

Tuesday, October 27		Session 1		8:30 am - 10:00 am	
Can Soil Organic Matter Both Drain and Hold Water?		So, You Think You Can Grants?!			
Track: Technical	LGU Org: All	Track: Programs & Grants	LGU Org: All		
Skill Level: Intermediate		Skill Level: Beginner/Intermediate			
<p>Connecting water storage to soil organic matter is tricky. We know that there are increases in water holding capacity with soil organic matter, but how much it increases varies a lot. In this session we'll go over some calculations for soil water storage so planners can draw their own conclusions. We'll also look at the flip side, where good soil structure can increase water infiltration and drainage to make fields more accessible in wet years.</p> <p><i>Trainer: Anna Cates – UMN and MN Office of Soil Health</i></p>		<p>Staff attending will learn the basic tools of grant administration. Topics in this interactive session will include: overview and recent updates to the Grants Administration Manual; what's in your grant agreement; what grant program policies may be in play and where to find them; what should you keep in your grant program file; lessons learned from grant reconciliations; and finally, what is your support network for grant administration questions you may have.</p> <p><i>Trainers: Matt Fischer, Adam Beilke, & Jeannette Austin – BWSR</i></p>			
Making Your Staff Meetings More Effective		LGU 1W1P Retrospect to Help Others Plan Ahead			
Track: Org Capacity / Outreach	LGU Org: All	Track: Miscellaneous	LGU Org: All		
Skill Level: Intermediate		Skill Level: Intermediate			
<p>Successful meetings are interesting events where staff members contribute, are engaged and work together to make decisions or solve problems. Unfortunately, too often meetings fall short on these measures and leave staff feeling uninformed, disengaged and like they have just lost an hour of their day.</p> <p>The difference is in how the meetings are planned and run. This session will focus on the deliberate effort of planning for and running an effective meeting to ensure the greatest benefit to the organization.</p> <p><i>Trainer: Jay Riggs – Washington CD</i></p>		<p>Many LGUs around Minnesota have elected to invest their efforts toward comprehensive watershed management planning and are in some stage of the process - be it post planning, actively planning for prioritization of resource goals and actions, preplanning, or simply contemplating the planning process. As the saying goes, hindsight is 20:20 (and have we ever had a 2020 we'll be glad to see in hindsight). Those attending the session will gain insight on methods and tools developed during the 1W1P process through those who have completed the planning process and made the leap to work plan and implementation including Melissa Barrick, Pine River; Mike Hirst, Lake of the Woods; Doug Bos, Missouri River Area; and Ben Underhill, Wing-Leaf-Red Eye.</p> <p><i>Trainers: Julie Westerlund, Marcey Westrick, & Doug Goodrich – BWSR, Melissa Barrick – Crow Wing SWCD, Ben Underhill – East Otter Tail SWCD, Mike Hirst – Lake of the Woods SWCD, & Doug Bos – Rock SWCD</i></p>			

Tuesday, October 27		Session 2		10:30 am - 12:00 pm	
The Road-Stream Interface - Solving Your Culvert Quandaries		Sharing is Caring! Cost Share Basics			
Track: Technical Skill Level: Beginner/Intermediate		LGU Org: All		Track: Programs & Grants Skill Level: All	
<p>For many watersheds, problems with stream connectivity is a major issue. Whether your concerns are due to culvert washouts and resulting sediment contributions or aquatic organism passage, targeting culvert projects can be an important step in stream protection or restoration. The goal of this session is for participants to learn how to go from culvert inventory to on-the-ground projects and the partnerships and tools to make it happen.</p> <p><i>Trainer: Melanie Bomier – Carlton SWCD</i></p>		<p>While the State Cost Share program has been around for many years, in more recent years the policy has also applied to practices funded by the Local Capacity and Conservation Delivery programs. This session will cover the basics of implementing conservation practices under those programs by highlighting important requirements found in the policy and BWSR's Grants Administration Manual and will feature some of the more recent changes intended to increase efficiencies in putting conservation practices on the ground. It will also provide an overview of the new annual grant request, which will be required starting with fiscal year 2022 State Cost Share grants, including directions and examples of how to complete.</p> <p><i>Trainers: Matt Fischer, Jeff Hrubes, Jill Sackett Eberhart, & Pete Waller – BWSR</i></p>			
Project Management: Contract to Completion		Photography in the Field			
Track: Org Capacity / Outreach Skill Level: Intermediate		LGU Org: All		Track: Miscellaneous Skill Level: Beginner/Intermediate	
<p>This session will include keys to success for effective project management, leading the project from executed contract to completion. You will hear multiple approaches that can address projects of all sizes.</p> <p><i>Trainers: Mark Ryan – VRWJPO/Dakota County, Mike Hayman – Minnehaha Creek WD, & Joe Barten – Dakota SWCD</i></p>		<p>Award-winning photojournalist Dave Schwarz will share tips and techniques he's learned from nearly 30 years of daily photo work in the Midwest and throughout the world. The course is designed to improve composition, lighting and photo content whether you're using an iPhone or a high-end DSLR. The goal is to make your photos better communication tools, and to spark creative ideas when approaching subjects that might seem boring at first. The course will cover broad concepts but will also include everyday techniques you can start to use right away. Those with photo skills from beginner to intermediate should benefit from this session.</p> <p><i>Trainer: Dave Schwarz – St. Cloud Times</i></p>			

Wednesday, October 28		Session 1		8:30 am – 10:00 am	
Once upon a time...in Hydrogeology			Lawns to Legumes: Bee the Change		
Track: Technical		LGU Org: All		Track: Programs & Grants	
Skill Level: Intermediate/Advanced				LGU Org: All	
<p>Based on a true story of how the earth formed and water moves. This two part presentation will examine the relationships and further your understanding between geology, hydrogeology and ways that knowledge is being updated.</p> <p>Part one: Using the County Geologic Atlas Program, learn about geology and hydrogeology, pollution sensitivity and interaction between surface water and ground water.</p> <p>Part two: Seeing is believing. Learn how these and other datasets go into the creation of DWSMAs for public water suppliers and start thinking about how they could be used to target and prioritize the work YOU do.</p> <p><i>Trainers: Trent Farnum – MDH & Jim Berg – DNR</i></p>			<p>The session will provide an update on the Lawns to Legumes pilot program which began in 2019. The program has continued to create significant interest from the public in supporting pollinator populations and creating new pollinator habitat. We will discuss ways to get involved with the program and help protect declining pollinator populations. The session will include a presentation from a Demonstration Neighborhood grantee who will share their experience with public outreach and project installation as part of the program. A 15-minute interactive component will close the session.</p> <p><i>Trainers: Tara Perriello – BWSR & Becky Buchholz – Cottonwood SWCD</i></p>		
Pro Tips on Building Effective Relationships with Legislators			Sharing Conservation on the Twittergrambook		
Track: Org Capacity / Outreach		LGU Org: SWCD, WD		Track: Org Capacity / Outreach	
Skill Level: Beginner				LGU Org: All	
<p>This session will provide you with information, tools, and tips to create effective relationships with elected officials and state legislators. Whether you are participating at a "Day at the Hill" event in St. Paul or simply calling your legislator regarding an issue in your district, you can utilize the skills learned in this session to clearly communicate your message, build rapport, and become a trusted source of information on conservation-related issues. In this session you can expect practical tips and tricks from BWSR's legislative coordinator, case studies from SWCDs, and perspectives from former legislators.</p> <p><i>Trainers: Justin Hanson & Tim Ruzek – Mower SWCD</i></p>			<p>Are you interested in sharing the work that your organization does on social media, but don't know where to start? Do you have an account, but struggle coming up with what kind of content to post? Do you want to reach a bigger audience? Come and see the way we mesh facts and funnies with good pictures and quality content to engage with our audience on Facebook, Twitter and Instagram.</p> <p><i>Trainers: Phil Doll & Peter Mead – Becker SWCD</i></p>		

Wednesday, October 28		Session 2		10:30 am – 12:00 pm	
Agronomy Essentials			Harry Potter and the Ghostly Grant Application		
Track: Technical		LGU Org: All		Track: Programs & Grants	
Skill Level: Beginner/Intermediate				LGU Org: All	
<p>As with most things, the world of agronomy is quickly changing. In addition to reviewing basic agronomy principles, this session will provide an introduction to some of the precision technology on the market today. Attendees will learn how technology can be used to provide real-time data to make agronomic decisions when working with farmers.</p> <p><i>Trainers: Keith Olander & Judy Barka – AgCentric MN State Center of Excellence in Agriculture & Hannah Barrett – Central Lakes College Ag & Energy Center</i></p>			<p>Magic potions and incantations are entertaining, sometimes effective, occasionally troublesome and can be used to camouflage logic gaps and holes in a story. Grant applications can't rely on magic. A magical grant application has a solid plot and characters will leave a lasting impression that may help with placement in the BWSR bestseller list. Numbers and data are essential supporting information and the entire story must hang together logically from concept to conclusion without using magic to cover any defects. While the BWSR RFP may not seem like the obvious place to write your water quality masterpiece, there are techniques you can use to frame your application in a way that is compelling to the reader. By reframing how one views the questions within the RFP as tools for assisting in crafting the Great Minnesotan water quality story, you can release your inner J.K. Rowling and leave the reviewers cheering for more.</p> <p><i>Trainers: Jeff Hrubes & Jason Weinerman – BWSR & Melissa Barrick – Crow Wing SWCD</i></p>		
Working with Mentally and/or Physically Impaired Landowners			Telling Science Stories: Communicating with Reporters		
Track: Org Capacity / Outreach		LGU Org: All		Track: Miscellaneous	
Skill Level: All				LGU Org: All	
<p>Minnesota's water management landscape encompasses many landowners. An effective organization is one that is designed to be inclusive of all members within the community. Many local governments are broadening their programming to embrace those community members who may have physical or mental impairments, particularly seniors. This session will provide attendees with the skills and awareness to enhance their programming in a way that is respectful and inclusive to those who may have physical or mental disabilities. While the focus of the session will be on seniors, the tools and techniques will be more broadly useful to all who may be disabled.</p> <p><i>Trainers: Lori Vrolson, Natalie Matthewson, & Rachel Zetah – Central Minnesota Council on the Aging</i></p>			<p>For conservation workers, sharing ideas, research and knowledge with the general public can be a challenge, especially when it involves talking to the media. It doesn't need to be a scary or frustrating experience. Kirsti Marohn, an environmental reporter for MPR News, shares some insight into what makes a good news story and how to communicate effectively with reporters.</p> <p><i>Trainer: Kirsti Marohn – MPR News</i></p>		

Thursday, October 29		Session 1		8:30 am – 10:00 am	
Putting Your PFM Program into Gear: Shifting from Planning to Implementation			RIM/CREP Program Acquisition & Updates		
Track: Technical Skill Level: All		LGU Org: All		Track: Programs & Grants Skill Level: Intermediate LGU Org: SWCD	
<p>One Watershed, One Plans are focusing more and more on private forestland protection and management. Districts are playing key roles in writing woodland stewardship plans and coordinating the implementation of forestland protection and management activities. The MN DNR Forestry Private Forest Management Program (PFM) is committed to working closely with districts, consulting foresters, and local partners to increase the delivery of services to private landowners. This session will provide you with information on emerging technical and financial resources that will help increase your PFM capacity. An interactive exercise will help you apply the principles of PTM (prioritize, target, and measure) to PFM for targeted landowner outreach using new mapping & marketing resources. Hear from your colleagues on their experiences and get your motor running!</p> <p><i>Trainers: Gary Michael – DNR Forestry, Dan Steward – BWSR, & Mitch Brinks – MASWCD TSA 8</i></p>			<p>This session will provide general updates on the current BWSR easement programs including CREP, RIM Grassland Reserve, RIM Wild Rice, RIM Groundwater (Wellhead), and other regional programs. We will also provide an overview of forthcoming changes to the acquisition process, updated guidance, and helpful tips for submitting applications and other easement materials.</p> <p><i>Trainers: Lucy Dahl, Sharon Doucette, & Peter Jordet – BWSR</i></p>		
Using QuickBooks for Grants Management			Pollinator Habitat: The Importance of Seed Mixes		
Track: Org Capacity / Outreach Skill Level: Intermediate		LGU Org: SWCD		Track: Miscellaneous Skill Level: Intermediate LGU Org: All	
<p>Tracking unearned revenue in QuickBooks does not need to be a challenge when done correctly. In this session we will focus on the ins and outs of using the balance sheet for tracking unearned revenue. Other topics covered:</p> <ul style="list-style-type: none"> ▪ Tracking “due to” and “due from” in QuickBooks. ▪ What is the best way to track tree deposits in QuickBooks? Should this be done in Excel by name or QuickBooks? ▪ When is a 1099 required? ▪ What monthly financial reports should be provided to the board? ▪ What needs to be done for year-end, since a formal year-end report is not required? <p>Prerequisite for this workshop is a basic understanding of QuickBooks functions.</p> <p><i>Trainers: Samantha Wocken, Melanie Moberg, & Michael Peterson – Peterson Company Ltd.</i></p>			<p>In this two-part session, we will discuss pollinator biology and ecology, and then use that information to plan high quality seed mixes for site-specific habitat restorations.</p> <p>Part One: Learn how to design an ecologically and economically effective seed mix for pollinators.</p> <p>Part Two: Practice evaluating pollinator seed mixes using the NRCS calculator and other technical tools; and discuss case studies of pollinator habitat restorations, including large and small projects - both conventional and organic.</p> <p><i>Trainers: Karin Jokela – NRCS/Xerces, John Stelzner – Dakota SWCD, & Kristy Zajac – Redwood SWCD</i></p>		

Thursday, October 29		Session 2		10:30 am – 12:00 pm	
MNAtlas.org – Free and Easy GIS		Grant Reporting in eLINK			
Track: Technical	LGU Org: All	Track: Programs & Grants	LGU Org: All		
Skill Level: Beginner/Intermediate		Skill Level: Intermediate			
<p>The online Minnesota Natural Resource Atlas is an interactive mapping tool paired with a comprehensive database of over 300 data layers including agriculture, biota, geology, geography, imagery, water, watersheds, infrastructure, administrative boundaries, and more. The Atlas is designed to provide people and organizations without specialized GIS software or skills full access to the information in spatial data. Users can view multiple data layers simultaneously, measure, draw, filter and summarize data, print, and share information. By the end of the session, users will be able to create their own maps and easily share them with others.</p> <p><i>Trainers: Will Bartsch – Natural Resources Research Institute UMD, & Cindy Hagley, University of Minnesota Duluth - Emeritus</i></p>		<p>Gear up for annual reporting! This session will provide you with the tools to minimize the time spent on reporting. You'll learn about the best resources to have handy as you are entering information and be prepared to avoid common reporting pitfalls.</p> <p><i>Trainers: Gwen Steel & Dave Copeland – BWSR</i></p>			
Tips and Techniques for Meetings with the Public		If You Build it (Relationships), They will Come			
Track: Org Capacity / Outreach	LGU Org: All	Track: Miscellaneous	LGU Org: All		
Skill Level: Intermediate		Skill Level: Beginner/Intermediate			
<p>Meetings involving the public provide opportunities to share information and gather input. These same meetings may present challenges. The planning before the meeting and time spent in designing the meeting can make a difference between an opportunity and a challenge. Have you ever wondered, "How do I allow for members of the public to provide input while still maintaining control of the meeting?" or "What can I do to keep the discussion focused on the intended topic?" If you have had these thoughts this session is for you. This session will share tips and techniques for designing and facilitating public meetings for effective outcomes.</p> <p><i>Trainer: Mike Kennedy – MPCA</i></p>		<p>Communication is the building block of successful relationships (sorry, this is not a dating session). This session will provide the opportunity to enhance your engagement with clients by exploring the development of meaningful relationships. Learning about your clients and their operation allows a better understanding of what is feasible and suitable, and pairing this with their goals and objectives provides for enhanced practice considerations. Understanding your clients will also benefit targeting and outreach activities resulting in increased success of these efforts. Join us in our exploration of understanding and building successful relationships and increasing implementation.</p> <p><i>Trainers: Jennifer Hahn & Brian Pfarr – Redwood SWCD</i></p>			