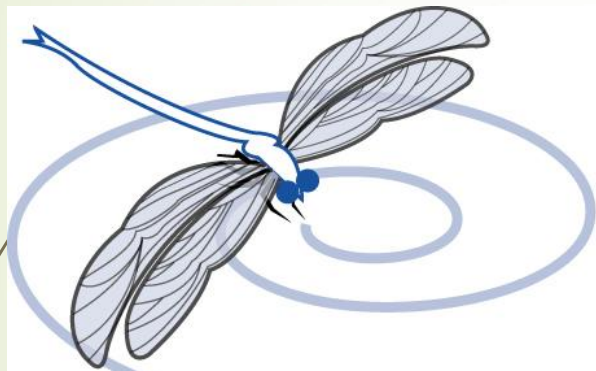


Volunteer Stream Monitoring Program



Michigan Clean
Water Corps

What is MiCorps and what are your responsibilities as a grantee?

MiCorps Stream Monitoring Staff

▶ Paul Steen

- ▶ Program Manager, HRWC

▶ Marcy Knoll Wilmes

- ▶ DEQ Representative

▶ Laura Kaminski

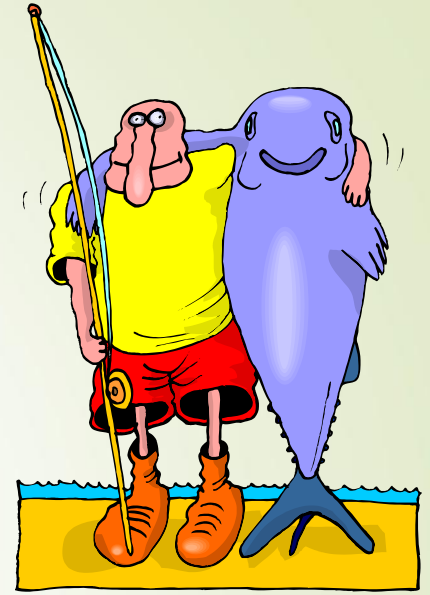
- ▶ Program Administrator, GLC

▶ Michele Leduc-Lapierre

- ▶ Database Manager, GLC

Introductions

- Your name
- Where are you from?
- What is your favorite water memory?

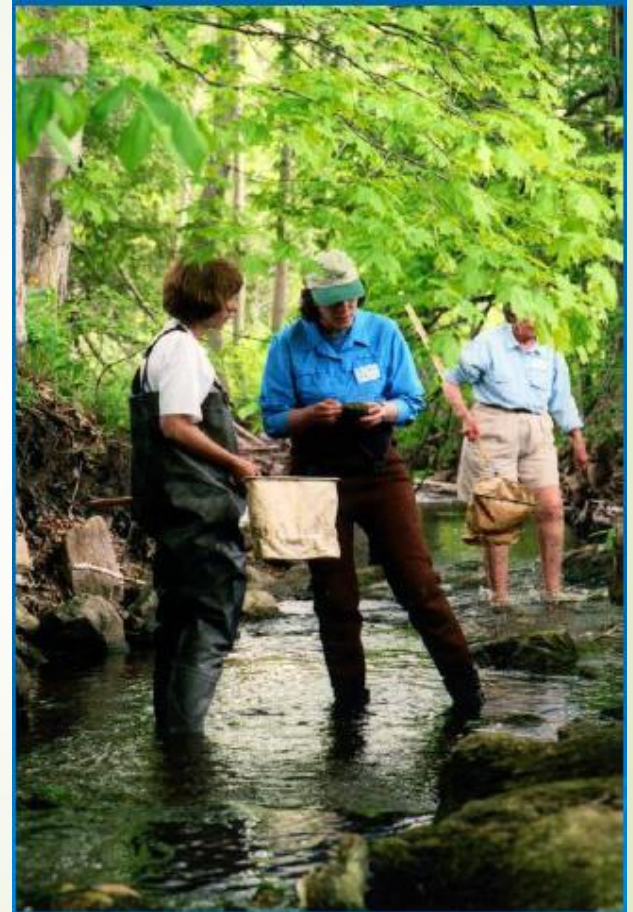




Let's take a look at
your binders

Governor's Executive Order

- MiCorps established September 30, 2003
- Comprehensive statewide volunteer water quality monitoring network
- Pre-existing lake program and stream program
- First stream grants disbursed in 2005.
- This is our 12th year of stream grants!



MiCorps Mission

- ▶ Network and expand volunteer water quality monitoring organizations statewide
- ▶ Collecting, share, and use reliable data
- ▶ Educate and inform the public about water quality issues
- ▶ Foster water resources stewardship to facilitate the preservation and protection of Michigan's water resources



MiCorps Overview



Department of Environmental Quality

Contracted with:
Great Lakes Commission &
Huron River Watershed Council



To Oversee and administer:

MiCorps

- Volunteer Stream Monitoring Program (VSMP)
- Cooperative Lakes Monitoring Program (CLMP)

Newsletter

Conference

Group
Training

Grants

Online
Database
&
Website

Data
Quality
Assurance

MiCorps Membership

- ~225 Lake Association Groups or individual homeowners
- ~45 Groups working on rivers

Including:

- Benzie County Conservation District
- Tip of the Mitt Watershed Council
- Friends of the St. Clair River
- Muskegon River Watershed Assembly
- Branch County Conservation District
- Dickinson County Conservation District



Volunteer Stream Monitoring Program

- A grant-based program for local groups to develop or enhance stream monitoring programs. Groups must be non-profits, academic, or local government.
 - \$50,000 is available every year
 - Full grant: \$10-15k, and 25% match required
 - Startup grant: \$1 – 3k
 - Full macro grants last 2 years
 - Start-up macro grants last 1 year.
 - Road/stream crossing inventory grants last 1 year
 - Stream flow monitoring: pilots now underway
 - Current financial audits required



Stream Program Components

- Find, engage, train volunteers
- Collect macroinvertebrates
- Identify them
- Monitor habitat
- Databases (MDE, Volunteer)
- Do something with the data...

Admin Responsibilities

- Year divided into quarters. (Jan-March, April-June, July-Sept, Oct-Dec).
- Report is due 1 month after quarter end.
 - Exception May-June 2016 can be added to July-Sept 2016), due October 15.
- Reports include
 - Cover letter than specifies how much you want in reimbursement.
 - Narrative that comments on each task in your workplan.
 - Excel spreadsheet with budget (please use template on web)
 - Templates at www.micorps.net

Excel Spreadsheet to Track Financials

11	Date Submitted:								
12									
13		Column 2	Column 3	Column 4	Column 5	Column 6	Column 7	Column 8	Column 9
14		Grant Funds	Grant Funds	Grant Funds in	Grant Funds	Local Match	Local Match	Local Match in	Local Match
15	Column 1	Expended	Grant Funds	Grant Funds in	Grant Funds	Earned	Local Match	Local Match in	Local Match
16	BUDGET CATEGORIES	Current Period	Incurred to Date	Project Contract	Balance to Date	Current Period	Earned to Date	Project Contract	Balance Due
17	STAFFING COST:								
18	Title (Name, X hrs. @ rate)		\$0.00		\$0.00		\$0.00		\$0.00
19	Title (Name, X hrs. @ rate)		\$0.00		\$0.00		\$0.00		\$0.00
20	Title (Name, X hrs. @ rate)		\$0.00		\$0.00		\$0.00		\$0.00
21	Title (Name, X hrs. @ rate)		\$0.00		\$0.00		\$0.00		\$0.00
22	Title (Name, X hrs. @ rate)		\$0.00		\$0.00		\$0.00		\$0.00
23	Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	FRINGE BENEFITS: (XX%)								
25	Title (Name)		\$0.00		\$0.00		\$0.00		\$0.00
26	Title (Name)		\$0.00		\$0.00		\$0.00		\$0.00
27	Title (Name)		\$0.00		\$0.00		\$0.00		\$0.00
28	Title (Name)		\$0.00		\$0.00		\$0.00		\$0.00
29	Title (Name)		\$0.00		\$0.00		\$0.00		\$0.00
30	Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
31	INDIRECT COSTS (Rate XX%)		\$0.00		\$0.00		\$0.00		\$0.00
32	Subtotal (Indirect Costs):	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
33	CONTRACTUAL SERVICES:								
34	Description		\$0.00		\$0.00		\$0.00		\$0.00
35	Description		\$0.00		\$0.00		\$0.00		\$0.00
36	Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
37	PROJECT SUPPLIES & EQUIPMENT								
41	Detail		\$0.00		\$0.00		\$0.00		\$0.00
42	Detail		\$0.00		\$0.00		\$0.00		\$0.00
43	Detail		\$0.00		\$0.00		\$0.00		\$0.00
44	Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
45	TRAVEL:								
46	Detail		\$0.00		\$0.00		\$0.00		\$0.00
47	Detail		\$0.00		\$0.00		\$0.00		\$0.00
49	Subtotal:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
50	GRAND TOTAL (add subtotals)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

GRANTEE NAME:

PROJECT NAME:

PROJECT #:

PERIOD COVERED:

DATE SUBMITTED:

Sample progress report

A. Progress made/tasks completed this period:

Major Task

1. Minor Task
 - * Progress statement.
2. Minor Task
 - * Progress statement.
 - *

Major Task

3. Minor Task
 - * Progress statement.
4. Minor Task
 - * Progress statement.
 - *

Frequently Asked Questions

- Who do my reports go to? In what format?
- Can I spend \$ on this instead of that?
- Do I need to submit a report if I don't need reimbursement?
- How do I calculate volunteer labor as match funds?
- Where is my check?
- When can we start monitoring?
- Can I get these presentations/pictures?
 - <https://micorps.net/stream-monitoring/stream-documents/>

MiCorps Fall Conference



- ▶ November 2-3 at the Kettunen Center, Tustin (near Cadillac)
- ▶ Make sure you are on the MiCorps listserv to know when registration is available.
- ▶ Attendance of 1 person is required by groups with a current MiCorps grant.
- ▶ But we would love to have more and your grant can pay for attendance.
- ▶ At some point I am going to ask you to give a presentation if your group has a grant.

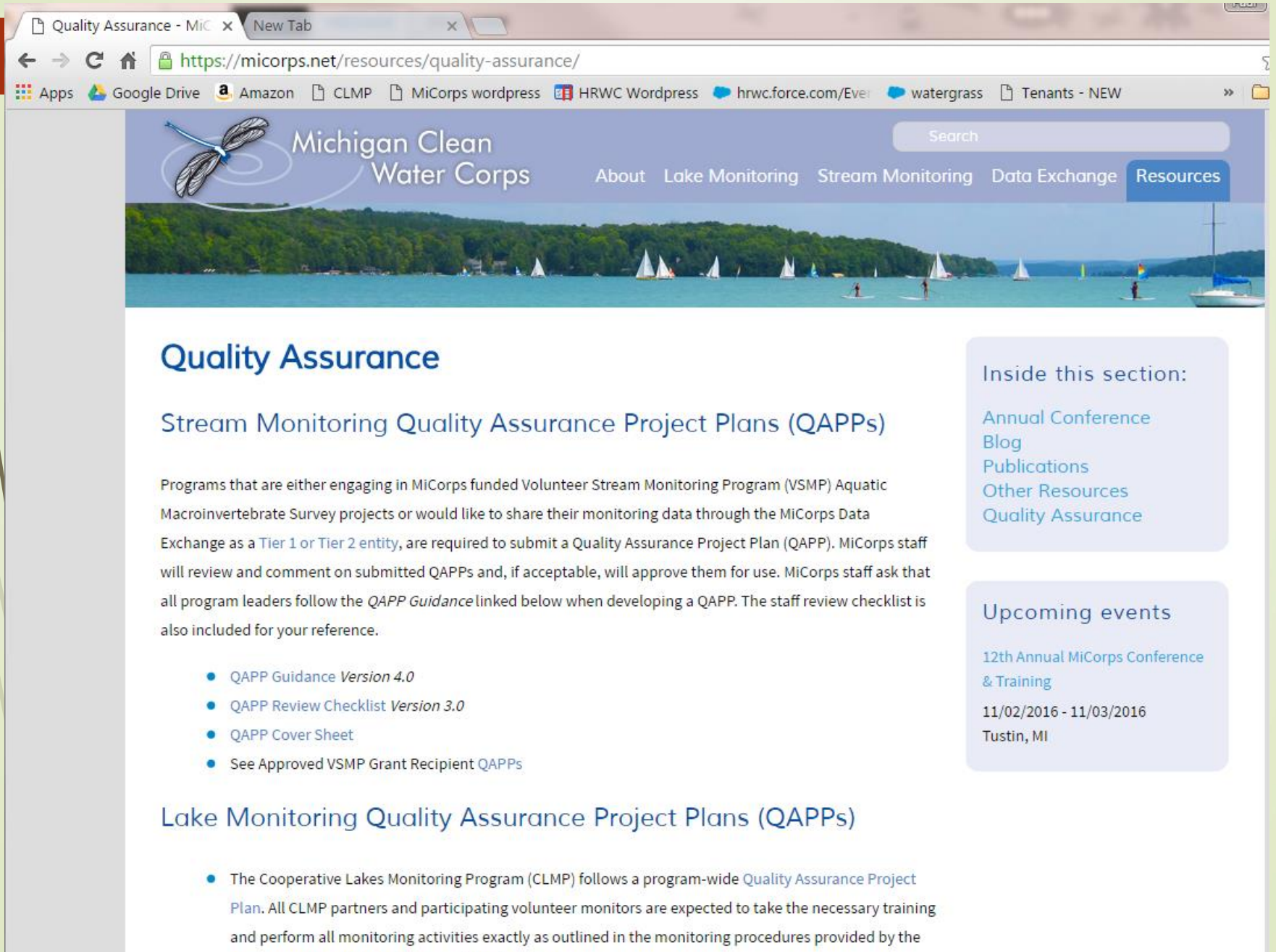
Quality Assurance Project Plans -QAPP

► What is a QAPP?

- Think of a QAPP as the guidebook for your future replacement.
 - There is a very specific guidance document available from website
 - There is also a checklist
 - Description of your sample sites
 - Specific procedures
 - Includes datasheets as an appendix
 - It does not have to be perfect the first time I see it. A QAPP is a living document.

Quality Assurance Project Plans -QAPP

- 
- Who needs to write a QAPP?
 - What is the timeline for a QAPP?
 - Can I read other group's QAPPs?
 - What will happen to my QAPP?
 - How often should it be updated?
- 



The screenshot shows a web browser window with the URL <https://micorps.net/resources/quality-assurance/>. The page header features the Michigan Clean Water Corps logo (a dragonfly) and navigation links: About, Lake Monitoring, Stream Monitoring, Data Exchange, and Resources. A search bar is also present. The main content area is titled "Quality Assurance" and includes a sub-section for "Stream Monitoring Quality Assurance Project Plans (QAPPs)". This section explains that programs participating in the Volunteer Stream Monitoring Program (VSMP) or sharing data through the MiCorps Data Exchange as Tier 1 or Tier 2 entities must submit a QAPP. It lists resources such as QAPP Guidance Version 4.0, QAPP Review Checklist Version 3.0, and QAPP Cover Sheet. A sidebar on the right lists "Inside this section:" with links to Annual Conference, Blog, Publications, Other Resources, and Quality Assurance. Below that, it lists "Upcoming events" including the 12th Annual MiCorps Conference & Training from 11/02/2016 to 11/03/2016 in Tustin, MI. The bottom section is titled "Lake Monitoring Quality Assurance Project Plans (QAPPs)" and mentions the Cooperative Lakes Monitoring Program (CLMP).

Quality Assurance - MiC x New Tab x

← → ↻ 🏠 <https://micorps.net/resources/quality-assurance/>

Apps Google Drive Amazon CLMP MiCorps wordpress HRWC Wordpress hrwc.force.com/Ever watergrass Tenants - NEW

Michigan Clean Water Corps

Search

About Lake Monitoring Stream Monitoring Data Exchange Resources

Quality Assurance

Stream Monitoring Quality Assurance Project Plans (QAPPs)

Programs that are either engaging in MiCorps funded Volunteer Stream Monitoring Program (VSMP) Aquatic Macroinvertebrate Survey projects or would like to share their monitoring data through the MiCorps Data Exchange as a Tier 1 or Tier 2 entity, are required to submit a Quality Assurance Project Plan (QAPP). MiCorps staff will review and comment on submitted QAPPs and, if acceptable, will approve them for use. MiCorps staff ask that all program leaders follow the *QAPP Guidance* linked below when developing a QAPP. The staff review checklist is also included for your reference.

- [QAPP Guidance Version 4.0](#)
- [QAPP Review Checklist Version 3.0](#)
- [QAPP Cover Sheet](#)
- [See Approved VSMP Grant Recipient QAPPs](#)

Lake Monitoring Quality Assurance Project Plans (QAPPs)

- The Cooperative Lakes Monitoring Program (CLMP) follows a program-wide [Quality Assurance Project Plan](#). All CLMP partners and participating volunteer monitors are expected to take the necessary training and perform all monitoring activities exactly as outlined in the monitoring procedures provided by the

Inside this section:

- [Annual Conference](#)
- [Blog](#)
- [Publications](#)
- [Other Resources](#)
- [Quality Assurance](#)

Upcoming events

- [12th Annual MiCorps Conference & Training](#)
- 11/02/2016 - 11/03/2016
- Tustin, MI

Other Quality Assurance in MiCorps

- ▶ Automated and staff quality checks in the MDE
- ▶ Collective (today), phone-calls and emails, and individual group walk-throughs
- ▶ Macroinvertebrate ID verification by professional aquatic ecologist is available (me). Feel free to send me samples.

Data Management in MiCorps

1. You should create your own electronic database to be tailored to your needs (Excel, Access, etc).
2. Full Grants Only: You are required to enter your data into the MiCorps online database as a stipulation of the grant.

Get your MDE login and password

Michele Leduc-Lapierre
(midata@glc.org)

- MiCorps Data Exchange Administrator
- Great Lakes Commission

[site list](#)

[logout](#)



Current Stream Site

MiCorps Site ID: 99999 (Glazier Way)

Stream: Millers Creek County: Washtenaw Township: Ann Arbor

Stream Macroinvertebrate Datasheet

Please enter macroinvertebrate data below. Stream Quality Scores will be calculated and displayed after the Submit button is pressed. You will have a chance to review and update the data after clicking the Submit button. If you have any questions please contact Anne Sturm at 734-971-9135, asturm@qlc.org.

Required Fields = *

Sampling Event Description

1. *Date Sampled
(year, month, day):

-- -- -- -- --

2. Start Time:

-- hr -- min

3. Finish Time:

-- hr -- min

4. Datasheet Completed by:

First Name	Last Name
<input type="text"/>	<input type="text"/>

5. Collector:

<input type="text"/>	<input type="text"/>
----------------------	----------------------

6. Other Team Members:

<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

7. Datasheet Checked by:

<input type="text"/>	<input type="text"/>
----------------------	----------------------

8. Entered into the MiCorps Database by:

<input type="text"/>	<input type="text"/>
----------------------	----------------------

Identification and Assessment

1. GROUP 1: Sensitive

	Rare	Common
Caddisfly Larvae (Trichoptera)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Hellgrammites (Megaloptera)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mayfly nymphs (Ephemeroptera)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gilled Snails (Gastropoda)	<input type="checkbox"/>	<input type="checkbox"/>
Stonefly nymphs (Plecoptera)	<input type="checkbox"/>	<input type="checkbox"/>
Water penny (Coleoptera)	<input type="checkbox"/>	<input type="checkbox"/>
Water snipe fly (Diptera)	<input type="checkbox"/>	<input type="checkbox"/>

2. GROUP 2: Somewhat-Sensitive

	Rare	Common
Beetle adults (Coleoptera)	<input type="checkbox"/>	<input type="checkbox"/>
Beetle larvae (Coleoptera)	<input type="checkbox"/>	<input type="checkbox"/>
Clams (Pelecypoda)	<input type="checkbox"/>	<input type="checkbox"/>
Crane fly larvae (Diptera)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Crayfish (Decapoda)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Damselfly nymphs (Odonata)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dragonfly nymphs (Odonata)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Scuds (Amphipoda)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Alderfly larvae (Megaloptera)	<input type="checkbox"/>	<input type="checkbox"/>
Black fly larvae (Diptera)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Net-spinning caddisfly larvae (Hydropsychidae; Trichoptera)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sowbugs (Isopoda)	<input type="checkbox"/>	<input type="checkbox"/>

3. GROUP 3: Tolerant

	Rare	Common
Aquatic worms (Oligochaeta)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Leeches (Hirudina)	<input type="checkbox"/>	<input type="checkbox"/>
Midge larvae (Diptera)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pouch snails (Gastropoda)	<input type="checkbox"/>	<input type="checkbox"/>
True Bugs (Hemiptera)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other true flies (Diptera)	<input type="checkbox"/>	<input type="checkbox"/>

Data Usage

- MiCorps helps you collect and store data.
- What you do with it afterwards, is up to you.
- DEQ will use it as a screening tool if it is in the MDE.
- Its most important users will be YOU and YOUR partners.
- Want DEQ or DNR to use your data?
Make sure they are one of your partners!