

FY23 Lower St. Croix 1W1P
Watershed Based Implementation Funding
Draft eLINK Work Plan (8/17/22)

Grant ID: TBD | Grant Expiration: December 31, 2025

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Grant Activities

This section provides a description of each grant activity. The Lower St. Croix Comprehensive Watershed Management Plan (CWMP) identifies four categories for Watershed Based Implementation Funding (WBIF) use: **Implementation – BMPs/Restoration Activities**, **Implementation – Shared Services**, **Prioritization & Analysis**, and **Administration** (CWMP, page 16). Additionally, the Board of Water and Soil Resources requires all WBIF grant work plans assign an eLINK activity category to each activity. Table 1 summarizes the ten grant activities and their associated eLINK categories and CWMP categories.

Table 1. Grant Activities and Categories

Activity #	Activity Name	eLINK Activity Category	CWMP Category
1	Structural Ag BMP Implementation	Agricultural Practices	Implementation – BMPs/Restoration Activities
2	Structural Urban BMP Implementation	Urban Stormwater Practices	
3	Non-Structural Ag/Urban Implementation	Non-Structural Management Practices	
4	Wetland Restoration Implementation	Wetland Restoration/Creation	
5	Agronomy Outreach Specialist	Project Development	Implementation – Shared Services
6	Shared Services Education	Education/Information	
7	Technical/Engineering	Technical/Engineering Assistance	
8	Internal Analyses	Planning and Assessment	Prioritization & Analysis
9	Targeting Analyses	Planning and Assessment	
10	Administration/Coordination	Administration/Coordination	Administration

Implementation – BMPs/Restoration Activities

Activity 1: Structural Ag BMP Implementation

eLINK Activity Category: Agricultural Practices

Grant: \$[to be finalized – see attached draft budget]

Match: \$[to be finalized – see attached draft budget]

Match Source(s): Federal NRCS programs [to be finalized]), local funds [to be finalized])

Lead Agency: Chisago SWCD, Craig Mell (also the lead for non-structural ag BMP implementation under Activity 3; subcontracts with local partners for specific projects).

Co-lead Agency: Washington Conservation District, Jay Riggs

Priority areas:

- Tier 1: Rock Lake, Rock Creek, Sunrise River, St. Croix River tributaries with direct discharge to the St. Croix River.
- Tier 2: lakes that drain to St. Croix tributaries:
 - Rush and Goose Lakes in Chisago County
 - Forest Lake in CLFLWD (drains to Sunrise River)
- Priority tiers were developed by LSC Planning Team members and submitted to the Policy Committee in the work plan. The Policy Committee approved the work plan containing this tier structure on January 25, 2021.
- Projects may also occur at other priority waters as identified in Table 5-2 and Table 5-3 of the LSC CWMP. The project ranking subcommittee will also consider CWMP Figure 5-1 Vulnerable Groundwater in Agricultural Areas when evaluating potential projects.

CWMP Reference: Page 61

Activity Description: Provide cost-share/incentives for installing or implementing structural agricultural best management practices (e.g., feedlot improvements, buffers, WASCObS, diversions, lined waterways, grade stabilization structures, vegetative swales, livestock water management, etc.). Project partners will check BWSR eligibility requirements and consult the BWSR Board Conservationist to ensure projects are eligible. NRCS or other BWSR accepted standards will be followed for all practices installed. For feedlot improvement projects, the project partner will complete the BWSR supplemental feedlot worksheet to ensure compliance with BWSR policy for using CWF funds for feedlot improvements. Projects to be chosen through targeting and prioritization process described in Section VII.B and Appendix C of the CWMP.

The target phosphorus load reduction for this Activity is 300 lb/yr.

Subcommittee: A subcommittee composed of LSC partners will meet on an as-needed basis in order to review projects and assist with project planning. Subcommittees may be grouped by implementation category.

Project Review & Grant Approval Process: All WBIF grant funding under this activity will be approved either by the Steering Committee (grant requests >\$50,000) or Policy Committee (grant requests ≥\$50,000). Application forms and a description of the funding process will be made available at <https://www.lsc1w1p.org/plan-forms>.

Activity 2: Structural Urban BMP Implementation

eLINK Activity Category: Urban Stormwater Practices

Grant: \$[to be finalized – see attached draft budget]

Match: \$[to be finalized – see attached draft budget]

Match Source(s): Local funds (LSC Partners)

Lead Agency: Carnelian-Marine-St. Croix WD, Mike Isensee (also the lead for nonstructural urban BMP implementation under Activity 4)

Co-lead Agency: Chisago SWCD, Craig Mell (subcontracts with local partners for specific projects)

Priority areas: St. Croix River direct drainage, Sunrise River watershed, Fish Lake, Big Carnelian, Big Marine, Forest Lake. Projects may also occur at other priority waters in tables 5-2 and 5-3 in the LSC CWMP.

CWMP Reference: Page 65

Activity Description: Provide cost-share/incentives for implementing structural urban best management practices (e.g., vegetated swales, pervious pavement, gully stabilization, rain gardens, and other urban practices). BWSR accepted standards will be followed for all practices installed. Projects to be chosen through targeting and prioritization process described in Section VII.B and Appendix C of the CWMP.

The target phosphorus load reduction for this Activity is 300 lb/yr.

Subcommittee: A subcommittee composed of LSC partners will meet on an as-needed basis in order to review projects and assist with project planning. Subcommittees may be grouped by implementation category.

Project Review & Grant Approval Process: All WBIF grant funding under this activity will be approved either by the Steering Committee (grant requests >\$50,000) or Policy Committee (grant requests >\$50,000). Application forms and a description of the funding process will be made available at <https://www.lsc1w1p.org/plan-forms>.

Activity 3: Non-Structural Ag/Urban BMP Implementation

eLINK Activity Category: Non-Structural Management Practices

Grant: \$[to be finalized – see attached draft budget]

Match: \$[to be finalized – see attached draft budget]

Match Source(s): Federal NRCS programs, local funds

Ag Lead Agency: Chisago SWCD, Craig Mell (also the lead for Activity 2 Structural Ag BMP Implementation)

Urban Lead Agency: Carnelian-Marine-St. Croix WD, Mike Isensee (also the lead for Activity 5 Structural Urban BMP Implementation)

Urban/Ag Co-lead Agency: Chisago SWCD, Craig Mell (subcontracts with local partners for specific projects)

Priority areas:

- **Ag:**
 - Tier 1: Rock Lake, Rock Creek, Sunrise River, St. Croix River tribs with direct discharge.
 - Tier 2: lakes that drain to St. Croix tribs.
 - Rush and Goose Lakes in Chisago County
 - Forest and Comfort Lakes in CLFLWD (drain to Sunrise River)
 - Projects may also occur at other priority waters as identified in Table 5-2 and Table 5-3 of the LSC CWMP. Partners will also consider CWMP Figure 5-1 Vulnerable Groundwater in Agricultural Areas when evaluating potential projects.
- **Urban:**
 - Rush Creek (Rush City)
 - Goose Creek (Harris)
 - Sunrise River (North Branch, Stacy, Wyoming)
 - St. Croix River (Taylors Falls, Marine on the St. Croix, Stillwater, and MSCWMO cities including Afton, Bayport, Baytown Township, Lakeland, Lakeland Shores, Lake St. Croix Beach, Oak Park Heights, St. Mary's Point, Stillwater, and West Lakeland Township).

CWMP Reference: Pages 61 and 65

Activity Description: Provide cost-share/incentives for implementing non-structural **agricultural** best management practices (e.g., soil health BMPs, reduced tillage, cover crops, nutrient management planning, forage/biomass plantings). NRCS or other BWSR accepted standards will be followed for all practices installed. Projects to be chosen through targeting and prioritization process described in Section VII.B and Appendix C of CWMP.

Provide cost-share/incentives for implementing non-structural **urban** best management practices (e.g., enhanced street sweeping). BWSR accepted standards will be followed for all practices implemented. Projects to be chosen through targeting and prioritization process described in Section VII.B and Appendix C of CWMP. Specific enhanced street sweeping targeting analyses will be performed for priority areas. CLFLWD's [2018 Forest Lake Enhanced Street Sweeping Study](#) may be used as an example for these studies.

The target phosphorus load reduction for this Activity is 275 lb/yr. View the Non-Structural Agricultural Practices Policy and Enhanced Street Sweeping Protocols at www.lsc1w1p.org.

Grant funds under this Activity will not be used to pay for staff time. See Implementation Category Budget Breakdown at the end of the Detail Work Plan Text.

Subcommittee: A subcommittee composed of LSC partners will meet on an as-needed basis in order to review projects and assist with project planning. Subcommittees may be grouped by implementation category.

Project Review & Grant Approval Process: WBIF grant funding under this activity will be bifurcated between agricultural and urban practices.

Agricultural Non-Structural: Due to the urgent nature of implementing non-structural agricultural practices with landowner coordination, these practices do not require approval by the Steering Committee nor the Policy Committee. All practices under this category will be vetted by the Agronomy Outreach Specialist and local partner staff prior to seeking funding approval from the Fiscal Agent. See the Non-Structural Agricultural Practices Policy for more information.

Urban Non-Structural: Urban non-structural street sweeping incentive funding will only be available to communities with approved enhanced street sweeping plans. All funding requests will be approved either by the Steering Committee (grant requests >\$50,000) or Policy Committee (grant requests >\$50,000). Requests are unlikely to exceed \$50,000. Application forms and a description of the funding process will be made available at <https://www.lsc1w1p.org/plan-forms>.

Activity 4: Wetland Restoration Implementation

eLINK Activity Category: Wetland Restoration/Creation

Grant: \$[to be finalized – see attached draft budget]

Match: \$[to be finalized – see attached draft budget]

Match Source(s): N/A

Lead Agency: Anoka SWCD, Becky Wozney (Wetland Specialist)

Co-lead Agency: Chisago SWCD, Craig Mell (subcontracts with local partners for specific projects)

Priority areas: Priority wetland restorations will result in measurable improvements to rivers/streams in Table 5-2 and/or lakes in Table 5-3 of the LSC CWMP. Areas of particular concern include the St. Croix River direct drainage area, Sunrise River corridor, Rock Creek corridor and subwatersheds identified in Figure 5-5 of the LSC CWMP.

CWMP Reference: Page 70

Activity Description: This Activity will involve implementation of wetland restoration project(s) as needed to achieve a phosphorus reduction of at least 40 pounds per year for target waterbodies. The primary purpose of the wetland restoration project(s) will be for the improvement of water quality in receiving lakes/streams. Secondary benefits of wetland restoration projects will be considered as well, such as floodplain storage and habitat creation/enhancement.

Wetland restorations will not be used to mitigate wetland impacts. Grant funds will not be used for fee title land acquisition (but may be used as match in accordance with WBIF Policy). LSC Partners will ensure proposed wetland restorations are consistent with WBIF eligibility requirements. LSC Partners will target specific restorations through utilization of existing studies and targeting analyses (e.g., drained wetland inventories, diagnostic studies, subwatershed assessments), performance of additional modeling analyses using existing data from said studies, and completion of additional targeting analyses as necessary to fill data gaps. Work pertaining to targeting strategies is included as part of other grant Activities.

The target phosphorus load reduction for this Activity is 40 lb/yr. Wetland restoration phosphorus reduction will be dependent on a number of factors beyond acres restored (e.g., proximity to target waterbody, level of degradation, hydrology).

At its July 25, 2022 meeting, the Policy Committee recommended the Sunrise River Wetland Restoration Project for grant allocation, to be considered for approval by the partner organization boards. If allocated, this project may utilize FY21 WBIF funds at a minimum of \$80,449 and FY23 WBIF funds at a maximum of \$220,000 for a total allocation of \$300,449. Depending on the outcome of other FY21 project initiatives, more FY21 dollars may be allocated to this project, resulting in less FY23 dollars. This

project will divert flow from an existing drainage ditch system out of Heims Lake at the Highway 61 culvert and then diffuse the flow into a multi-cell wetland complex located on the Tax Forfeit property owned by the Comfort Lake-Forest Lake Watershed District. The proposed project will result in annual phosphorus reductions of approximately 81 lb/yr to the Sunrise River, a LSC CWMP priority watercourse. This reduction will be split between FY21 and FY23 reported WBIF outcomes. Construction requires frozen conditions and is estimated to occur January/February 2023.

Subcommittee: A subcommittee composed of LSC partners will meet on an as-needed basis in order to review projects and assist with project planning. Subcommittees may be grouped by implementation category.

Project Review & Grant Approval Process: All WBIF grant funding under this activity will be approved either by the Steering Committee (grant requests >\$50,000) or Policy Committee (grant requests >\$50,000). Application forms and a description of the funding process will be made available at <https://www.lsc1w1p.org/plan-forms>.

Implementation – Shared Services

Activity 5: Agronomy Outreach Specialist

eLINK Activity Category: Project Development

Grant: \$[to be finalized – see attached draft budget]

Match: \$[to be finalized – see attached draft budget]

Match Source(s): N/A

Lead Agency: Washington Conservation District, Jay Riggs (partnership with UMN Extension)

Co-lead Agency: Chisago SWCD, Craig Mell

Estimated billing rate; hours: \$72/hour; 2,778 hours

Priority areas: Agronomy outreach specialist will focus on priority areas described in Structural Ag BMP Implementation and Non-Structural Ag/Urban Implementation

CWMP Reference: Page 61

Activity Description: Agronomy outreach specialist. (A) Shared Services: Hire or contract with an agricultural conservationist/agronomist (one individual) for basin wide assistance with agronomy, outreach, and technical assistance to agricultural producers including conservation planning and nutrient management plans. [Approximately 80% of this position’s time will be directly working with agricultural producers in the LSC Watershed to identify economical farming practices with water quality benefits to make them a routine part of farm operations. A target is to interact with operators of both large and small operations with a cumulative total of at least 3,000 acres.] See Attachment A – Agronomy Outreach Specialist Details & Milestones for more information.

This would allow for 1 full time agronomy outreach specialist to work basin-wide. Staff will work basin-wide and may have more than one office space. LSC partners will ensure duties assigned to this new staff member will be in alignment with WBIF funding intent and requirements.

Costs billed to this item for the embedded Extension Agent will include the following: Staff salary, supervisory time (by University of MN), benefits, travel expenses, training expenses, and office supplies. As with all grant activities, LSC partners will ensure program expenses are eligible before billing to the grant/match. All costs will primarily benefit water quality in a priority resource as identified in the LSC CWMP. In addition to direct landowner outreach and technical assistance, as described above, staff time will also include program and work plan coordination: annual partner coordination meetings, updates to partners, interfacing with the shared services educator, coordinated planning efforts, regular basin-scale coordination meetings with LSC partners and other agencies as appropriate.

Subcommittee: A subcommittee composed of LSC partners will meet on an as-needed basis in order to review projects and assist with project planning. Subcommittees may be grouped by implementation category.

Project Review & Grant Approval Process: Not applicable. This activity is composed solely of compensation for the Agronomy Outreach Specialist. Approval for expenditure of grant dollars under this activity is inherent in work plan approval.

Activity 6: Shared Services Education

eLINK Activity Category: Education/Information

Grant: \$[to be finalized – see attached draft budget]

Match: \$[to be finalized – see attached draft budget]

Match Source: Parties to the LSC JPC

Lead Agency: Washington Conservation District, Jay Riggs

Co-lead Agency: Chisago SWCD, Craig Mell (Subcontract with WCD to act as host entity)

Estimated billing rate; hours: \$66/hour; 1,894 hours

Priority areas: Basin-wide

CWMP Reference: Page 65

Activity Description: Facilitate shared education and outreach program across basin to provide education; engage residents, businesses, and local officials; and promote and market programs and practices. Education and outreach tasks will serve the goals outlined in the LSC CWMP and may not always pertain to the implementation items described in this WBIF grant work plan, but will always have a primary benefit to water quality in priority resources.

- 90% = develop, distribute and implement outreach programs that result in behavioral changes achieving water quality benefits;
- 10% = solicit willing landowners to install BMPs that are goals within this plan. Promoted practices will be in line with BWSR eligibility requirements and will focus on water quality.

[0.5 FTE to expand EMWREP basin wide; \$50,000/yr or \$100,000/2 yrs]. Outreach will specifically include MIDS promotion to communities. Outreach will also include preliminary work with LGUs to set shoreline "view corridors" to 25% of lot width or maximum 35' width and maximum vegetation clearing standards or adopt innovative shoreland standards to protect buffers, native ecosystems, and habitat corridors. This work will provide water quality benefits through their protection of shoreline and

streambank buffers. LSC partners will ensure duties assigned to this new staff member will be in alignment with WBIF funding intent and requirements. See Attachment B Education Details & Milestones for more information.

Costs billed to this item will only include staff pay and program expenses. As with all grant activities, LSC partners will ensure program expenses are eligible before billing to the grant/match. All costs will primarily benefit water quality in a priority resource as identified in the LSC CWMP. In addition to the outreach tasks described above, staff time will also include program and work plan coordination: annual partner coordination meetings, updates to partners, interfacing with the agronomy outreach specialist, coordinated planning efforts.

Subcommittee: A subcommittee composed of LSC partners will meet on an as-needed basis in order to review projects and assist with project planning. Subcommittees may be grouped by implementation category.

Project Review & Grant Approval Process: This activity is composed of three types of education & outreach expenditures.

Shared Services Educator: Approval for expenditure of grant dollars for this task is inherent in work plan approval.

Education Materials/Expenses: Approval for expenditure of grant dollars for this task is inherent in work plan approval.

MIDS Adoption Initiative: WBIF grant funding under this sub-activity will be approved either by the Steering Committee (grant requests >\$50,000) or Policy Committee (grant requests ≥\$50,000). Application forms and a description of the funding process will be made available at <https://www.lsc1w1p.org/plan-forms>.

Activity 7: Technical/Engineering

eLINK Activity Category: Technical/Engineering Assistance

Grant: \$[to be finalized – see attached draft budget]

Match: \$[to be finalized – see attached draft budget]

Match Source: Local Partners (local funds spent on technical/engineering – note this is time that is NOT being paid for by some other state grant)

Lead Agencies:

- Chisago SWCD, Craig Mell (lead agency for Activity 2 Structural Ag BMP Implementation and non-structural ag implementation under Activity 4; subcontracts with local partners for specific projects)
- Carnelian-Marine-St. Croix WD, Mike Isensee (lead agency for Activity 5 Structural Urban BMP Implementation and non-structural urban implementation under Activity 4)

Estimated billing rate; hours:

- Professional Engineer: \$76/hour; 132 hours
- Technical Assistant: \$65/hour; 462 hours

Staff Qualifications: This task will be completed by existing qualified staff members of LSC Partner organizations.

Activity Description: This Activity will include technical site assessment, surveys, preliminary analysis and design, final design, construction supervision, installation, inspection, and completion of projects. Funds may be used to contract with a third-party consultant for technical/engineering assistance. Funding allocation will be prioritized in areas where there are not local funds to support design work.

Project Review & Grant Approval Process: All WBIF grant funding under this activity will be approved either by the Steering Committee (grant requests >\$50,000) or Policy Committee (grant requests >\$50,000). Such requests may be included in an implementation project request; in these cases, the project request should describe the need and detail the amount of WBIF requested specifically for Technical/Engineering. Application forms and a description of the funding process will be made available at <https://www.lsc1w1p.org/plan-forms>.

Prioritization & Analysis

Activity 8: Internal Analyses

eLINK Activity Category: Planning and Assessment

Grant: \$[to be finalized – see attached draft budget]

Match: \$[to be finalized – see attached draft budget]

Match Source: N/A

Lead Agency: Chisago County, Jerry Spetzman and Susanna Wilson-Witkowski

Co-lead Agency: Chisago SWCD, Craig Mell (subcontracts with local partners for each subwatershed project)

Staff Qualifications: Work is likely to be performed by an outside consultant which will be vetted for staff qualifications.

Activity Description: Lakes will be awarded through the project evaluation process identified in the plan. The group will develop a timeline for evaluating internal load evaluation for lakes. Internal load evaluation should only occur after external loading is substantially addressed. Work under this activity will likely be performed by a contracted consultant.

Priority projects identified include:

- Linwood Lake and Martin Lake Anoka. Both are priority A for internal loading analysis in LSC CWMP Table 5-4.
- Goose Lake Washington. Priority B for internal loading analysis in CWMP Table 5-4. Water monitoring indicates watershed loads are addressed. Internal load reduction is the last step to delisting from MPCA Impaired waters list.
- Priority "A" lakes with Rush (E & W) and Goose Lakes as our preferred top three.
- Priority A Basin listed in Table 5-4, Downs Lake will be considered.
- Wallmark, Pioneer and North Goose Lakes in Chisago all priority A

Subcommittee: A subcommittee composed of LSC partners will meet on an as-needed basis in order to review projects and assist with project planning. Subcommittees may be grouped by implementation category.

Project Review & Grant Approval Process: All WBIF grant funding under this activity will be approved either by the Steering Committee (grant requests >\$50,000) or Policy Committee (grant requests >\$50,000). Application forms and a description of the funding process will be made available at <https://www.lsc1w1p.org/plan-forms>.

Activity 9: Targeting Analyses

eLINK Activity Category: Planning and Assessment

Grant: \$[to be finalized – see attached draft budget]

Match: \$[to be finalized – see attached draft budget]

Match Source: N/A

Lead Agency: Washington Conservation District, Jay Riggs

Co-lead Agency: Chisago SWCD, Craig Mell (subcontracts with local partners for each subwatershed project)

Estimated billing rate; hours: \$65/hour; 2,308 hours

Staff Qualifications: This task will be completed by existing qualified staff members of LSC Partner organizations.

Activity Description: This Activity includes two general types of analyses: 1) Subwatershed Assessment (or similar analysis, not necessarily SWA protocols) and 2) Targeted Street Sweeping Analysis.

All requested waterbodies are listed in tables 5.2 and 5.3 Regionally Significant Lakes, Rivers and Streams for Pollutant Reductions. Subwatershed analysis requests will be reviewed by the Steering Committee and other committees as appropriate.

The following cities are priorities for Targeted Street Sweeping Studies and direct discharge to priority waterbodies listed in Table 5-2 and Table 5-3 of the LSC CWMP. Benefitted waterbodies are listed in parentheses.

- Rush City (Rush Creek)
- Harris (Goose Creek)
- North Branch (Sunrise River)
- Stacy (Sunrise River)
- Wyoming (Sunrise River)
- Stillwater (St. Croix River, Brown's Creek, Lake McKusick)
- Taylors Falls (St. Croix River)
- Marine on St. Croix (St. Croix River)
- Lakeland (St. Croix River)
- Lake St. Croix Beach (St. Croix River)
- Afton (St. Croix River)
- Bayport (Perro Creek)

Subcommittee: A subcommittee composed of LSC partners will meet on an as-needed basis in order to review projects and assist with project planning. Subcommittees may be grouped by implementation category.

Project Review & Grant Approval Process: All WBIF grant funding under this activity will be approved either by the Steering Committee (grant requests >\$50,000) or Policy Committee (grant requests >\$50,000). Application forms and a description of the funding process will be made available at <https://www.lsc1w1p.org/plan-forms>.

Administration

Activity 10: Administration/Coordination

eLINK Activity Category: Administration/Coordination

Grant: \$[to be finalized – see attached draft budget]

Match: \$[to be finalized – see attached draft budget]

Match Source: Non-state funds

Lead Agencies: Chisago SWCD, WCD, CLFLWD (see role assignments below)

Activity Description: This Activity will include the following tasks (performed by the organizations/staff members listed):

- Grant and progress reporting – includes coordinating with Chisago SWCD and other partners to gather reporting information, compiling said information, and entering reports into eLINK; will also include assisting Chisago SWCD with any grant/work plan amendments as necessary. Progress reporting will include demonstration of progress toward measurable outcomes (i.e., nutrient load reductions seen at target waterbodies) – examples include pounds of phosphorus and tons of total suspended solids removed from existing loads. Partners may use local funding to perform effectiveness monitoring to demonstrate actual outcomes achieved by projects. Otherwise, modeled loads will be reported. Staff will also report on outputs achieved (i.e., the interim steps needed in order to achieve the ultimate outcomes) – examples include number of landowners contacted, number of projects completed, description of outreach activities performed. Progress reporting will include comparison of budget vs actual spend for each cost category, as described in the final section of this work plan and on page 16 of the LSC CWMP.
 - Grant budget: [to be finalized]
 - Lead organization: Comfort Lake-Forest Lake Watershed District
 - Staff member: Emily Heinz, Planning Coordinator

- Coordination among Policy Committee, Steering Committee, Advisory Committee, and work plan activity planning team (lead coordination of meetings, agendas, meeting material distribution)
 - Grant budget: [to be finalized]
 - Lead organization: Washington Conservation District
 - Staff members: [to be determined]

- Website upkeep: This activity includes the use of grant funds to host and update the LSC interactive web map as necessary.
 - Grant budget: [to be finalized]
 - Lead organization: Washington Conservation District (East Metro Water Resources Education Program)
 - Staff member: Angie Hong, Water Education Senior Specialist

- Fiscal agent administration and contract coordination – includes coordinating with other partners to gather reporting information and reviewing draft report; will also include leading any grant/work plan amendments as necessary
 - Grant budget: [to be finalized]
 - Lead organization: Chisago SWCD
 - Staff member: Craig Mell, District Administrator

- Agronomy Outreach Specialist and Educator payroll administration.
 - Grant budget: [to be finalized]
 - Lead organization: Washington Conservation District
 - Staff member: Jay Riggs, District Manager

Project Review & Grant Approval Process: Approval for expenditure of grant dollars for administration activities, as described above, is inherent in work plan approval. Planning Team members will seek Steering Committee approval if expenditures are expected to exceed the grant amounts indicated above.

Budget

Table 2. Grant Budget [see budget scenarios in attached workbook; final budget will be entered here]

Activity #	Activity Name	Grant Budget	Match Budget	Total Budget
1	Structural Ag BMP Implementation			
2	Structural Urban BMP Implementation			
3	Non-Structural Ag/Urban Implementation			
4	Wetland Restoration Implementation			
5	Agronomy Outreach Specialist			
6	Shared Services Education			
7	Technical/Engineering			
8	Internal Analyses			
9	Targeting Analyses			
10	Administration/Coordination			
Total				

The Lower St. Croix Comprehensive Watershed Management Plan ([page 16](#)) provides an expected distribution of WBIFs across program areas. The following table compares the FY23 WBIF grant budget to the CWMP distribution.

Table 3. Grant Budget Distribution Across Program Areas

	LSC CWMP (Page 16)	Work Plan (Grant Funds)	Actual Grant Spend**
Implementation - BMPs/Restoration Activities*	45%	TBD	TBD
Implementation - Shared Services	25%	TBD	TBD
Prioritization & Analysis	25%	TBD	TBD
Administration	5%	TBD	TBD
	100%	100%	100%

*Expenses billed to implementation (blue) line items will be for implementation only and will not include staff time/engineering. Staff/consultant time for project coordination/design/engineering/oversight etc. is covered by the remaining three categories (green, orange, yellow).

**Progress reporting will include comparison of budget vs actual spend for each cost category.

Staff Qualifications & Billing

Table 4. Staff Qualifications & Billing (Listed Alphabetically)

Name	Position Title	Organization	Qualifications	Billing Rate, Estimated Hours, Estimated Cost*
Emily Heinz	Planning Coordinator	Comfort Lake-Forest Lake Watershed District	7 years of experience performing Clean Water Fund grant reporting for CLFLWD, led annual progress reporting for CLFLWD since 2016 including demonstrating progress toward goals and quantifying of measurable outcomes.	\$55.08/hr 194 hours \$10,660
Angie Hong	Water Education Senior Specialist	East Metro Water Resource Education Program	15 years of experience implementing the East Metro Water Resource Education Program, a partnership of 25 local government entities. M.S. in Natural Resource Science and Mgmt, with an emphasis on environmental education.	\$76.18/hr 484 hours \$36,859
Craig Mell	District Administrator	Chisago Soil and Water Conservation District	22 years of experience in water resources management	\$86/hr 483 hours \$41,611
Jay Riggs	District Manager	Washington Conservation District	District Manager, Washington Conservation District, 2005 To Present. Urban Conservationist, Dakota County Soil And Water Conservation District, 1997 To 2005. Environmental Scientist, Westwood Professional Services, Inc., 1994 To 1997. Environmental Planner, Southeast Michigan Council of Governments (SEMCOG), 1993 to 1994. M.S. Degree, Michigan State University, May 1993, Major: Natural Resource Management, Minor: Watershed Ecology. B.S. Degree, University of WI-Eau Claire, Dec. 1989, Double Majors: Biology and Psychology.	\$99.47/hr 97 hours \$9,625

			Certifications: Certified Wetland Delineator #1298; Certified Professional in Storm Water Quality, CPSWQ #0062; Certified Professional in Erosion and Sedimentation Control, CPESC #2059; NREMT #E2443774.	
TOTAL Activity 10 Administration/Coordination Estimated Grant Costs				\$
Note: If staff do not require the full amount of hours listed, and spending under this activity is under budget, grant funds will be shifted to another work plan activity. Administrative spending will be evaluated after 6 months of implementation, and 2021 planning will be adjusted if needed.				
Activity 10 Administration/Coordination Grant Budget				TBD

*Billing rates are determined following the BWSR Guidelines for Determining a Billing Rate in the Grants Administration Manual and include salary, benefits and overhead.

Measurable Outcomes/Outputs and Milestones

Acti vity #	Grant Activity	Overall Measurable Outcome/Output	Year 1 (2023) Milestones	Year 2 (2024) Milestones
A1	Structural Ag BMP Implementation	Outcome: reduce phosphorus loading to target waterbodies by 300 lb/yr		Implement 20 best management practices, or enough to achieve a 300 lb/yr phosphorus reduction
A2	Structural Urban BMP Implementation	Outcomes: reduce phosphorus loading to target waterbodies by 300 lb/yr		Implement 20 best management practices, or enough to achieve a 300 lb/yr phosphorus reduction
A3	Non-Structural Ag/Urban Implementation	Outcomes: reduce phosphorus loading to target waterbodies by 275 lb/yr		Implement enhanced street sweeping programs and 2,000 acres of non-structural best management practices, or enough to achieve a 275 lb/yr phosphorus reduction
A4	Wetland Restoration Implementation	Outcomes: reduce phosphorus loading to target waterbodies by 40 lb/yr		Implement 1 or 2 wetland restorations or enough to achieve 40 lb/yr
A5	Agronomy Outreach Specialist	Output: Engage agricultural landowners (of both large and small operations) with a cumulative total of at least 3,000 acres of land to implement structural and nonstructural BMPs as outlined in other Activities	See Attachment A	See Attachment A

		See Attachment A – Agronomy Outreach Specialist Details & Milestones		
A6	Shared Services Educator	Output: 0.5 FTE See Attachment B – Education Details & Milestones	See Attachment B	See Attachment B
A7	Technical/ Engineering			
A8	Internal Analyses	Outputs: Complete 1 internal loading analysis		Complete 1 internal loading analysis
A9	Targeting Analyses	Outputs: Complete 2 enhanced street sweeping studies	Complete 2 enhanced street sweeping studies	
A10	Administration/ Coordination	Complete eLINK annual reporting as required	Complete annual report	Complete annual report
Sum of outcomes:		915 lb/yr TP reduction at target waterbodies (see grant and progress reporting under Activity 10 Administration/Coordination)		

Phosphorus Reduction Goals and Progress

Phosphorus Reductions from CWMP	10-Year Phosphorus Reduction Goal (lb/yr)	2-Year Average (lb/yr)	FY21 WBIF Goal (lb/yr)	FY23 WBIF Goal (lb/yr)
Priority Streams (CWMP Table 5-2)	4,140	828		
Priority Lakes (CWMP Table 5-3)	1,363	273		
TOTAL	5,503	1,101	915	915

Phosphorus Reductions Proposed in this Work Plan	2-Year Proposed Reduction (lb/yr)
Activity 1: Structural Ag BMP Implementation	300
Activity 2: Structural Urban BMP Implementation	300
Activity 3: Non-Structural Ag/Urban BMP Implementation	275
Activity 4: Wetland Restoration Implementation	40
TOTAL	915

The first table contains total priority streams and priority lakes phosphorus reduction goals from the LSC CWMP (see tables 5-2 and 5-3 on pages 81 and 82). If divided equally throughout the 10-year plan period, the average total lakes/streams phosphorus reduction goal would be 1,101 pounds/year achieved every 2-year period. The second table contains the proposed phosphorus reductions under this WBIF work plan. The FY21 WBIF total of 915 lb/yr was slightly below the CWMP 2-year average. The LSC partners estimated that the full basin-wide goal cannot be achieved solely with WBIF funds. Partners must leverage local dollars and other funding sources in order to meet the basin's goals.

LSC partners may utilize multiple calculation tools to estimate load reductions. Examples include MIDS calculator, PTMApp, BWSR Pollutant Reduction Estimator, estimation via outflow, and internal loading analysis. See CWMP page 99 for a full list of potential reduction tools and their general intended uses. LSC partners will choose the calculation tool best suited to the proposed BMP. Phosphorus reductions will be estimated at the target waterbody (not just at edge-of-field).

Phosphorus reductions achieved at specific priority waterbodies will be reported annually. LSC partners will also estimate, on an annual basis, the load reduction achieved at the St. Croix River as a result of implemented practices.

ATTACHMENT A – AGRONOMY OUTREACH SPECIALIST DETAILS & MILESTONES

Activity 5: Agronomy Outreach Specialist

eLINK Activity Category: Project Development

Match Source(s): N/A

Lead Agency(ies): Washington Conservation District (partnership with UMN Extension)

Staff qualifications: Jennifer Hahn

Priority areas: Agronomy outreach specialist will focus on priority areas described in Structural Ag BMP Implementation and Non-Structural Ag/Urban Implementation

CWMP Reference: Page 61

Activity Description: Facilitate a shared agronomy outreach program across the basin to provide education and technical assistance to agricultural producers; and support implementation of economical farming practices that have water quality and soil health benefits.

- WBIF funds will be used to create one, full-time position
- The new hire will work basin-wide and may have more than one office space.

WBIF funded education and outreach will include:

- 80% = working directly with agricultural producers in the LSC Watershed to identify economical farming practices with water quality benefits to make them a routine part of farm operations.
- 20% = supporting implementation of BMPs led by others.

High priority and secondary priority actions that will be accomplished include (pg. 40 of CWMP):

- Provide agronomy, outreach, and technical assistance to agricultural producers including conservation planning and support to develop nutrient management plans.

AGRONOMY OUTREACH

Audience: Agricultural producers and land owners

Activity description: Provide education and technical assistance to agricultural producers and landowners to support implementation of economical farming practices that have water quality and soil health benefits. This may include:

- Conducting site visits and assessing crop production on farms;
- Helping farmers to set up test-plots; develop conservation plans and nutrient management plans; evaluate and improve seed quality;
- Planning field days and creating farmer-led councils or similar learning networks;
- Promoting implementation of cover crops and alternative crops;
- Providing outreach support for implementation of structural and non-structural BMPs;
- Working in partnership with Discovery Farms and performing agronomy research including: laboratory tests of soil, seed, and crop samples; quality control for seed caliber and soil

standards; keeping records of research, testing, and results; presenting results of data and analysis.

2-year program goals (Table 5-1, Part A)

1. Conduct outreach to 200 operators of large and small farms, with a cumulative total of at least 3000 acres.
2. Provide technical support to help 20 farmers set up test plots on their land in order to evaluate the performance of practices such as cover crops, reduced tillage, and nutrient management.
3. Host six fields days.
4. Provide outreach support for installation or implementation of structural and nonstructural BMPs:
 - 2,000 acres of non-structural best management practices, or enough to achieve a 400 lb/yr phosphorus reduction to target water bodies
 - 300 acres of structural or non-structural BMPs that improve soil health and/or reduce nitrogen and pesticide pollution to groundwater in locations where 1) DWSMA vulnerability is moderate, high, or very high; 2) Pollution sensitivity to wells is high or very high; 3) Pollution sensitivity to near surface materials is karst or high; or 4) Well testing show ≥ 5 mg/L nitrate
 - 300 acres of structural or non-structural BMPs near sensitive lakes or in direct lake catchments for significant lakes to reduce TP by 150 lbs
 - Structural or non-structural BMPs that reduce total phosphorus by 450 lbs/year to regionally significant rivers and streams
5. Create at least one farmer-led council or similar learning network

ATTACHMENT B – SHARED SERVICES EDUCATOR DETAILS & MILESTONES

Activity 6: Shared Services Education (Basin Water Outreach Program)

eLINK Activity Category: Education/Information

Match Source: Parties to the LSC JPC

Lead Agency(ies): Washington Conservation District

Staff qualifications: Angie Hong, Barbara Heitkamp

Priority areas: Basin-wide

CWMP Reference: Page 65

Activity Description: Facilitate a shared education and outreach program across the basin to provide education; engage residents, businesses, and local officials; and promote and market programs and practices. [0.5 FTE to expand EMWREP basin wide; \$50,000/yr or \$100,000/2 yrs

- WBIF funds will be combined with EMWREP local funds to create a new, full-time education and outreach position.
- The new hire will work with Angie Hong (EMWREP) and Emily Johnson (Anoka WEP) to conduct education and outreach basin-wide. Duties will be distributed so that all three staff are able to work basin-wide.
- In addition to the education objectives listed below, this program will help to build social capacity, which is an over-arching goal of the LSC CWMP.

WBIF funded education and outreach will include:

- 90% = develop and implement outreach programs that result in behavioral changes achieving water quality benefits
- 10% = solicit willing landowners to install BMPs that are goals within this plan. Promoted practices will be in line with BWSR eligibility requirements and will focus on water quality.

High priority and secondary priority actions that will be accomplished include (pg. 41 and 42 of CWMP):

1. Facilitate a shared education and outreach program across the basin to provide education; engage residents, businesses, and local officials; and promote and market programs and practices.
2. Provide outreach, education and ordinance development on Minimal Impact Design Standards with local governments, developers, and others.
3. Work with LGUs to set shoreline "view corridors" to 25% of lot width or maximum 35' width and maximum vegetation clearing standards or adopt innovative shoreland standards to protect buffers, native ecosystems, and habitat corridors. This work will provide water quality benefits through the protection of shoreline and streambank buffers.
4. Actively promote best management practices and green infrastructure on developed or developing lands.
5. Provide outreach and education to lake associations and lake groups or shoreline owners to promote shoreline restoration projects.

Additional detail is provided on the following pages.

EDUCATION AND OUTREACH FOR LOCAL DECISION MAKERS

Audience: Local government staff and elected/appointed officials

Activity description: Provide local decision makers (city councils, planning commissions, watershed boards, county commissioners, etc.) with information and training needed to implement policies, programs, and practices that protect and restore water resources. This includes, but is not limited to, Minimal Impact Development Standards (MIDS), Shoreland/Buffer rules, and wetland buffer rules.

Education objectives:

- Local decision makers will understand that stormwater runoff, erosion, and illicit discharge contaminate surface and groundwater resources and, also, that there are best management practices to reduce these causes of water pollution.
- Local decision makers will understand that land use impacts water quality and that there are a variety of policies, programs and practices cities, counties, and watershed management organizations can implement to protect their water resources, including MIDS, shoreland/buffer rules, and wetland buffer rules.
- Local staff and decision makers will understand the impacts of chlorides on water quality and that there are many ways to reduce these impacts.

Program goals:

1. MIDS (see Table 5-1, Part B)
 - **2-Year:** Establish relationships, build trust, provide education, and lay groundwork for in-depth ordinance review, revision, and adoption in years 5-8.
 - **10-Year:** Implement Minimal Impact Design Standards or more restrictive in 20 communities; including climate resiliency provisions or standards
2. Shoreline standards / “view corridors” (see Table 5-1, Part C)
 - **2-Year:** Establish relationships, build trust, provide education, and lay groundwork for in-depth ordinance review, revision, and adoption in years 3-6.
 - **10-Year:** Increase the number of LGUs (including counties) by 2 that adopt innovative shoreland standards
3. Wetland protection
 - **2-Year:** Increase by 1 the number of LGUs with adopted wetland protections including buffer requirements and setbacks for permanent structures.
 - **10-Year:** Increase by 5 the number of LGUs with adopted wetland protections including buffer requirements and setbacks for permanent structures.
4. Chlorides (see Table 5-1, Part B)
 - **2-year:** 15% of all cities have staff certified in MPCA’s Level 1 and Level 2 Smart Salting Training
 - **10-year:** 75% of all cities have staff certified in MPCA’s Level 1 and Level 2 Smart Salting Training

OUTREACH SUPPORT FOR BMP IMPLEMENTATION

Audience: Urban and rural landowners, shoreland property owners

Activity description: Promote best management practices and green infrastructure on developed or developing lands. Provide outreach and education to lake associations, lake groups, and shoreline owners to promote shoreline restoration projects. Provide outreach support for existing cost-share programs and new projects funded with WBIF. Train and assist urban and rural residents to complete projects on their land that reduce runoff pollution, conserve groundwater, and increase infiltration.

This activity will build on and expand existing programs and activities offered through EMWREP and the Anoka WEP, including Blue Thumb – Planting for Clean Water.

Education objectives:

- Landowners will learn that they can help to reduce runoff pollution, conserve groundwater, and increase infiltration by installing best management practices such as habitat plantings, raingardens, and shoreline plantings; repairing erosion; and managing drainage around homes, farms, and commercial buildings.
- Landowners will develop the knowledge and skills to complete habitat and water quality improvement projects on their land, including: native plantings, raingardens, and native shoreline buffers.
- Landowners will be aware of and utilize BMP, cost-share and other incentive programs to complete projects.

Program goals:

1. Outreach support for large projects (Table 5-1, Part B)
 - **2-year:** Provide outreach support to retrofit 4 existing developments with infiltration, recharge and reuse projects
 - **10-year:** Provide outreach support to retrofit 20 existing developments with infiltration, recharge and reuse projects
2. Outreach support for small projects (Table 5-1, Part B)
 - **2-year:** Provide outreach support for approximately 40 BMP projects in priority locations
 - **10-year:** Provide outreach support for approximately 200 BMP projects in priority locations
3. Outreach to shoreland property owners (Table 5-1, Part B)
 - **2-year:** Provide outreach support to install 20 shoreline restoration projects.
 - **10-year:** Provide outreach support to install 100 shoreline restoration projects.
4. Outreach for Landscape Stewardship Planning (Table 5-1, Part C)
 - **2-year:** Provide outreach support to create 4 new Landscape Stewardship Plans and 4 Woodland Stewardship Plans
 - **10-year:** Provide outreach support to create 20 new Landscape Stewardship Plans and 23 Woodland Stewardship Plans

PUBLIC EDUCATION AND ENGAGEMENT

Audience: General Public, Lake Associations

Activity description: Educate the public about nonpoint source water pollution, groundwater conservation, and basic watershed ecology and management. Build partnerships with state and local government, non-profit organizations, lake associations, and other community groups. Motivate the public to practice behaviors that protect water resources.

This activity will build on and expand existing programs and activities offered through EMWREP and the Anoka WEP.

Education objectives:

Residents and visitors of the Lower St. Croix watershed will learn:

- That nonpoint source water pollution comes from a variety of land uses - residential, commercial, and agricultural.
- That common pollutants impacting surface and groundwater resources in the Lower St. Croix Watershed include phosphorus, sediment, nitrates, E. coli, chloride, and mercury.
- That a watershed includes all of the land draining to a lake, stream or river, and that Watershed Districts and Watershed Management Organizations are special-purpose local units of government charged with managing the resources of a given watershed to prevent flooding and protect water quality.
- That surface and groundwater resources interact.
- That the public can help to prevent nonpoint source water pollution through a variety of behaviors, including raking leaves and grass clippings out of the street, using less fertilizers and chemicals on lawns and gardens, covering bare soil during landscaping and construction, picking up pet poop, replacing failing septic systems, using less salt for winter maintenance and water softening, disposing of household waste properly, and using less electricity.

Program goals:

1. Deliver information to at least 90,000 people per year through articles in local newspapers.
2. Deliver information to at least 30,000 people per year through online news services.
3. Deliver information to at least 120,000 people per year through social media platforms.
4. Provide educational instruction for at least 1000 people per year through webinars and workshops.
5. Recruit 500 new people to adopt storm drains through the Adopt a Drain program (2 year goal).