



## Grant All-Detail Report

### Enhanced Shared Technical Services Part 1 2016

**Grant Title** - 2016 - Enhanced Shared Technical Services Part 1 (Area 6 - South Central Technical Service Area)

**Grant ID** - P16-6912

**Organization** - Area 6 - South Central Technical Service Area

Original Awarded Amount	<b>\$125,000.00</b>	Grant Execution Date	<b>3/3/2016</b>
Required Match Amount	\$0.00	Original Grant End Date	6/30/2018
Required Match %	0%	Grant Day To Day Contact	Jerad Bach
Current Awarded Amount	\$125,000.00	Current End Date	12/31/2018

#### Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$125,000.00	\$125,000.00	\$0.00
Total Match Amount	\$0.00	\$0.00	\$0.00
Total Other Funds	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$125,000.00</b>	<b>\$125,000.00</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 Specialist - P1 2016	Administration /Coordination	Current State Grant	2016 - Enhanced Shared Technical Services Part 1 (Area 6 - S..	\$58,465.26	\$58,465.26	9/15/2017	N
Civil Engineering Technician(s)-P1 2016	Technical/Engineering Assistance	Current State Grant	2016 - Enhanced Shared Technical Services Part 1 (Area 6 - S..	\$25,534.74	\$25,534.74	10/26/2018	N

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Matching Fund
Supplies/Equipment - P1 2016	Supplies/Equipment	Current State Grant	2016 - Enhanced Shared Technical Services Part 1 (Area 6 - S..	\$41,000.00	\$41,000.00	12/31/2016	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 Specialist - P1 2016

<b>Description</b>	<p>This fund will pay for staff time for the TSA to have an administrative specialist. This position will be responsible for grant administration and reporting for the TSA. They will provide financial reporting and tracking as well as payroll and bill paying. Prepare all necessary reports to meet BWSR reporting requirements.</p> <p>They will also provide administrative support to the TSA member districts as needed. They will coordinate an “Admin Team” which will be 1 member from each SWCD. This will allow for coordination of SWCDs to work together better on reporting requirements, software needs and make sure each SWCD has properly trained administrative staff.</p> <p>This position will communicate with each member district on projects and funding opportunities to make sure the TSA and SWCDs are working together as much as possible. This position will be giving reports to member SWCDs as well as reporting back to the TSA current needs of each SWCD.</p>		
<b>Category</b>	ADMINISTRATION/COORDINATION		
<b>Start Date</b>	7-Mar-16	<b>End Date</b>	31-Dec-17
<b>Has Rates and Hours?</b>	Yes		
<b>Actual Results</b>	<p>Staff hourly rates were billed to this grant as follows to accomplish the goals listed in the activity description.</p> <p>2016 Staff Hours          Desiree 889 hrs @ \$26.07/hr = \$23,176.23</p> <p>2017 Staff Hours          Desiree 211.5 hrs @ \$26.07/hr = \$5,513.81          Desiree 685.25 hrs @ \$26.76/hr = \$18,337.29          Desiree 371 hrs @ \$30.83/hr = \$11,437.93          Total Spent - \$58,465.26</p>		

**Grant Activity - Civil Engineering Technician(s)-P1 2016**

<b>Description</b>	This activity will fund the staff time for the Civil Engineering Technician(s). The Civil Engineering Technician(s) will conduct technical site assessments, surveys, preliminary analysis and design, final design, construction supervision, project installation, project inspection, completion of projects and other tasks as assigned by the TSA Engineer. The Civil Engineering Technician(s) will be available to help coordinate area SWCDs needs, as well as setup new SWCD staff training and proper use of survey equipment and programs for member SWCDs. Staff time will be tracked and billed to the grant based on the hourly billing rate for actual hours worked.		
<b>Category</b>	TECHNICAL/ENGINEERING ASSISTANCE		
<b>Start Date</b>	1-Jul-18	<b>End Date</b>	30-Sep-18
<b>Has Rates and Hours?</b>	Yes		
<b>Actual Results</b>	Staff hourly rates were billed to this grant as follows to accomplish the goals listed in the activity description.  2018 Staff Hours Tyler 479 hrs @ \$30.70/hr = \$14,705.30 Josh 297 hrs @ \$36.47/hr = \$10,831.59 (Payment capped at \$10,829.44) Total Spent - \$25,534.74		

**Grant Activity - Supplies/Equipment - P1 2016**

<p><b>Description</b></p>	<p>This fund will pay for supplies and equipment needed for the TSA to complete support tasks for the member SWCDs. The main focus will be on equipment to help bring the new staff hired up to a working level. Some equipment will be used to increase capacity of existing TSA staff.</p> <p>Purchase a Survey GPS Trimble R10 - \$35,000.00                  This purchase is necessary for the new Civil Engineering Technician to be able to go out in the field to complete field surveys, construction stakeouts, and construction inspections. The Trimble R10 allows one user to collect detailed survey and GPS location all in one. Other units would require two staff to operate. The GPS Trimble R10 will allow the Civil Engineering Technician to complete field projects quickly and accurately. This equipment will also be available to check out to member SWCD's who only need this level of equipment for a project once in a while. After this grant is over the TSA will continue to use this for member SWCDs to check out for use on specific projects. The TSA intends to be able to continue supporting the staff position which will use this equipment after this grant ends.</p> <p>Have the existing total station unit reconditioned - \$3,000.00</p> <p>Other supplies and equipment as needed - \$3,000.00</p> <p>Total Grant funds for this category - \$41,000.00</p>		
<p><b>Category</b></p>	<p>SUPPLIES/EQUIPMENT</p>		
<p><b>Start Date</b></p>	<p>7-Mar-16</p>	<p><b>End Date</b></p>	<p>31-Dec-16</p>
<p><b>Has Rates and Hours?</b></p>	<p>No</p>		
<p><b>Actual Results</b></p>	<p>07/01/2016 - 09/30/2016                  The Supplies/Equipment activity involves the expense for Supplies and equipment needed to bring new staff hired up to a working level.                  - Office furniture = \$3,454.00                  - Survey GPS Trimble R10 = \$34,725.65                  - Total = \$38,179.65</p> <p>10/01/2016 - 12/31/2016                  The Supplies/Equipment activity involves the expense for Supplies and equipment needed to bring new staff hired up to a</p>		

working level.

- Supplies for new 2016 truck = \$322.63
- Field equipment for new 2016 truck = \$354.58
- Field Equipment = \$382.88
- Drawer Installation in new 2016 truck = \$1038.83
- DLT 1 year renewal = \$721.43
- Total = 2,820.35

-Due to the hire of two new TSA employees, the need for office furniture was exceeding the need of reconditioning the existing total station.

Total grant funds for this category - \$41,000.00

Total grant funds spent - \$41,000.00

## Grant Attachments

Document Name	Document Type	Description
<b>2016 Enhanced Shared Services Part 1 Financial Report</b>	Progress	Progress Dated - 11/15/2018
<b>2016 TSA Enhanced Technical Assistance</b>	Grant Agreement Amendment	
<b>2016 TSA Enhanced Technical Assistance</b>	Grant Agreement	2016 TSA Enhanced Technical Assistance - Area 6 - South Central Technical Service Area
<b>2016 TSA Enhanced Technical Assistance executed</b>	Grant Agreement	2016 TSA Enhanced Technical Assistance - Area 6 - South Central Technical Service Area
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 11/20/2018
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/18/2018
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 02/05/2018
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 03/15/2017
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 01/26/2017
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 11/15/2018
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 11/20/2018

Document Name	Document Type	Description
<b>All Details Report</b>	Workflow Generated	Workflow Generated - All Details Report - 03/20/2017
<b>FY16 Shared Services P1 - Financial Report</b>	Grant	2016 - Enhanced Shared Technical Services Part 1 (Area 6 - South Central Technical Service Area)
<b>P16-6912 Checklist</b>	Journal	Journal Dated - 10/03/2017
<b>Unexecuted Grant Agreement Amendment</b>	Grant Agreement Amendment	
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 02/22/2016
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 11/30/2015
<b>Work Plan</b>	Workflow Generated	Workflow Generated - Work Plan - 06/04/2018