

**Instructions are at the end of the form.
Due December 31 of final contract year.**

Project information

Project title: Lake of the Woods Watershed Assessment
TEMPO Agency Interest ID: 195475 TEMPO Activity ID: PRO20220004
SWIFT number: 223663 Purchase order number: 32240

Local partner information:

Organization name: Roseau SWCD
Primary contact name: Janine Lovold Phone: 218-463-1903 Email address: janine.lovold@roseau.mnswcd.org

Reporting period:

Start date: 1/1/2024 End date: 12/31/2024
(mm/dd/yyyy) (mm/dd/yyyy)

Project location:

Basin (check all that apply):
 Red River Rainy River Lake Superior Minnesota Lower Mississippi St. Croix Upper Mississippi
Major watershed(s): Lake of the Woods Hydrologic unit code(s): 09030009
Name of eligible laboratory: RMB Environmental Laboratories, Inc.
How many full-time equivalents (FTEs) worked on this project in the report period (hours/2,088 hours): 0.063

Section I – Workplan

1. Were the following deliverables submitted to the Minnesota Pollution Control Agency (MPCA) by the due dates listed within your workplan?

All Field and Laboratory Data Yes No Date submitted (mm/dd/yyyy): 10/15/2024
All Stream Photos (if applicable) Yes No Date submitted (mm/dd/yyyy): 10/07/2024
Interim Progress Report and Year 1 calibration logs Yes No Date submitted (mm/dd/yyyy): 12/09/2024

2. Describe the details of stream and/or lake monitoring for the first contract year within Table 1. Indicate yes or no for the completion of all tasks for each of your monitoring locations. Explain the details of missing or incomplete tasks within the comments field for each site designated as "no". This includes, but is not limited to...

- No flow
- Access not possible
- Adverse site conditions
- Missing water samples or field meter observations (indicate specific parameters) and reasons why.
- Missed QA/QC monitoring.
- Samples not shipped on time or the occurrence of a temperature exceedance.

Additionally, within the comments field provide details regarding noteworthy or adverse site conditions to provide assessment staff with additional site information. This includes, but is not limited to...

- Drought or low flow.
- Construction
- High waterfowl activity or beaver impoundments
- Notable presence of wetlands
- Feedlot/livestock activity
- Impervious surfaces

Add rows as necessary by placing cursor in the last row of last column and hit tab.

Table 1. Monitoring summary

EQuIS ID	All tasks completed	Comments
S004-289	Yes	County Road – impervious surface
		<ul style="list-style-type: none"> • Beaver impoundment observed late August to the end of September • Low flow – August / early September • Completed missed water samples from 2023: Chl-a and TP • Completed missed field parameters 2023: Secchi tube, spec cond, temp, pH, DO, upstream photo, and rec suit, appearance, and stage
S004-293	Yes	<ul style="list-style-type: none"> • County Road – impervious surface
S004-295	Yes	County Road – impervious surface
S006-978	Yes	

3. Were you successful in fulfilling the measures for success using the methods detailed within your workplan?

Yes

4. Were there any change orders and/or amendments to the contract and workplan? Yes No

If yes, summarize the changes(s).

Total obligation was increased due to increased lab expenses with the new sampling and analytical services master contract. This was a \$500 increase.

Section III – Budget

5. Were there any changes to your budget? If yes, describe the related change order(s) and/or amendments.

For the contract, funds were mainly shifted from Equipment & Supplies and Shipping to Laboratory and Milage. Additional funds of \$500 was added to Laboratory. Amendment was finalized 05/17/2024.

Please Copy and paste the information from the invoice tab of the final SWAG Reimbursement Request spreadsheet. If budget information does not encompass all expenditures through December 31, please provide the date. Note: Documented amounts must be within 30 days of December 31.

Line Item	MPCA Funds Awarded	MPCA Funds Expended prior to this Invoice	MPCA Funds Expended this Invoice	MPCA Funds Expended	Balance	Budget Expended (%)
Personnel	\$16,612.00	\$15,057.90	\$1,544.40	\$16,602.30	\$9.70	100%
Laboratory	\$4,573.00	\$4,499.00	\$54.00	\$4,553.00	\$20.00	100%
Travel Reimbursement	\$1,340.00	\$1,233.47	\$0.00	\$1,233.47	\$106.53	92%

Shipping	\$1,000.00	\$522.83	\$21.00	\$543.83	\$456.17	54%
Equipment & Supplies	\$530.00	\$312.76	\$0.00	\$312.76	\$217.24	59%
Total:	\$24,055.00	\$21,625.96	\$1,619.40	\$23,245.36	\$809.64	97%
