



Environment and Natural Resources Trust Fund (ENRTF)

M.L. 2020 ENRTF Work Plan

Today's Date: 08/07/2019

Date of Next Status Update Report: April 1, 2021

Date of Work Plan Approval:

Project Completion Date: June 30, 2023

Does this submission include an amendment request? No

PROJECT TITLE: Jay C. Hormel Nature Center Supplemental Teaching Staff

Project Manager: J. Luke Reese

Organization: Jay C. Hormel Nature Center

College, Department, or Division: City of Austin; Parks, Recreation, & Forestry Department

Mailing Address: 1304 21st St NE

City, State, Zip Code: Austin MN, 55912

Project Manager Direct Telephone Number: 507-437-7519 ext. 3205

Email Address: luke.reese@hormelnaturecenter.org

Web Address: hormelnaturecenter.org

Location: Austin, Minnesota and SE MN

Total Project Budget: \$225,000

Amount Spent: \$0

Balance: \$225,000

Legal Citation: M.L. 2020, Chp. xx, Sec. xx, Subd. xx

Appropriation Language:

I. PROJECT STATEMENT:

This project will expand the Jay C. Hormel Nature Center (HNC) environmental education program to surrounding communities in greater Mower County and southeast Minnesota by funding a new teacher/naturalist for three years and one intern per year for three years. Following completion of a new Interpretive Center in 2017, demand for school, children's and family programs has increased at the HNC. Schools that do not make early requests are turned away. The new employees would be tasked with scheduling up to 80 additional school groups (over 1,600 students) and 15 additional summer programs for each of the three years of this grant, proving that the demand exists for such programming.

Since 1988, HNC has provided environmental education curricula to every Austin Public or private school student for the first eight years of their education, K – 7th grades. This grant would expand that opportunity to more schools in the surrounding area. In 2018, HNC staff provided 172 classes to 4,961 students from Austin and other public/private schools. Programs are made possible by partnerships between the City of Austin, schools, The Hormel Foundation, the Friends of the Hormel Nature Center, and other local nonprofits. Curricula were developed by the former Director in conjunction with local science teachers to meet state standards. Currently, we are not able to expand the environmental education programs because we are limited by staffing resources, as each class requires two teachers; a full-time staff member and an intern.

In 2017, the Jay C. Hormel Nature Center opened a new interpretive center that more than doubled our teaching and exhibit spaces. It was funded by the Hormel Foundation, Friends of the Hormel Nature Center, the City of Austin, the Hormel Foods Charitable Trust, and by private donations. Though the new building greatly expanded teaching spaces, staffing remained the same. Thus, hiring additional staff will allow HNC to provide our high-demand environmental education to additional schools in the surrounding communities (Albert Lea, Hayfield, Lyle, Grand Meadow, Blooming Prairie, NRHEG, LeRoy, Southland, etc.) to participate in our programs. No other opportunities like this exist within a 25-mile radius of Austin and few (Quarry Hill Nature Center, Riverbend Nature Center, and Eagle Bluff Environmental Learning Center) within a 50 mile radius. For a long time HNC has provided environmental education with few resources. It is time to demonstrate the reach and positive impact these programs have to southeastern MN by providing more classes and programs to meet the needs of students in southeast Minnesota.

II. OVERALL PROJECT STATUS UPDATES:

See below

III. PROJECT ACTIVITIES AND OUTCOMES:

Activity 1 Title: Expand Environmental Education Opportunities with Additional Educator & Intern

Description: The objective of this activity is to provide additional educational programming to surrounding communities by hiring an additional environmental educator / naturalist for three years, as well as an intern, on a one-year term for each of the three years of the grant, to assist the environmental educator / naturalist with programming. The educator and intern will use curricula that is already developed. The curricula are tied to state science standards and include the following themes: nature discovery, seasons, five senses, living vs. non-living nature, seed dispersal, animal habitat requirements, tree anatomy (maple syruping), winter survival, and aquatic macroinvertebrates. Summer curricula themes expand on these ideas and include: monarch butterfly life/migration, radical raptors, canoeing/kayaking, fish ecology, climbing, water programs, nature at night, sounds of nature, and nature art, photography, and music.

Activities will be evaluated by surveying teachers and adjusting programming to meet individual school

or class requirements. A log will be kept to track the numbers and origins of classes participating in programs.

ENRTF BUDGET: \$225,000

Outcome	Completion Date
<i>1. Schedule at least 80 additional school groups for the 2020-21 school year.</i>	<i>June 2021</i>
<i>2. Provide 15 more summer programs in 2021 than were provided in the summer of 2020.</i>	<i>August 2021</i>
<i>3. Maintain 250+ school groups attending HNC programs for the 2021-22 school year.</i>	<i>June 2022</i>
<i>4. Provide at least 45 summer programs for the 2022 summer.</i>	<i>August 2022</i>
<i>5. Maintain 250+ school groups attending HNC programs for the 2022-23 school year.</i>	<i>June 2023</i>
<i>6. Provide at least 15 summer programs for the 2023 summer.</i>	<i>June 2023</i>

First Update April 1, 2021

Second Update October 1, 2021

Third Update April 1, 2022

Fourth Update October 2022

Fifth Update April 1, 2023

Final Report between project end (June 30) and August 15, 2023

IV. DISSEMINATION:

Description:

The Minnesota Environment and Natural Resources Trust Fund (ENRTF) will be acknowledged through use of the trust fund logo or attribution language on project print and electronic media, publications, signage, and other communications per the [ENRTF Acknowledgement Guidelines](#). This will be accomplished through: different branches of social media, such as Facebook (@hormelnaturecenter) and Instagram (@hormel_nature_center), the nature center’s website (hormelnaturecenter.org), newsletter (by mail or through hormelnaturecenter.org), annual reports to the City of Austin Parks and Recreation Board, as well as other misc. media coverage such as newspaper (Austin Daily Herald) and radio (KAUS-AM).

First Update April 1, 2021

Second Update October 1, 2021

Third Update April 1, 2022

Fourth Update October 2022

Fifth Update April 1, 2023

Final Report between project end (June 30) and August 15, 2023

V. ADDITIONAL BUDGET INFORMATION:

A. Personnel and Capital Expenditures

Total Number of Full-time Equivalents (FTE) Directly Funded with this ENRTF Appropriation:

Enter Total Estimated Personnel Hours for entire duration of project: 11,094.72	Divide total personnel hours by 2,080 hours in 1 yr = TOTAL FTE: 5.334
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Total Number of Full-time Equivalent (FTE) Estimated to Be Funded through Contracts with this ENRTF Appropriation:

Enter Total Estimated Contract Personnel Hours for entire duration of project: 0	Divide total contract hours by 2,080 hours in 1 yr = TOTAL FTE: 0
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VI. PROJECT PARTNERS:

- A. Partners outside of project manager’s organization receiving ENRTF funding - None

- B. Partners outside of project manager’s organization NOT receiving ENRTF funding
 - Austin Public Schools and other participating schools – bussing and fees
 - Friends of the Hormel Nature Center – fund an annual intern and specific program supplies
 - The Hormel Foundation -- \$45,000 annually for the education programs
 - Mower Soil and Water Conservation District – staff and scientists help teach the 7th grade water ecology curriculum
 - Minnesota Pollution Control Agency -- staff and scientists help teach the 7th grade water ecology curriculum
 - Austin Audubon – Helps with bird programming and provides summer scholarships.
 - Austin Chapter of the Izaak Walton League – Funds an entomologist to visit 7th grade classes to prepare for the water ecology field trip.

VII. LONG-TERM- IMPLEMENTATION AND FUNDING:

Once hiring is completed, new staff would immediately work to expand the environmental education programming by scheduling additional schools from nearby communities. Historically, schools stay committed to participating in our programs after their initial encounter with the environmental education programming. We also have a robust evaluation process where staff survey participating teachers to ensure that the students’ needs are met and that the program adequately fit expectations and standards. This critical feedback allows updates and modifications to the programming for each individualized school. The ability for HNC to customize the programming makes our programming unique and valued by school districts.

This grant will also serve as a pilot project to prove the environmental education demand and that we can successfully meet the needs of more of the region’s schools. After the grant period, HNC would, with local and regional organizations’ support, commit to permanently funding these positions.

VIII. REPORTING REQUIREMENTS:

- Project status update reports will be submitted April 1 and October 1 each year of the project
- A final report and associated products will be submitted between June 30 and August 15, 2023

IX. SEE ADDITIONAL WORK PLAN COMPONENTS:

- A. Budget Spreadsheet
- B. Visual Component or Map

C. Parcel List Spreadsheet

N/A

D. Acquisition, Easements, and Restoration Requirements

N/A

E. Research Addendum

N/A

Attachment A: Project Budget Spreadsheet
 Environment and Natural Resources Trust Fund
 M.L. 2020 Budget Spreadsheet



Legal Citation:

Project Manager: J. Luke Reese

Project Title: Jay C. Hormel Nature Center Supplemental Teaching Staff

Organization: City of Austin; Parks, Recreation, & Forestry Department; Jay C. Hormel Nature Center

Project Budget: \$225,000

Project Length and Completion Date: 3 years until June 30, 2023

Today's Date: March 8, 2019

ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET		Budget	Amount Spent	Balance
BUDGET ITEM				
Personnel (Wages and Benefits)		\$ 225,000	\$ -	\$ 225,000
3-Year Permanent (\$17/hr+3% annually, FICA 6.2%, MED FICA 1.45%,PERA 7.5%, \$5100 health) x 88.9%				
July 2020-June 2021 Intern (\$13/hr, FICA 6.2%, MED FICA 1.45%,PERA 7.5%, \$5100 health) x 88.9%				
July 2021-June 2022 Intern (\$13.25/hr, FICA 6.2%, MED FICA 1.45%,PERA 7.5%, \$5304 health) x 88.9%				
July 2022-June 2023 Intern (\$13.50/hr, FICA 6.2%, MED FICA 1.45%,PERA 7.5%, \$5516.16 health) x 88.9%				
Professional/Technical/Service Contracts				
		\$ -	\$ -	\$ -
Equipment/Tools/Supplies				
		\$ -	\$ -	\$ -
Capital Expenditures Over \$5,000				
		\$ -	\$ -	\$ -
Fee Title Acquisition				
		\$ -	\$ -	\$ -
Easement Acquisition				
		\$ -	\$ -	\$ -
Professional Services for Acquisition				
		\$ -	\$ -	\$ -
Printing				
		\$ -	\$ -	\$ -
Travel expenses in Minnesota				
		\$ -	\$ -	\$ -
Other				
		\$ -	\$ -	\$ -
COLUMN TOTAL		\$ 225,000	\$ -	\$ 225,000
SOURCE AND USE OF OTHER FUNDS CONTRIBUTED TO THE PROJECT				
	Status (secured or pending)	Budget	Spent	Balance
Non-State:				
Friends for the Hormel Nature Center -- Personnel Contribution		\$ 27,898		
3-Year Permanent (\$17/hr+3% annually, FICA 6.2%, MED FICA 1.45%,PERA 7.5%, \$5100 health) x 11.1%				
July 2020-June 2021 Intern (\$13/hr, FICA 6.2%, MED FICA 1.45%,PERA 7.5%, \$5100 health) x 11.1%				
July 2021-June 2022 Intern (\$13.25/hr, FICA 6.2%, MED FICA 1.45%,PERA 7.5%, \$5304 health) x 11.1%				
July 2022-June 2023 Intern (\$13.50/hr, FICA 6.2%, MED FICA 1.45%,PERA 7.5%, \$5516.16 health) x 11.1%				
Friends of the Hormel Nature Center -- Inservices x 3 years		\$ 3,000		
Friends of the Hormel Nature Center -- Mentorship program x 3 years		\$ 12,000		
School contributions - fees: 80 addl. Groups x 20 students/group x \$5/student		\$ 8,000		
School contributions - bussing: 80 addl. Groups x \$100/bus		\$ 8,000		
State:		\$ -	\$ -	\$ -
In kind:		\$ -	\$ -	\$ -
City of Austin - Grant administration and supervision (10% of Director's time) x 3 years		\$19,541		
City of Austin - Supplies July 2020-June 2023		\$7,500		
Teaching volunteers (150 opportunities x 4 hours x \$13/hr) x 3 years		\$23,400		
Special program volunteers (245 opportunities for 667 hours x \$10/hr) x 3 years		\$20,010		
Other ENRTF APPROPRIATIONS AWARDED IN THE LAST SIX YEARS		Amount legally obligated but not yet spent	Budget	Spent
		\$ -	\$ -	\$ -