

Burd, Sandy

From: Soil & Water Conservation Program
Sent: Thursday, September 16, 2021 10:08 AM
To: DNR.Soil and Water Conservation Districts staff; DNR.SWC Staff; Soil & Water Conservation Program
Subject: Technical Grant
Attachments: Technical Grant email.pdf; Technical Grant Eligible Items.pdf

Good morning,

Attached is an updated list of eligible items from the Technical Grant. The additional items that have been placed on the list are a Chromebook and vehicle expenses. An email was sent to all SWCDs on January 28, 2021 that listed the specifics related to purchase of a Chromebook, Microsoft Surface Pro or other android. The January 28, 2021 email is attached. It has also been decided to include vehicle expenses to the list of eligible items. This is only for expenses associated with the state provided vehicles. Fuel, maintenance, approved vehicle accessories and insurance are eligible expenses.

All items purchased, or training taken, from the Technical Grant must be in support of technical assistance in the SWCDs. SWCD boards should review the attached list and determine which item(s) will be the most beneficial to the SWCD for technical work. The Technical Grant funds can be combined with Administrative Funds to purchase any of eligible items.

The deadline for spending the Technical Grant Funds is June 30, 2022. If you have any questions please contact your district coordinator. Thank you.

Thank you,

Soil & Water Conservation Program

We'd like your feedback on the service you received from the Missouri Department of Natural Resources. Please consider taking a few minutes to complete the department's Customer Satisfaction Survey at <https://www.surveymonkey.com/r/MoDNRsurvey>. Thank you.

Eligible Items for Technical Grant

(All items on this list are for SWCD use only. These items cannot be sold or rented to landowners.)

Camera	To assist SWCD staff to document state cost-share practices during construction, at completion, and throughout maintenance of practices. Eligible items are camera, case, and SD cards.
Chromebook	To assist SWCD staff with designing state cost-share practices in the field. Eligible items are Chromebook, Microsoft Surface Pro, androids, case and other accessories. Each SWCD is limited to \$1200 to spend for the items listed for this expense.
Computer Monitor	To allow SWCD staff a second monitor to utilize Citrix, which will expedite planning and mapping of state cost-share practices. Eligible item is computer monitor.
Dibble Bar	To assist SWCD staff with demonstrating tree planting. Eligible item is a dibble bar.
GPS Unit	To assist SWCD staff with designing state cost-share practice in the field. Eligible items are GPS unit, case, battery charger, external antenna, and a battery.
iPad	To assist SWCD staff with designing state cost-share practices in the field. Eligible items are iPad, case, external antenna, data plan, software updates, stylus pen, and iPad holder for truck or UTV.
Printer Cartridges	To be used with state ITSD provided printers for maps and state cost-share documents. Eligible items are printer cartridges for the state ITSD provided printers.
Smart Phone	To enhance contact with SWCD staff while they are in the field and to document cost-share practices. Eligible items are phone, case, data plan, and monthly fees.
Soil Probe/Soil Ring	To assist SWCD staff with collecting data needed for cost-share practices. Eligible items are soil probe and soil rings.
Surveying Equipment	To assist SWCD staff with surveying structural practices built with state cost-share funds. Eligible items are level (regular and laser), tripod, case, cam-line, clinometer, flags, surveying stakes, survey marking paint, flag shooter, stake/flag carrier, and surveying rod.
Technical Training	To provide SWCD staff with training for technical aspects of their work. Eligible items (registration, hotel, meals, and mileage) are costs associated with SWCD staff attending technical training provided by Natural Resources Conservation Service, Soil and Water Conservation Program, or other approved entities.
Trimble Unit	To assist SWCD staff with surveying structural practice built with state cost-share funds. Eligible expenses are Trimble unit, data collector, range pole and brackets, dome, service contract, data card, monthly service, case, charger, batteries, and software.

UTV and Trailer	To transport SWCD staff to remote farm locations to document potential sites for state cost-share practices, and to review construction, completion, and maintenances of practices. Eligible items are UTV, trailer, insurance, license fees, helmet, and UTV safety training.
Vehicle Expenses	To transport SWCD staff when completing technical aspects of their work. Eligible items for the state provided vehicle only are fuel, maintenance, accessories and insurance.
Water Flow Meter	To allow SWCD staff to assist landowners with determining current water supplies for planned cost-share practices such as grazing and irrigation systems. Eligible item is the water flow meter.
Well Camera	To allow SWCD staff to determine well condition/depth for the N351 Well Decommissioning cost-share practice. Eligible items are well camera and case.

Boschert, Jim

From: Soil & Water Conservation Program
Sent: Thursday, January 28, 2021 9:55 AM
To: Soil & Water Conservation Program; DNR.Soil and Water Conservation Districts staff
Cc: DNR.SWC Staff
Subject: RE: Technical Grant Expenses

Good morning.

The Soil and Water Conservation Program has recently received many questions from soil and water conservation districts regarding purchasing computer equipment other than iPads from the technical grant. The other computer equipment we are referring to includes Chromebook, Microsoft surface pro, androids and accessories. Effective immediately and until June 30, 2021 the SWCP will allow districts to spend up to \$1200 of their technical grant for the items listed above. Expenses in excess of the \$1200 will need to be paid with local funds. It is expected that this will cover the majority if not all of the cost of computer equipment based on previous discussions and experience. Ipads and Ipad accessories purchased by the SWCD are not limited to the \$1200. The SWCD must remember that expenses taken from the technical grant must be used for technical work in the SWCD. Items purchased for administrative or clerical needs are not allowed from the technical grant. Entering contract information into MOSWIMs is not considered technical work.

The SWCP's concern with purchasing these items is that OA-ITSD does not support the devices mentioned above. Since OA-ITSD will not support these items they will not be allowed to connect to the state network.

The program office has also heard different devices work better for some districts while others SWCDs prefer a different device. The program wants the SWCD to consider all options and choose the option that best helps support the technical needs of the SWCD. The program is concerned that if the SWCD does not fully research their options and choose a product that meets their technical needs then six months from now the item is not being maintained and become more of a hindrance to the SWCD.

If the SWCD is considering making this type of purchase the county board of supervisors should consider the questions below:

- 1) Which device will the district be purchasing and what is estimated cost?
- 2) How will the device be used by technical staff in the field and how does the device provide additional benefits over current technology available to technical staff?
- 3) Will the district be willing to maintain the devices with appropriate software at their own cost?
- 4) Discuss with district staff how the purchase of this device will assist in technical field level work and the expected lifespan.

This may seem like a lot of information to consider but the program office wants to make sure that the SWCD carefully considers all options and also the program office remain fiscally responsible for decisions like this.

The SWCP appreciates what all SWCDs are doing to get us through these unusual times. If you want to discuss this with your district coordinator as the board reaches their decision you can contact them anytime. Thank You!

Thank you.

Soil and Water Conservation Program

We'd like your feedback on the service you received from the Missouri Department of Natural Resources. Please consider taking a few minutes to complete the department's Customer Satisfaction Survey at <https://www.surveymonkey.com/r/MoDNRsurvey>. Thank you.