

2009 Project Abstract

For the Period Ending June 30, 2011

PROJECT TITLE: HCP - Project Coordination, Mapping & Data Management (1a)

PROJECT MANAGER: Joe Pavelko

AFFILIATION: Pheasants Forever, Inc.

MAILING ADDRESS: 7975 Acorn Circle

CITY/STATE/ZIP: Victoria, MN 55386

PHONE: 612-532-3800

E-MAIL: jpavelko@pheasantsforever.org

WEBSITE: www.pheasantsforever.org www.minnesotapf.org

FUNDING SOURCE: Environment and Natural Resources Trust Fund

LEGAL CITATION: M.L. 2009, Chp. 143, Sec. 2, Subd. 4e1a

APPROPRIATION AMOUNT: \$100,000

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 were to:

1. Coordinate partners, projects and cultivate partnerships,
2. Manage project data and contract/coordinate mapping service,
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, and
8. Manage contract for administration and mapping components of the Partnership.

We expended a total of \$38,267 of Environment and Natural Resources Trust Fund (ENRTF) funds. Pheasants Forever, Inc. completed the above-referenced tasks successfully so that the outstanding habitat work detailed in this report could be completed, reported, and promoted. Work included full partnership meetings, executive committee meetings, and the required full partnership update reports which included coordination between all funded partners, LCCMR, and Community GIS Services. Promotion of individual partnership accomplishments and overall accomplishments was encouraged and several positive articles and events occurred and were shared as a result. ENRTF expenditures for personnel (Project Coordinator and accounting staff) and project coordinator travel totaled \$2,242. A total of \$25,758 within the personnel budget item was not needed to achieve our results and remains unspent. In addition, \$36,025 of ENRTF funds were expended to manage data, operate the online reporting system from which all partner reports are generated, and map all partner projects. Pheasants Forever, Inc. contracted the mapping and data management services for the Phase VI Habitat Conservation Partnership with Community GIS Services of Duluth, Minnesota.

Community GIS has made several improvements to the operability of the reporting and mapping system. These updates include identifying free-text fields from the reporting website, and creating pre-populated drop down lists for them. As part of this exercise, all mapping fields were inspected to ensure minimal data duplication within the geodatabase. Metadata was created for the geodatabase at this time as well, which helps to define the fields being used. All HCP project accomplishments and expenditures are accounted for and fully described within the online reporting system and report generation. Anyone can access the Phase VI data electronically from the HCP website.

Project Results Use and Dissemination

The partnership acknowledges funding from the Minnesota Environment and Natural Resources Trust Fund. Accomplishment report information, mapping products, and project information can be found at www.mnhabitatcorridors.org. Other forms of information can be obtained by contacting Joe Pavelko, the HCP Coordinator, at (612) 532-3800.

LCCMR Work Program Final Report

Restoring Minnesota's Fish and Wildlife Habitat Corridors Phase 6 Habitat Conservation Partnership

1A: Project Coordination and Mapping - Pheasants Forev - Pheasants Forever

Project Manager: Joe Pavelko **Fund:** Environment and Natural Resources Trust Fund
Affiliation: Pheasants Forever
Address: 7975 Acorn Circle
Victoria, MN 55,386 **Legal Citation:** ML 2009, Chapter 143, Section 2, Subd. 4(e)
Phone: 612-532-3800
Fax:
E-mail: jpavelko@pheasantsforever.org

Total Work Program Budget

Result	ENTF Allocation	ENTF Funds Spent	ENTF Balance	Other Funds Proposed	Other Funds Spent
Project Coord./ Mapping	\$100,000	\$ 38,277	\$61,723	\$0	\$0
Total	\$100,000	\$ 38,277	\$61,723	\$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 were to: 1. Coordinate partners, projects and cultivate partnerships, 2. Manage project data and contract/coordinate mapping service, 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, and 8. Manage contract for administration and mapping components of the Partnership.

We expended a total of \$38,267 of ENTFF funds. Pheasants Forever, Inc. completed the above-referenced tasks successfully so that the outstanding habitat work detailed in this report could be completed, reported, and promoted. Work included full partnership meetings, executive committee meetings, and the required full partnership update reports which included coordination between all funded partners, LCCMR and Community GIS Services. Promotion of individual partnership accomplishments and overall accomplishments was encouraged and several positive articles and events occurred and were shared as a result. ENTFF expenditures for personnel (Project Coordinator and accounting staff) and project coordinator travel totaled \$2,242. A total of \$25,758 within the personnel budget item was not needed to achieve our results and remains unspent. In addition, \$36,025 of ENTFF funds were expended to manage data, operate the online reporting system from which all partner reports are generated, and map all partner projects. Pheasants Forever, Inc. contracted the mapping and data management services for the Phase VI Habitat Conservation Partnership with Community GIS Services of Duluth, Minnesota.

Community GIS has made several improvements to the operability of the reporting and mapping system. These updates include identifying free-text fields from the reporting website, and creating pre-populated drop down lists for them. As part of this exercise, all mapping fields were inspected to ensure minimal data duplication within the geodatabase. Metadata was created for the geodatabase at this time as well which helps to define the fields being used. All HCP project accomplishments and expenditures are accounted for and fully described within the online reporting system and report generation. Anyone can access the Phase VI data electronically from the HCP website.

Project Results Use and Dissemination

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

LCCMR Work Program Final Report

Restoring Minnesota's Fish and Wildlife Habitat Corridors Phase 6 Habitat Conservation Partnership

1A: Project Coordination and Mapping - Pheasants Forev - Pheasants Forever

Other forms of information can be obtained by contacting Joe Pavelko, the HCP Coordinator, at (612) 532-3800

LCCMR Work Program Final Report

Restoring Minnesota's Fish and Wildlife Habitat Corridors Phase 6 Habitat Conservation Partnership

1A: Project Coordination and Mapping - Pheasants Forev - Pheasants Forever

Work Program Expenditures

<i>FundingType</i>	<i>Funding Category</i>	<i>Amount</i>	<i>Description</i>
ENTF	Professional Services	\$36,025.00	GIS/Mapping - Community GIS
ENTF	Personnel Expenditures	\$2,252.00	Personnel Direct bill hours
	Total:	\$38,277.00	

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 2009 Projects - Summary and a Budget page					
Project Title: Project Coordination and Mapping – 1a - Pheasants Forever, Inc.					
Project Manager Name: Joe Pavelko					
Trust Fund Appropriation: \$ 100,000					
2009 Trust Fund Budget	Result 1 Budget:	Amount Spent June 30, 2011	Balance June 30, 2011	TOTAL BUDGET	TOTAL BALANCE
	Project Coordination & Mapping				
BUDGET ITEM					
PERSONNEL: wages and benefits (0.25 FTE For projece coordinator direct to project 0.05 FTE for grants coordinator nad 0.05 FTE for grant assisant), and travel direct to project	28,000	2,242	25,758	28,000	25,758
Contracts: Community GIS Services, Duluth, MN	42,000	36,025	5,975	42,000	5,975
Contracts: HCP Evaluation (contractor to be seleted June 2010)	30,000	0	30,000	30,000	30,000
COLUMN TOTAL	\$100,000	\$38,267	\$61,733	\$100,000	\$61,733