

LCCMR Work Program Final Report

Restoring Minnesota's Fish and Wildlife Habitat Corridors Phase 4 Habitat Conservation Partnership

1A: Project Coordination and Mapping - Pheasants Forever

Project Manager:	Matt Holland	Fund: Environment and Natural Resources Trust Fund
Affiliation:	Pheasants Forever	
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Total Work Program Budget

Result	ENTF Allocation	ENTF Funds Spent	ENTF Balance	Other Funds Proposed	Other Funds Spent
Project Coord./ Mapping	\$100,000	\$ 92,683	\$7,317	\$0	\$0
Total	\$100,000	\$ 92,683	\$7,317	\$0	\$0

Work Program Summary

Overall Project Outcome and Results

Duties assigned to the project coordinator under this work program and as outlined and approved by the Habitat Conservation Partnership on April 23, 2003 were to:

1. Coordinate partners, projects and cultivate partnerships.
2. Manage project data and contract/coordinate mapping services
3. Solicit & compile partner information & provide reports to LCCMR and partners.
4. Schedule, coordinate, and chair meetings & provide meeting minutes.
5. Coordinate public relations outreach to media.
6. Serve as primary contact for LCCMR.
7. Facilitate executive & full committee meetings & coordinate subcommittee meetings.
8. Manage contract for administration and mapping components of the Partnership.

Pheasants Forever, Inc. completed the above tasks; expending a total of \$92,683 of ENTFF funds. ENTFF expenditures for personnel (Project Coordinator and accounting staff) and project coordinator travel totaled \$35,401. In addition, \$57,282 of ENTFF funds were expended to manage data, operate the online reporting system (from which this report was generated), & develop a website and map projects. Pheasants Forever, Inc. contracted the mapping and data management services for the Phase IV Habitat Conservation Partnership with Community GIS Services of Duluth, Minnesota.

A fully operational online reporting system and website has been created and improved upon with the input of LCCMR staff, partners, and Community GIS Services. Data is accessible and available to query. The Partnership website also allows partners to evaluate projects using available map products. All HCP project accomplishments and expenditures are accounted for and fully described within the online reporting system and report generation. Minnesotans now have access to all Phase IV data electronically. Please contact the program coordinator (currently Matt Holland (320)354-4377) or Community GIS Services (218)279-5925 should access the online reporting system or mapping products be desired.

Project Results Use and Dissemination

The Partnership acknowledges funding from the Minnesota Environment & Natural Resources Trust Fund. Accomplishment report Information, mapping products, & project information can be found at www.mnhabitatcorridors.org.

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Work Program Expenditures

<i>FundingType</i>	<i>Funding Category</i>	<i>Amount</i>	<i>Description</i>
ENTF	Supplies and Misc	\$329.44	Expenses related to printing and postage for Phase IV update reports.
ENTF	Travel	\$1,039.10	Travel expenses for Habitat Conservation Partnership meetings. Expenses include mileage reimbursement and meals.
ENTF	Personnel Expenditures	\$34,032.37	Documented personnel expenditures for Project Coordinator and Grant Coordinator.
ENTF	Professional Services	\$57,282.50	Contract mapping & data management services for the Habitat Conservation Partnership which includes the online reporting system and data management, report generation, mapping, and website.
	Total:	\$92,683.41	

Funding Type Definitions

ENTF:	Grant dollars provided through the Minnesota Environment and Natural Resources Trust Fund
Other Funds:	Non-state, non-state leveraged dollars (if partner funds are leveraging State Funds (e.g. RIM) they are not eligible to be considered Other Funds)
State Funds:	State Funds expended on HCP projects (not eligible for use as Other Funds commitment)
Partner's State Leveraged Funds:	Non State Funds that have leveraged State Funds as part of an HCP project (not eligible for use as Other Funds commitment)
Other:	Any other expenditures (e.g. grant income funds)

Attachment A: Budget Detail for 2007 Projects**FINAL****Project Title: Minnesota Habitat Corridors Partnership - Phase IV - Project Coordination and Mapping (1a)****Project Manager Name: Matt Holland**

As amended 8/24/09

Trust Fund Appropriation: \$ 100,000

2007 Trust Fund Budget	<u>Result 1 Budget:</u>	Amount Spent (May 1, 2008)	Balance (May 1, 2008)	TOTAL BUDGET	TOTAL BALANCE
	Project Coordination				
BUDGET ITEM					
PERSONNEL: wages and benefits for 0.5 FTE Partnership Coordinator, 0.15 FTE Grant Coordinator, 0.15 Admin Asst.	41,349	34,032	7,317	41,349	7,317
Contracts					
Contract with Community GIS Services to provide mapping, data management, website support to LCCMR members, staff, partners and the public. This includes purchasing a server & software, and contracting the development of a web portal to link geographic information and project data and moving it to a web server that may be used by all.	57,283	57,283	0	57,283	0
Other direct operating costs: Coordinator Expenses (Travel, supplies, postage, etc.)	1,369	1,369	0	1,369	0
COLUMN TOTAL	\$100,000	\$92,683	\$7,317	100,000	7,317