



**Instructions on Page 5**

**Grantee Information**

Grantee name: Itasca County SWCD Contact name: Kimberly Slanga  
 Contact phone number: 218-326-0017 Grant award: \$64,599.60  
 Contact e-mail: kim.slanga@itascawcd.org  
 Project title: Mississippi River Headwaters Surface Water Assessment Grant - Itasca County SWCD  
 Grant budget period: Start date (mm/dd/yyyy): 4/1/2013 End date (mm/dd/yyyy): 06/30/2015  
 Project time period covered by this report: Start date (mm/dd/yyyy): 4/1/2013 End date (mm/dd/yyyy): 2/20/2015

**Section I - Work Plan**

- Have you worked with Minnesota Pollution Control Agency (MPCA) Environmental Quality Information System (EQuIS) staff to establish all sites listed in your grant work plan?**  
 Yes  No Date submitted (mm/dd/yyyy): 7/23/2013
- Was monitoring data for these established sites submitted for storage into EQuIS annually?**  
 Yes  No Last submittal date (mm/dd/yyyy): 11/13/2014
- If applicable, were stream photos submitted with this report and labeled according to directions specified in the stream monitoring Standard Operating Procedures (SOP)?**  
 Yes  No Date submitted (mm/dd/yyyy): 11/13/2014

Describe in detail the monitoring that has been conducted during the entire grant period. Please be specific by completing Table 1. The table should reflect all sites in your grant work plan, their site identifications (IDs), the number of samples to be collected according to the work plan and the number of samples actually collected (include Quality Assurance/Quality Control [QA/QC] sampling). If you were not able to meet your sampling obligations, describe in the comments section what sampling was missed and why. Refer to the instructions found at the end of this report for an example of the completed table.

**Table 1. Monitoring summary**

Waterbody	Site ID#	Planned Sampling		Actual Sampling		Comments
		Parameter	No.	Parameter	No.	
Cut Foot Sioux (East Bay)	31-0857-02	TP, Chl-a,	11	TP, Chl-a,	11	Leech Lk Band: May 2013 & 6/18/14 secchi not taken. No time recorded for 6/18/14.
		Secchi,	10	Secchi,	9	
		Temp, DO, Spc Cond, pH	10	Temp, DO, Spc Cond, pH	11	
Kenogama	31-0928-00	TP, Chl-a,	11	TP, Chl-a,	7	Leech Lk Band: July 2013 secchi not taken. Only sampled once on 5/27/14, with no time recorded. LLB noted access road was flooded.
		Secchi,	10	Secchi,	5	
		Temp, DO, Spc Cond, pH	10	Temp, DO, Spc Cond, pH	7	
Little Cut Foot Sioux	31-0852-00	TP, Chl-a,	11	TP, Chl-a,	11	Leech Lk Band: No Secchi recorded for 6/18/14 & 7/16/14.
		Secchi,	10	Secchi,	9	
		Temp, DO, Spc Cond, pH	10	Temp, DO, Spc Cond, pH	11	
Lower Pigeon	31-0893-00	TP, Chl-a,	11	TP, Chl-a,	11	Leech Lk Band: No time recorded for 5/27/14
		Secchi,	10	Secchi,	10	
		Temp, DO, Spc Cond, pH	10	Temp, DO, Spc Cond, pH	11	
Sugar	31-0926-00	TP, Chl-a,	11	TP, Chl-a,	10	Leech Lk Band: May 2013 secchi not
		Secchi,	10	Secchi,	7	

		Temp, DO, Spc Cond, pH	10	Temp, DO, Spc Cond, pH	10	taken. Sampled 4 times May-Sept. 2014, with no sample taken in Aug. '14. No field notes, Chemistry, or Secchi recorded for 5/21/14.
Upper Pigeon	31-0908-00	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 10 10	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 10 11	Leech Lk Band: No time recorded for 5/27/14 or 9/17/14 events. 9/17/13-wind drift and algal bloom present.
Little Vermillion	11-0030-00	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 10 10	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 10 11	Itasca Community College:
Long	11-0023-00	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 10 10	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 10 11	Itasca Community College:
Moss	11-0485-00	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 10 10	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 8 11	Leech Lk Band: August 2013 secchi not taken. No sampler IDs for 2014, no time recorded for 5/27/14, no Secchi recorded 8/12/14, Secchi recorded as "Bottom" on 7/17/14 & 9/16/14 and converted to ">" last profile depth recorded. *Sample site inconsistent (note varying profile depths)
Cass	04-0030-00	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	12 10 12	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 9 10 11	Leech Lk Band: No Sept 2013 secchi due to wind. 7/16/13-Probe problems, Temp. failed, unit taken out of use and probe replaced. 8/13/13-cable limit reached. 9/18/13-sonde drift, deeper readings not possible.
Kitchi	04-0007-00	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 10 10	TP, Chl-a, Secchi, Temp, DO, Spc Cond, pH	11 9 11	Leech Lk Band: June 2013 secchi not taken.
Deer River	S007-620	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, CaCO3, TSS, TSVS, E. coli, Temp, DO, pH, Spc cond, Secchi tube	11 11 11 16 19 19	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, CaCO3, TSVS, TSS E. coli, Temp, DO, pH, Spc cond, Secchi tube	11 14 11 11 10 16 20 20	Itasca Community College: 8/25/14 E-coli result very high.
Third River	S002-290	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, TSS, TSVS, CaCO3, E. coli, Temp, DO, pH, Spc cond, Secchi tube	11 11 11 16 19 19	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, TSVS, TSS, CaCO3, E. coli, Temp, DO, pH, Spc cond, Secchi tube	11 15 11 10 9 16 20 20	Leech Lk Band: Total Hardness missing for August 8th 2013 sampling and probe failed in field. 7/22/14 E-coli result abnormally high.

Vermillion River	S006-258	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, CaCO3, TSS E. coli, TSVS, Temp, DO, pH, Spc cond, Secchi tube	11 11 11 16 19 19	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, CaCO3, TSVS, TSS E. coli, Temp, DO, pH, Spc cond, Secchi tube	11 11 11 10 16 20 20	Itasca Community College: 7/22/14 E-coli result abnormally high. 8/5/14- approximately 40 geese at sampling site.
Mississippi River	S002-283	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, TSS, TSVS, CaCO3, E. coli, Temp, DO, pH, Spc cond, Secchi tube	11 11 11 11 16 19 19	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, TSS, TSVS, CaCO3, E. coli, Temp, DO, pH, Spc cond, Secchi tube	11 11 11 9 16 20 20	Leech Lk Band: Total Hardness missing for August 8 <sup>th</sup> 2013 sampling and probe failed in field. 7/22/14 E-coli result abnormally high.
Turtle River	S007-621	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, TSS, TSVS, CaCO3, E. coli, Temp, DO, pH, Spc cond, Secchi tube	11 11 11 11 16 19 19	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, TSVS, CaCO3, TSS, E. coli, Temp, DO, pH, Spc cond, Secchi tube	12 12 12 10 16 21 21	Leech Lk Band: Took duplicates on 2 different events. 7/22/14 & 7/23/14- Reason stated cracked sample vessel on 1 <sup>st</sup> attempt.
North Turtle River	S003-921	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, Chloride, TSS, TSVS, CaCO3, E. coli, Temp, DO, pH, Spc cond, Secchi tube	11 11 11 11 16 19 19	TP, TKN,NO2+NO3, Ammonia-N, Sulfate, TSVS, Chloride, CaCO3, TSS, E. coli, Temp, DO, pH, Spc cond, Secchi tube	11 15 11 20 9 10 16 19 19	Leech Lk Band: Total Hardness missing for August 8 <sup>th</sup> 2013 sampling.

4. Please indicate if there were any noteworthy events or conditions that may have affected the parameter results. Some examples may be upstream construction, drought or low flow conditions, feedlot activity, beaver impoundments, or waterfowl management areas.

**Table 2. Monitoring conditions**

Waterbody	Site ID #	Comments
Vermillion River	S006-258	No flow late August through end of season 2013, and low flow/stagnant conditions late summer-fall of 2014.
Vermillion River	S006-258	Approx. 40 geese present on sampling site during the 8/5/14 sampling event.
Upper Pigeon	31-0908-00-201	Algal bloom noted

5. Please describe progress in successfully carrying out aspects of the grant work plan:

Itasca County SWCD oversaw project administration and contracted with Itasca Community College (ICC) and the Leech Lake Band of Ojibwe (LLB) to complete the monitoring for 2013 - 2014 field seasons. Project partners accomplished the goals laid out in the workplan for 2013-2014 and began collecting a dataset necessary for assessment of 6 stream sites and 11 lakes within the Mississippi Headwaters Watershed to determine the overall health of its water resources, to identify impaired waters, and to identify those waters in need of additional protection to prevent future impairments. Prior to the start of field season SWCD staff worked collaboratively with ICC and the LLB to develop a monitoring plan and laid out the project calendar for both lake and stream sites. MPCA established monitoring sites were located for the lakes and streams along with their gps coordinates and provided to ICC and the LLB. Unestablished sites were established in EQUIS along with the submission of the project and lab establishment forms and the QAPP. SWCD provided training to ICC and the LLB prior to or at the start of field season. SWCD provided training on MPCA standard stream and lake monitoring SOPs and the SOP for monitoring infested waters with the LLB and ICC and provided in field training with ICC on the first sampling event to ensure all field staff are following proper protocols. Unfortunately the SWCD was not able to go in the field with the LLB till the end of the 2013 field season. Sonde maintenance and calibration was overseen by ICC and LLB field staff. YSI sondes were

calibrated weekly for Temp, pH, specific conductivity (turbidity also but not required) and daily for dissolved oxygen and depth. Water chemistry and field data was collected on all 11 lakes once a month from May to September (5 events + 1 duplicate in August). Water chemistry and field data was collected at all 6 stream sites from May to September (13 events + 1 duplicate in August). LLB samples were picked up by ICC students at a drop point between Cass Lake and Grand Rapids after each LLB sampling event. ICC laboratory obtained certification to analyze most analytes (except TKN, NO<sub>2</sub>NO<sub>3</sub>, & NH<sub>3</sub>) by August but had to send samples to Pace Analytical (May-July 2013) to be analyzed for Total suspended solids, Escherichia coli, Chloride, Sulfate as SO<sub>4</sub>, Hardness, carbonate, Nitrogen, ammonia as N, Nitrogen, Kjeldahl, Nitrogen, Nitrite (NO<sub>2</sub>) + Nitrate (NO<sub>3</sub>) as N. Field and chemistry data collected by ICC and LLB was submitted to the SWCD for EQuIS formatting and was submitted to MPCA on 11/08/13. SWCD also oversaw administration of the budget and submitted two invoices (9/10 and 12/5) to MPCA in 2013.

**6. Describe in detail any problems, delays, or difficulties that have occurred in fulfilling the grant work plan. How did the grantee resolve these problems? Were there any change orders and/or amendments to the grant contract and/or work plan? If yes, list.**

Communication between project partners was an issue throughout the duration of this project due to a lack of correspondence from certain project staff which made it difficult at times to complete the work as scheduled or to reschedule sampling. The SWCD project manager provided training and went over field sampling protocols with all field staff but it wasn't till the end of the 2013 sampling season that the SWCD recognized there were some clear issues with protocols not being followed by the LLB and a substantial number of data errors found while formatting data for upload to EQuIS. Noted errors included inconsistent sample site location on lakes (different profile max depths and uncertainty of sample site location by LLB field staff when the SWCD spent a day with LLB lake sampling), LLB was using two secchi disks which were in different units (meters and feet) which caused reporting confusion as to what units were correct, LLB did not collect physical appearance, recreational suitability, or stream condition data for any of its monitoring events, and LLB failed to notice probe failure or problems which caused a loss of profile data for some events. Prior to the beginning of the 2014 sampling season (March), the SWCD scheduled a more in depth training session with LLB to go over issues with the 2013 sampling season and corrective measures for the 2014 season. The SWCD worked to ensure all field staff are trained to run GPS units so that exact sampling site locations are maintained throughout the season and review (and provide) sampling site locations. Also YSI calibration, YSI handheld setup and profile data storage, and computer download training was a priority. Secchi disks (ft) and field sheets were provided to ensure consistency. The SWCD went with LLB field staff on the first stream and lake sampling runs in 2014 to provide in field training and oversight. Despite these efforts, it appeared as though these same issues occurred regularly throughout the 2014 sampling season, and there was concern for the data integrity with regards to the LLB sampling methods. For an unknown reason, LLB failed to provide calibration logs upon request prior to this report in January-February of 2015. A change order was submitted to the MPCA as of 01/08/2015, and was executed as of 01/12/2015. The explanation is as follows; Itasca SWCD underestimated time required to coordinate subcontracts with Itasca Community College and the Leech Lake Band of Ojibwe. This change order is requesting the transfer of unspent funding from Staff #2/Objective 1 (Lake Monitoring . 68 hours at \$44.00/hr - \$2,992.00) to Staff #1/Objective 4 (Project Management . 39.84 hours at \$50.00/hr - \$1,992.00) and Staff #1/Objective 3 (Data Management . 20 hours at \$50/hr - \$1,000.00) for Itasca SWCD to complete final project reports and other project management activities required to complete this SWAG. Final dollar amounts account for the rate difference between staff #1 and #2.

**7. Provide an annual quality assurance assessment that includes the following elements.**

- A. Field meter calibration records (submit only those not previously submitted with an Interim Report).
- B. A list of narrative descriptions that highlight specific data points for which adverse field conditions, field meter malfunctions, errors, excess holding time (quantify), lab result qualifiers, or other factors that may have affected the results, and would be beneficial to a data user. *For example*, a description might be included of the cross-section location of sampling chosen on a day when a stream is out of banks, and the main flow is inaccessible due to floating debris.
- C. Complete Table 2 presenting quality control sample results with columns showing comparison to lab method detection limit for sampler blanks, and the relative percent difference(RPD) for field duplicates (see the *SWAG Quality Assurance Project Plan*). Please use the maximum expected relative percent difference+values presented on page 24 in Appendix D of the *Volunteer Surface Water Monitoring Guide* (<http://www.pca.state.mn.us/yhiz8f0>) to assess RPD on field duplicates. Field duplicates with values in excess of the expected RPD may be an indication of high variability within the stream, which is useful for data interpretation. Use the comment field to note RPD or sampler blank results outside of expectations.

**Table 2. Quality control sample results and analysis**

Date (mm/dd/yyyy)	Site ID#	Analyte	Sampler blanks		Field duplicates			Comments
			Res ult	Detection limit	Sample result	Duplicate result	RPD	
7/16/2013	04-0007-00-203	Chl-a			12.6	13.1	3.9%	
7/16/2013	04-0007-00-203	TP			0.032	0.037	12.2%	QC samples meet expectations
7/16/2013	04-0030-00-215	Chl-a			3.2	3.5	9.0%	
7/16/2013	04-0030-00-215	TP			0.012	0.013	6.3%	QC samples meet expectations
7/16/2013	11-0023-00-201	Chl-a			4.0	4.0	0.0%	
7/16/2013	11-0023-00-201	TP			0.015	0.015	4.0%	QC samples meet expectations
7/16/2013	11-0030-00-201	Chl-a			3.2	3.4	6.1%	

7/16/2013	11-0030-00-201	TP			0.017	0.016	6.1%	QC samples meet expectations
7/16/2013	11-0485-00-201	Chl-a			3.0	3.2	5.5%	
7/16/2013	11-0485-00-201	TP			0.016	0.017	5.5%	QC samples meet expectations
7/16/2013	31-0852-00-202	Chl-a			28.4	28.5	0.4%	
7/16/2013	31-0852-00-202	TP			0.043	0.045	4.4%	QC samples meet expectations
7/16/2013	31-0857-01-203	Chl-a			6.7	6.7	0.0%	
7/16/2013	31-0857-01-203	TP			0.023	0.030	27.3%	QC samples meet expectations
7/16/2013	31-0893-00-202	Chl-a			12.0	12.9	7.2%	
7/16/2013	31-0893-00-202	TP			0.046	0.041	12.5%	QC samples meet expectations
7/16/2013	31-0908-00-201	Chl-a			24.5	26.1	6.3%	
7/16/2013	31-0908-00-201	TP			0.045	0.048	5.8%	QC samples meet expectations
8/8/2013	S002-283	TP			0.013	0.013	0.5%	QC samples meet expectations
8/8/2013	S002-283	TSS			2.2	<1.0		Sample below detection limit
8/8/2013	S002-283	TSVS			1.2	<1.0		Sample below detection limit
8/8/2013	S002-283	Ecoli			9.6	10.9	12.7%	QC samples meet expectations
8/8/2013	S002-283	Cl			7.9	7.8	1.3%	QC samples meet expectations
8/8/2013	S002-283	SO4			2.0	2.0	0.0%	QC samples meet expectations
8/8/2013	S002-283	CaCO3						Sample not analyzed
8/8/2013	S002-283	NH3			0.14	0.12	15.4%	QC samples meet expectations
8/8/2013	S002-283	TKN			0.9	0.9	3.5%	QC samples meet expectations
8/8/2013	S002-283	NO2NO3			<0.10	<0.10		Sample below detection limit
8/8/2013	S002-290	TP			0.031	0.031	0.3%	QC samples meet expectations
8/8/2013	S002-290	TSS			1.4	1.4	0.0%	QC samples meet expectations
8/8/2013	S002-290	TSVS			1.0	1.4	33%	Duplicate exceeds 30% method variability expectation.
8/8/2013	S002-290	Ecoli			1.0	4.1	122%	Duplicate exceeds 30% method variability expectation.
8/8/2013	S002-290	Cl			<4.0	<4.0		sample below detection limit
8/8/2013	S002-290	SO4			1.5	1.5	0.0%	QC samples meet expectations
8/8/2013	S002-290	CaCO3						Sample not analyzed
8/8/2013	S002-290	NH3			0.15	0.14	6.9%	QC samples meet expectations
8/8/2013	S002-290	TKN			1.2	1.4	15.4%	QC samples meet expectations
8/8/2013	S002-290	NO2NO3			<0.10	<0.10		sample below detection limit
8/8/2013	S003-921	TP			0.019	0.020	3.0%	QC samples meet expectations
8/8/2013	S003-921	TSS			<1.0	<1.0		sample below detection limit
8/8/2013	S003-921	TSVS			<1.0	<1.0		sample below detection limit
8/8/2013	S003-921	Ecoli			39.5	35.9	9.5%	QC samples meet expectations
8/8/2013	S003-921	Cl			<4.0	<4.0		sample below detection limit
8/8/2013	S003-921	SO4			1.9	1.9	0.0%	QC samples meet expectations
8/8/2013	S003-921	CaCO3						Sample not analyzed
8/8/2013	S003-921	NH3			0.13	0.13	0.0%	QC samples meet expectations
8/8/2013	S003-921	TKN			1.3	1.0	28.1%	QC samples meet expectations
8/8/2013	S003-921	NO2NO3			<0.10	<0.10		sample below detection limit
8/8/2013	S007-620	TP			0.031	0.031	0.4%	QC samples meet expectations
8/8/2013	S007-620	TSS			<1.0	1.4		sample below detection limit
8/8/2013	S007-620	TSVS			<1.0	1.2		sample below detection limit
8/8/2013	S007-620	Ecoli			63.1	49.6	24.0%	QC samples meet expectations
8/8/2013	S007-620	Cl			5.0	4.4	12.8%	QC samples meet expectations
8/8/2013	S007-620	SO4			1.7	1.8	5.7%	QC samples meet expectations
8/8/2013	S007-620	CaCO3			125.3	125.6	0.2%	QC samples meet expectations
8/8/2013	S007-620	NH3			<0.10	0.12		sample below detection limit
8/8/2013	S007-620	TKN			0.9	0.8	13.8%	QC samples meet expectations
8/8/2013	S007-620	NO2NO3			<0.10	<0.10		sample below detection limit
8/8/2013	S006-258	TP			0.030	0.032	4.5%	QC samples meet expectations
8/8/2013	S006-258	TSS			1.4	1.4	0.0%	QC samples meet expectations
8/8/2013	S006-258	TSVS			<1.0	1.2		sample below detection limit
8/8/2013	S006-258	Ecoli			17.5	17.5	0.0%	QC samples meet expectations
8/8/2013	S006-258	Cl			<4.0	<4.0		sample below detection limit
8/8/2013	S006-258	SO4			1.3	1.3	0.0%	QC samples meet expectations
8/8/2013	S006-258	CaCO3			152.3	153.5	0.8%	QC samples meet expectations

8/8/2013	S006-258	NH3			0.13	0.15	14.3%	QC samples meet expectations
8/8/2013	S006-258	TKN			1.3	1.1	16.7%	QC samples meet expectations
8/8/2013	S006-258	NO2NO3			<0.10	<0.10		sample below detection limit
8/8/2013	S007-621	TP			0.019	0.018	1.0%	QC samples meet expectations
8/8/2013	S007-621	TSS			<1.0	1.0		sample below detection limit
8/8/2013	S007-621	TSVS			<1.0	<1.0		sample below detection limit
8/8/2013	S007-621	Ecoli			8.5	9.6	12.2%	QC samples meet expectations
8/8/2013	S007-621	Cl			6.3	6.1	3.2%	QC samples meet expectations
8/8/2013	S007-621	SO4			2.3	2.3	0.0%	QC samples meet expectations
8/8/2013	S007-621	CaCO3						Sample not analyzed
8/8/2013	S007-621	NH3			0.13	0.13	0.0%	QC samples meet expectations
8/8/2013	S007-621	TKN			0.9	0.9	6.6%	QC samples meet expectations
8/8/2013	S007-621	NO2NO3			<0.10	<0.10		sample below detection limit

## Section II - Participants in Project

8. **Have there been any changes in project staff or contractors or has participation by companies or units of government changed? How many volunteers participated in monitoring activities during this project? Complete Table 3 by listing the contact information for your volunteers. Once your grant ends, the MPCA Citizen Lake/Stream Monitoring Program coordinators plan to contact these volunteers to see if they are interested in continuing to collect transparency data at their assigned sites.**

There were no changes in project staff for sampling seasons of 2013-2014 and the bulk of the grant duration. Noel Griese left the position of Itasca SWCD Watershed Specialist as of 10/03/2014, and Jim Gustafson managed this grant during the interim. Jim Gustafson left his position as Itasca SWCD District Manager as of 12/5/2014. Kimberly Slanga began the position of Itasca SWCD Water Resources Specialist/Technician as of 01/05/2015, and has taken over as the primary contact/grantee for this SWAG grant. All monitoring was completed by trained staff from the Leech Lake Band of Ojibwe and Itasca Community College. No volunteers were used

**Note:** You do not need to complete the volunteer table below if your volunteers have not changed from those you identified on your last interim report.

### Table 3. Volunteer contact information

**Tennessee warning:** Pursuant to Minn. Stat. § 13.43, some of the information that you are being asked to provide in the above table is classified as private data on individuals as described in Minn. R. 1205.0200, subp. 9, Minn. R. 1205.0400 and Minn. Stat. § 13.02, subd. 12 (home contact information). You are not legally required to provide this private data, but if you do the MPCA plans to use this information to invite volunteers to join their Citizen Lake/Stream Monitoring Programs (CMPs) after your grant project has ended. All private volunteer information is kept in a secure location and is never released to anyone outside of our SWAG or CMPs.

Organization name: \_\_\_\_\_

Grantee contact: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Waterbody	Site ID#	Contact name	Address	Telephone	E-mail address

9. **Please describe training that you and/or an outside trainer provided to your project participants throughout the course of this grant. Include details on what the training covered, who administered this training and when it was offered (i.e., at the start of the grant, at the beginning of each field season, etc.).**

Itasca SWCD Watershed Specialist administered training to both the LLB and ICC prior to or at the start of each field season. SWCD reviewed MPCA standard stream and lake monitoring SOPs and the SOP for monitoring infested waters and provided in field training with ICC on the first sampling event of 2013 to ensure all field staff were following proper protocols.

Unfortunately the SWCD was unable to schedule a time to go in the field with the LLB till the end of the field season at which the SWCD recognized there were problems with protocols and quality control.

## Section III - Evaluation Plan Results

**10. Was the project a success? Did you achieve your goals?**

Overall, the project was successful. With the exception of not meeting the sampling requirements for Kenogama Lake, all other water bodies sampled provided some data for future water quality assessments. There were some communication issues between partners which created difficulty and some inconsistency in sampling methods noted.

**11. What would you recommend to others interested in attempting a project like yours?**

When working with multiple partners, close communication with some structured meetings and conference calls may have improved the consistency with which data was collected and submitted. Having a deadline or specific schedule for transferring deliverables from the partners to the Itasca SWCD staff may have also improved the quality of communication and end product for the deliverables.

**12. Distribution of the project information is a legislative requirement for all SWAGs. How do you plan to distribute project information to interested parties (the media, businesses, Local Unit of Government [LUGs] etc.)? Is this information to be posted on your Web site? Is so, please supply the link to your Web site.**

This information will be available on the Itasca County Soil and Water Conservation District as soon as possible. The website address is as follows; [www.itascaswcd.org/Programs/SWAG 2013-2014\\_Final Report](http://www.itascaswcd.org/Programs/SWAG%202013-2014_Final%20Report)

**Section IV - Budget**

**13. Fill in Table 4. List below and identify any time extensions or any additional dollars incorporated into your project budget through an amendment and/or any dollars reallocated from one task to another through a change order after the original grant award.**

Change Order was filed on 01/08/2015, and was executed as of 01/12/2015. The explanation is as follows; Itasca SWCD underestimated time required to coordinate subcontracts with Itasca Community College and the Leech Lake Band of Ojibwe. This change order is requesting the transfer of unspent funding from Staff #2/Objective 1 (Lake Monitoring . 68 hours at \$44.00/hr - \$2,992.00) to Staff #1/Objective 4 (Project Management . 39.84 hours at \$50.00/hr - \$1,992.00) and Staff #1/Objective 3 (Data Management . 20 hours at \$50/hr -\$1,000.00) for Itasca SWCD to complete final project reports and other project management activities required to complete this SWAG. Final dollar amounts account for the rate difference between staff #1 and #2.

**Table 4. Project expenditures**

<b>Project budget</b>	<b>MPCA grant funds available</b>	<b>Total MPCA funds expended</b>	<b>Total remaining balance</b>	<b>Percent of budget expended</b>
<b>Objective 1: (Title) Please see attached / report Below</b>				
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
<b>Objective 2: (Title)</b>				
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
<b>Objective 3: (Title)</b>				
Task:			\$ 0.00	%

Project budget	MPCA grant funds available	Total MPCA funds expended	Total remaining balance	Percent of budget expended
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
<b>Objective 4: (Title)</b>				
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
<b>Objective 5: (Title)</b>				
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
<b>Objective 6: (Title)</b>				
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
Task:			\$ 0.00	%
<b>Column Total</b>	\$ 0.00	\$ 0.00	\$ 0.00	%

Project Budget	MPCA Grant Funds Available	MPCA Grant Funds Previous Invoices	MPCA Grant Funds This Invoice	Total MPCA Funds Expended	Total Remaining Balance	% Budget Expended
<b>Objective 1: Lake Monitoring</b>						
Personnel (SWCD)	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00	100%
Personnel (ICC Field Crew)	\$1,080.00	\$1,080.00	\$0.00	\$1,080.00	\$0.00	100%
Personnel (LLB Field Crew)	\$14,608.00	\$14,300.00	\$0.00	\$14,300.00	\$308.00	98%
Equipment & Supplies	\$1,632.00	\$654.53	\$0.00	\$654.53	\$977.47	40%
Travel (mileage) @.56/mi	\$1,989.89	\$1,936.46	\$0.00	\$1,936.46	\$53.43	97%
ICC Laboratory & Shipping	\$3,509.00	\$3,364.00	\$0.00	\$3,364.00	\$145.00	96%
		\$0.00				
		\$0.00				
<b>Objective 2: Stream Monitoring</b>						
Personnel (SWCD)	\$800.00	\$800.00	\$0.00	\$800.00	\$0.00	100%
Personnel (ICC Field Crew)	\$1,368.00	\$1,368.00	\$0.00	\$1,368.00	\$0.00	100%
Personnel (LLB Field Crew)	\$5,896.00	\$5,896.00	\$0.00	\$5,896.00	\$0.00	100%
Travel (mileage) @.56/mi	\$3,639.35	\$2,077.25	\$0.00	\$2,077.25	\$1,562.10	57%
ICC Laboratory & Shipping	\$13,942.50	\$13,588.50	\$0.00	\$13,588.50	\$354.00	97%
		\$0.00				
<b>Objective 3: Data Management</b>						
Personnel (SWCD)	\$5,000.00	\$4,000.00	\$900.00	\$4,900.00	\$100.00	98%
		\$0.00				
<b>Objective 4: Project Management</b>						
Personnel (SWCD)	\$6,992.00	\$5,000.00	\$812.50	\$5,812.50	\$1,179.50	83%
Personnel (ICC Manager)	\$1,600.00	\$1,600.00	\$0.00	\$1,600.00	\$0.00	100%
Personnel (LLB Director)	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	
Travel (mileage) @0.56/mi	\$145.06	\$145.06	\$0.00	\$145.06	\$0.00	100%
		\$0.00				
<b>COLUMN TOTAL</b>	<b>\$64,701.80</b>	<b>\$57,309.80</b>	<b>\$1,712.50</b>	<b>\$59,022.30</b>	<b>\$5,679.50</b>	<b>91.2%</b>
	<b>Post Change Order*</b>					