

Status Updates

Managers are asked to submit status updates twice a year on February 1st (for the period of July 1 – December 31) and August 1st (for the period of January 1 – June 30). The update is completed and stored in the on-line system. The status update reports money spent-to-date, acres accomplished-to-date, and a narrative about successes and challenges.

To complete a status update, click on the arrow to open the list of your accomplishment plans, select the appropriate “accomplishment plan” or program from the dashboard, click the “eye” to open up the accomplishment plan.

Filter by Year: All Current Year Past

Filter: 2016 and

Actions	ML Year	Subd	Name	Status	User	Last Modified	Reports	Attachments	Final Report?
	2016	4(e)	Accelerated Shallow Lakes and Wetland Enhancement - Phase VIII	Approved Final Draft	Ricky Lien	07/24/2020 02:08 PM	Accomplishment Plan (PDF) Accomplishment Plan (Word) Comparison Report	Attachment Minnesota Shallow Lakes Plan	<input type="checkbox"/>

Once the accomplishment plan is open, click the red “select action” button in the upper right corner, a drop down will appear.

1 General 2 Narrative 3 Activity Details 4 Timeline 5 Budget 6 Federal Funds 7 Output Tables 8 Outcomes 9 Parcels 10 Attachments 11 Amendments

Management Information ?

Project or Program Title ? Accelerated Shallow Lakes and Wetland Enhancement - Phase VIII

Appropriation Language \$2,167,000 the second year is to the commissioner of natural resources to enhance and restore shallow lakes and

Click the “status update” button from the drop down. The system will generate a series of questions (described below) to determine if you need an amendment prior to the update submission.

7 Output Tables 8 Outcomes 9 Parcels 10 Attachments 11 Amendments

Actions

- Generate Report
- Request Amendment Change
- Status Update
- Comparison Report
- Status: Approved Final Draft

Appropriation Language \$2,167,000 the second year is to the commissioner of natural resources to enhance and restore shallow lakes and

Legal Citation ML 2016, Ch. 172, Art. 1, Sec. 2, Subd. 4(e)

Questions asked prior to Status Update Completion

The system will ask you the following questions (in a pop-up wizard shown below) prior to the status update being generated:

1) *Have there been any significant changes to outputs anticipated to achieve (acres or dollars in regions or eco types) since your last accomplishment plan amendment? Yes / No*

Answer yes if there are major shifts in work location, or, for example, an expensive parcel was acquired for less acres than anticipated which may shift acres you will accomplish downward— an amendment would be needed prior to the status update completion

2) *Have there been any budgetary shifts (between line items) since your last accomplishment plan amendment? Yes / No*

Answer yes if there are shifts needed that would affect reporting. For example report more money spent in contracts that what was in the budget – an amendment would be needed prior to the status update completion

3) *Have there been additions to the parcel list since your last accomplishment plan amendment? Yes / No*

Answer yes if there are fee or easement parcels that need to be added to you list.

If you answered “No” to all questions, the wizard will let you proceed with the Status Update ...”Because you have indicated that you have no changes since the last accomplishment plan approval, you are approved to complete the bi-annual status update. Press continue to advance.”

If you want to close out the status update for completion later, open up the status report under the “status update” bar on your dashboard. DO NOT start a new update.

Once the status update is completed, click the “select action” button in the upper right corner and choose “submit for approval”. No further changes can be made after that.

The update will be approved in the system, once reviewed by staff. The most recent Status Update must be approved in the system, prior to receiving reimbursement from DNR Contract Management. No status update is needed, if you have a final report in progress AND expect to complete the final report within 3 months or you will not seek reimbursements prior to the final reimbursement request to close out the grant.