



## Grant All-Detail Report Drainage Records Grant 2018

**Grant Title** - Faribault County Drainage Records Modernization

**Grant ID** - C18-2414

**Organization** - Faribault County

Original Awarded Amount	\$65,000.00	Grant Execution Date	2/27/2018
Required Match Amount	\$65,000.00	Original Grant End Date	4/30/2020
Required Match %	100%	Grant Day To Day Contact	Brandee Douglas
Current Awarded Amount	\$65,000.00	Current End Date	4/30/2020

### Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$65,000.00	\$65,000.00	\$0.00
Total Match Amount	\$71,688.00	\$109,554.56	\$-37,866.56
Total Other Funds	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$136,688.00</b>	<b>\$174,554.56</b>	<b>\$-37,866.56</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
DRM Admin/Coordination	Administration /Coordination	Current State Grant	Faribault County Drainage Records Modernization	\$2,000.00	\$1,176.70	4/1/2020	N
DRM Inventory/Mapping	Inventory/Mapping	Current State Grant	Faribault County Drainage Records Modernization	\$63,000.00	\$63,823.30	4/1/2020	N
DRM Inventory/Mapping	Inventory/Mapping	Local Fund	Faribault County Drainage Records Modernization Match	\$71,688.00	\$109,554.56	4/1/2020	Y

## 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 - DRM Admin/Coordination			
Description	Admin/Coordination including local grant administration, reporting, time tracking, and hourly rate development.		
Category	ADMINISTRATION/COORDINATION		
Start Date	28-Feb-18	End Date	01-Apr-20
Has Rates and Hours?	Yes		
Actual Results	<p>2018 - Budget, disbursement journal, time tracking, invoices, hourly rates, reporting.</p> <p>Staff Time 7 hrs * 59.40 - Q1 2018 BD</p> <p>Staff Time 2 hrs * 49.03 - Q2 2018 BD</p> <p>Staff Time 2 hrs * 40.50 - Q4 2018 BD</p> <p>2019 - Budget, disbursement journal, time tracking, invoices, hourly rates, reporting.</p> <p>Staff Time 6 hrs * 44.28 - Q1 2019 BD</p> <p>Staff Time 3 hrs * 44.27 - Q2 2019 BD</p> <p>2020 - Budget, disbursement journal, time tracking, invoices, hourly rates, reporting.</p> <p>Staff Time 3.5 hrs * 52.38 - Q1 2020 BD</p>		



Description	<p>Faribault County will complete records review, file scanning, and electronic organizing on 20+ prioritized systems in a manner consistent with the Drainage Records Modernization Guidelines. This will include creation of a master document index and creation or updating of a system summary. Existing and new GIS data will utilize the Drainage Records GIS Database Template. Drainage system hydrographic data will be submitted to the Minnesota Geospatial Commons by Feb. 1st 2019 and 2020.</p> <p>Grant: \$63,000</p> <p>Drainage Dept. budget for GIS:  2018 = \$43,650 (9 out of 12 months = \$32,738)  2019 = \$45,400  2020 = \$48,000 (4 out of 12 months = 16,000)  Total = \$94,138 (65% time = \$60,900)  ESRI Maintenance = \$2,100 (50% cost x 2 years)</p> <p>Once grant match funds have been spent (\$71,688), the percentage of GIS time may increase to greater than 65%, up to 100% of time.</p> <p>Match: \$71,688</p> <p>\$31,238 Cash Match GIS Staff Time (35% time x 2 years - \$2,000 Admin)  \$8,000 Cash Match Drainage DB Maintenance (\$4,000 x 2 years)  \$20,800 Cash Match Scanner Staff Time (20% time x 2 years x \$25/hr)  \$1,250 Cash Match Computer, Keyboard, Mouse, Workstation (50% cost)  \$10,400 Cash Match Source Expert Staff Time (2.5% time x 2 years x \$50/hr x 2 staff)</p>
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Start Date	28-Feb-18	End Date	01-Apr-20
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Has Rates and Hours?	Yes
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## Actual Results

2018 - Updated GIS data to Drainage Records GIS Database Template. Document and map scanning on 42 systems, converting and updating system summaries in Word, creating new system summaries, researching ROB dates and Viewer Reports, researching tile and open ditch data, and historical system information. Staff met between departments to develop naming convention and system to electronically organize information.

Grant

Staff Time - 65%

Staff Time 101 hrs \* 59.40 - Q1 2018 BD

Staff Time 100.75 hrs \* 49.03 - Q2 2018 BD

Staff Time 127 hrs \* 49.72 - Q3 2018 BD

Staff Time 219.75 hrs \* 40.50 - Q4 2018 BD

Internal Hard Drive, Midwest IT - 1118.29

Match

Staff Time - 35%

Staff Time 101 hrs \* 59.40 - Q1 2018 BD

Staff Time 100.75 hrs \* 49.03 - Q2 2018 BD

Staff Time 127 hrs \* 49.72 - Q3 2018 BD

Staff Time 219.75 hrs \* 40.50 - Q4 2018 BD

Staff Time - 100%

Staff Time 1135.25 hrs \* 31.69 - 2018 CL

Staff Time 130 hrs \* 50.77 - 2018 ML

Drainage DB 3/1/18-8/31/18 - 2000.00

Drainage DB 9/1/18-8/31/19 - 4000.00

Internal Hard Drive, Midwest IT - 1118.29

2019 - Document and map scanning on 98 systems, researching tile and open ditch data, and historical system information. Mapping benefited areas. Updating GIS data in Drainage Records GIS Database Template.

Grant 100%

Staff Time 151.75 hrs \* 44.28 - Q1 2019 BD

ESRI Maintenance BD - \$2000.00

Staff Time 211.5 hrs \* 44.27 - Q2 2019 BD

Staff Time 202.75 hrs \* 50.26 - Q3 2019 BD

Grant 91%/Match 9%

Staff Time 170.5 hrs \* 49.27 - Q4 2019 BD

Match 100%



Staff Time 1308.7 hrs \* 34.66 - 2019 CL

2020 - Document and map scanning on 106 systems, large plotter scanning on 34 systems, researching tile and open ditch data, and historical system information. Mapping benefited areas, researching ROB. Updating GIS data in Drainage Records GIS Database Template and submitting hydrographic data to MN Geospatial Commons.

Grant 68%/Match 32%

Staff Time 274.5 hrs \* 52.38 - Q1 2020 BD

## Grant Attachments

Document Name	Document Type	Description
<b>2018 Drainage Records Modernization</b>	Grant Agreement	2018 Drainage Records Modernization - Faribault County
<b>2018 Drainage Records Modernization executed</b>	Grant Agreement	2018 Drainage Records Modernization - Faribault County
<b>2019 Invoices All</b>	Grant	Faribault County Drainage Records Modernization
<b>2020 Invoices All</b>	Grant	Faribault County Drainage Records Modernization
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 07/29/2019
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 07/29/2019
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 07/22/2019
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 04/01/2019
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/17/2019
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 04/07/2020
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 04/01/2020
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 03/02/2020
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/06/2020
<b>All Invoices 2018</b>	Grant	Faribault County Drainage Records Modernization
<b>Application</b>	Workflow Generated	Workflow Generated - Application - 09/29/2017
<b>Billing Rate 2018</b>	Grant	Faribault County Drainage Records Modernization
<b>Budget Q12020 Final</b>	Grant	Faribault County Drainage Records Modernization
<b>Budget Q32019</b>	Grant	Faribault County Drainage Records Modernization
<b>Budget Q42019</b>	Grant	Faribault County Drainage Records Modernization
<b>C18-2414 Reconciliation B Checklist</b>	Journal	Journal Dated - 10/21/2019
<b>DRM Template Request Form</b>	Grant	Faribault County Drainage Records Modernization
<b>Disbursement Journal 2018</b>	Grant	Faribault County Drainage Records Modernization

Document Name	Document Type	Description
<b>Disbursement Journal Q12020 Final</b>	Grant	Faribault County Drainage Records Modernization
<b>Disbursement Journal Q32019</b>	Grant	Faribault County Drainage Records Modernization
<b>Disbursement Journal Q42019</b>	Grant	Faribault County Drainage Records Modernization
<b>Faribault County Public Drainage Systems Map</b>	Grant	Faribault County Drainage Records Modernization
<b>Final Financial Report</b>	Grant	Faribault County Drainage Records Modernization
<b>Financial Report</b>	Grant	Faribault County Drainage Records Modernization
<b>Financial Report Q3 2019</b>	Grant	Faribault County Drainage Records Modernization
<b>Grant Agreement Signed by County</b>	Grant	Faribault County Drainage Records Modernization
<b>Q2 2019 Disbursement Journal</b>	Grant	Faribault County Drainage Records Modernization
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 02/26/2018
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 12/20/2017
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 05/08/2019
<b>grantmap_19215_2017-09-29_11-52-05-AM.jpg</b>	Grant	Faribault County Drainage Records Modernization