

**Land Stewardship Centre
Watershed Stewardship Grant Program**

Final Report (Schedule B2)

If you have any questions regarding the Watershed Stewardship Grant (WSG) Program or this final report, contact the Stewardship Program Coordinator at grant@landstewardship.org or 1-877-727-5276. Please note you should refer to the information submitted in your original application and interim report when completing this final report.

Send your completed final report to Land Stewardship Centre (LSC) on or before **March 31**.

By Mail: Land Stewardship Centre
17503 – 45 Avenue
Edmonton, Alberta T6M 2N3
Attention: Watershed Stewardship Grant Program

By Fax: (780) 486-9599

By E-mail: grant@landstewardship.org

A. Your Organization

Group/Organization Name Friends of Land Stewardship Centre

Grant Reference Number¹ 10-FLSC-2010s

Mailing Address

Address 17503 45 Ave
City/Town Edmonton
Province AB
Postal Code T6M 2N3
Phone 780-111-2222
Email jane@friendsoflsc.org

Primary Project Contact

Name (first and last) Jane Doe
Title Project Coordinator
Phone 780-111-2222
Email jane@friendsoflsc.org

¹ The Grant Reference Number is found on your group's Grant Agreement and in the letter which accompanied the Grant Agreement.

B. About Your Project

Project Title and Location

Project Title Building	Capital Region Watershed Management Plan and Awareness
Project Location (<i>County or MD</i>)	City of Edmonton
Nearest City/Town/Village	Edmonton
Watershed	North Saskatchewan River Watershed
Legal Land Description	
GPS Co-ordinates (<i>optional</i>)	
Google Map Link (<i>optional</i>)	

Project Description

1. Provide a brief description of your project.

FLSC hired a consultant to show us proper water sampling techniques, to provide water analysis on the contaminants, bacteria and nutrients present in the samples, and then to complete a report based on the data. Our data from the Capital Region Watershed Management Plan will be used by the local WPAC (North Saskatchewan Watershed Alliance [NSWA]) in the Watershed Management Plan developed for the entire watershed. We now know, based on the Capital Region plan, that we need to focus our attention on recreational users of the river and producers upstream from the city of Edmonton.

2. Explain what watershed situation, question, issue or challenge this project addressed (*i.e. why your group pursued this project*).

Our group noticed a decline in both the water quality and quantity of the North Saskatchewan River. So our intention was to find out the reasons for this change, and then inspire altered behaviours in local residents to help mitigate further change.

3. Identify all partner groups and organizations involved in the development and delivery of this project, and indicate how each contributed to the project.

We partnered with Alberta Environment and Water to ensure that we were meeting all the requirements for the Watershed Management Plan for the Capital Region. We are going to share our data with the government to be used as a case study to help others. FLSC also partnered with the NSWA to share our data and complete an accurate picture for the whole watershed. The University of Alberta provided our group with some undergraduate students to help with water sampling, to reduce the work load of FLSC volunteers, and provide students with hands on learning opportunities.

4. Describe how volunteers and your local community were involved in the project.

Volunteers helped with a shoreline clean up and water sampling. Volunteers were ambassadors to their communities, providing the local community with information on how everyone is responsible for the health of the river. Both the volunteers and local community attended our annual general meeting (AGM), and were very receptive to the information we provided, and we even were able to recruit 5 new volunteers.

Project Focus

Which of the following five themes did your project activities focus on? (*check all that apply*)

- Increasing awareness and knowledge** – These activities directly increase the awareness and understanding of local watershed issues. Examples include: workshops, conferences, fieldtrips or demonstrations, interpretive/informational signage, information resources (i.e. brochures, fact sheets, etc.), media relations, website development, recognition and celebration programs.
- Tool building** – These activities involve the development of tools that demonstrate, test, support or convey watershed management options and practices. Examples include: how-to guides, beneficial management practices, demonstration sites, models or displays, as well as the development of state of the watershed reports, community watershed management plans or drinking water source protection plans. **Please note:** *Applicants undertaking a State of the Watershed Report, watershed management plan or drinking water source protection plan are strongly encouraged to contact and engage their Watershed Planning and Advisory Council (WPAC) in plan development.*
- Team building** – These are activities that build membership and organizational capacity. Examples include: facilitation and logistical support for strategic planning, educational events or workshops, and technical training.
- Biophysical and social monitoring** – This includes activities that measure environmental and social indicators of watershed health. Examples include: community water quality monitoring programs, riparian health inventories and/or assessments, upland range health surveys, wetland inventories, biodiversity inventories and/or assessments, surveys and community-based monitoring projects. **Please note:** *Applicants requesting funds for monitoring programs should explain how monitoring will benefit partners in the initiative, how data will be managed and how results will be incorporated into future decision-making.*
- Community-based action** – This includes physical, on-the-ground activities that directly improve the condition of a local watershed. Examples include: riparian plantings, bio-engineering activities, fish habitat enhancement, lake and/or shoreline clean-ups, invasive species removal, sediment management, wetland restoration and upland vegetation establishment projects.

Project Objectives

Outline up to three objectives for your project and describe **how** these were achieved. Keep in mind project objectives are **different** from the categories of activities you selected above.

Objective 1: Obtain accurate useful data about the water quality for the North Saskatchewan River in the Capital Region.

Achieved by: The river water was sampled and the samples were submitted to the consultant for analysis. The analysis provided information on contaminants and nutrients present in the water.

Objective 2: Create awareness in the community of the data finding and the impact of cumulative effects.

Achieved by: At our AGM, we provided the information obtained from the samples, and informed everyone who lives around the river, that they have a role to play in protecting the river's health.

Objective 3: Develop a plan and next steps for FLSC projects.

Achieved by: Based on the findings in the report from our consultant, we now know that we need to focus on agricultural developments upstream from Edmonton and recreational users of the river.

C. Project Outcomes and Evaluation

1. The three goals of the *Water for Life* strategy are:

- a. Safe, secure drinking water supply,
- b. Healthy aquatic ecosystems, and
- c. Reliable, quality water supplies for a sustainable economy.

Describe how your project contributed to one or more of these goals on a local and/or larger watershed scale.

By monitoring the water quality in the North Saskatchewan River, we are helping to achieve all three of the *Water for Life* goals. Since the city of Edmonton uses the North Saskatchewan River as its drinking water supply, our data will help to ensure there is a secure and safe supply in the future.

2. What do you feel are the most significant accomplishments of your project to date?

We now know what areas are most effective to focus on to instigate the greatest amount of change. Our findings reported that pollution and cumulative effects from recreational users and agriculture upstream from Edmonton are major contributors to the water quality decline in the North Saskatchewan. So we will now aim our efforts at recreational users of the river and producers surrounding Edmonton.

3. How did you evaluate the success and achievements of your project? (*Quantitatively i.e. number of new volunteers engaged, participants at events, workshops conducted, trees planted, riparian assessments conducted, etc. and qualitatively i.e. improved water quality, enhanced riparian condition, less garbage in natural areas, decrease in invasive plants, etc.*) The report developed really helped to shed light on the areas that we need to focus on now, such as producers around Edmonton and recreational users of the river. 17 bags of garbage were removed from the River Valley during our clean up, by 50 volunteers, 30 of whom were new to the clean-up. We had 200 people attend our AGM, and we were able to recruit 5 new volunteers from the local community.

4. Describe how your project addressed or impacted **at least one** of the following themes:

Theme	How did your project address or impact this theme?
Awareness and knowledge of local watershed issues within the community.	At the AGM we increased awareness of the issues through our report. We will be providing outreach to residents and people who use the river for recreational purposes regarding their impact on the river.
Adoption of practices and actions that benefit the watershed.	We now have the information necessary to develop a project that will cause the adoption of alternative practices to improve the watershed.
Environmental conditions improve and/or change within the watershed.	There will be no immediate improvement, but it will come from increasing awareness and through implementation of future projects based on the knowledge we gain from this project.
Your group's ability to continue its work and take on new activities to achieve your goals and objectives.	Our report provides the stepping blocks for us to continue our work, and focus on the most important issues in our area to institute change. We will be able to plan future projects to achieve our group's goals and objectives.

5. Do you intend to continue this project when the WSG funding runs out?

Yes. If yes, please describe how you will keep this project going. (*i.e. how will newly planted trees be maintained; how will a riparian reclamation demonstration site be monitored, evaluated and promoted; how will water quality monitoring data be used to advance stewardship in your watershed; etc.*)

We will continue to apply for grants through various organizations and the government to maintain an operating budget that allows us to continue working. Our data present in the report is going to be used to base all our future actions and target areas.

No. If no, why not?

6. As a result of your project, what information gathered or lessons learned can you share with other watershed stewardship groups interested in doing similar projects?

We will try to find as many partners as possible, as it reduces the stress load on the core volunteers of the group, and allows other people to experience the work you are doing. More people become engaged in the issues, and are willing to help, when you partner with various organizations.

7. Explain why the Watershed Stewardship Grant funding has been important to your group and your project. (*i.e. enabled group to grow, expand project scope, continue with multi-year project, etc.*)

The Watershed Stewardship Grant has allowed us to get all of our baseline data, enabling us to continue our work. This grant will enable us to have longevity as a group and continue to engage and create awareness in the local community. It has enabled our group to obtain more dedicated volunteers and partners.

E. Project Activities and Timelines

Please outline the specific activities your group carried out to complete your project, when these activities were completed, and what final result or product was associated with each activity.

Please note: Completion and submission of interim and final reports are requirements under the WSG grant agreement and as such have already been included in this list.

Project Activity	Completion Date	Outcome or Product
River Valley Clean up	July 17, 2012	17 bags of garbage were removed, and we were able to engage 50 volunteers. People became aware of our group and the issues facing the river.
Water Sampling	August 30, 2012	We performed the water sampling March through August. Samples were sent to the contractor's lab to be analyzed.
Newsletter created and emailed	September 11, 2012	The newsletter provided an update on all the activities we have performed, and thanked all supporters.
Designer contacted for a new display	September 14, 2012	We have contacted a designer who will help us ensure all the proper elements are present on the new display.
Report from contractor	November 30, 2012	We received the report from the consultant, which will help us determine our next steps.
Display created for AGM	January 11, 2013	Our display was delayed in getting to us, as we did not plan in holiday hours into our schedule. It was still received before the AGM, and there were no other issues.
Annual General Meeting	January 18, 2013	We provided the local community and our partners' information on who we are, and what we have done all summer. The report results were shared and the direction for next summer decided.

Prepare and submit interim WSG report	September 30	Interim report completed and submitted to Stewardship Program Coordinator by September 30
Prepare and submit final WSG report	March 31	Final report (including all receipts for expenses) completed and submitted to Stewardship Program Coordinator by March 31

Did you encounter any obstacles, challenges or problems that made it difficult for your group to achieve the activities outlined above?

No

Yes. If yes, please explain.

D. Funder Recognition

Describe how you acknowledged the funders and sponsors (cash and in-kind) of your project, including LSC and the Watershed Stewardship Grant Program.

Using their logos, all of our funders were recognized on the new display. The display was present at all events we attended where we could set up our display, as well as at our own AGM. We have also created a newsletter that provides an update on our group's summer activities and features all of our supporters' logos. There is a funder recognition area within the Watershed Status Report, because without our funders' support the report would not be possible.

E. Project Financial Statements

Please complete the Income and Expenses tables in the accompanying Excel file.

Please refer to the **Important Notes – Project Budget** section (last page of this document) **before** completing the Income and Expenses tables in the accompanying excel file.

NOTE 1: ALL expenses **MUST** be accompanied by receipts. If you are submitting mileage and travel expenses you are required to provide documentation to support these expense claims. (i.e. receipts and/or mileage expense claim forms).

NOTE 2: Your group may have to pay GST on products and services however **GST is NOT eligible to be paid for with WSG funds**. GST **MUST** be paid for from funds other than the Watershed Stewardship Grant.

NOTE 3: Any unspent WSG funds **MUST** be returned with this final report.

F. Photographs and Other Attachments

LSC encourages grant recipients to submit photos of their project and related activities. Please ensure you have received appropriate photo releases-permissions from all individuals who appear in photos. Photographs should be taken as digital, high resolution jpg files. Photographs should be submitted on a jump drive, CD or DVD labeled with your group name, year and Grant Reference Number².

Also include copies of any media releases, advertisements, brochures, letters to sponsors or any other communications pieces your group may have developed to promote your project in the community.

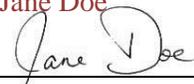
G. Declaration

I, on behalf of (*insert group/organization name here*) **Friends of Land Stewardship Centre**, declare that all information provided in this final report is complete and accurate to the best of our knowledge.

Date: March 22, 2013

Name: (*first and last*) Jane Doe

Signature:



² The Grant Reference Number is found on your group's Grant Agreement and in the letter which accompanied the Grant Agreement.

Important Notes – Project Budget

Eligible Expenses – Notes and Limitations

Materials and supplies (i.e. office supplies, food for events, machinery and equipment rentals, hall rentals, salaries and wages, contract services, travel, honorariums, and certain capital expenses (i.e. necessary furniture, equipment and other assets with a value greater than \$200) are considered eligible project expenses. To be considered eligible for reimbursement, all expenses (with the exception of mileage and travel meals – see below) **MUST** be accompanied by receipts.

PLEASE NOTE: GST is **NOT** an eligible expense and will not be covered by WSG funds.

1. To be eligible, any **travel expenses** claimed (i.e. mileage, airfare, travel meals, etc.) must be **directly** associated with project implementation and delivery. A maximum of 25% of the total WSG grant funds received can be used to cover project travel expenses. Eligible mileage and travel meals must be appropriately documented and will be reimbursed at current Government of Alberta rates.
 - a. Mileage \$0.50 per kilometer
 - b. Breakfast \$9.20
 - c. Lunch \$11.60
 - d. Dinner \$20.75To be considered for reimbursement, all other travel expenses (i.e. accommodations, airfare, etc.) must be accompanied by receipts.
2. **Capital expenses** may include items such as off-site watering systems, bridges on trails, laptops, data projectors, scientific equipment or other technical devices. Up to 50% of the total WSG funding received can be used to cover the cost of capital purchases.
3. Up to 75% of the total WSG funds received can be used to cover the cost of **salaries and wages** for project coordination and administration.
4. Up to 100% of the total WSG funds received can be used to cover the cost of eligible **contract services**. Contract services are any services (technical, equipment or professional services) provided by an independent contractor and may include diagnostic services, catering, website development, meeting and planning facilitation, etc. This does NOT include services provided by an individual hired as a Project Coordinator or Administrator.

In-Kind Contributions

In-kind contributions are services which ordinarily would be paid for by your organization but which are being voluntarily contributed to help carry out your activities. These can include use of equipment, supplies, materials, the donation of facilities or rent, as well as volunteer services provided by individuals. The test for in-kind contributions is this: if the service was not being donated or the item contributed, would your organization pay for that service or item? If the answer is yes, then it is a valid in-kind contribution that you may claim.

Estimates for the value of **in-kind services** should be calculated using the following rates:

- a. Volunteer time – \$20 per hour
- b. Technical services (i.e. lab or field technician) – \$30 per hour
- c. Equipment services (i.e. tractor and operator) – \$40 per hour
- d. Professional services (i.e. biologist, caterers) – \$50 per hour

Estimates for the value of **in-kind or donated items** (i.e. materials and supplies, capital assets, food, hall or equipment rentals, etc.) should be requested from the person or organization supplying the item to the project and should reflect the current market value of the item being donated.

SAMPLE