

MEMO
Lower St. Croix Partnership – Watershed Based Implementation Funding

To: Policy Committee
From: Planning Team
Subject: FY23 WBIF Grant Work Plan

Date: September 16, 2022

Background/Discussion

The purpose of this agenda item is for the Lower St. Croix (LSC) Policy Committee to consider taking action to recommend the draft FY23 Watershed Based Implementation Funding (WBIF) grant work plan to the LSC partners.

The Advisory Committee met on September 14th and recommended the grant work plan to the Policy Committee. If the Policy Committee recommends approval at its September 26th meeting, the grant work plan will be distributed to the LSC partner boards for approval. The Joint Powers Agreement does not describe the process for which the partnership will apply for grants or approve *grant* work plans, but it does describe how the partnership will handle its *annual* work plan, which is different from the grant work plan. The JPA indicates partner boards have 60 days to act on the *annual* work plan. However, a 30-day approval window for this particular *grant* work plan would better accommodate the WBIF project timeline as shown below.

As such, it is recommended that the partners put this item on their October meeting agendas, if possible.

Proposed Timetable for Grant Work Plan Approval

September 14, 2022	Advisory Committee recommended grant work plan approval
September 19, 2022	Policy Committee meeting packet is sent out
September 26, 2022	Recommended Policy Committee action to recommend grant work plan approval to partner boards
Month of October 2022	Lower St. Croix partner boards consider approving grant work plan. Need 2/3 approval.
October 28, 2022	Requested deadline for local boards approval
October 31, 2022, 4pm	Goal deadline to submit grant work plan in eLINK
Months of November/December 2022	Board of Water and Soil Resources reviews and considers approving grant work plan (can occur simultaneously with fiscal signing the grant agreement)
Early December 2022	Chisago SWCD board meeting – fiscal agent sign grant agreement and return to BWSR
End of December 2022	BWSR executes agreement once grant work plan is approved
January/February 2023	CLFLWD’s Sunrise River Wetland Enhancement Project estimated construction start date. Project must occur during frozen conditions. This project was awarded up to \$220,000 in FY23 WBIF grant funds at the July 25, 2022 Policy Committee meeting. The grant agreement must be executed prior to construction in order for project expenses to be eligible.

MEMO

Lower St. Croix Partnership – Watershed Based Implementation Funding

Project Approval Process

Note that the work plan does not describe the project approval process but indicates that it will follow the process as posted at the Lower St. Croix website (www.lsc1w1p.org). If this process were to change, it would not affect the WBIF grant work plan.

Recommended Action

Proposed Motion: Policy Committee Member _____ moves to recommend the FY23 WBIF grant work plan to be approved by the Lower St. Croix partner boards and authorize the Planning Team to make non-substantive changes to the work plan as required by the Board of Water and Soil Resources. Seconded by Policy Committee Member _____.

Attached: Recommended FY23 WBIF Grant Work Plan

FY23 Lower St. Croix 1W1P
Watershed Based Implementation Funding
Draft eLINK Work Plan (9/14/22)

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: \$140,000

Match: \$37,500

Match Source(s): local or landowner funds

Lead Agency: Chisago SWCD, Craig Mell (also the lead for non-structural ag BMP implementation; 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 FY21 grant work plan. The Policy Committee approved the FY21 grant work plan containing this tier structure on January 25, 2021.
- 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 100 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. A subcommittee meeting is not required for all project requests; partners may submit project requests directly to the Steering Committee for consideration.

Project Review & Grant Approval Process: See project approval policies and procedures at www.lsc1w1p.org.

Activity 2: Structural Urban BMP Implementation

eLINK Activity Category: Urban Stormwater Practices

Grant: \$140,000

Match: \$37,500

Match Source(s): Local or landowner funds

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

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.

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 100 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. A subcommittee meeting is not required for all project requests; partners may submit project requests directly to the Steering Committee for consideration.

Project Review & Grant Approval Process: See project approval policies and procedures at www.lsc1w1p.org.

Activity 3: Non-Structural Ag/Urban BMP Implementation

eLINK Activity Category: Non-Structural Management Practices

Grant: \$100,079

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

Urban Lead Agency: Carnelian-Marine-St. Croix WD, Mike Isensee (also the lead for 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:** Communities or roadways draining to the waterbodies listed in Table 5-2 and Table 5-3 of the LSC CWMP are priorities.

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.

View the Non-Structural Agricultural Practices Policy and Enhanced Street Sweeping Protocols at www.lsc1w1p.org.

The target phosphorus load reduction for this Activity is 100 lb/yr.

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. A subcommittee meeting is not required for all project requests; partners may submit project requests directly to the Steering Committee for consideration.

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. See project approval policies and procedures at www.lsc1w1p.org.

Urban Non-Structural: Urban non-structural street sweeping incentive funding will only be available to communities with approved enhanced street sweeping plans. See project approval policies and procedures at www.lsc1w1p.org.

Activity 4: Wetland Restoration Implementation

eLINK Activity Category: Wetland Restoration/Creation

Grant: \$220,000

Match: \$50,000

Match Source(s): Local funds

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: The target phosphorus load reduction for this Activity is 81 lb/yr. This Activity will involve implementation of wetland restoration project(s) as needed to achieve the target phosphorus reduction. 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. 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, which was then approved by a 2/3 majority of partner organization boards. 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 being used. 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. The full outcome will be reported to the FY23 WBIF grant reporting. 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. A subcommittee meeting is not required for all project requests; partners may submit project requests directly to the Steering Committee for consideration.

Project Review & Grant Approval Process: See project approval policies and procedures at www.lsc1w1p.org.

Implementation – Shared Services

Activity 5: Agronomy Outreach Specialist

eLINK Activity Category: Project Development

Grant: \$225,000

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

Co-lead Agency: Chisago SWCD, Craig Mell

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: Work with an agricultural conservationist (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. 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 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. 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: \$270,500

Match: \$2,857.90

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)

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]. 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 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 include staff pay, program expenses, and contracted services for MIDS adoption initiative. 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: MIDS Adoption Initiative expenditures will be composed of professional services (technical assistance from a MIDS subject matter expert). See project approval policies and procedures at www.lsc1w1p.org.

Activity 7: Technical/Engineering

eLINK Activity Category: Technical/Engineering Assistance

Grant: \$40,000

Lead Agencies:

- Chisago SWCD, Craig Mell (lead agency for structural and non-structural ag implementation; subcontracts with local partners for specific projects)
- Carnelian-Marine-St. Croix WD, Mike Isensee (lead agency for structural and non-structural urban BMP implementation)

Staff Qualifications: This task will be completed by existing qualified staff members of LSC Partner organizations and/or third party consultants.

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: See project approval policies and procedures at www.lsc1w1p.org.

Prioritization & Analysis

Activity 8: Internal Analyses

eLINK Activity Category: Planning and Assessment

Grant: \$18,000

Lead Agency: Chisago County, 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. A subcommittee meeting is not required for all project requests; partners may submit project requests directly to the Steering Committee for consideration.

Project Review & Grant Approval Process: See project approval policies and procedures at www.lsc1w1p.org.

Activity 9: Targeting Analyses

eLINK Activity Category: Planning and Assessment

Grant: \$45,000

Lead Agency: Washington Conservation District, Jay Riggs

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

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 priority 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.

Communities or roadways draining to the waterbodies listed in Table 5-2 and Table 5-3 of the LSC CWMP are priorities for Targeted Street Sweeping Studies. Studies will follow the Tree Canopy Assessment Protocol which is available at www.lsc1w1p.org.

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. A subcommittee meeting is not required for all project requests; partners may submit project requests directly to the Steering Committee for consideration.

Project Review & Grant Approval Process: See project approval policies and procedures at www.lsc1w1p.org.

Administration

Activity 10: Administration/Coordination

eLINK Activity Category: Administration/Coordination

Grant: \$80,000

Lead Agencies: Chisago SWCD, WCD

Activity Description: This Activity will include the following tasks. See Attachment C - Staff Assignments and Qualifications for specific assignments and qualifications.

- 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.
- Coordination among Policy Committee, Steering Committee, Advisory Committee, and work plan activity planning team (lead coordination of meetings, agendas, meeting material distribution)
- Website upkeep: This activity includes the use of grant funds to host and update the LSC interactive web map as necessary.
- 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
- Agronomy Outreach Specialist and Educator payroll administration.

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 amount indicated above.

Budget

Table 2. Grant Budget

Activity #	Activity Name	Grant Budget	Match Budget	Total Budget
1	Structural Ag BMP Implementation	\$140,000.00	\$37,500.00	\$177,500.00
2	Structural Urban BMP Implementation	\$140,000.00	\$37,500.00	\$177,500.00
3	Non-Structural Ag/Urban Implementation	\$100,079.00		\$100,079.00
4	Wetland Restoration Implementation	\$220,000.00	\$50,000.00	\$270,000.00
5	Agronomy Outreach Specialist	\$225,000.00		\$225,000.00
6	Shared Services Education	\$270,500.00	\$2,857.90	\$273,357.90
7	Technical/Engineering	\$40,000.00		\$40,000.00
8	Internal Analyses	\$18,000.00		\$18,000.00
9	Targeting Analyses	\$45,000.00		\$45,000.00
10	Administration/Coordination	\$80,000.00		\$80,000.00
Total		\$1,278,579.00	\$127,857.90	\$1,406,436.90

Table 3. Shared Services Education Budget Breakout

Activity #	Activity Name	Grant	Match	Total
6	Shared Services Education	\$270,500.00	\$2,857.90	\$273,357.90
	Educator Compensation (half time, Mar '23 thru June '25)	\$180,500.00	\$2,857.90	\$183,357.90
	Education Materials/Equipment	\$30,000.00		\$30,000.00
	MIDS Adoption Initiative - Contracted Services	\$60,000.00		\$60,000.00

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 4. Grant Budget Distribution Across Program Areas

	LSC CWMP (Page 16)	Work Plan (Grant Funds)	Actual Grant Spend**
Implementation - BMPs/Restoration Activities*	45%	47%	TBD
Implementation - Shared Services	25%	42%	TBD
Prioritization & Analysis	25%	5%	TBD
Administration	5%	6%	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.

Measurable Outcomes/Outputs and Milestones

Activity #	Grant Activity	Overall Measurable Outcome/Output	Year 1 (2023) Milestones	Year 2 (2024) Milestones	Year 3 (2025) Milestones
A1	Structural Ag BMP Implementation	Outcome: reduce phosphorus loading to target waterbodies by 100 lb/yr	Meet with landowners	Implement projects to achieve a phosphorus reduction of 50 lb/yr	Implement projects to achieve a phosphorus reduction of 50 lb/yr
A2	Structural Urban BMP Implementation	Outcomes: reduce phosphorus loading to target waterbodies by 100 lb/yr	Meet with landowners	Implement projects to achieve a phosphorus reduction of 50 lb/yr	Implement projects to achieve a phosphorus reduction of 50 lb/yr
A3	Non-Structural Ag/Urban Implementation	Outcomes: reduce phosphorus loading to target waterbodies by 100 lb/yr	Meet with landowners	Implement enhanced street sweeping programs and non-structural best management practices to achieve a phosphorus reduction of 50 lb/yr	Implement enhanced street sweeping programs and non-structural best management practices to achieve a phosphorus reduction of 50 lb/yr
A4	Wetland Restoration Implementation	Outcomes: reduce phosphorus loading to target waterbodies by 81 lb/yr	Implement 1 wetland restoration to achieve a phosphorus reduction of 81 lb/yr		
A5	Agronomy Outreach Specialist	Output: Engage agricultural landowners (of both large and small operations) to implement structural and nonstructural BMPs as outlined in other Activities	See Attachment A	See Attachment A	See Attachment A

		See Attachment A – Agronomy Outreach Specialist Details & Milestones			
A6	Shared Services Educator	Output: 0.5 FTE to expand EMWREP basin-wide See Attachment B – Education Details & Milestones	See Attachment B	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	Complete annual report

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	915	381
Priority Lakes (CWMP Table 5-3)	1,363	273		
TOTAL	5,503	1,101		

Phosphorus Reductions Proposed in this Work Plan	WBIF Proposed Reduction (lb/yr)
Activity 1: Structural Ag BMP Implementation	100
Activity 2: Structural Urban BMP Implementation	100
Activity 3: Non-Structural Ag/Urban BMP Implementation	100
Activity 4: Wetland Restoration Implementation	81
TOTAL	381

The tables above contain 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 WBIF goal load reductions are 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

Agronomy Outreach Specialist

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 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 landowners

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

Shared Services Education (Basin Water Outreach Program)

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]

- WBIF funds will be combined with EMWREP local funds to fund a full-time education and outreach position.
- Shared services educator will work with EMWREP to conduct education and outreach basin-wide. Duties will be distributed so that all 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).

Attachment C – Staff Assignments & Qualifications

Staff Qualifications & Billing (Listed Alphabetically)

Name	Position Title	Organization	Qualifications	Work Plan Assignment	Billing Rate, Estimated Hours, Estimated Cost*
Jennifer Hahn	Extension Educator, Water Resources	University of Minnesota Extension	17 years of experience working with producers and landowners providing technical assistance including completing conservation planning and implementation, soil assessments, and education and outreach. Applicable JAA available on request.	Activity 5 Agronomy Outreach Specialist: Serve as agronomy outreach specialist.	\$64.04/hour; 3,513 hours
Barbara Heitkamp	Water Resources Education Specialist	East Metro Water Resource Education Program	1.5 years of experience implementing the East Metro Water Resource Education Program and education and outreach of the Lower St. Croix Watershed Partnership; 10 years as a communications specialist and water resources researcher at the University of Minnesota; M.S. in Water Resources Science and B.S. in Geology	Activity 6 Shared Services Education: Serve as shared services educator.	\$71.19/hour; 2,576 hours
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.	Activity 6 Shared Services Education: Assist with shared services education. Activity 10 Administration: Coordinate Policy Committee meetings. Website upkeep.	\$79.39/hr 200 hours

Name	Position Title	Organization	Qualifications	Work Plan Assignment	Billing Rate, Estimated Hours, Estimated Cost*
Craig Mell	District Administrator	Chisago Soil and Water Conservation District	22 years of experience in water resources management	<p>Activity 10 Administration: Fiscal agent administration and contract coordination.</p> <p>Chisago SWCD is the intended fiscal agent/grantee. Craig will assist with fiscal agent responsibilities.</p>	<p>\$86/hr</p> <p>483 hours</p>
Jay Riggs	District Manager	Washington Conservation District	<p>District Manager, Washington Conservation District, 2005 To Present.</p> <p>Urban Conservationist, Dakota County Soil And Water Conservation District, 1997 To 2005.</p> <p>Environmental Scientist, Westwood Professional Services, Inc., 1994 To 1997.</p> <p>Environmental Planner, Southeast Michigan Council of Governments (SEMCOG), 1993 to 1994.</p> <p>M.S. Degree, Michigan State University, May 1993, Major: Natural Resource Management, Minor: Watershed Ecology.</p> <p>B.S. Degree, University of WI-Eau Claire, Dec. 1989, Double Majors: Biology and Psychology.</p> <p>Certifications: Certified Wetland Delineator #1298; Certified Professional in Storm Water Quality, CPSWQ #0062; Certified Professional in Erosion and Sedimentation Control, CPESC #2059; NREMT #E2443774.</p>	<p>Activity 10 Administration: Agronomy Outreach Specialist and Educator payroll administration.</p>	<p>\$100.37/hr</p> <p>50 hours</p>

Name	Position Title	Organization	Qualifications	Work Plan Assignment	Billing Rate, Estimated Hours, Estimated Cost*
TBD	TBD	Washington Conservation District	A qualified WCD staff member will perform meeting coordination. The partnership will consult BWSR BC with selection.	Activity 10 Administration: Meeting coordination (Planning Team, Steering Committee, Advisory Committee)	TBD
TBD	TBD	TBD	A qualified LSC partner staff member or hired third party professional will perform progress reporting. The partnership will consult BWSR BC with selection.	Activity 10 Administration: Grant and Progress Reporting	TBD
TBD	TBD	TBD	A qualified LSC partner staff member or hired third party professional may utilize grant funds under Activity 7 for project technical/engineering work.	Activity 7 Technical/Engineering	TBD
Note: If A10 Administration 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 futures years planning will be adjusted if needed.					

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