottonwood-Middle MN Comprehensive Water Management Plan has completed the internal review. Formal 60-Day review/comment began on 7/1/2024 and will run through 9/30/2024.

7/22/2024 12:00:00 AM

January 1, 2024 - Plan Development is progressing according to the drafted Timeline. Since hiring Houston Engineering Inc in late May 2023, they have accomplished: Aggregate Watershed Information, Notify Plan Review Authorities & Host Kickoff Meetings, Land and Water

1/25/2024 2:43:48 PM

Results**Date Added**

Resources Narrative, and Identify and Prioritize Resources and Issues. Establishing Measurable Goals and Developing Targeted Implementation Plan go hand-in-hand to accurately predict the actions needed to reach the estimated goals within the given budget. The Plan is progressing according to Timeline goals.

December 30, 2024 - \$18,500 was added to this activity from the Planning & Assessment Contingency activity to cover approved expenditures with the remaining grant funds. At the November 20, 2024 Policy Committee meeting, approval was given to Houston Engineering, Inc. for: \$7,990 for BEAST (Benefits Estimator & Spreadsheet Tool) development; \$12,000 for MS4Front Tracking System development; and up to \$50,000 for a Hydrological Model (~100 subwatersheds) to focus on water storage locations.

January 2025 - Since 7/1/2024, Houston Engineering has completed the draft final report, formal review, revisions and submittal of the final report to BWSR. The Cottonwood-Middle Minnesota Comprehensive Watershed Management Plan was approved by the BWSR Southern Region Committee on 12/9/2024. The BWSR Board will consider approval of the Plan on 1/22/2025. Since 7/1/2024, Houston Engineering has facilitated 3 Policy Committees held (8/21/24, 9/18/24, 11/20/24; 3 Steering Team meetings (8/21/24, 9/4/24, 11/14/24), and the Public Hearing on 9/18/2024.

Activity Name: Plan Development Contingency**Activity Category:** Planning and Assessment**Staff time?:** No**Description:** 10% contingency to the Plan Development activities, if needed.**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	2023 - One Watershed One Plan (Redwood-Cottonwood Rivers Co..	\$0.00		\$0.00		N

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

December 30, 2024 - The Policy Committee approved expenditures at the November 20, 2024 meeting. The \$18,500 that was in this

12/30/2024 3:30:07 PM

Results**Date Added**

contingency fund has been added to the Planning & Assessment activity in preparation of those expenditures.