

June 27, 2024

Draft UCSRB Board of Directors Meeting Summary

Douglas County Transportation & Land Services Building – East Wenatchee, WA

9:00 am to 3:00 pm



Formal Approvals

Item	Action-Decision
Agenda for September 26, 2024 Board of Directors Meeting	Approved and posted online at: UCSRB Agenda
Summary for June 27, 2024 Board of Directors Meeting	Approved and posted online at: UCSRB Summary
Disbursement summary for June 2024	Approved
Disbursement summary for July 2024	Approved
Disbursement summary for August 2024	Approved
RCO – Amendment 3	Approved
CCNRD – LE Outreach contract 2024-25	Approved
OCD LE Outreach contract 2024-25	Approved

Present: Board Chair Chuck Brushwood (Colville Confederated Tribes), Vice-chair Douglas County Commissioner Marc Straub, Treasurer Chelan County Commissioner Shon Smith, Okanogan County Commissioner Andy Hover, UCSRB Executive Director Amanda Ward, UCSRB staff - Ryan Niemeyer, Ariel Edwards, Julie Foss, Gabby Vermeire, Mike Kaputa (CCNRD), Jason Lundgren (Cascade Fisheries), Tom Dresser (Grant PUD), Andrew Gingerich (Douglas PUD).

Present remotely: Shannon Adams (Yakama Nation), Meghan Camp (UCSRB)

1. Welcome and Introductions

Chair Brushwood welcomed everyone to the meeting at 9:09 am and participants introduced themselves.

2. Regular Business

Chair Brushwood reviewed the agenda for the meeting and asked if there were any corrections or additional items to be added to the agenda.

MS made a motion to approve the September 26, 2024 agenda as amended. Vice Chair Straub seconded the motion and all approved.

The meeting summary from the June 27, 2024 Board of Directors meeting was shared.

Commissioner Hover requested to amend the summary to state that the executive session called for Amanda Ward's performance review was called pursuant to RCW 42.30.110 subsection G. MS made a motion to approve the June 27, 2024 Board of Directors meeting summary as amended. Vice Chair Straub seconded the motion and all approved.

3. Finance and Operations

Finance Manager Julie Foss presented UCSRB's financial reports.

Statement of Financial Position – August 31, 2024

Julie updated the Board that UCSRB is now vouchering on a monthly basis. Because of this, accounts receivable now appears to be more consistent and the UCSRB is generally being paid by income contracts

within 30 days of vouchers being submitted. . Beginning with this meeting, she will also provide the Board with a monthly income/revenue summary along with the disbursement summary.

Budget vs. Actual – July 2024 through December 2024

Julie noted that the Budget vs. Actual report was based on RCO's fiscal calendar since they are our largest source of funding. Per Board feedback at the September Finance Committee meeting, Julie will provide the Board with a 12-month budget at the December Board meeting.

While we stand at 33% of the 6-month budget, Julie noted that an expenditure running ahead of that for Chelan County LE outreach stood at 160.8% of that period's budget due to invoices paid due in June. Julie added that \$10K of the budget in 2025 would be available for Board outreach activities, including travel to Olympia or Washington D.C.

Current Grant Activity - July 2023 through May 2024

Julie reported on activity in current UCSRB income contracts and grants.

BEF – Not much of this prepaid grant has been expended yet. It will partially go towards funding staff time for planning November's Permitting Workshop.

BPA – UCSRB is getting up to speed on spending this contract now that Meghan Camp is working full time. Amanda and Meghan met with the BPA team last week to talk about our next contract as the current contract expires at the end of November.

CCT – UCSRB has paid out over \$15k from this contract in subcontracted floodplain work. Ryan will be working to meet the deliverables before the contract expires on October 31.

DNR – This grant supports staff time towards NCWFHC meetings and associated activities. UCSRB and NCWFHC are working to hire a new coordinator for the Collaborative.

RCO Admin/LE – This contract rolled over July 1st. Julie clarified that while UCSRB vouchers admin and LE separately, RCO tracks the two pots of money together to make sure all state funding is spent before federal.

TWS – This grant funds NCWFHC related expenses not included in the DNR contract.

WSU – UCSRB is a subrecipient of this grant that Meghan Camp brought with her when she joined the team. This grant funds Meghan's activities mapping and protecting rock habitat in the Cascades for preservation of sensitive species and runs through October 2027.

YN – UCSRB is currently vouchering the 23-24 contract for planning its 25th anniversary celebration. The SOW for a new contract has been submitted but has yet to be finalized. The current 6-month contract expires on September 30, 2024.

Operating Reserve Activity

Julie advised that there was little activity in the Operating Reserve besides cashing in UCSRB's bank points for an Amazon gift card to purchase office supplies.

Disbursement summaries – June, July, and August 2024

Julie presented the disbursement summaries and expenditure details for the past three months, along with the revenue summaries for those three months. The uptick in July disbursements was due to high-dollar subcontract invoices paid out to CCNRD and OCD in that month. These expenses have already been reimbursed from vouchering.

Commissioner Hover made a motion to approve the disbursements summaries for June 2024, July 2024, and August 2024 as presented. Vice Chair Straub seconded the motion and all approved.

4. RCO – Amendment 3

Amanda Ward advised that this is a standard amendment to RCO's biennial grant that adds Year 2 funding towards the UCSRB's administrative and general operations costs.

Commissioner Hover made a motion to approve the RCO grant amendment. Commissioner Smith seconded the motion and all approved.

5. Contracts

Amanda updated the Board on developments with current income contracts.

USFS/NCWFHC

The US Forest Service has provided a grant of \$20K to go towards funding a facilitator for the NCWFHC.

Commissioner Hover mentioned that Commissioner Branch is resigning from his office, and Okanogan county will need a new representative for the NCWFHC. Commissioner Hover asked if there would be a conflict of interest if he took Commissioner Branch's place in the Collaborative. The Board agreed there was likely not a conflict of interest as long as Commissioner Hover abstained from UCSRB votes on funding the NCWFHC.

WSU

Amanda described the WSU contract that funds Meghan Camp's work on the Mapping and Protecting Rock Habitat in The Cascade Mountains for the Conservation of Climate Sensitive Species project. Commissioner Hover said that he was curious about the survey technology used for the project and asked if could it be used in surveys relating to salmon recovery. Meghan said that the project used remote sensing technology that measured substrate size. She said she could see the remote camera technology being used for surveying riparian and stream habitat. She added that the project had a focus on habitat selection analysis and remote sensing, hence its funding provided by NASA.

CCT

Amanda said that she had submitted a draft budget and scope of work for the new contract. Funding from this contract includes support for the NOAA HARP process, planning for the 2026 Science Conference, challenges for SRFB applications, potential for establishing an Entiat/Wenatchee monitoring program, and administration and vouching for the contract.

BPA

Amanda and Meghan met two weeks ago with Tim Hanrahan, the new Upper Columbia River Tributary Habitat Program Leader of the BPA Programmatic. With new staff at both BPA and UCSRB, Amanda believes there may be new opportunities for partnership/collaboration with BPA.

YN

Amanda has submitted a draft scope of work and budget to YN and will coordinate with Shannon Adams to finalize the new contract.

CCNRD – LE Outreach

Amanda asked Chair Brushwood to sign this subcontract funding CCNRD outreach activities at September's Executive Committee meeting due to CCNRD's need for these funds to cover activities at the Wenatchee River Salmon Festival the following week. The Board was asked to approve the subcontract.

Vice Chair Straub made a motion to approve the CCNRD Lead Entity Outreach subcontract as presented. Commissioner Hover seconded the motion and all approved.

OCD – LE Outreach

The Board was asked to review and approve the subcontract to fund OCD outreach activities.

Vice Chair Straub made a motion to approve the OCD Lead Entity Outreach subcontract as presented. Commissioner Hover seconded the motion and all approved.

UCSRB small grants

Amanda reported that we had received two applications for the small grants program. CCD's application was scored and approved for funding by the UCSRB staff, and they will review Cascade Fisheries' application in the next couple of weeks.

6. Office lease

Amanda updated the Board that she had received new cost estimate of approximately \$100,000 from JDSA for reconfiguration and downsizing UCSRB's office space. The Board discussed and agreed that the savings once the office was downsized may not be worth the disruption.

Amanda added that downsizing could limit UCSRB's ability to hire new staff, should there be a future need. For example, a substantial amount of funding has gone towards contracted GIS work over the past 5 years so, potentially, hiring a GIS specialist might be more cost effective. The Board confirmed they would prefer to hold off on changing their lease at this time. Amanda advised the UCSRB has another 2 year option on their current lease and she will continue to explore other potential opportunities during this time.

7. UCSRB 25th Anniversary

Gabby Vermeire updated the Board on planning for UCSRB's 25th Anniversary. The day's itinerary will include site visits to the Leavenworth National Fish Hatchery, the Boulder Fields Project site on Icicle Road, lunch and speakers at Sleeping Lady Mountain Resort, followed by site visits to Yakama Nation's SR 207 project and Cascade Fisheries' Merrit Oxbow project. Members of the Icicle Working Group will be joining the event's attendees for lunch at Sleeping Lady and IWG has agreed to cost share for this part of the event. A final agenda will be sent out at the end of this week or early next week.

8. SRFB grant round update

Ariel Edwards updated the Board on funding decisions for the 2024 SRFB grant round, which were announced yesterday. All the projects in the Upper Columbia region were funded, with just one project receiving \$74 less than their total funding request. The 19 projects located in the Methow, Entiat, and Wenatchee subbasins received a total of \$2.89 mil in regular SRFB funds and \$2.46 mil in riparian. 12

projects received regular SFRB funding, and seven received Riparian funding, which did not require a funding match.

All regular SFRB funds were allocated. \$279k of riparian funds remain unallocated but will roll over to next year. Projects requesting Targeted Investment funds from the state were ranked and it is likely the top seven ranked projects will be funded with current Targeted Investment funding. YN's Nason Cr SR 207 project, ranked #8 in the state, and other ranked projects may not receive funding if the Climate Commitment Act is repealed after the vote on initiative 2117 in November's election.

9. BPA update

Meghan Camp provided the Board with the Upper Columbia Programmatic Update. As a reminder, BPA and UCSRB have a funding agreement for non-accord funding.

BPA funded six restoration projects in the Upper Columbia in 2023 for a total of \$4.3 million. These projects included the Upper Wenatchee Floodplain Project, the Chiwawa River culvert replacement project, and the Lower Peshastin Clean up, where Cascade Fisheries is doing lead remediation work.

10. Permitting Workshop

Ryan Niemeyer provided the Board with an update on planning for the Upper Columbia and Yakama Basin Permitting Workshop, to be held on November 12. The workshop, jointly being developed with USFS, is free to attend and will be implementor-focused to provide insight into the permitting process for habitat restoration practitioners.

Ryan took feedback from the WAT's when creating the Workshop agenda. Overall, they wanted to make it applicable to their work, and said there have already been enough step-by-step-based permitting workshops. As a result, the workshop will consist of two case studies, round table discussions, and panels of permitting agency representatives available for questions.

The cost of using the Convention Center was approximately \$3,000 – UCSRB is in cost sharing discussions with the Forest Service.

11. Fish Passage Strategy update

Ryan Niemeyer updated the Board on WDFW fish passage strategy. This comes out of the WA legislature directing WSDOT and the Fish Barrier Removal Board (FBRB) to develop a statewide strategy to prioritize barrier removal projects. This process of developing this strategy includes a science panel, coordination with tribes, and statewide outreach that includes the Salmon Recovery Boards. WDFW are holding a hybrid forum on the process in Wenatchee on October 2.

12. RFEG Federal Funding

Jason Lundgren, Executive Director for Cascade Fisheries, provided an update on federal funding for Regional Fishers Enhancement Groups like CF. He reminded the Board that there were 14 RFEG's in the state, and they receive funding from grants, sport fishing licenses, sale of surplus fish carcasses by WDFW, and \$1.5 million in federal base funding which was divided amongst all 14 RFEGs. As the base funding doesn't go far, the RFEG's have been advocating to increase seed money.

In August, RFEG's were listed in state appropriations bill (now continuing resolution SB 4802) which would increase base funding to \$5 million total from US Fish and Wildlife. Jason emphasized that RFEG's need includes funding to continue their education mission in schools. The RFEG's asked for and received

support for this increase in funding, which has been communicated to the region's congressional delegation.

13. Items for future Board meetings

Because the meeting is running ahead of schedule, Commission Hover suggested moving up the agenda item of opening up the discussion to suggestions for the agenda for future Board meetings. All agreed.

The following topics were introduced as potential items for future meetings:

- Virtual fencing/cattle collaring – what is the scope of these projects? (Commissioner Hover)
- Next meeting with legislators State, early April 2025?
- Board and staff dinner after the December Board meeting?
 - Yes, Amanda will organize at Chateau Faire le Pont Winery

Lunch

Before the presentations from representatives from Douglas and Grant PUD, Commissioner Hover reminded those present why this topic had been introduced. During Ryan Niemeyer's presentation on the findings from the latest UCSRB Annual Report on fish numbers and ocean conditions, he brought up the fact that dams have been increasing spill to increase fish passage. Commissioner Hover had asked if doing so increased total dissolved gas in the water, and asked if there was salmon mortality related to this?

Andrew Gingerich – Douglas PUD – Understanding Total Dissolved Gas Limits and their Impact: the Wells Hydroelectric Project

- Total Dissolved Gas (TDG) – state of Washington has water quality standards related to TDG
 - High concentrations of TDG can lead to Gas Bubble Trauma (GBT/GBD)
 - TDG is created through spillway operations at dams
 - Regulated by WA State Department of Ecology, tribes depending on area
 - Typically, standard is 110%
 - 7Q10 flows – managing river for human health at these levels
 - TDG WQS can be modified if a project ensures fish passage
- “Spill to the gas caps” – can we spill more if it decreases fish mortality?
 - 2020 WQS Modification to improve fish passage
- Effects of high TDG on aquatic life
 - Depth compensation – in rivers, fish are more resilient with regards to GBT compared to lab studies
 - Johnson controls
- TDG standards change at Wells seasonally
- Compliance over the last decade-plus is imperfect but high
- Reasons for optimism including high quality data gathering, allows for modeling and providing operations with great data and direction
- Spilling to the gas caps hasn't appeared to clearly improve instream survival

Tom Dresser – Grant PUD

Previously – spilled a lot of water at Wanapum, Priest Rapids dam to increase fish passage late-90's early 2000's

- Wanapum and PR bypass systems
 - Primary juvenile salmonid and steelhead passage routes
 - Operation based on outmigration timing of fish
 - Wanapum Bypass – estimated survival is >96.2% for multiple species
 - PR Bypass - >99.6 for yearling Chinook and steelhead
- Turbine operations
 - Fish mode – operations range constrained at both Wanapum and PR dams during fish outward migration
- Grant PUD tries to manage to 120% TDG during anadromous fish migration (spring and summer migrates)
- Gas abatement measures
 - Minimizing involuntary spill -
 - Preemptive spill – absorb flow fluctuations from upstream projects
 - Maximize turbine flows
 - Use fish bypasses
 - Alternative spill patterns if involuntary spills still occur
- GPT Biological Monitoring Plan
 - Grant PUD examines native and non-native resident fishes
 - In 2023, a sample of 14 species of fish showed no observed symptoms of GBT
 - 2023 Chelan PUD sampled salmonids and found 0.45% showed signs of GBT; sample of non-salmonids found no signs of GBT
- Hatchery Stewardship

Commissioner Hover asked if County Commissioners could do anything to help increase fish survival from dams? Tom replied that different measures work better in different projects/dam.

13. Items for Future Board meetings (cont.)

The only other idea introduced for future Board meetings was a potential Board member/UCSRB staff dam tour.

Public comments

Chair Brushwood asked if there were any public comments. No public comments were noted.

Adjourn Meeting

Chair Brushwood thanked everyone for attending and the meeting was adjourned at 3:14 pm.

Next scheduled Board meeting – Thursday, December 5, 2024.

UCSRB

Budget vs. Actual - Total for All Programs

July 2024 through December 2024

10/31/2024

Accrual Basis

As of 10/31/2024 = 67%

	Actual	Budget	Budget Remaining	% of Budget Utilized to Date
Grants & Donations Revenue	\$ 361,465	595,045	233,580	60.7%
6079.10 Science Conference Revenue				
9915 Advertising/Promotional				
9916 Professional Fees*				
9917 Science Conference Expenses				
Science Conference, Net	0	0	0	0.0%
6150 Miscellaneous Income	550	100	(450)	550.0%
Total Revenue	362,015	595,145	233,130	60.8%
Expenditures				
Total Payroll Expenses	208,862	301,892	93,030	69.2%
8077 Training	5,200.00	10,250	5,050	50.7%
8078 Training Travel	2,463.90	-	(2,464)	100.0%
8079 Teambuilding Event	82	2,000	1,928	4.1%
8105 Professional Association Dues	71.64	700	194	10.2%
8106 Recruitment Expenses	505.92	-	(451)	100.0%
Total 8000 Personnel Expenses	217,186	314,842	97,288	69.0%
9100 Outreach Activities				
9160 Website	690.94	1,020	329	67.7%
9150 Consultant - podcast editing and producing	680.00	1,800	1,120	37.8%
9130 Advertising - promotion	0.00	1,000	1,000	0.0%
9135 Promotional Materials	44.72	600	555	7.5%
9145 Travel (General)	2,600.00	-	(2,600)	100.0%
9140 Meeting Expenses	99.00	-	(99)	100.0%
9110.1 Chelan County LE Outreach	20,097.23	12,500	(7,597)	160.8%
9110.2 Okanogan County LE Outreach	10,325.85	12,500	2,174	82.6%
9120 Partnership Outreach	0	15,000	15,000	0.0%
Total 9100 Outreach Activities	34,538	44,420	9,882	77.8%
BPA Maintenance				
BPA Maintenance	0	-	-	0.0%
Total BPA Maintenance	0	0	0	0.0%
9200 Data Collection & Stewardship				
9210 GIS Contractor - Prioritization Support	2,050.00	750	(1,300)	273.3%
9220 Consultants - Data Collection	48,845.75	15,000	(33,846)	325.6%
9230 GIS Software Subscription	1,177.17	1,400	223	84.1%
9240 Data Management Meeting Expenses	0.00	-	-	0.0%
Total 9200 Data Collection & Stewardship	52,073	17,150	-34,923	303.6%

	Actual	Budget	Budget Remaining	% of Budget Utilized to Date
9300 Community Engagement				
9320 Regional Technical Team	10,730.00	20,000	9,270	53.7%
9330 Wenatchee WAT	4,347.95	4,750	402	91.5%
9340 Methow WAT	3,114.58	5,150	2,035	60.5%
9350 Entiat WAT	2,477.88	5,150	2,672	48.1%
9370 NCW Forest Health Collaborative	0.00	-	-	0.0%
9380 Project Sponsors	213.73	-	(214)	100.0%
9390 Other Community Meetings	2,528.92	-	(2,529)	100.0%
Travel	974.91	-	(975)	100.0%
Meeting Expenses	175.00	300	125	58.3%
Lessons Learned Workshop	0.00	2,500	2,500	0.0%
SRFB Packets	0.00	-	-	0.0%
Total 9300 Community Engagement	24,563	37,850	13,287	64.9%
Board Engagement				
9410 Board Meeting Expenses	0.00	1,000	1,000	0.0%
9420 Board travel expenses	0.00	-	-	0.0%
9430 Board Legislative Outreach	0.00	-	-	0.0%
9440 Board Consultants / Strategic Planning / Retire	0.00	-	-	0.0%
Total Board Engagement	0	1,000	1,000	0.0%
9800 Administrative Expenses				
9810 Occupancy - Rent	15,400.00	23,100	7,700	66.7%
9815 Occupancy - Cleaning & Maintenance	650.00	1,300	650	50.0%
9820 Vehicle Lease & Expenses	0.00	-	-	0.0%
9825 Copier Lease & Expenses	1,099.32	1,500	401	73.3%
9830 Audit Fees	0.00	10,000	10,000	0.0%
9835 Professional Services - Other	2,562.50	1,500	(1,063)	170.8%
9840 Commercial Insurance	752.00	750	(2)	100.3%
9845 Taxes & Licenses	0.00	-	-	0.0%
9850 Computer Security & Maintenance	3,819.29	6,788	2,969	56.3%
9855 Software Subscriptions	1,797.47	6,300	4,503	28.5%
9860 Office Supplies	108.67	1,050	941	10.4%
9865 Equipment	0.00	-	-	0.0%
9870 Phone & Internet	488.04	750	262	65.1%
9875 Staff Cell Phones	1,120.00	2,100	980	53.3%
9880 Conferencing Services	30.00	-	(30)	100.0%
9885 Postage	0.00	500	500	0.0%
Total 9800 Administrative Expenses	27,827	55,638	27,811	50.0%
9900 Operating Reserve (Income) Expenses	500	(3,623)	(4,123)	-13.8%
Total Expenditures	356,718	467,277	110,559	76.3%
Net Operating Income	5,297	127,868	122,571	4.1%
Other Revenue				
9010 Interest Income	0.00	-	-	0.0%
9015 Dividend Income	0.00	-	-	0.0%
9020 Unrealized Gain (Loss)	0.00	-	-	0.0%
9025 Realized Gain (Loss)	0.00	100	100	0.0%
Total Other Revenue	0	100	100	0.0%
Excess (Deficiency) Revenues over Expenditures:	\$ 5,297	\$ 127,968	\$ 122,671	4.1%

Upper Columbia Salmon Recovery Board
Statement of Financial Position Comparison
As of October 31, 2024

	Total	
	As of Oct 31, 2024	As of Oct 31, 2023 (PY)
ASSETS		
Current Assets		
Bank Accounts		
1011 NCNB Checking Account	154,204.95	97,370.06
1011.2 Restricted Cash	55,075.64	
Total 1011 NCNB Checking Account	\$ 209,280.59	\$ 97,370.06
1111 Adjustment Register	0.00	0.00
1319 Agency Advised Fund - CFNCW	0.00	5,145.74
Total Bank Accounts	\$ 209,280.59	\$ 102,515.80
Accounts Receivable		
1510 Accounts Receivable	14,216.22	0.00
Total Accounts Receivable	\$ 14,216.22	\$ 0.00
Other Current Assets		
1200 Undeposited Funds	0.00	0.00
1210 Sci Conference Auction Items	0.00	0.00
1305 Prepaid Expenses	23.14	29.24
1305.01 Amazon Prepaid Gift Card	103.26	53.19
1305.02 Walmart Prepaid Gift Card	0.00	25.00
Total 1305 Prepaid Expenses	\$ 126.40	\$ 107.43
1515 Accrued Revenue	103,887.81	0.00
2120 Payroll Asset	0.00	0.00
Payroll Corrections	0.00	0.00
Total Other Current Assets	\$ 104,014.21	\$ 107.43
Total Current Assets	\$ 327,511.02	\$ 102,623.23
Fixed Assets		
1810 Furniture and Equipment	74,992.81	74,992.81
1850 Accumulated Depreciation	-74,992.81	-74,992.81
Total Fixed Assets	\$ 0.00	\$ 0.00
Other Assets		
1350 Intangible Assets (Videos)	30,450.00	30,450.00
1355 Accumulated Amortization	-30,450.00	-30,450.00
Total Other Assets	\$ 0.00	\$ 0.00
TOTAL ASSETS	\$ 327,511.02	\$ 102,623.23
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2020 Accounts Payable	9,287.74	13,838.52
Total Accounts Payable	\$ 9,287.74	\$ 13,838.52
Credit Cards		
2030.10 Credit Card (9545)	1,319.66	301.80
2035 US Bank NASPO Cards	82.49	344.66
Total Credit Cards	\$ 1,402.15	\$ 646.46
Other Current Liabilities		

2005 Payroll Liabilities Payable	0.00		0.00
2005.01 Payroll Liab. - EE Life/Disab	0.00		0.00
2005.02 Payroll Liab. - EE Health Ins.	0.00		0.00
2005.03 Payroll Liab - EE Dental	0.00		0.00
2005.11 Payroll HSA Liability	0.00		0.00
2005.41 Payroll IRA Liability - Vanguard	0.00		0.00
2005.44 Payroll IRA Liab. - Fidelity	0.00		0.00
2005.45 Payroll IRA Liab. - Amer. Funds	0.00		0.00
2005.47 Payroll IRA Liab - Schwab	0.00		0.00
2005.48 Payroll IRA Liab - TRowe	0.00		0.00
2005.49 Payroll IRA Liab - Valic	0.00		0.00
Total 2005 Payroll Liabilities Payable	\$	0.00	\$ 0.00
2005.001 Payroll Liabilities			
2005.011 Health Insurance	0.10		29.34
2005.021 Health Insurance (company paid)	0.00		0.00
2005.04 Other Insurance (company paid)	0.00		0.00
2005.05 Optional EE Life(taxable)	0.00		0.00
2005.111 Dental Insurance (company paid)	0.00		0.00
2005.12 HSA EE	0.00		0.00
2005.411 Simple IRA - Vanguard	0.00		0.00
2005.452 Simple IRA - American Funds	0.00		0.00
2005.453 Simple IRA - Fidelity	0.00		0.00
2005.460 Simple IRA - Edward Jones	0.00		
2005.471 Simple IRA - Schwab	1,622.30		0.00
2005.50 Federal Taxes (941/943/944)	0.00		0.00
2005.60 WA SUI Employer	91.14		82.15
2005.66 WA Cares Fund	184.31		227.36
2005.64 WA Paid Family and Medical Leave Tax	201.77		172.07
2006.62 WA Workers Compensation	199.37		177.54
Total 2005.001 Payroll Liabilities	\$	2,298.99	\$ 688.46
2005.06 Direct Deposit Liabilities	0.00		0.00
2005.065 Direct Deposit Payable	0.00		0.00
2006 Accrued Payroll	52,892.66		44,850.42
2021 Accrued Expenses	0.00		10,150.00
2025 Other Current Liability			
2100 Deferred Revenue	55,075.64		6,569.88
2200 Accrued Leave	0.00		0.00
2200.10 Accrued Comp Time	1,022.00		1,196.00
2200.20 Accrued Vacation Time	14,737.00		11,878.10
2200.30 Accrued Sick Time	20,464.00		20,354.54
Total 2200 Accrued Leave	\$	36,223.00	\$ 33,428.64
2400 Note Payable - NCB LOC	0.00		0.00
Total Other Current Liabilities	\$	146,490.29	\$ 95,687.40
Total Current Liabilities	\$	157,180.18	\$ 110,172.38
Total Liabilities	\$	157,180.18	\$ 110,172.38
Equity			
3000 Unrestricted Net Assets	89,229.12		175,230.88
Net Revenue	81,101.72		-182,780.03
Total Equity	\$	170,330.84	-\$ 7,549.15
TOTAL LIABILITIES AND EQUITY	\$	327,511.02	\$ 102,623.23

Monday, Nov 18, 2024 12:33:17 PM GMT-8 - Accrual Basis

UCSRB
Operating Reserve Activity
July 1 2023 through Oct 2024

	Prev Reported to Board	Recent transactions	YTD
Operating Reserve Income			
Science Conference, Net	8,776.00		8,776.00
CFNCW Donations	300.00	-	300.00
Amazon Smile Donations			-
Credit Card Rebates -FirstBank/Glacier			-
Credit Card Rebates -USBank	84.35	450.00	534.35
CFNCW Interest Income	33.18	-	33.18
CFNCW Dividend Income	81.06	-	81.06
CFNCW Unrealized Gains/(Losses)	26.42	-	26.42
CFNCW Realized Gains/(Losses)	161.10	-	161.10
			9,912.11
Employee PTO Forfeitures			
AM Vacation Payout	2,559.61		2,559.61
AM Sick Time forfeiture	(5,622.68)		(5,622.68)
	-		-
NJ Vacation Payout	3,617.77		3,617.77
NJ Sick Time forfeiture	(4,177.41)		(4,177.41)
DH Vacation Payout	6,225.50		6,225.50
DH Sick Time forfeiture	(5,175.00)		(5,175.00)
SW Vacation Payout	6,343.82		6,343.82
SW Sick Time forfeiture	(8,920.73)		(8,920.73)
			(5,149.12)
Office Expenses			
Office supplies	483.67	148.08	631.75
Other			-
			631.75
Other Operating Reserve Expenses			
Non Reimbursable Travel	22.22		22.22
			22.22
Interest Expense			
NCNB L/C Interest Expense			
NCNB Loan Origination Fee			
FirstBank CC			
CFNCW Fees			
			-
Current Year Activity			\$ 14,407.26

UCSRB
Grant Activity - Current Grants
July 1, 2024 through June 30, 2025

10/31/2024
Accrual Basis

	BEF 24-25		BPAAdmin #93765 23-24		CCT 2024		DNR		RCO LE #23-1257		RCO Admin #23-1257		TWS 24-01		WSU - NASA		Yakama Nation 2023-24		Yakama Nation 2024-25	
	2/01/24 - 3/31/25		12/01/23 - 11/30/24		5/1/24 - 10/31/24		2/01/24 - 06/30/25		07/01/24 - 06/30/25		07/01/2024 - 06/30/25		01/01/24 - 09/30/25		2023 - 2027		03/01/23 - 02/29/24		10/01/2024 - 09/30/25	
Payroll Expenses	15,138		50,262		20,765		9,139		22,520		119,591				4,176		81,274			
Outreach	-		349				-		31,202		480		-		-		2,879			
Travel/Training			1,111		191				1,068		5,798		43				743			
Data Collection & Stewardship			-								1,177						-			
GIS/Data Software	-		60				-				-		-				-			
Other Consultants	-				55,998		-		-		-		-				-			
Aspect Consulting (GIS)	-		7,125				-		-		-		-				-			
Total Consultants	-		7,185		55,998		-		-		1,177		-				-			
Community Engagement																				
RTT / BioAnalyst									214											
Methow WAT / MSRF	-		6,304				-		9,113		-		-				10,440			
Wenatchee WAT / CCNR	-		-				-		-		-		-				9,270			
Entiat WAT / Cascadia CD	-		-				-		1,203		-		-				10,300			
NCWFHC	-		-				-		-		-		-				-			
Other Community Meetings	-		-				-		-		-		46				2,420			
Total Community Engagement	-		6,304		-		-		10,529		-		46				32,430			
Administrative Expenses	-		21,057		76		-				19,796		938				28,720			961
Sponsored Workshop	-		-				-		-		-		-				-			
Total Expenditures	\$ 15,138	\$	86,269	\$	76,839	\$	9,139	\$	65,319	\$	146,842	\$	1,027	\$	4,176	\$	143,168	\$	961	
Total Funding Source Award	50,000		128,090		77,000		50,000		505,500		652,500		19,700		39,905		157,780		130,939	
Expenses to date	15,138		86,269		76,839		9,139		65,319		146,842		1,027		4,176		143,168		961	
Balance Remaining	34,862		41,821		161		40,861		440,181		505,658		18,673		35,729		14,612		129,978	
Percentage of Grant Funds Expended	30%		67%		100%		18%		13%		23%		5%		10%		91%		1%	
Percentage of Contract Period Completed	64%		92%		100%		53%		34%		34%		45%		25%		100%		8%	
Total Expenses Billed to Date	15,138		85,814		76,839		9,139		56,042		146,705		1,027		5,663		143,168		-	
Unbilled Expenses	-		455		0		(0)		9,277		137		-		(1,486)		(0)		961	
Total Expenditures	15,138		86,269		76,839		9,139		65,319		146,842		1,027		4,176		143,168		961	

Upper Columbia Salmon Recovery Board		
Disbursement Summary for 01 Sept – 31 Oct 2024		
<i>The following disbursements have been approved and paid in accordance with UCSRB policies and are hereby ratified:</i>		
Checks:		Total:
Sept 2024 - Numbers: 8117 to 8134	33,305.22	
Oct 2024 - Numbers: 8135 to 8148	43,630.17	
		76,935.39
Payroll - Electronic payments:		
Payroll – Sept 2024	28,461.53	
Payroll taxes – Sept 2024	8,856.42	
Simple IRA contributions – Sept	174.02	
September Total	37,491.97	
Payroll – October 2024	29,515.54	
Payroll taxes – October 2024	9,333.27	
Simple IRA contributions – October	166.12	
2024 Third Quarter payroll taxes – ESD	1574.53	
2024 Third Quarter payroll taxes – L&I	662.43	
October Total	41,251.89	
September & October Payroll Total:		78,743.86
Credit cards: - Electronic Payments:		
First Bank + US Bank – Sept 2024	4,303.46	
First Bank + US Bank – Oct 2024	770.32	
WVS Charters	2,600.00	
EFT Total	7,673.78	
TOTAL:		163,353.03

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the (city/county/district), and that I am authorized to authenticate and certify to said claim.

Amanda Ward, UCSRB Executive Director

Date:

Disbursement summary approved
- UCSRB Board Secretary Treasurer

Board meeting date:

December 5, 2024

Supporting documentation has been retained and is available upon request.

Upper Columbia Salmon Recovery Board

Revenue Summary for 01 September – 31 October 2024

The following vouchers have been approved and submitted in accordance with UCSRB policies and are hereby ratified:

SEPT VOUCHERS		
BPA Admin 23-24	8,052.38	
Yakama Nation 23-24	5,884.82	
RCO – LE	8,658.71	
RCO – Admin	30,056.30	
Yakama Nation 24-01	16,302.03	
CCT	6,163.84	
WSU	3,520.02	
BEF	7,908.53	
September Total		86,546.63
OCT VOUCHERS		
BPA Admin 23-24	7,562.04	
DNR	3,203.33	
Yakama Nation 23-24	4,023.95	
RCO LE	9,266.73	
RCO Admin	41,392.17	
BEF	1,832.22	
CCT	36,607.37	
October Total		103,887.81
TOTAL		190,434.44

Amanda Ward, UCSRB Executive Director	
Date:	
Revenue summary approved - UCSRB Board Secretary Treasurer	
Board meeting date:	December 5, 2024

Supporting documentation has been retained and is available upon request.

UCSRB Budget - DRAFT

July 2024 - Dec 2025

23-24 Budget Revision 2	6month 2024	12month 2025	24-25 DRAFT Budget
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Revenue

RCO Admin	326,250	217,500	435,000	652,500
RCO Regional funding	147,000	73,500	147,000	220,500
RCO LE	190,000	95,000	190,000	285,000
Yakama Nation	165,281	67,500	135,000	202,500
BPA Admin	173,406	64,045	148,090	212,135
BPA Tech	-	-	-	-
Colville	54,564	30,000	60,000	90,000
Other	-	15,000	30,000	45,000
BEF	32,372	25,000	50,000	75,000
DNR	25,000	12,500	25,000	37,500
Grants & Donations	1,113,874	600,045	1,220,090	1,820,135
Donations	10,000	-	-	-
Registration Fees	41,400	-	-	-
Workshop expenses 1	(30,400)	(5,000)	-	(5,000)
Workshop Consultant	(21,000)	-	-	-
Science Workshops (Lessons learned)- TB	\$0	-	-	\$0
Workshop expenses other	-	-	-	-
Science Workshop, Net	-	(5,000)	-	(5,000)
Miscellaneous Income	100	-	-	-
Miscellaneous Income	100	-	-	-
Investment Income (losses)	100	-	-	-
Investment Income (losses)	100	-	-	-
TOTAL REVENUE	\$1,114,074	\$595,045	\$1,220,090	\$1,815,135

Personnel

Employee Wages	\$ 613,740	\$ 301,892	\$ 609,320	\$ 911,212
% COLA for all perms on 1/1/25 (w/ tax/IRA effect)	\$ -	-	\$ 21,913	\$ -
% Incr health insurance premium on 1/1/25	\$ -	-	\$ 2,369	\$ -
Performance based increases	\$ 7,000	-	\$ 7,700	\$ 7,000
Payroll Expenses	\$ 620,740	\$ 301,892	\$ 641,302	\$ 918,212
Teambuilding Events	\$ 2,000	\$ 2,000	\$ 5,000	\$ 7,000
Professional Association Dues	\$ 645	\$ 700	\$ 1,400	\$ 2,100
Training & Training Travel	\$ 20,723	\$ 10,250	\$ 20,500	\$ 30,750
Total Personnel Expenses	\$ 644,108	\$ 314,842	\$ 668,202	\$ 958,062

Outreach

Web site Maintenance	\$1,105	\$1,020	\$2,040	\$3,060
Website Development & Maintanance	\$0	\$0	-	\$0
Consultant - podcast editing and producing	\$3,400	\$1,800	\$3,600	\$5,400
Advertising - promotion	\$720	\$1,000	\$0	\$1,000
Advertising	\$1,200	\$0	\$0	\$0
Outreach Supplies & Brochures	\$0	\$600	\$1,200	\$1,800
Consultants -updated outreach materials	\$0	\$0	\$0	\$0
Travel (General)	\$4,878	\$0	\$0	\$0
Meeting Expenses	\$200	\$0	\$0	\$0
Chelan County LE Outreach	\$25,000	\$12,500	\$25,000	\$37,500
2024-2025 Okanogan County LE Outreach	\$25,000	\$12,500	\$25,000	\$37,500

UCSRB Budget - DRAFT

July 2024 - Dec 2025

	23-24 Budget Revision 2	6month 2024	12month 2025	24-25 DRAFT Budget
Small Grants - ED	\$30,000	\$15,000	\$30,000	\$45,000
Total Outreach Expenses	\$ 91,503	\$ 44,420	\$ 86,840	\$ 131,260

UCSRB Budget - DRAFT

July 2024 - Dec 2025

		23-24 Budget Revision 2	6month 2024	12month 2025	24-25 DRAFT Budget
BPA Maintenance					
	BPA Maintenance (netted against revenue in 24-25)	\$10,000			\$0
Total BPA Maintenance		\$ 10,000	\$ -	\$ -	\$ -
Data Collection & Stewardship					
	Aspect- GIS Contractor	\$31,200	\$15,000	\$30,000	\$45,000
	Software Subscriptions (ESRI/GI)		1400	2800	4200
	Consultants - Completing Reach Assessments	\$0	\$0	\$0	\$0
	HARP model meeting support	\$400			\$0
	Consultants - other Aspect GIS	\$30,000		\$30,000	\$30,000
	Snow2Flow	\$0	\$750	\$1,500	\$2,250
Total Data Collection & Stewardship		\$ 61,600	\$ 17,150	\$ 64,300	\$ 81,450
Community Engagement					
	Similkameen-Okanogan WAT / OCD	\$0			\$0
	Methow WAT /MSRF	\$13,733	\$5,150	\$11,000	\$16,150
	Wenatchee WAT /CCNR	\$12,360	\$4,750	\$11,000	\$15,750
	Entiat WAT & Entiat WPU / Cascadia	\$13,733	\$5,150	\$11,000	\$16,150
	Regional Technical Team (BioAnalysts)	\$10,000	\$20,000	\$40,000	\$60,000
	Implementation team (IT)	\$0		\$10,000	\$10,000
	NCW Forest Health Collaborative	\$18,000		\$15,000	\$15,000
	Regional Prioritization Forums - SW	\$0	\$0		\$0
	Ruckelshaus - Regional Evaluation Phase II Actions	\$0			\$0
	Travel (General) AM	\$0			\$0
	Travel (General) DH	\$4,069			\$0
	Travel (General) SW	\$1,677			\$0
	Travel (General) TB	\$2,365			\$0
	Travel (General) ES	\$22			\$0
	Travel (General) ED	\$3,067			\$0
	Travel (General) RN	\$1,558			\$0
	Meeting Facilities and Food - LE	\$2,310	\$300	\$2,100	\$2,400
	Meeting Expenses - SW	\$4,240			\$0
	Meeting Expenses - TB	\$300			\$0
	Meeting Expenses - ED	\$0			\$0
	Meeting Expenses - RN	0			0
	Fall workshop	500	\$2,500	\$2,500	\$5,000
	SRFB Packets	\$554			\$0
Total Community Engagement		\$ 88,489	\$ 37,850	\$ 102,600	\$ 140,450
Board Engagement					
	Board Meeting Expenses	\$2,000	\$1,000	\$2,000	\$3,000
	Board travel expenses	\$1,000	\$0	\$0	\$0
	Board Travel expenses - DC/Oly	\$9,000	\$0	\$10,000	\$10,000
	Chelan County Board Support	\$0	\$0	\$0	\$0
	Okanogan County Board Support	\$0	\$0	\$0	\$0
	Board Consultants / Strategic Planning / Retreat	\$10,000	\$0	\$10,000	\$10,000
Total Board Engagement		\$ 22,000	\$ 1,000	\$ 22,000	\$ 23,000

UCSRB Budget - DRAFT

July 2024 - Dec 2025

23-24 Budget Revision 2	6month 2024	12month 2025	24-25 DRAFT Budget
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Other Expenses

Rent Wenatchee	\$46,200	\$23,100	\$48,800	\$71,900
Rent Maintenance	\$2,850	\$1,300	\$0	\$1,300
Utilities	\$0	\$0	\$0	\$0
GSA Vehicle	\$4,892	\$0	\$0	\$0
Copier Service	\$2,250	\$1,500	\$2,200	\$3,700
Audit & Accounting Fees	\$31,000	\$10,000	\$15,000	\$25,000
Legal & Other Consulting Fees	\$3,100	\$1,500	\$3,000	\$4,500
Insurance	\$3,000	\$750	\$2,250	\$3,000
Computer Maintenance & Security Firefly & Sonicwall	\$13,530	\$6,788	\$13,576	\$20,365
Office Supplies for General Use	\$2,450	\$1,050	\$2,100	\$3,150
Office Equipment	\$1,100			\$0
Computer Equipment	\$4,500		\$5,000	\$5,000
Software Subscriptions (MSFT, QBks, Adobe Cloud, Sur	\$8,719	\$6,300	\$12,600	\$18,900
Conference Calls (GoTo/LogMeIn/Zoom)	\$1,000	\$0	\$1,000	\$1,000
Phone/Internet - LocalTel	\$1,980	\$750	\$1,500	\$2,250
Staff Cell Phones	\$4,800	\$2,100	\$4,200	\$6,300
Postage	\$300	\$500	\$600	\$1,100
Miscellaneous	\$0	\$0	\$0	\$0

Total Other Expenses	\$ 131,671	\$ 55,638	\$ 111,826	\$ 167,465
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Operating reserve

Operating Reserve Expenses	(\$3,623)			\$0
Contingency	\$0			\$0

Total Operating Reserve	\$ (3,623)	\$ -	\$ -	\$ -
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TOTAL EXPENSES	\$1,045,747	\$470,900	\$1,055,768	\$1,501,687
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Excess (Shortfall):	\$68,326	\$124,145	\$164,322	\$313,448
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Net

15

Mail Invoice To:
fwinvoices@bpa.gov
F & W Invoices - EWB-4
P. O. Box 3621
Portland OR 97208-3621

Please Direct Inquiries To:	Vendor:
JAY CHONG	UPPER COLUMBIA SALMON RECOVERY BOARD
Title CONTRACT SPECIALIST	11 Spokane Street
Phone: 503-230-4007	Suite 101
Fax	WENATCHEE WA 98801

Title
2010-001-00 EXP UPPER COLUMBIA PROGRAMMATIC HABITAT ADMIN

Contract Value	
Total Value	\$166,765.00 USD
Pricing Method	COST, NO FEE
Contract Type	COOPERATIVE AGREEMENT
** NOT TO EXCEED **	
Start Date	12/01/2024
End Date	11/30/2025

Vendor Authorized Signature Printed Name/Title Date Signed Phone	JAY CHONG Digitally signed by JAY CHONG Date: 2024.11.19 14:39:21 -0800 Authorized Signature Jay Chong / Contracting Officer Printed Name/Title 11/19/2024 Date Signed (503) 230-4007 Phone
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DEPARTMENT OF ENERGY
Bonneville Power Administration
P.O. BOX 3621 • PORTLAND, OREGON 97208-3621



CONTINUATION PAGE

COOPERATIVE AGREEMENT NO. 96139
TITLE: 2010-001-00 EXP UPPER COLUMBIA PROGRAMMATIC HABITAT-ADMIN

Contracting Officer's Representative (COR)	Timothy Hanrahan	503-230-3938	TPHanrahan@bpa.gov
Contracting Officer (CO)	Jay Chong	503-230-4007	jxchong@bpa.gov

This award is hereby executed under the terms and conditions of between the Bonneville Power Administration (BPA) and the Upper Columbia Salmon Recovery Board.

1. This Cooperative Agreement is issued as follows and consists of:
 - Signature page
 - Continuation page
 - Terms and Conditions
 - Project Description
 - Project Budget
2. The performance period is from 12/01/2024 – 11/30/2025
3. Funding in the amount of \$166,765.00 is awarded.
4. Invoice and Submittal Instructions: Submit requests for reimbursement and required reports marked with grant or cooperative agreement number to the COR at the email address provided herein.
5. The recipient shall provide evidence it has obtained motor vehicle liability insurance covering bodily injury and property damage, with limits of liability as required or approved by the agency, protecting the recipient and the Government against third- party claims arising from the ownership, maintenance, or use of an interagency fleet management system vehicle (IFMS).
6. The recipient shall establish and enforce suitable penalties for their employees who use or authorize the use of Government vehicles for other than performance of this release.
7. The recipient shall assume, without the right of reimbursement from the Government, the cost or expense of any use of interagency fleet management vehicles (IFMS) and services not related to the performance of this cooperative agreement.

ATTACHMENT – TERMS AND CONDITIONS

CLAUSES INCORPORATED BY REFERENCE

This award incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at the following address:

Bonneville Financial Assistance Instructions Manual clauses: <https://www.bpa.gov/energy-and-services/customers-and-contractors/financial-assistance-instructions-manual>

Clause 1 Regulations Applicable To BPA Financial Assistance (JUL 2017)
Clause 2 Legal Authority And Effect (JUL 2017)
Clause 3 Non-assignability (JUL 2017)
Clause 4 Compliance With Federal, State, And Municipal Law (JUL 2017)
Clause 5 Inconsistency With Federal Law (JUL 2017)
Clause 7 Contracting Officer's Representative (OCT 2018)
Clause 10 Federal Stewardship (OCT 2018)
Clause 11 Substantial Involvement (OCT 2018)
Clause 12 Nondisclosure And Confidentiality Agreements Assurances (JUL 2017)
Clause 13 Foreign Work and Travel (JUL 2021)
Clause 14 Purchases (JUL 2017)
Clause 15 Lobbying Restrictions (JUL 2017)
Clause 16 Export Controls (JUL 2017)
Clause 18 Extensions Of Period Of Performance (JUL 2017)
Clause 19 Property Trust Relationship & Insurance Coverage (JUL 2017)
Clause 20 BPA Furnished Equipment Or Material (JUL 2017)
Clause 21 Property – Supplies And Equipment (JUL 2017)
Clause 22 Title To And Disposition Of Property (OCT 2018)
Clause 23 Record Retention (JUL 2021)
Clause 24 Audits (OCT 2018)
Clause 25 Suspension Or Termination (JUL 2017)
Clause 26 Claims, Disputes, And Appeals (JUL 2017)
Clause 27 Reporting Program Performance (JUL 2021)
Clause 29 Payment Requests (JUL 2017)
Clause 31 Reimbursement Payment & Financial Reporting Requirements (OCT 2018)
Clause 32 Budget Changes (JUL 2021)
Clause 34 Insolvency, Bankruptcy Or Receivership (OCT 2018)
Clause 35 Nondiscrimination In Federally Assisted Programs (JUL 2017)
Clause 37 Endangered Species Act Requirements (JUL 2021)
Clause 38 NEPA Requirements (JUL 2021)
Clause 39 Felony Conviction And Federal Tax Liability Assurances (JUL 2017)
Clause 40 Drug-Free Workplace Requirements For Financial Assistance Awards (JUL 2017)
Clause 41 Intangible Property (OCT 2018)
Clause 42 Rights In Data (OCT 2018)
Clause 43 Indemnity (OCT 2018)
Clause 44 Environmental, Safety, And Health (OCT 2018)
Clause 45 Small Unmanned Aircraft (UAS) (JUL 2021)
Clause 46 Closeout (JUL 2021)
Clause 47 National Historic Preservation Act Requirements (JUL 2021)
Clause 48 Policy Authorization To Utilize GSA Vehicles (JUN 2022)
Clause 49 Authorization To Utilize GSA Vehicles (JUN 2022)
Clause 50 Buy America Requirement For Infrastructure Projects (FEB 2023)
Clause 51 Information Assurance (MAY 2023)

CLAUSES INCORPORATED BY FULL TEXT

CLAUSE 17 PUBLICATIONS (JUL 2017)

BPA encourages the Recipient to publish or otherwise make publicly available the results of work performed under this Award. The Recipient is required to include the following acknowledgement in publications arising out of or relating to work performed under this Award:

Acknowledgment: “The information, data, or work presented herein was funded in part by the Bonneville Power Administration under Award Number 96139. The views and opinions of authors expressed herein do not necessarily state or reflect those of the United States Government or any agency thereof.”

CLAUSE 36 ENVIRONMENTAL PROTECTION (M) (SEP 2024)

The recipient agrees to comply with all applicable Federal environmental laws including but not limited to the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), the Resource Conservation and Recovery Act (RCRA), the Toxic Substances Control Act (TSCA), the Hazardous Materials Transportation Act (HMTA), the Federal Water Pollution Control Act (CWA), the Clean Air Act, the National Environmental Policy Act (NEPA), the Endangered Species Act (ESA), and the National Historic Preservation Act (NHPA), and their implementing regulations, guidance, protocols, and related executive orders, and applicable State equivalents.

The recipient shall indemnify and hold BPA harmless, and shall be solely responsible for any cost (including but not limited to penalties, fees, assessments, damages, remediation costs, attorney fees, etc.), and for performing any corrective actions (including but not limited to response actions and actions required in administrative penalties or orders), arising from any act or omission of the recipient and its subcontractors, employees, or agents that is in violation of the environmental laws or protections described above.

The recipient is responsible for obtaining any permits needed for implementation and adhering to any mitigation, minimization, or conservation measures identified by BPA.

STATUTORY AND NATIONAL POLICY REQUIREMENTS

Financial assistance awards are subject to the following statutory and national policy requirements below. By signing or accepting the funds under the financial assistance award, the recipient agrees that it will comply with applicable provisions below.

Description	Type of Award	Type of Recipient	Specific Situation	Flow Down Requirements
NONDISCRIMINATION				
On the basis of race, color, or national origin, in Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et seq.), as implemented by: DOE at 10 CFR Part 1040	All	All	All	Requirements flow down to subrecipients.
On the basis of race, color, religion, sex, or national origin, in Executive Order 11246 [3 CFR, 1964-1965 Comp., p. 339], as implemented by Department of Labor regulations at 41 CFR Part 60 and EPA at 40 CFR Parts 7 and 12.	Grants, cooperative agreements, and other prime awards defined at 40 CFR 60-1.3 as "Federally assisted construction contract."	All	Awards under which construction is to be done.	Requirements flow down to construction subrecipients.
On the basis of sex or blindness, in Title IX of the Education Amendments of 1972 (20 U.S.C. 1681, et seq.). DOE at 10 CFR Part 1040	All	Education al institution [for sex discrimination, excepts all Institution controlled by religious organization, when inconsistent with the organization's religious tenets].		
On the basis of age, in the Age Discrimination Act of 1975 (42 U.S.C. 6101, et seq.), as implemented by Department of Health and Human Services regulations at 45 CFR part 90. DOE at 10 CFR Part 1040	Grants, cooperative agreements, and other awards defined at 45 CFR 90.4 as "Federal financial assistance."	All	All	Requirements flow down to subrecipients.

Description	Type of Award	Type of Recipient	Specific Situation	Flow Down Requirements
On the basis of handicap, in: 1. Section 504 of the Rehabilitation Act of 1973 (29 USC 794), as implemented by Department of Justice regulations at 28 CFR Part 41 and DOE at 10 CFR Part 1040.	Grants, cooperative agreements, and other awards included in "Federal financial assistance"	All	All	Requirements flow down to subrecipients.
2. The Architectural Barriers Act of 1968 (42 USC 4151, et seq.).	Grant or loan	All	Construction or alteration of buildings or facilities, except those restricted to use only by able-bodied uniformed personnel.	
3. Americans with Disabilities Act. 42 USC 12101 et. seq	All	All		
LIVE ORGANISMS				
For human subjects:				
For human subjects, the Common Federal Policy for the Protection of Human Subjects. Codified by the: DOE at 10 CFR Part 745	All	All	Research, development, test, or evaluation involving live human subjects.	Requirements flow down to subrecipients
P.L. 104-191 Health Insurance Portability and Accountability Act (HIPAA)	As applicable	Covered Entities	As applicable	Limits uses of protected health information (PHI) collected or maintained by researchers within a covered entity or access to PHI from a covered entity. Research uses do not require Business Associate Agreements (defined at 45 CFR part 164 504 (e)(1) between collaborating institutions. Guidance available at http://privacyruleandresearch.nih.gov/
For animals:	All	All		Requirements flow down to subrecipients.

Description	Type of Award	Type of Recipient	Specific Situation	Flow Down Requirements
Rules on animal acquisition, transport, care, handling, and use in: (i) 9 CFR Parts 1-4, Department of Agriculture rules that implement the Laboratory Animal Welfare Act of 1966 (7 US+160C. 2131-2156). Public Health Service Agencies must follow requirements in the PHS Policy on Humane Care and Use of Laboratory Animals, which implements PL 99-158, Sec. 495. NASA requirements for animal welfare are set forth at 14 CFR Part 1232 EPA at 40 CFR Part 40. For USDA/CSREES, "In the case of domestic farm animals housed under farm conditions, the institution should adhere to the principles stated in the Guide for the Care and Use of Agricultural Animals in Agriculture and Teaching, Federation of Animal Science Societies, 1999."	All	All	Research, experimentation, or testing involving the use of animals USDA regulations exempt birds, most rats and mice bred for research, and farm animals used for agricultural research.	
Rules of the Departments of Interior (50 CFR Parts 10-24) and Commerce (50 CFR Parts 217-227) implementing laws and conventions on the taking, possession, transport, purchase, sale, export, or import of wildlife and plants, including the: Endangered Species Act of 1973 (16 U.S.C. 1531-1543); Marine Mammal Protection Act (16 U.S.C. 1361-1384); Lacey Act (18 U.S.C. 42); and Convention on International Trade in Endangered Species of Wild Fauna and Flora.	All	All	Activities which may involve or impact wildlife and plants.	
ENVIRONMENTAL STANDARDS				
Comply with applicable provisions of the Clean Air Act (42 U.S.C. 7401, et. Seq.) and Clean Water Act (33 U.S.C. 1251, et. seq.), as implemented by Executive Order 11738 [3 CFR, 1971-1975 Comp., p. 799]. EPA at 40 CFR Part 6	All	All	All, for Clean Air Act, Clean Water Act, and Executive Order 11738.	Requirements flow down to subrecipients.

Description	Type of Award	Type of Recipient	Specific Situation	Flow Down Requirements
The quality of the human environment, and provide help the agency may need to comply with the National Environmental Policy Act (NEPA, at 42 U.S.C. 4321, et. seq.) and to prepare Environmental Impact Statements or other required environmental documentation. In such cases, the recipient agrees to take no action that will have an adverse environmental impact (e.g., physical disturbance of a site such as breaking of ground) until the agency provides written notification of compliance with the environmental impact analysis process. DOE at 10 CFR Part 1021				
Flood-prone areas, and provide help the agency may need to comply with the National Flood Insurance Act of 1968 and Flood Disaster Protection Act of 1973 (42 U.S.C. 4001, et. seq.), which require flood insurance, when available, for Federally assisted construction or acquisition in flood-prone areas. DOE at 10 CFR Part 1022	All	All	Awards involving construction, land acquisition or development, with some exceptions [see 42 U.S.C. 4001, et. seq.].	The Council on Environmental Quality's regulations for implementing NEPA are at 40 C.F.R. Parts 1500-1508. Executive Order 11514 [3 CFR, 1966-1970 Comp., p. 902], as amended by Executive Order 11991, sets policies and procedures for considering actions in the U.S. Executive Orders 11988 [3 CFR, 1977 Comp., p. 117] and 11990 [3 CFR, 1977 Comp., p. 121] specify additional considerations, when actions involve floodplains or wetlands, respectively.
All existing or proposed components of the National Wild and Scenic Rivers system, and provide help the agency may need to comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C.1271, et seq.). EPA at 40 CFR Part 6	Grants, cooperative agreements , and other "financial assistance" (see 16 U.S.C. 3502).	All	Awards that may affect existing or proposed element of National Wild and Scenic Rivers system.	Requirements flow to subrecipients.
Underground sources of drinking water in areas that have an aquifer that is the sole or principal drinking water source, and provide help the agency may need to comply with the Safe Drinking Water Act (42 U.S.C. 300h-3). EPA at 40 CFR Part 6	All	All	Construction in All area with aquifer that the EPA finds would create public health hazard, if contaminated.	42 U.S.C. 300h-3(e) precludes awards of Federal financial assistance for all projects that the EPA administrator determines may contaminate a sole-source aquifer so as to threaten public health.

Description	Type of Award	Type of Recipient	Specific Situation	Flow Down Requirements
Resource Conservation and Recovery Act 42 USC 6901	All	Awards to states or a political subdivision of a state (which for this purpose includes state and local institutions of higher education or hospitals)		
HEALTH & SAFETY GUIDELINES				
Applicable OSHA Standards in Laboratories 29 CFR 1910.1030 Bloodborne Pathogens; 29 CFR 1910.1450, Occupational Exposure to Hazardous Chemicals in Laboratories	All	All	Research involving use of hazardous chemicals or bloodborne pathogens	
Handling and transport of etiologic agents Procedures for Domestic Handling and Transport of Diagnostic Specimens and Etiologic Agents, 1994 (3rd ed.), H5a3doc.75, National Committee for Clinical Laboratory Standards	All	All	Research involving etiologic agents	
Hotel and Motel Fire Safety Act of 1990 - P.L. 101-39 40 USC 327-333	Conference or meeting support	All	Alterations and Renovations > \$500,000	
Labor Standards under Federally Assisted Construction: Construction Work Hours and Safety Standards Act 40 USC 327-333	All	All	Alterations and Renovations > \$500,000	
Text Messaging While Driving - EO 13513	All	All	When performing work for or on behalf of government	Adopt and enforce policies that ban text messaging while driving.
Increasing Seat Belt Use in the United States Executive Order 13043, Increasing Seat Belt Use in the United States, dated, April 16, 1997	All	All		In accordance with the Executive Order, "grantees are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles."

Description	Type of Award	Type of Recipient	Specific Situation	Flow Down Requirements
NATIONAL SECURITY GUIDELINES				
Executive Order 13224, Blocking Property and Prohibiting Transactions with Persons who Commit, Threaten to Commit, or Support Terrorism, dated September 23, 2001.	All			
GENERAL/MISCELLANEOUS REQUIREMENTS				
Drug Free Workplace 41 USC 701 et seq. DOE at 10 CFR Part 607	All	All		
Civil False Claims Act 31 USC 2739	All	All	All	
Criminal False Claims Act 18 USC 287 and 1001 31 USC 3801, 45 CFR 79	All	All	All	
Government-wide Debarment and Suspension (Nonprocurement) DOE at 10 CFR 1036	All	All		
Lobbying Prohibitions 31 USC 1352, stipulates that (1) No Federal appropriated funds have been paid or will be paid, any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit the SF Form LLL, "Disclosure of Lobbying Activities", in accordance with its instructions. DOE at 10 CFR Part 601	All			Requirements flow down to construction subrecipients.
Metric System 15 USC 205 and Executive Order 12770	All	All	All	

Description	Type of Award	Type of Recipient	Specific Situation	Flow Down Requirements
Misconduct in Science Policies and responsibilities associated with prevention, detection, and handling of misconduct in science allegations as stipulated in regulations: DOE at 10 CFR Part 733 [Federal Register: December 6, 2000 (Volume 65, Number 235)] [Notices] [Page 76260-76264]	All	All	All	
National Historic Preservation The recipient agrees to identify to the awarding agency all property listed or eligible for listing on the National Register of Historic Places that will be affected by this award, and to provide all the help the awarding agency may need, with respect to the award. 16 USC 470f	All	All	All	
Paperwork Reduction Act 44 USC 3501	All	All	When data is collected from respondents using a questionnaire or other survey instrument. See, however, M-11-07 dated 12/9/10 entitled, "Facilitating Scientific Research by Streamlining the Paperwork Reduction Act Process." https://www.whitehouse.gov/sites/whitehouse.gov/files/omb/memoranda/2011/m11-07.pdf	Data collection activities, if any, performed under this project are the responsibility of the recipient, and awarding agency support of the project does not constitute approval of any survey design, questionnaire content, or data collection procedures. The recipient shall not represent to respondents that such data are being collected for or in association with Bonneville without the specific written approval of the Bonneville CO. However, this requirement is not intended to preclude mention of Bonneville support of the project in response to an inquiry or acknowledgment of such support in any publication of these data.

Description	Type of Award	Type of Recipient	Specific Situation	Flow Down Requirements
U.S. Flag Air Carriers 49 USC 40118 See also General Services Administration amendment to the Federal Travel Regulations, Federal Register (Vol. 63, No. 219, 63417-63421)	All	All	Any air transportation to, from, between, or within a country other than the U.S. of persons or property, the expense of which will be assisted by Federal funding, must be performed by or under a code-sharing arrangement with a U.S.-flag air carrier if service provided by such a carrier is available (see Comp Gen. Decision B-240956, dated September 25, 1991).	
Trafficking in Persons By signing or accepting funds under the agreement, the recipient agrees that it will comply with Trafficking Victims Protection Act of 2000 (22 U.S.C. 7104(g)) as implemented by 2 CFR 175.	All	175.15 (b)I.a. applies to private entities 175.15(b) I.b. applies to other than private entities if award includes subrecipient award to a private entity 117.15(b)I .c. applies to all recipients		Requirements flow down to subrecipients.
Whistleblower Protection Awardees are notified of the applicability of 41 U.S.C. § 4712, as amended by P.L. 112-239, providing protection for whistleblowers.	All	All	All	
Use of United States Flag Vessels 46 CFR 381	All	All		
Patents, Trademarks and Copyrights 35 USC 202-204 and 37 CFR 401	All	Awards to non-profits and small businesses		

Description	Type of Award	Type of Recipient	Specific Situation	Flow Down Requirements
Privacy Act 5 USC 552a	All	All		
Pro Children Act 20 USC 7183	All	All	All awards performed in facilities where children are served.	
Uniform Relocation Assistance and Real Property Acquisition Policies Act 42 USC 4601 and 49 CFR 24	All	All		
Constitution Day PL 108-447	All	Education al Institutions		
Copeland Act 40 USC 4135	All	All		
Davis Bacon Act 40 USC 3141 et.seq	All	All		
Earthquake Hazards Reduction Act 42 USC 7701 et seq., EO 12699	All	All	Construction awards within applicable geographic areas	
Freedom of Information Act 5 USC 552	All	All		
Hatch Act 5 USC 7321-7328	All	State or Local Governme nts		
Limited English Proficiency EO 13166	All	All		
Native American Graves Protection and Repatriation 25 USC 3001-3013	All	All		



Statement of Work Report

Data Current as of: 11/19/2024

Report Printed: 11/19/2024

Project Title: Upper Columbia Programmatic Habitat
Project #: 2010-001-00
Contract Title: 2010-001-00 EXP UPPER COLUMBIA PROGRAMMATIC HABITAT ADMIN
Contract #: CR-374364; 96139
Province: Columbia Cascade, **Subbasin:** Methow, Wenatchee, Entiat, Okanogan
Columbia Cascade,
Columbia Cascade,
Columbia Cascade
Workorder Task(s): WO: 00245655
Task: 1
Perf. Period Budget: \$166,765 **Perf. Period:** 12/1/2024 - 11/30/2025
Contract Type: Coop **Pricing Type:** Cost Reimbursement (CNF)
Contractor(s): Upper Columbia Salmon Recovery Board (Prime - UPPCOLSA00)
BPA Internal Ref: CR-374364; 96139
SOW Validation: Last validated 11/07/2024 with 0 problems, and 0 reviewable items
Contract Documents: [Transmittal Memo \(11/04/2024\)](#) Transmittal Memo for CR-374364
[Property Inventory \(10/28/2024\)](#) Property Inventory
[Budget - Contract \(11/04/2024\)](#) CR-374364 LIB V3

Contract Description:

CR-374364

Under the FFY2025 UC Programmatic contract, which follows contract 93765, the UCSRB will provide Core Services as described below:

1. Provide Executive Level and regional/ Upper Columbia (UC) Programmatic management, coordination and facilitation with BPA among project sponsors, Action Agency (AA) partners and others through active engagement with the Watershed Action Teams (WATs), Methow Restoration Council (MRC), and regional Implementation Team (IT), and through partnership with the regional Technical Team (RTT).
2. With BPA, adaptively manage the UC Programmatic and any associated documentation to ensure alignment with the regional biological strategy.
3. Facilitate and coordinate a solicitation process to identify quality projects for potential BPA funding. Coordinate RTT review, comments, and scoring on new Programmatic projects. Review proposals for strategic alignment with Programmatic goals and objectives, regional prioritization, feasibility, the potential for partner contribution(s), and RTT reviews. The RTT is responsible for input (scoring) on the potential biological benefit of proposed actions due to a shift in UCSRB Science Program service capability.
4. Provide on-call technical support for specific BPA requests (e.g., water resources-related inquiries, prioritization information, data transfer).
5. Assist BPA with Programmatic portfolio coordination, management, and forecasting, and provide contract development support to the HAL and COR, as requested.
6. Develop reports (monthly summaries, quarterly status reports, annual non-technical reports).
7. Coordinate regular project-level calls and site visits with UCSRB, BPA, and sponsors to ensure the portfolio of Programmatic projects is advanced in an integrated and coordinated manner.
8. Coordinate implementation of the Recovery Plan, including but not limited to: adaptive management, outyear planning via the implementation schedule, facilitating the Implementation Team (IT), and participating in regional coordination and information dissemination through the Watershed Action Teams (WATs) and RTT.
9. Support the development of reports, tools, and data to support regional coordination that is in alignment with the Upper Columbia Region Programmatic Habitat Narrative Proposal and the Upper Columbia Spring Chinook Salmon and Steelhead Recovery Plan.



10. With BPA, engage in any requested dialogue with Council staff that may arise during the FFY25 contract period.
11. Provide regional technical coordination and support of the Programmatic through management and updates to the Prioritization Tool, and through leadership of the Monitoring and Data Management Committee. Maintain public access to the Prioritization Tool and other online-digital resources (GIS WebApp/ Maps/ Database).
12. In support of WE E: Regional Science Alignment, the UCSRB proposes to subcontract with BioAnalysts/ the RTT Chair to provide technical assistance and oversight of criteria and scoring for biological benefit. The UCSRB also proposes to subcontract with a GIS expert to provide Prioritization Tool and data hosting services and GIS/ on-call technical assistance in support of the Programmatic-Prioritization.

Personnel classifications for UCSRB staff operating under the FFY2025 contract are Executive Director (ED), Program Manager (PM), and Science Coordinator (SC).

Executive Director (ED): The ED is responsible for oversight of UCSRB operations and will work closely with BPA to execute this contract. The ED will:

- Provide executive oversight of the Programmatic and compliance, including financial reporting, contract management, voucher submission and coordination with BPA.
- Facilitate implementation of the Programmatic through internal coordination with the UCSRB Board of Directors and staff and external collaboration with the IT, WATs, and RTT.
- Identify and rectify time-sensitive issues that may affect successful implementation of Programmatic projects and communicate any issues to BPA.

Program Manager (PM): The PM acts as the primary point of contact for day-to-day Programmatic administration within the UC region. The PM will work closely with all BPA staff, sponsors, and partners (AA and others) to:

- Advance Programmatic-funded activities and identify and help address issues or delays.
- Help coordinate RTT review of Programmatic projects at key junctures.
- Adaptively manage the Programmatic and proposal solicitation process with BPA. Help identify other priority projects for potential Programmatic funding.
- Support regional coordination through active participation in the RTT, IT, and WATs. Support compilation of data and information to support adaptive management, monitoring, and an integrated recovery approach. All activities will be in alignment with the Upper Columbia Region Programmatic Habitat Narrative Proposal and the Upper Columbia Spring Chinook Salmon and Steelhead Recovery Plan.
- Support UCSRB-BPA contract development and compliance, including preparation of reports and presentations about the Programmatic.

Science Coordinator (SC): The SC is responsible for technical coordination and support of the Programmatic through management and updates to the Prioritization Tool, and through leadership of the Monitoring and Data Management Committee (MaDMC). The SC is responsible for maintaining public access to the Prioritization Tool and other online-digital resources (GIS WebApp, maps, data, and reports).

Background:

The Upper Columbia Salmon Recovery Board (UCSRB) coordinates with numerous federal and state agencies, county and city governments, Soil and Water Conservation Districts, the State of Washington Salmon Recovery Funding Board (SRFB), two Tribes, local landowners and public interest groups in implementing the Upper Columbia Spring Chinook and Steelhead Recovery Plan. The purpose of this BPA Programmatic contract is to facilitate the process of targeting BPA funding towards tributary habitat restoration that contribute to the recovery of the Upper Columbia spring Chinook ESU and the Upper Columbia steelhead DPS, and provide mitigation opportunities for BPA. Funded conservation actions are prioritized, identified, and implemented through a collaborative science-based process that lead to efficient, cost-effective, and biologically beneficial on-the-ground mitigation actions. BPA will only evaluate projects proposed for funding that have been objectively identified and prioritized by the Upper Columbia (UC) Upper Columbia Biological Strategy/Habitat Action Prioritization within the Upper Columbia River Basin. Proposed projects must also meet BPA's responsibilities under the Columbia River System (CRS) BiOp and the Northwest Power Act; utilize the HIP BiOp for environmental compliance (or comply with associated technical criteria); and meet BPA's objectives as outlined in its 2018-2023 Strategic Plan. BPA's participation is executed through the F&W Habitat Program and administered through the area lead structure, the respective roles and responsibilities and the conditions within this contract.

Contacts:



Name	Role	Organization	Phone/Fax	Email	Address
Peter Lofy	F&W Approver	Bonneville Power Administration	(503) 230-4193 / (503) 230-4563	ptlofy@bpa.gov	P.O. Box 3621 Mail Stop EWU-4 Portland OR 97208-3621
Edward Gresh	Env. Compliance Lead	Bonneville Power Administration	(503) 230-5756 / NA	esgresh@bpa.gov	P.O. Box 3621 - EC-4 Portland OR 97208-3621
Jessica Power	CO Assistant	Bonneville Power Administration	(503) 230-4023 / NA	jdpower@bpa.gov	P.O. Box 3621 NSSP-4 Portland OR 97208-3621
Jay Chong	Contracting Officer	Bonneville Power Administration	(503) 230-4007 / NA	jxchong@bpa.gov	P.O. Box 3621 Mailstop - NSSP-4 Portland OR 97208-3621
Julie Foss	Administrative Contact	Upper Columbia Salmon Recovery Board	(206) 972-2998 / NA	Julie.Foss@ucsr.org	
Amanda Ward	Supervisor	Upper Columbia Salmon Recovery Board	(773) 308-4310 / NA	amanda.ward@ucsr.org	
Meghan Camp	Contract Manager	Upper Columbia Salmon Recovery Board	(509) 630-8226 / NA	meghan.camp@ucsr.org	
Timothy Hanrahan	COR	Bonneville Power Administration	(503) 230-3938 / NA	TPHanrahan@bpa.gov	

Work Element Budget Summary:

<u>Work Element - Work Element Title</u>	<u>EC Needed*</u>	<u>Estimate</u>	<u>(%)</u>
A : 185. Produce CBFish Status Report - Periodic Status Reports for BPA		\$700	(0.41%)
B : 119. Manage and Administer Projects - Manage Contract in Accordance with BPA Requirements for Their Requested Services		\$26,296	(15.76%)
C : 191. Watershed Coordination - Executive Level Management		\$2,960	(1.77%)
D : 191. Watershed Coordination - Regional Programmatic Coordination		\$111,124	(66.63%)
E : 191. Watershed Coordination - Regional Science Alignment		\$17,363	(10.41%)
F : 114. Identify and Select Projects - Solicit and Select Programmatic Projects		\$6,000	(3.59%)
G : 132. Produce Progress (Annual) Report - Annual Non-Technical Progress Report 12/2024 to 11/2025		\$2,322	(1.39%)
Total:		\$166,765	

* Environmental Compliance (EC) needed before work begins.

Statement of Work Report



Work Element Details

A: 185. Produce CBFish Status Report

Title: Periodic Status Reports for BPA

Description: The Contractor shall report on the status of milestones and deliverables in CBFish. Reports shall be completed monthly, quarterly, or as negotiated with the BPA COR. In each report, when the work reaches a terminal status, additional data (actual metrics, updated budgets, final locations, etc.) may be required upon submitting the report to the BPA COR.

Deliverable Specification:

Work Element Budget: \$700 (0.42%)

Milestone Title	Start Date	End Date	Status	Milestone Description
A. Dec 2024-Mar 2025 (12/1/2024 - 3/31/2025)	4/1/2025	4/15/2025	Inactive	
B. Apr-Jun 2025 (4/1/2025 - 6/30/2025)	7/1/2025	7/15/2025	Inactive	
C. Jul-Sep 2025 (7/1/2025 - 9/30/2025)	10/1/2025	10/15/2025	Inactive	
D. Final Oct-Nov 2025 (10/1/2025 - 11/30/2025)	11/16/2025	11/30/2025	Inactive	

B: 119. Manage and Administer Projects

Title: Manage Contract in Accordance with BPA Requirements for Their Requested Services

Description: The ED and PM-A/P will manage and administer the BPA Programmatic Habitat contract consistent with current UCSRB and BPA policies.

The ED and PM will manage and administer the BPA Programmatic Habitat contract consistent with current UCSRB and BPA policies. The UCSRB and subcontractors will cooperate, coordinate, and maintain effective communication with the BPA COR, EC Lead, Habitat Area Lead (HAL), and Engineering & Technical Services (ETS) staff during the entire length of this implementation contract and across all WEs. The UCSRB and its staff will address BPA comments/concerns, and the two entities will work to arrive at mutually beneficial consensus.

Travel for the ED and PM to attend professional meetings related specifically to the Programmatic in Washington and Oregon is included. Travel for training is also authorized under this contract.

Deliverable Specification: Provide effective implementation and administration: a) evaluate current workload and monitor implementation progress; b) develop work plan consistent with expected budget availability and potential tasks or projects; c) integrate and manage coordinated implementation of contract actions; and (d) provide contract's financial status report at least once a year attached in contract Documents.

Work Element Budget: \$26296 (15.77%)

Milestone Title	Start Date	End Date	Status	Milestone Description
A. Error-check & update actual WE budget spending w/in 4 months (reflect contract close-out value)	12/1/2024	11/30/2025	Inactive	No later than 4 months after the end of the previous contract, (a) open the prior-year contract SOW at the "WE Budget" tab; and (b) enter "Updated" WE budget amounts to reflect the final contract close-out amount actually spent by the contractor.
B. Begin drafting contract renewal documents and conduct internal review as needed	3/30/2025	7/31/2025	Inactive	Your statement of work, line-item budget, and (if required) property inventory for your next contract are due to BPA at least 5 months prior to the contract start date (longer if your internal processes require more time to get the contract signed and in place prior to the start date).
C. Submit contract renewal package (SOW, Excel budget, property inventory) to BPA COR	8/15/2025	9/30/2025	Inactive	Once your statement of work (SOW) in CBFish is complete, and you have attached your line-item budget (LIB) and property inventory (PI) (if required), click the "Submit" button on the SOW tab to notify your COR the package is ready for review.



Milestone Title	Start Date	End Date	Status	Milestone Description
D. Address comments and revise SOW, LIB, and PI as needed to get BPA manager approval	10/1/2025	10/31/2025	Inactive	Once your COR and his or her BPA manager have reviewed your contract renewal package and returned any comments to you, you will need to provide responses and changes as needed to achieve approval from the BPA manager, who will then forward the package to the Contracting Officer. This should be concluded at least five months prior to the next contract start date.
E. Return signed contract to BPA's Contracting Officer within 30 days	11/3/2025	11/30/2025	Inactive	Respond to the CO and COR indicating any problems with the contract within 20 days, or return the signed contract to the BPA Contracting Officer (CO) within 30 days.
F. Submit final invoice for prior contract within 90 days to facilitate contract closeout	12/1/2024	1/27/2025	Inactive	Within 90 days of the last day of the PRIOR contract, the contractor shall issue a final invoice. In instances where more than 90 days is needed (e.g., because subcontractors have not invoiced), the contractor shall: 1. review records, 2. estimate all outstanding costs, and 3. provide BPA with a single, cumulative estimate of all completed, but uninvoiced work. This amount shall be emailed to FWinvoices@bpa.gov and the COR.
G. Facilitate inputting Cost Share information into CBFish at the Project level	10/1/2025	11/28/2025	Inactive	Cost share is not required; however, cost share information can be input anytime during the contract (e.g., concurrent with quarterly status reports) but no later than November 15 for each fiscal year. There are multiple contractors under this project and I am the lead project Proponent. I will solicit cost share information for the previous federal FY from project partners and enter previous FY's Cost Share information on the Project Cost Share tab by Nov 15 for all project partners. (Milestone starts Sep. 30 and ends Nov. 15)
H. Comply with all applicable federal, state, tribal and local safety requirements, including reporting	12/1/2024	11/30/2025	Inactive	As described in the contract's Terms and Conditions, the contract manager and contractor shall comply with all applicable federal, state, tribal and local safety laws, rules, regulations and requirements.
I. Revise Line Item Budget to incorporate change in indirect rate for the remaining contract period	12/1/2024	11/30/2025	Inactive	Work with the COR to revise the Line Item Budget and update indirect rate if the rate changes during the contract period. This is required if the new indirect rate is to be applied for the remainder of the contract period.
J. Provide Monthly Accountability Reporting	12/1/2024	11/30/2025	Inactive	The AP will prepare a brief and concise monthly accountability report detailing the tasks accomplished by staff and noting the work element(s) under which that work was performed. UCSRB staff will email monthly report(s) to the BPA F&W Invoices staff to accompany invoices for work performed.
K. Travel to meetings in Washington and Oregon in management of Contract and support of BPA related activities.	12/1/2024	11/30/2025	Inactive	Covers UCSRB staff travel to meetings in Washington and Oregon specific only to this Programmatic in management of this contract as described in this Scope of Work. Limited regional coordination travel is included in the WE and specific to this Programmatic only. No RM&E or training related travel is included under this contract. No utilization of leftover/ remaining/ surplus travel budget relative to mileage or lodging can be used for travel to training in Eastern WA or elsewhere in the PNW.
L. Coordinate All Line Item Budget Transfers w/BPA COR	12/1/2024	11/30/2025	Inactive	The UCSRB will coordinate all LIB transfers with BPA COR for concurrence authorization no matter what the % value for the time period of 12/01/2024 - 09/02/2025. NO LIB transfers are permitted beginning 90 days from end of contract period.
M. Effective & Regular Coordination with BPA	12/1/2024	11/30/2025	Inactive	The UCSRB Contract Manager, staff, and subcontractors will cooperate, coordinate, and maintain effective communication with BPA PM/COR, EC Lead, BPA Habitat Area Lead (HAL), and BPA Engineering & Technical Services during the entire length of this contract. UCSRB will address BPA comments/concerns, and the two entities will arrive at a mutual beneficial consensus.
N. Subcontract for indirect rate preparation	12/1/2024	11/30/2025	Inactive	A subcontractor will collate information to develop a federal indirect rate for UCSRB, as requested by BPA. The Executive Director is responsible for this milestone.
Deliverable: O. Effective implementation management and timely contract administration		11/30/2025	Inactive	<i>See the Deliverable Specification above</i>



C: 191. Watershed Coordination

Title:	Executive Level Management
Description:	The Executive Director (ED) will provide executive-level management, administration and facilitation of the Programmatic to maximize efficiencies, ensure internal staff coordination, and sustain and strengthen BPA-UCSRBS relationships with partners at the local, regional, state and federal level. ED services will include: 1. Supporting contract development, budgeting, and accounting with the Program Manager (PM), and administrative staff. 2. Acting as signatory on contracts with BPA and any UCSRB subcontractors 3. Coordinating and communicating with BPA on any issues and opportunities related to the Programmatic. 4. Engaging with the UCSRB Board of Directors to support the Programmatic and discussion of issues related to the Programmatic. 5. Actively participate in regional coordination within the WATs, UCRTT, and provide leadership to the IT.
Deliverable Specification:	UCSRB staff will work closely with BPA to address any relevant social or policy issues that arise in the region affecting the Programmatic. While future issues are unknown, specific interest is given to those issues that represent a potentially significant barrier to future implementation in the respective sub-basin, or the entire region.
Work Element Budget:	\$2960 (1.77%)

Milestone Title	Start Date	End Date	Status	Milestone Description
A. Potential Issue Management/Coordination	12/1/2024	11/30/2025	Inactive	As part of the ongoing communication required under WE B, if an issue arises that requires management or a Programmatic Project policy determination, UCSRB will closely coordinate with BPA from the onset of the issue. In the majority of cases, BPA and their Office of General Counsel will most likely make the policy determination. UCSRB is not authorized under this contract to communicate or make policy determinations on behalf of BPA. The role of the UCSRB under this contract is not that of a representative of BPA and therefore the organization does not speak on behalf of the agency, represent the agency, or communicate agency policy, messages or positions on behalf of BPA to any regional entity. In addition, the UCSRB does not have designated authority on behalf of BPA and is only limited to what is within the terms and conditions of this contract. COR recommends that if any question or uncertainty arises with an individual working under the contract, UCSRB personnel should check with the BPA PM/COR first before proceeding on any Programmatic related item to ensure consistency and alignment with BPA.
B. Engagement with UCSRB Board of Directors	12/1/2024	11/30/2025	Inactive	Engage with the UCSRB Board of Directors to support the Programmatic and discussion of issues related to the Programmatic.
C. Participation in Regional Coordination	12/1/2024	11/30/2025	Inactive	The ED will actively participate in regional coordination within the WATs, UCRTT and provide leadership to the IT.
Deliverable: D. Executive Level Management		11/30/2025	Inactive	<i>See the Deliverable Specification above</i>

D: 191. Watershed Coordination

Title:	Regional Programmatic Coordination
Description:	General program management services will be fulfilled by the PM and shall consist of: 1. Day-to-day facilitation and coordination of regional dialogue about Programmatic process and activities. 2. Facilitation of meetings to support Programmatic coordination among UCSRB, BPA, and sponsors. 3. Conduct Programmatic contract milestone and deliverable tracking and reporting for December 1, 2024 - November 30, 2025. 4. Adaptively manage Programmatic processes and related documents and/or web-based information in partnership with BPA. 5. Assisting Sponsors with project-level SOWs, WE and metric development, and data entry in CBfish, as requested. 6. Support regional coordination of salmon recovery through active participation in the RTT, IT, and WATs and through compilation of data and information to support adaptive management, monitoring, and an integrated recovery approach. All activities will be in alignment with the Upper Columbia Region Programmatic Habitat Narrative Proposal and the Upper Columbia Spring Chinook Salmon and Steelhead Recovery Plan. This work element includes a subcontractor to assist with an Adaptive Management analysis and synthesis report. 7. In close coordination with BPA Upper Columbia Habitat Area Lead (HAL), develop and maintain an outyear project



forecasting framework for planning future project implementation in subsequent fiscal years (e.g., 3-yr to 5-yr planning).

8. The PM will coordinate internally with the SC and ED, as well as with BPA, in provision of the above services for this WE.

9. This work element also includes time dedicated to planning the regional science conference.

Deliverable Specification: Coordinate with BPA, RTT, IT, WATs, limited forums, partners, project sponsors, and local scientists for integration of input and information to effectively implement the Programmatic.

Work Element Budget: \$111124 (66.64%)

Milestone Title	Start Date	End Date	Status	Milestone Description
A. Regional Programmatic Coordination and Facilitation	12/1/2024	11/30/2025	Inactive	Provide day-to-day facilitation and coordination of regional dialogue about Programmatic process and activities. Facilitation of meetings to support Programmatic coordination among UCSRB, BPA, and sponsors. Assisting Sponsors with project-level SOWs, WE and metric development, and data entry in CBfish, as requested.
B. Regional Coordination of Salmon Recovery Efforts	12/1/2024	11/30/2025	Inactive	Support regional coordination of salmon recovery through active participation in the RTT, IT, and WATs and through compilation of data and information to support adaptive management, monitoring, and an integrated recovery approach. All activities will be in alignment with the Upper Columbia Region Programmatic Habitat Narrative Proposal and the Upper Columbia Spring Chinook Salmon and Steelhead Recovery Plan. Attend regional meetings and workshops, as necessary, to stay informed on other programs and efforts related to salmon recovery. This work element also includes planning of the regional salmon recovery conference.
C. Participate in Coordination with the Greater Columbia Basin Region	12/1/2024	11/30/2025	Inactive	The PM will coordinate with BPA COR on opportunities to engage with other Programmatic regions/boards/councils to capitalize on cross-basin shared learning on different approaches to planning, implementation, and adaptive management that might be applied to advance the UC Programmatic.
D. Outyear Project Planning	12/1/2024	11/30/2025	Inactive	In close coordination with BPA Upper Columbia Habitat Area Lead (HAL), develop and maintain an outyear project forecasting framework for planning future project implementation in subsequent fiscal years (e.g., 3-yr to 5-yr planning).
E. Adaptive Management Analysis and Synthesis	12/1/2024	11/30/2025	Inactive	The PM will oversee the implementation of the evaluation and communication phase of the Adaptive Management Framework (Appendix A of the Programmatic Habitat Narrative Proposal). This includes hiring a subcontractor to assist with synthesis report and analysis workshops.
Deliverable: F. Regional Coordination		11/30/2025	Inactive	<i>See the Deliverable Specification above</i>

E: 191. Watershed Coordination

Title: Regional Science Alignment

Description: Services shall consist of:

1. Review draft Programmatic proposals for alignment with UC Habitat Action Prioritization.
2. Ensuing data and reports are provided publicly on the UCSRB website.
3. Responding to BPA data query-lookup requests related to the Programmatic.
4. Providing leadership of the MaDMC by holding two meetings per year and keeping the data gaps spreadsheet up to date.
5. Subcontracted services for the RTT Chair to support the Programmatic project evaluation process and oversee updates to the Prioritization Tool.
6. Subcontracted services for a GIS Analyst for assistance with Prioritization Tool updates and other mapping products, as needed in support of the Programmatic.

Deliverable Specification: UCSRB staff will provide regional technical coordination and support of the Programmatic through interaction with the RTT, MaDMC, and Partners, and oversight of associated technical subcontractors.

Work Element Budget: \$17363 (10.41%)



Milestone Title	Start Date	End Date	Status	Milestone Description
A. Prioritization Tool Management	12/1/2024	11/30/2025	Inactive	UCSRB staff will provide management of the Prioritization tool, including ongoing QA/QC of Tool outputs and coordination with sponsors regarding any omissions, errors, tool versioning, etc. As part of the day-to-day Tool management, UCSRB staff will also provide assistance to BPA, sponsors, and other partners regarding access to the technical information and data underpinning regional Prioritization.
B. Manage MaDMC	12/1/2024	11/30/2025	Inactive	UCSRB staff will provide leadership of the MaDMC by holding two meetings per year and keeping the data gaps spreadsheet up to date.
Deliverable: C. Ongoing Science Coordination		11/30/2025	Inactive	<i>See the Deliverable Specification above</i>

F: 114. Identify and Select Projects

Title:	Solicit and Select Programmatic Projects
Description:	1. The PM will work closely with the BPA Upper Columbia Habitat Area Lead (HAL) to develop one or more proposal solicitation processes for identifying projects to be funded under this Programmatic project. 2. The PM will Coordinate the proposal solicitation processes to identify projects for Programmatic funding. 3. The PM will adhere to the processes outlined in the Upper Columbia Region Programmatic Habitat Narrative Proposal, including but not limited to keeping the Implementation Schedule up to date, and coordinating the selection of projects through a solicitation process. The PM will work closely with BPA to direct Programmatic funds towards the highest priority restoration areas and action types in the Upper Columbia region, in a timely and strategic manner that is aligned with the UC Regional Technical Team's Habitat Action Prioritization. 4. The PM will track separate regional funding proposals/processes (e.g., SRFB) for alignment with BPA's priorities and contracting timelines to identify other potential Programmatic cost-sharing opportunities. 5. For successful proposals, support BPA and assist willing sponsors with development of Programmatic project contracts in CBfish.org as requested/ appropriate.
Deliverable Specification:	The PM will adhere to the processes outlined in the Upper Columbia Region Programmatic Habitat Narrative Proposal, including but not limited to keeping the Implementation Schedule up to date, and coordinating the selection of projects through solicitation processes. The PM will work closely with BPA to direct Programmatic funds towards the highest priority restoration areas and action types in the Upper Columbia region, in a timely and strategic manner that is aligned with the UC Regional Technical Team's Habitat Action Prioritization. The PM will work with BPA to assist and guide potential Programmatic project sponsors to develop compelling proposals for high-priority action types in the region's highest biological priority areas. The PM will coordinate with the RTT to score project proposals and provide the associated documentation to the HAL.
Work Element Budget:	\$6000 (3.60%)
Primary Focal Species:	Chinook (O. tshawytscha) - Upper Columbia River Spring ESU Steelhead (O. mykiss) - Upper Columbia River DPS

Milestone Title	Start Date	End Date	Status	Milestone Description
A. Develop solicitation processes	12/1/2024	11/30/2025	Inactive	The PM will work closely with the BPA Upper Columbia Habitat Area Lead (HAL) to develop one or more proposal solicitation processes for identifying projects to be funded under this Programmatic project.
B. Determine priority areas and actions (projects) based on the most current empirical data	12/1/2024	11/30/2025	Inactive	Prioritize areas and actions (projects) at the site, reach, or watershed level based on the most current biological and physical data (e.g., habitat and fish data).
C. Review proposed project proposals	12/1/2024	11/30/2025	Inactive	Work with the RTT and HAL to review potential Programmatic projects.
Deliverable: D. Coordinate Proposal Solicitation Processes		11/30/2025	Inactive	<i>See the Deliverable Specification above</i>

G: 132. Produce Progress (Annual) Report

Title:	Annual Non-Technical Progress Report 12/2024 to 11/2025
Description:	The PM and BPA will develop the UCSRB Annual Programmatic Progress Report that highlights design and restoration projects included in the Programmatic portfolio during the previous contract period. The report will include project status, biological goals and objectives, and anticipated metrics. The Annual Progress report may also discuss future improvements, changes in level of effort for contract implementation, including any ramping up or ramping down of contract components or of the project as a whole. The report will be submitted by the UCSRB to BPA and NPCC in February 2026.



Deliverable Specification: The Deliverable is considered concluded when the final report is published. It usually takes BPA 30-45 days to publish the final PDF version of a report. This milestone's end date should therefore be 45 days after the final version is uploaded in CBFish. You will receive an email from BPA confirming your report has been published to the web. If you do not receive such an email after 45 days, contact your COR.

Work Element Budget: \$2322 (1.39%)

Planned Metrics:

- * Start date of reporting period : 12/1/2021
- * End date of reporting period : 11/30/2022

Milestone Title	Start Date	End Date	Status	Milestone Description
A. Non-Technical: Prepare for Non-Technical Progress (Annual) Report. Review guidance and template	12/1/2024	12/15/2024	Inactive	Contractors should review Progress (Annual) Report guidance and templates before starting the first draft of their non-technical report. Please follow BPA required format for non-technical reports at: https://www.cbfish.org/Help.mvc/GuidanceDocuments .
B. Non-Technical: write non-technical progress report	12/1/2024	2/16/2025	Inactive	Follow BPA-required format.
C. Non-technical: upload non-technical progress report in CBFish	2/18/2025	2/28/2025	Inactive	Use the attachment tab in CBFish to upload your report in MS Word format as "Non-Technical Draft." After BPA review and finalized editing, BPA staff will post the report for public access.
Deliverable: D. Completed Progress (Annual) Report		3/1/2025	Inactive	<i>See the Deliverable Specification above</i>

Inadvertent Discovery Instructions

BPA is required by section 106 of the National Historic Preservation Act (NHPA) to consider the effects of its undertakings on historic properties (16 USC 470). Prior to approving the expenditure of funds or conducting a federal undertaking, BPA must follow the section 106 process as described at 36 CFR 800. Even though BPA has completed this process by the time an undertaking is implemented, if cultural materials are discovered during the implementation of a project, work within the immediate area must stop and the significance of the materials must be evaluated and adverse effects resolved before the project can continue (36 CFR 800.13(b)(3)). The Inadvertent Discovery of Cultural Resources Procedure form outlines the steps to be taken and notifications to be made. If the undertaking takes place on tribal lands (16 USC 470w), BPA must also "comply with applicable tribal regulations and procedures and obtain the concurrence of the Indian tribe on the proposed action" (36 CFR 800.13(d)).

Inadvertent Discovery of Cultural Resources Procedure form:

<https://www.bpa.gov/efw/FishWildlife/InformationforContractors/IFCDocuments/InadvertentDiscoveryProcedure.pdf>

Upper Columbia Salmon Recovery Board

UC HABITAT PROGRAMMATIC ADMIN # 2010-001-00

December 1, 2024 - November 30, 2025

CR-374364; 96139

						Wes	Qty1			Unit Cost	COST					
1 PERSONNEL												\$70,754				
Program Manager - <i>Salary/Taxes</i>																
Program Administration						A, B, D, E, F, G	1030.0 hours	@	49.41 /hr.	\$50,892						
Executive Director - <i>Salary/Taxes</i>																
Admin/Exec Oversight						C, B	40.0 hours	@	64.92 /hr.	\$2,597						
Science Coordinator - <i>Salary/Taxes</i>																
Regional Science Alignment						E	80.5 hours	@	58.77 /hr.	\$4,731						
Administrator - <i>Salary/Taxes</i>																
Admin Financial						B	16.0 hours	@	50.07 /hr.	\$801						
Admin General						B	30.0 hours	@	32.63 /hr.	\$979						
						FTE	1196.5 hours	Subtotal Salaries		\$60,000						
												%				
Fringe: Program Manager									17.49%	\$8,899						
Executive Director									13.97%	\$363						
Science Coordinator									23.43%	\$1,108						
Administrator									17.30%	\$139						
Administrator									25.04%	\$245						
								Subtotal Benefits		\$10,754						
2 TRAVEL												\$2,094				
Per diem: Coordination Meetings (Portland)						2 pers.	3 days	@	\$86 /day	\$516						
Per diem: Coordination Meetings/Site Visits (Eastern WA)						1 pers.	6 days	@	\$68 /day	\$408						
Lodging: Coordination Meetings (Portland)						2 pers.	2 nights	@	\$155 /night	\$620						
Lodging: Coordination Meetings/Site Visits (Eastern WA)						1 pers.	5 nights	@	\$110 /night	\$550						
3 PROFESSIONAL MEETINGS & TRAINING												\$1,500				
Misc. training (professional, technical)						1 pers.	2 ea.	@	\$750	\$1,500						
4 VEHICLES												\$2,613				
Travel - GSA mileage (@ current rate)						12 mo.	325 mi/mo	@	\$0.670 /mi	\$2,613						
5 SUPPLIES / EQUIPMENT												\$3,000				
Office Supplies/Non-Capital Equipment																
Supplies and equipment							12 mo. @		\$250.00 /mo	\$3,000						
Includes PPE for UCSRB Programmatic Manager																
6 OVERHEAD / INDIRECT												15.00%	of Items 1 thru 5:		\$79,961	\$11,994
7 SUBCONTRACTS												\$74,810				
BioAnalysts - Regional Technical Team (RTT) Chair - Biological Priority Support										\$7,780						
GIS and Analytical Support										\$3,780						
Adaptive Management Synthesis Report and Workshops										\$61,250						
Indirect Rate Preparation										\$2,000						
TOTAL COOPERATIVE AGREEMENT AMOUNT												166,765				



November 20, 2024

Amanda Ward, Executive Director
Upper Columbia Salmon Recovery Board
123 Easy Street
Wenatchee, WA 98801

Dear Amanda,

The Wilderness Society is pleased to award the Upper Columbia Salmon Recovery Board (UCSRB) a \$5,000 grant to support the facilitation, coordination, administrative duties, and outreach of the North Central Washington Forest Health Collaborative. To that end, UCSRB will:

- Use these funds, in addition to those awarded from the Washington Department of Natural Resources under the Building Forest Partnerships Grant and other sources, to fund the facilitation, coordination, administration, and outreach of the North Central Washington Forest Health Collaborative.
- These funds will help provide administrative guidance and support for the collaborative, including coordinating meeting schedules, providing agendas, talking notes for monthly meetings, and logistical support for field trips, as scheduled.

The deliverables above should be accomplished before September 30, 2025. Upon completion of the grant period, UCSRB is required to submit a summary report, which includes a narrative of how the funds were spent and what outcomes were achieved.

Please note that funds received from The Wilderness Society may not be used for lobbying activities such as influencing legislation or participating or intervening in any political campaign on behalf of or in opposition to a candidate for public office.

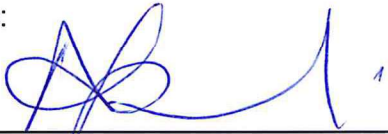
My thanks to you for your work to protect our public lands. Best wishes for a successful project.

Sincerely,

Megan Birzell, Washington State Director
The Wilderness Society

Date

Agreed to:



Amanda Ward, Executive Director
Upper Columbia Salmon Recovery Board



Date

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5 1.1 Sublessor/JDSA. JEFFERS, DANIELSON, SONN & AYLWARD, P.S., a Washington
6 professional service corporation (“**JDSA**”).

7 1.2 Sublessee/Board. UPPER COLUMBIA SALMON RECOVERY BOARD, a
Washington nonprofit corporation (the “**Board**”).

9 That Commercial Sublease between JDSA and Board dated September 30, 2021 (the
10 **"Sublease"**), with the Option to renew for the period January 1, 2025 through December 31, 2026
(the **"Extended Term"**) as set forth under Section 3.5 of the Sublease (the **"Option"**).

12 Board has timely exercised its rights under the Option, and the "Initial Term" of the Sublease
13 described under Section 3.2 of the Sublease is hereby extended to the Extended Term.

Rent for the Extended Term shall be increased to Four Thousand Four Hundred Twenty One and 60/100 dollars per month (\$4,420.60) as provided under Section 3.5 of the Sublease, commencing January 1, 2025.

5.1 Estoppel. Board and JDSA (each a “**Party**” and collectively the “**Parties**”) acknowledges and agrees that all obligations of the other Party under the Sublease are current and no defaults by such exist. Each Party waives any claims against the other under the Sublease.

1 5.2 Sublease Terms Apply, Except as provided above, all other terms of the
2 Sublease shall continue to apply to the Parties.

3 5.3 Entire Agreement. This Sublease as amended under this Exercise contains the
4 entire agreement between the Parties hereto, and there are no verbal or other agreements which
5 modify or affect this Sublease except as referenced herein.

6 "SUBLESSOR/JDSA"

7 JEFFERS, DANIELSON, SONN & AYLWARD, P.S.
8 A Washington Professional Service Corporation

9 By _____
10 Todd M. Kiesz, Vice President

11 Date _____

12 "SUBLESSEE/BOARD"

13 UPPER COLUMBIA SALMON RECOVERY BOARD
14 A Washington Nonprofit Corporation

15 By _____

16 Date _____



DRAFT - UCSRB 2025 Executive & Finance Committee Meeting Schedule

Date	Meeting Type	Time	Committee
February 12, 2025	Webinar	8 AM to 9PM	Finance Committee
February 12, 2025	Webinar	9 AM to 10 AM	Executive Committee
April 9, 2025	Webinar	8 AM to 9PM	Finance Committee
April 9, 2025	Webinar	9 AM to 10 AM	Executive Committee
June 11, 2025	Webinar	8 AM to 9PM	Finance Committee
June 11, 2025	Webinar	9 AM to 10 AM	Executive Committee
September 10, 2025	Webinar	8 AM to 9PM	Finance Committee
September 10, 2025	Webinar	9 AM to 10 AM	Executive Committee
November 19, 2025	Webinar	8 AM to 9PM	Finance Committee
November 19, 2025	Webinar	9 AM to 10 AM	Executive Committee

Draft - UCSRB 2025 Board Meeting Schedule

Date	*Meeting Type	Time	Location
February 20, 2025	In-Person	9 AM to 3 PM	Douglas County Transportation and Land Services Building
April 24, 2025	In-Person	9 AM to 3 PM	Douglas County Transportation and Land Services Building
June 26, 2025	In-Person	9 AM to 3 PM	Douglas County Transportation and Land Services Building
September 25, 2025	In-Person	9 AM to 3 PM	Douglas County Transportation and Land Services Building
December 4, 2025	In-Person	9 AM to 3 PM	Douglas County Transportation and Land Services Building

Working Together for Salmon Recovery

WHO WE ARE



The **Council of Regions** brings together WA's seven Salmon Recovery Regional Organizations. The regions were created by local and tribal governments in partnership with the Governor's Salmon Recovery Office to:

- Give local communities a powerful shared voice in salmon recovery.
- Work with NOAA Fisheries to craft and implement regional recovery plans for listed and at-risk fish.
- Coordinate with Lead Entities to oversee SRFB habitat funds for recovery plan implementation.



The **Washington Salmon Coalition** supports WA's twenty six Salmon Recovery Lead Entities, established by RCW 77.85 to:

- Coordinate prioritization and implementation of SRFB funded habitat restoration and protection projects.
- Bring together tribes, federal and state agencies, local governments, nonprofits, businesses, technical experts, and community members.
- Steward scientifically-sound decision making to recover fish and support local economies.



The **Regional Fisheries Coalition** represents WA's fourteen Regional Fisheries Enhancement Groups, established by RCW 77.95 to:

- Sponsor and complete large scale habitat restoration and fish passage barrier removal projects by leveraging state and federal funding.
- Coordinate robust education, outreach, and volunteer programs to engage communities in salmon recovery.
- The 2023 Annual Report is now available at: 2022-23.regionalfisheriescoalition.org.

Our Shared Priorities

1. SUPPORT INCREASED FUNDING FOR CRITICAL SALMON RECOVERY PROJECTS AND PROGRAMS

SUPPORT FUNDING IN THE GOVERNOR'S 2024 SUPPLEMENTAL BUDGET:

✓ RECREATION AND CONSERVATION OFFICE

- \$25 million for the Salmon Recovery Funding Board to close the funding gap for projects, administration, lead entity capacity, and RFEs project planning costs. *Capital Budget*
- \$22 million for the Brian Abbott Fish Barrier Removal Board to fund fish passage barrier removal projects. *Capital Budget*
- \$11 million for the Estuary and Salmon Restoration Program. *Capital Budget*
- \$7.56 million for the Washington Coastal Restoration and Resiliency Initiative. *Capital Budget*

SUPPORT ADDITIONAL FUNDING FOR:

✓ STATE CONSERVATION COMMISSION

- \$10 million for conservation technical assistance supporting salmon recovery, clean water, and habitat restoration. *Capital Budget*

✓ OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION

- Continue, and expand, the Salmon in the Schools program, educating students across WA in salmon recovery. *Operating Budget*

2. REMOVE MATCH REQUIREMENTS FOR ALL SALMON RECOVERY FUNDING PROGRAMS TO ENSURE ACCESS AND EQUITY

- Match requirements are both a financial barrier to accessing state funds and an administrative burden to project sponsors, resulting in increased costs and delays to the implementation of important projects.
- Removing match requirements ensures the equitable, efficient, and effective distribution and use of state funds.

3. IMPROVE COORDINATION AND STREAMLINE PERMITTING PROCESSES FOR SALMON RECOVERY PROJECTS

- Inefficient and unpredictable permitting processes increase costs and delay projects.
- Improved coordination between local, state, and federal permitting agencies is needed to increase efficiency, predictability, and consistency, which helps expedite project completion.

Council of Regions:

Alex Conley
aconley@ybfwr.org
(509) 453-4104



Washington Salmon Coalition:

Mike Lithgow
mlithgow@kalispeltribe.com
(509) 370-8794



Regional Fisheries Coalition:

Brynn Brady
brynn@ceibaconsulting.com
(253) 686-3387

Healthy Salmon, Healthy Washington

Salmon are in Crisis

- Today, 14 population groups of salmon are federally listed as threatened or endangered with extinction in Washington.
- Taking actions to address climate change, human population growth, habitat loss, pollution, predation, fish passage, and ensuring clean, cold water in rivers is critical to save salmon.

Salmon are Vital to Washington's Future

- Salmon have shaped our past, influenced our cultures, buoyed our economy, and strengthened our communities.
- Salmon support 138 other species from insects to whales. Endangered Southern Resident killer whales are near extinction partly because of a lack of Chinook salmon for food.
- Salmon are a billion-dollar industry across the West Coast.
- Salmon habitat investments increase climate resiliency.
- A \$1 million investment in watershed restoration results in 15-33 new or sustained jobs and creates \$2.2 million to \$2.5 million in total economic activity.

Salmon are Essential for Sovereign Tribes and Tribal Treaty Rights

- Salmon are central to Washington tribes' cultures, identities, and businesses.
- Salmon are guaranteed through US treaties with sovereign tribes.

Together We Can Save Salmon

- Washington is a leader in salmon recovery and has a statewide strategy coordinated by the Governor's Salmon Recovery Office.
- Regional salmon recovery boards and watershed-based lead entities set local priorities and guide salmon recovery implementation.
- Tribes are engaged at every step of salmon recovery processes, representing their treaty protected rights and serving as co-managers of salmon in Washington.
- Regional fisheries enhancement groups, land trusts, and other local and regional non-profits work with willing landowners to figure out how and where salmon recovery projects can take place.
- State and federal agencies create plans and funding programs that distribute salmon recovery investments where they'll make the most difference.

We Must Be Bold with Actions and Investments for Salmon and Future Generations

- Washington and the state Legislature have proven to be a champion for salmon recovery, funding nearly \$470 million in capital investments for salmon in the 2023-25 biennium.
- The federal government has increased funding through the Bipartisan Infrastructure Law and Inflation Reduction Act for salmon, communities, and climate resiliency.
- We MUST maintain this momentum and increase our investments and actions to save salmon.
- State funding through programs like the Brian Abbott Fish Passage Barrier Removal Board, the Estuary and Salmon Restoration Program, Puget Sound Acquisition and Restoration fund, and the Salmon Recovery Funding Board support different types of priority projects – we need all of these programs to address all of the work salmon need.

Working to support stakeholders in the restoration of viable salmonid populations and other at-risk species through collaborative processes that honor regional, cultural, economic and community values.



December 5, 2024

Mr. Jeff Breckel,
Chair, Salmon Recovery Funding Board.
jeff.breckel@gmail.com

**RE: Targeted Investment Scoring Criteria
Consideration for Endangered Species**

Dear Chair Breckel,

We write on behalf of the Upper Columbia Salmon Recovery Board (the UCSRB), one of eight Salmon Recovery Regions in Washington State. The UCSRB is directed by a five-member board with representatives from the Yakama Nation and Colville Confederated Tribes, and a County Commissioner from each of the three counties of Chelan, Douglas and Okanogan. Alongside regional partners, we work to recover ESA-listed salmonids in four subbasins: Entiat, Okanogan, Methow and Wenatchee.

We strongly support the Targeted Investments (TI) program, as it has allowed the SRFB to accelerate the pace of salmon recovery and fund large projects with significant population-scale benefits across the state. However, we would like to express our concern that listing status under the federal Endangered Species Act (ESA) is not currently considered during the TI scoring and ranking process.

The Upper Columbia region is home to the Upper Columbia River spring-run Chinook salmon evolutionarily significant unit (ESU), which is currently the only Chinook population listed as **Endangered** (1999) under the ESA in the state of Washington. The Washington State of Salmon in Watersheds report (2022) also indicates this population is still in crisis.

As you consider future grants rounds, we urge the SRFB to incorporate ESA listing status into the scoring criteria, as well as during the ranking and fund allocation process. The recovery of all listed salmon and steelhead populations is crucial in the state of Washington. However, we strongly believe that accounting for ESA listing levels is important to maximize the impact on our most at-risk populations. We appreciate your consideration on this matter.

Sincerely,