

Memorandum

February 11, 2011

To: Bob Bundy, CSFS

From: Jim Webster, Boulder County Land Use Department

RE: Boulder County CWPP ARRA Grant

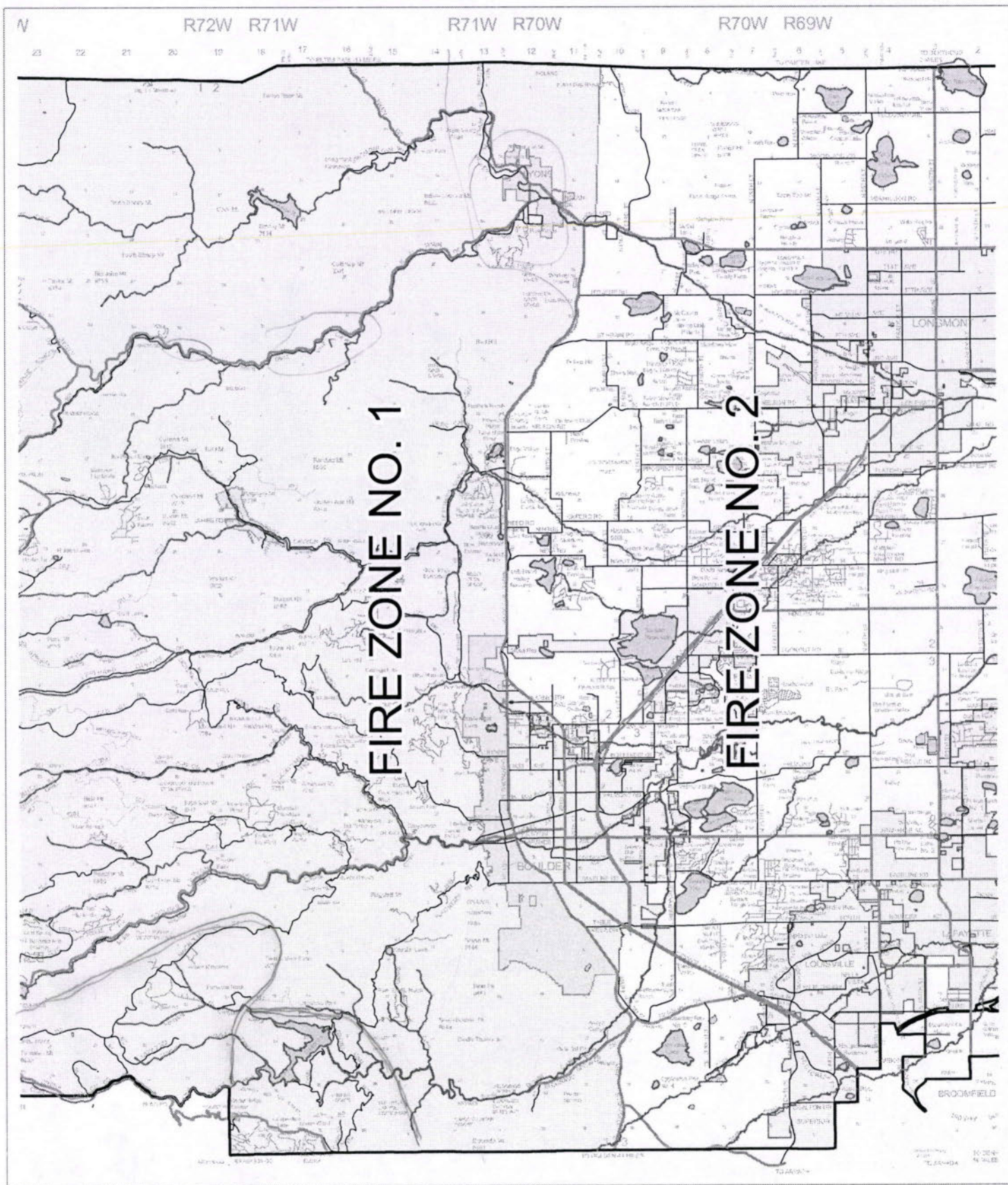
I am writing to request approval to provide food to our Community Wildfire Protection Plan's Citizens Advisory Team for three meetings. The primary purpose of these meetings is to share technical information with team members.

These meetings will start at 5:30 and run until 9:00 or later. Members commute up to an hour to meetings. Many do not have time to eat dinner after they leave work and before they have to leave for our meetings.

Collectively, these members are contributing several thousand hours of volunteer time to this project. We would like to provide them with dinner at three meetings.

WUI

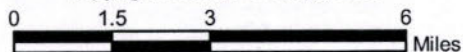
WILDFIRE ZONE MAP



Created by Boulder County GIS

June 6, 2003

Copyright Boulder County, 2003



Meghan - policy analyst
Catherine

I write support letter
Objectivity

website

DF Review

Bo Co

- contracting?
- GSS - hire & use
- Position to open soon
- closed and to take Jimmy
- mit Group or other comm group
- Pete Fog
- Eric - left tonight?
- Outreach
 - Ryan
 - Dan
 - Barb

Unincorporated

Commis not covered

All up to snuff, new level

Umbrella covers all and prioritizing

Committee for objectivity

Compile plans & data

Comm Plan

Meet w/ all mtr, regions

imp priorities id'd, overlap?, new threats

dev system for prioritizing

core team review, website w/

30 hrs/wk .75 FTE for 18mo ^{+ 6mo delay}

existing: ID/review/analysis

new: on-site ^{lyons} ^{red} ^{chase} ^{timber} ^{AP} ^{glenn lake}

Not supersede ^{Xcel}

But coordinate/link

agreements

inventory/synthesis of haz rels

Bolo Comp Emer Ops Plan

PUS plans

CWRP will outline prioritizing

AND record threats

Core group - CSFS, local govt, FD's - agree on viable, complete, realistic

Meet minimum HFRA '03 & CSFS

Also comm members & relevant local/state/fed agencies/orgs

Engage comm early, and keep engaged

↳ ID values, define WUI, ID projects/methods, priorities for action

↳ Document by mtg mins, rosters, surveys

Det of WUI - map & narrative

Risk analysis - fuel haz, risk of wildfire occurrence, comm values

Commis preparedness to respond

Recommend how to reduce structure ignit ability

Imp plan w/ ① projects (type, method) ② project map ③ table or narrative ^{proj} priorities

List all comm with projects for each, maps, type/method

ID & prioritize within community, Imp plan for community's

End doc should be implementable (design, layout, marking)

Reimagine old plans, especially if mltg priorities

Community Wildfire Protection Plans

Boulder County

February 2010

All completed CWPP's are available on:

<http://csfs.colostate.edu/pages/CommunityWildfireProtectionPlans.html>

Complete:

- Allenspark Fire Protection District (project areas are not mapped)
<http://cwpp.allenspark.info/>
- Boulder Mountain Fire Protection District (Anchor Point)
- Boulder Rural Fire Protection District (Anchor Point)
<http://www.brfd.org/cwpp/>
- City of Boulder (Anchor Point)
- Coal Creek Fire Protection District (Jefferson County)
- Four Mile Fire Protection District (Anchor Point)
<http://bcn.boulder.co.us/emergency/fourmile/cwpp.shtml>
- Gold Hill Fire Protection District
<http://goldhillfire.org/cwpp/>
- Lefthand Fire Protection District (being updated - Jamestown included?)
- Sugarloaf Fire Protection District (Anchor Point)
- Sunshine Fire Protection District
www.sunshine-co.us

In Progress:

- Glacier Lakes HOA (progress unknown)
- Lyons
 - Being done "in-house"
 - Draft completed
- Nederland
 - Recently contracted development with Anchor Point (to be completed by summer 2010)
- Rocky Mountain Fire Protection District
 - Draft completed by Anchor Point
 - Should be finalized soon

No CWPP:

- Ward/Indian Peaks FPD
- Timberline FPD (formerly High Country FPD)(part of FPD is covered under Gilpin CWPP, but doesn't take Boulder County's portion into account)

Areas of Note (not adequately covered in a CWPP):

- Boulder County Parks & Open Space
- Button Rock Reservoir (City of Longmont)
- City of Boulder Watershed
- Community Watershed Protection Plan
- Gross Reservoir (Denver Water)

COLORADO STATE FOREST SERVICE

MINIMUM STANDARDS FOR DEVELOPING COMMUNITY WILDFIRE PROTECTION PLANS



Per Colorado Senate Bill 09-001, following is a description of the revised minimum standards and guidelines that counties should consider when developing Community Wildfire Protection Plans (CWPPs). The Healthy Forests Restoration Act of 2003 required the Colorado State Forest Service to establish minimum standards for the development of CWPPs in Colorado.

I. Plan Participants

- A. Planning should involve a core group that includes a representative from the Colorado State Forest Service (CSFS), local government, and the local fire authority. These representatives must agree that the CWPP is viable, complete, and realistic in terms of implementation. The CWPP must meet the minimum requirements of the Healthy Forests Restoration Act of 2003, as well as CSFS minimum standards.
- B. In addition to the above representatives, the core group should include community members and relevant local, state, and federal land management agencies and organizations, or their chosen representatives.
- C. The plan must exhibit diverse collaboration with emphasis on involvement of community members/representatives.
- D. Early in the planning process, it is imperative to engage community members, community representatives, and other interested, non-governmental stakeholders, and keep them engaged throughout the entire process. Interested non-governmental stakeholders must be regularly and actively involved in identifying community values to be protected, defining their wildland-urban interface area, identifying fuels treatment project areas and methods, and priorities for action.
- E. Community involvement and participation can be documented through meeting minutes, meeting rosters, or community surveys that clearly document meeting results and the number of participants.

II. Plan Components

- A. Community Wildfire Protection Plans must include:
 - 1. A definition of the community's wildland-urban interface (WUI) outlined on a map with an accompanying narrative.
 - 2. Identification of adjacent landowners (land that touches the community's external boundary).
 - 3. A community risk analysis that considers, at a minimum, fuel hazards, risk of wildfire occurrence, and community values (i.e. watershed, wildlife habitat, and infrastructure) to be protected – both in the immediate vicinity and the surrounding zone where potential fire spread poses a realistic threat. Consider recent large fire behavior and fire spread in this discussion.

4. A discussion of the community's *preparedness* to respond to wildland fire.
5. Recommendation of methods to reduce structural ignitability.
6. An implementation plan that includes:
 - Identification of fuels treatment projects. For each project, identify or describe:
 - The type of treatment recommended (examples include fuelbreaks, thinning, pruning, prescribed burning, etc.)
 - Suggested or preferred method of treatment (examples include using hand crews to thin and pile slash; mastication; machine-piling slash; roller-chopping slash; commercial timber harvest; etc.)
 - A project area map that illustrates all proposed treatments and exhibits close approximations of the boundaries of each project.
 - A narrative or table that details the relative priority of each project. Fuels treatment priorities should include both landscape-scale and localized (within the community) treatments.
- B. Consider using the following publications as reference materials when developing a CWPP. These publications can be found at: <http://csfs.colostate.edu/pages/community-wf-protection-planning.html>
 - Preparing a Community Wildfire Protection Plan – Handbook
 - Leaders Guide for Developing a CWPP
 - Community Wildfire Protection Plan Evaluation Guide
 - Community Guide to Preparing & Implementing a CWPP

III. Level of Specificity

- A. A CWPP may be developed for any level of community (examples include a homeowners' association, mountain town, county, or fire protection district). Large-scale plans (for example, county or fire protection district) can be used as an umbrella to assist individual communities in the development of a CWPP. An appendix listing all communities within the planning area must be included in large-scale plans.
- B. In order to qualify as an approved CWPP, these large- or broad-scale plans must identify landscape-scale fuels treatment projects (examples include fuelbreaks and cross-boundary treatment opportunities) for all communities within the project area. Include a map(s) that details project locations and approximates project boundaries. Also include a narrative or table that details the type of project and preferred or suggested implementation methods. These projects must reflect collaborative input from a variety of stakeholders.
- C. Communities represented in a large-scale plan that wish to receive credit for having an approved CWPP must:
 - Identify and prioritize fuels treatments within the community
 - Develop an implementation plan specific to that communityTreatments must be supported by stakeholders, including representatives from the community (examples include a homeowners' association board, Firewise Committee, city council). A community-specific CWPP may be completed during the development of the large-scale plan or at a later date. If a community chooses not to complete a community-level plan during the

development of the large-scale plan, a note must be made in the implementation or action plan indicating that follow-up is needed.

- D. Information contained in the plan should be at a level of specificity appropriate for the size of the community that is being addressed.
- E. The resulting document should be implementable, which means adequate detail about project-level design, layout, and marking is provided to allow work to begin, and the plan is supported by those who will put it into action.

IV. Adapting Existing Plans and Combining Related Plans

- A. If a community has an existing plan that already meets the majority of the CWPP criteria listed above, the community must re-engage to adapt the plan so that it meets the remainder of the criteria. Plan adaptations must be collaborative, as described in (1) above and include stakeholder representation. This is particularly important if the adaptation involves establishing fuels treatment priorities.
- B. A county or large-scale CWPP that was completed and approved by August 5, 2009, is considered to be in compliance with CSFS minimum standards and Senate Bill 09-001 until the plan is revised.
- C. While county-level plans may be used as umbrella plans for smaller communities, each community should develop an effectively scaled Community Wildfire Protection Plan.

V. Approved CWPP

- A. The Colorado State Forest Service will only accept CWPPs that contain the signatures of all core group members, including local fire department(s), local government(s), and the CSFS District Forester or his/her representative. Please note that CSFS personnel are ***not*** permitted to sign plans that do not clearly meet CWPP minimum standards.
- B. After an approved CWPP has been submitted to the CSFS State Office, it will be posted on the CSFS website unless otherwise instructed.

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JOB ANNOUNCEMENT

Job Title: Community Wildfire Protection Planner (Planner II)

Starting Salary: \$3,157.58 per month

Applications will be accepted until

This is a grant funded position for 30 hours per week with funding for 18 months.

Boulder County is a progressive community that encompasses over 740 square miles, is home to nearly 300,000 residents, supports an annual budget of \$280 million, and includes some of the most diverse, natural landscapes and smart-growth development along the Front Range. Our County's leaders and employees have long held a commitment to being stewards of our land, environment and community. From visionary open space, land use and sustainability policies to forward-thinking public service programs, our County government helps foster a vibrant, healthy and active community. As individuals and an organization, we value and respect diversity, striving for a high quality of life for all employees and residents. Our policies and practices reflect our dedication to providing the very best in public service.

Position Description

The Boulder County Land Use Department is seeking a **Community Wildfire Protection Planner** to oversee the development of a countywide Community Wildfire Protection Plan (CWPP). The CWPP planner will work in conjunction with the Sheriff's Office, Parks and Open Space and the Commissioners' Office to develop a countywide CWPP and operational plan. The CWPP planner will be engaged in community outreach strategies, facilitation of public meetings and speaker engagements with local community groups and HOAs. Duties of the CWPP planner will include: evaluate and analyze wildfire hazard data and synthesize information for the CWPP development process; develop project plan; conduct community outreach and facilitate community meetings; identify high-priority treatment areas; engage stakeholders and provide a forum for discussion of the community's preparedness to respond to wildland fire; conduct a community risk analysis; identify fuel treatment priorities; recommend methods of reducing structural ignitability; actively solicit input from interested non-governmental stakeholders; collaborate with diverse partners, community members/representatives; perform related duties as required.

A Bachelor's degree in Planning or related field is required. Forestry, Natural Resources, GIS, Environmental Sciences studies are preferred. Two years of professional experience in urban, regional, community or natural resource planning is required. Four years experience in community policy planning coupled with CWPP writing and planning is strongly preferred. A working knowledge of GIS is preferred. Experience with community outreach and facilitation is strongly preferred. Must have excellent written and verbal communication skills, including public speaking skills. Strong interpersonal skills are essential. The ability to take initiative and to work independently is required. Demonstrated planning and project/program design/management experience is key as is the ability to research, analyze and synthesize complex information. Previous experience working within or in partnership with a governmental organization is also preferred.

Benefits

Boulder County is a progressive employer offering a stable working environment, a comprehensive benefits package including health, dental and life insurance, PERA and Social Security retirement plans, wellness programs, paid vacation and holidays, bus passes and more. Check us out at www.bouldercounty.org.

Qualifications

Application Process

An application must be completed for each position. No resumes accepted in lieu of application. Apply to Boulder County Human Resources, P.O. Box 471, Boulder, CO 80306; at the Courthouse East Wing at 2025 14th Street, Boulder or apply on line at www.bouldercounty.org. All new employees and rehires will be required to provide documentary proof of their eligibility for employment. Boulder County is a public employer; therefore all applications are public information. Job line 303-441-4555

**Deaf and hard of hearing assistance, call Relay Colorado 1-800-659-2656.
Boulder County is an Equal Opportunity/Affirmative Action Employer**

ARRA - Performance Measures

Boulder County – Community Wildfire Protection Plan (CWPP) Development

Specifics:

- Written identification, review, and analysis of existing CWPPs.
- On-site planning for areas/landowners not adequately currently incorporated into a local CWPP.
- Coordinate existing CWPPs and develop a countywide plan that links them together.
- Inventory and synthesis of existing CWPP and WHIMS data around wildfire hazards.
- Inventory hazards in areas where there is no existing data and re-inventory where data is out of date or incomplete.
- Inventory and synthesis of values at risk and identification of additional values at risk to county residents.
- Prioritization of treatment areas and methods. The CWPP will outline priority areas for forest treatments and make recommendations for fuels reduction projects on private and county-owned land.

Expectations based on the Proposal:

- The “umbrella” CWPP should focus on the development of plans to cover communities/areas without a CWPP, as well as merge existing fire district and community CWPP’s in Boulder County. An overview of the status of Boulder County’s CWPP’s is attached, and individual plans can be found on the main CSFS website.
- The final CWPP will take all land ownerships into account, and cover all areas of the county. The plan’s recommendations will focus on treatments based on risk, community safety, and values.
- Identify, compile, review, and analyze existing CWPP’s. Inventory each plan’s hazard ratings process in order to better synthesize data.
- Develop a comprehensive definition of what the Wildland Urban Interface is for Boulder County, and the communities within.
- Complete a risk analysis for the county that takes fuel hazards, risk of wildfire occurrence, and community values into account. Recommend methods for better reducing structural ignitability.
- Have on-site public and stakeholder meetings to develop new CWPP’s for areas that are not currently covered. Engage communities throughout the process. Re-engage existing plans to ensure their document is up-to-date and properly represents the community’s values and hazards.
- The plan should represent ownerships that are not adequately covered under a CWPP (ex. BCPOS & public water provider lands).
- Coordinate, synchronize, and link CWPP’s into an overall plan. Each fire district and community plan should be assessed and revamped so that they meet the CWPP minimum standards.
- The resulting CWPP will outline existing treatments and recommend new priority treatments throughout the county. Although the county-wide CWPP is not designed to supersede more localized CWPP’s, it should assist in outlining where treatments would yield the most benefit and/or mitigate the highest hazards.
- The county-wide CWPP will have an objective identification and prioritization of treatments where political considerations and ownerships do not affect the results of raw data. There should be priorities for each individual community, as well as the county as a whole.
- All of the county’s communities should be listed and have projects associated with them.
- The CWPP will have a viable, complete, and realistic implementation plan that:
 - o Identifies projects (location, type of treatment, recommended method of implementation)
 - o Provides maps that spatially display proposed projects and their location
 - o Has a table and/or narrative that show priorities.
- The end document should be implementable, noting details about project location, design, layout, and the tree selection recommended for treatment.

- A completed plan would assist in creating a means for Boulder's stakeholders to regularly address and fine tune the priorities and needs of the county. This will allow for increased recognition of the county in terms of high-quality forestry and fire protection, while also allowing the constituents to be in a better position to acquire limited future grant funding.

DRAFT

Q1 2010 (January 1 - March 31, 2010)

Job Title (Initials of Employee)	Hours Paid	Hours in Qtr	FTE	Created/ Retained	Start Date
SAMPLE EMPLOYEE (JD)	184.00	520.00	0.35	C	12/1/2009
	156	520.00	0.00		
		520.00	0.00		
		520.00	0.00		
		520.00	0.00		
		520.00	0.00		
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		520.00	0.00		
		520.00	0.00		
		520.00	0.00		
		520.00	0.00		
		520.00	0.00		
Total FTEs for Quarter			0.00		

Assumptions:

The year is based on 2080 work hours (520 per quarter).

Count all hours for which employees are paid.

If employees are Paid for PTO (holidays, sick, vacation, personal, etc.), those hours should be included in Hours Paid.

All employees listed are paid with ARRA funding.

Bundy,Robert

From: Craven, Terrie
Sent: Thursday, April 01, 2010 12:57 PM
To: Eric Sorenson; Focused on the Forest, LLC; David King; Cassandra Doyon; 'kassie@msforest.com'; Chris White; jeff@c3; Kuwahara, Pam; Carol EKarius; Forestreedev@aol.com; Ginger Scott
Cc: Bundy, Robert; Reader, Timothy; Twitchell, John; Dennis, Frank; Bilyeu, Annie; Hardgrave, Kathryn
Subject: FW: Quarterly ARRA Reporting on FTEs
Attachments: ARRA_FTE_Calculation_FINAL_2.xlsx; ARRA_FTE_Calculation_FINAL_2.xls
Importance: High

All,

Please remember to get your FTE calculations to me tomorrow (Fri, April 2) if possible, but absolutely no later than April 4 (Sunday). We must comply with the ARRA Section 1512 reporting requirements, and we are not given any grace period for holidays or weekends.

Thanks for your cooperation.

Terrie

Terrie Craven
ARRA Program Manager
Colorado State Forest Service
5060 Campus Delivery
Fort Collins, CO 80523
970.491.8466
terrie.craven@colostate.edu

From: Craven, Terrie
Sent: Monday, March 29, 2010 3:48 PM
To: 'Zoschg, Peter - Parks & Rec'; Anne Small; 'rlindroth@steamboatsprings.net'; Balzer, Trevor; 'Jennifer Freeman'; 'Eric Sorenson'; 'scottcampbell@elpasoco.com'; 'Dorene Cardarelle'; 'Focused on the Forest, LLC'; 'Nancy Fishing'; 'David King'; 'Cassandra Doyon'; 'kassie@msforest.com'; 'Chris White'; 'jeff@c3'; 'Kuwahara, Pam'; 'Carol EKarius'; 'Forestreedev@aol.com'; 'Drew Nelson'
Cc: Bundy, Robert; Reader, Timothy; Twitchell, John; Cousineau, Ron; Dennis, Frank; Bilyeu, Annie; Leavell, Doug
Subject: Quarterly ARRA Reporting on FTEs
Importance: High

All,

It's that time again. Time to send in your FTE calculations for ARRA. **Your deadline for submission is April 4, which falls on a Sunday, and yes that's Easter Sunday.** These deadlines all seem to fall around a holiday—the next deadline falls on the Fourth of July. We haven't been given any extensions due to these holidays, so please submit your report **no later than Sunday, April 4. If you can get the report to me by Friday, April 2, even better.**

As a reminder, you should report **all hours paid by ARRA funds** during the quarter, *including subcontractor hours where they can be documented*. If you paid employees for time off (vacation, sick time, holidays), you should include those hours in Paid Hours.

You will notice a new tab I added to the bottom of the FTE calculation spreadsheet. If you have made any **single payments** to vendors of **more than \$25,000**, during the January-March quarter, you need to report those payments and the information included on the spreadsheet. If you have any questions about this, please contact me. (Refer to the ARRA Reporting Requirements attachment in your agreement.)

Please try to get your reports to me by Friday if possible. I know you don't want to work this weekend, and neither do I.

If you're project has not yet started, please reply to this e-mail and let me know that you have nothing to report for the quarter.

Contact me with any questions.

Thanks for helping us report accurately and on time.

Best regards,

Terrie

Terrie Craven
ARRA Program Manager
Colorado State Forest Service
5060 Campus Delivery
Fort Collins, CO 80523
970.491.8466
terrie.craven@colostate.edu

Your Name:

Your Organization/Agency:

1. Your Organization/Agency's Point Person(s) for County's Community Wildfire Protection Plan

Name:

Title:

Email:

2. What is the greatest obstacle you face in trying to implement community wildfire protection projects/programs/plans in your district?

3. What do you see as the greatest obstacle to effective community wildfire protection in Boulder County as a whole?

4. If you were able to improve or expand one of your current programs/projects (or develop one new initiative), what one would it be?

Improve:

Expand:

5. If you were able to improve or expand one program/project from another organization (county, state, federal, other), what one would it be?

Improve:

Expand:

Boulder County – Community Wildfire Protection Plan (CWPP) Development

Specifics:

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- The plan should represent ownerships that are not adequately covered under a CWPP (ex. BCPOS & watersheds).
- Coordinate, synchronize, and link CWPP’s into an overall plan. Each fire district and community plan should be assessed and revamped so that they meet the CWPP minimum standards.
- The resulting CWPP will outline existing treatments and recommend new priority treatments throughout the county. Although the county-wide CWPP is not designed to supersede more localized CWPP’s, it should assist in outlining where treatments would yield the most benefit and/or mitigate the highest hazards.
- The county-wide CWPP will have an objective identification and prioritization of treatments where political considerations and ownerships do not affect the results of raw data. There should be priorities for each individual community, as well as the county as a whole.
- All of the county’s communities should be listed and have projects associated with them.
- The CWPP will have a viable, complete, and realistic implementation plan that:
 - o Identifies projects (location, type of treatment, recommended method of implementation)
 - o Provides maps that spatially display proposed projects and their location
 - o Has a table and/or narrative that show priorities.
- The end document should be implementable, noting details about project location, design, layout, and the tree selection recommended for treatment.
- A completed plan would assist in creating a means for Boulder’s stakeholders to regularly address and fine tune the priorities and needs of the county. This will allow for increased recognition of the county in terms of high-quality forestry and fire protection, while also allowing the constituents to be in a better position to acquire limited future grant funding.

Bundy, Robert

From: Webster, James B. [jwebster@bouldercounty.org]
Sent: Monday, April 12, 2010 8:49 AM
To: rbundy@lamar.colostate.edu; sfpd.fireground@gmail.com; mlmartin@fs.fed.us; Fogg, Peter; Julian, Chad; Davis, Megan; Ludlow, Ryan; Riley, Anita A.; Stalnacker, Jay
Subject: Boulder County CWPP Core Team Meeting
Attachments: Boulder County CWPP Core Team Meeting Scheduler.doc; CWPP Core Team Agenda-April 15.doc; FINAL_Revised_CWPP_Minimum_Standards_111309.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Boulder County

CWPP Core Team Members,

We will be holding our first CWPP Core Team Meeting on Thursday, April 15th from 10:30-12:30 in the Caribou Room in the Land Use Department.

Attached is the meeting agenda, the new minimum standards for developing CWPPs, and a scheduling form. Please read the new standards before you come to the meeting and fill out the scheduling form and bring it with you to the meeting.

Let me know if you have any questions. If anyone is interested and available, we will try and get a group to go out to lunch after our meeting.

See you Thursday,
Jim

<<Boulder County CWPP Core Team Meeting Scheduler.doc>> <<CWPP Core Team Agenda-April 15.doc>> <<FINAL_Revised_CWPP_Minimum_Standards_111309.pdf>>

Jim Webster

Community Wildfire Protection Planner

Boulder County Land Use Department

2045 13th Street, Boulder, CO 80302

jwebster@bouldercounty.org

720-564-2600 (phone); 303-441-4856 (fax) P.O. Box 471, Boulder, CO 80306 (mail)

Boulder County CWPP Core Team Meeting Scheduler

Name: _____

		Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Morning (8:00-12:00)					
	Afternoon (1:00-5:00)					
	Evening (6:00-9:00)					
Week 2	Morning					
	Afternoon					
	Evening					
Week 3	Morning					
	Afternoon					
	Evening					
Week 4	Morning					
	Afternoon					
	Evening					

*Please print out and fill in this table and bring a hard copy with you to the meeting. Mark the days and times when you are **not** available to meet. If you are not available for the entire block of time, cross off the entire block. If you are not available for a portion of the block, mark and specify the portion that you are **not** available.

**Yes, this is a bad version of Doodle, but I want to make sure we decide our date and time at the meeting and we have a tool we can use when we are all in the room together.

Boulder County Community Wildfire Protection Plan

Core Team Meeting Agenda

April 15, 2010; 10:30-12:30

Caribou Room, Boulder County Land Use Department

Pre Meeting Assignments:

Read CSFS's Minimum Standards for Developing CWPPs (attached). Come prepared to discuss **your** desired project objectives (additional objectives that are not included in the minimum standards).

What to Bring:

A completed "schedule planner" (attached), we will be selecting regular meeting day and time at the meeting

Schedule:

- 10:30-10:40 Getting Started
- 10:40-11:30 Developing project objectives
- 11:30-11:45 Group Exercise
- 11:45-12:15 Work Groups and Forums
- 12:15-12:30 Scheduling and Questions

Meeting Products:

- A draft list of project objectives
- A final list of initial project work groups and forums
- A draft list of potential additional work groups and forums
- A list of core team member work group selections
- Suggestions and contact information for work group outreach campaign
- A regular meeting date and time

Meeting Desired Outcomes:

- Team members will get to know and start working with each other
- A rich discussion of new ideas for developing an innovative, useful, model CWPP

Follow Up Tasks for Core Team Members:

- Read through binders and provide Jim feedback



ARRA - Performance Measures
Boulder County – Community Wildfire Protection Plan (CWPP) Development

Sub-award Number: G-6701-3

Sub-award Amount: \$102,700

Grant Period: November 1, 2009 through September 30, 2011. All expenditures, invoicing, reporting, and the final plan must be completed by September 30, 2011.

Work to be Completed: This grant will cover the costs associated with the Boulder County ARRA Community Wildfire Protection Plan (CWPP) Development Proposal. The project consists of creating a county-wide CWPP. The ARRA grant sub-recipient is expected to complete the plan as described in their proposal. Any variation to the outlined project plan should be discussed with the ARRA project manager, and be documented for approval by the Colorado State Forest Service (CSFS) Principal Investigator and CSU's Office of Sponsored Programs.

Deliverables:

- Hire a ¾ time FTE for 18 months.
- A final county-wide CWPP plan for Boulder County that adheres to and meets the expectations outlined in the CSFS CWPP minimum standards.
- Provide the CSFS with a copy of the final plan, along with the associated documentation from the planning process, and GIS data.
- Accomplish the milestones on the schedule developed (included below)
- Work with the ARRA project manager regularly regarding the status of the countywide planning effort. As drafts of the plan are created and meetings are scheduled, details are to be shared with the ARRA project manager.
- Submit reporting information on the timeline provided below

Guidelines and Operational Standards:

- In order to meet the criteria of a county-wide CWPP, the resulting document must adhere to the "CSFS Minimum Standards For Developing Community Wildfire Protection Plans" (attached).
- The final plan review and approval is the responsibility of the CSFS Boulder District Forester.
- CSFS CWPP development reference publications can be found at the following website:
<http://csfs.colostate.edu/pages/community-wf-protection-planning.html>
- An overview of the status of Boulder County's CWPP's is attached, and individual plans can be found on the main CSFS website: <http://csfs.colostate.edu/pages/CommunityWildfireProtectionPlans.html>

Milestone Dates:

- April 2010 (Planning):
 - o Hire CWPP Planner
 - o Develop Project Plan
 - o Establish Core Team
 - o Identify Work Groups and Products
- June 2010 (Initial Outreach to Stakeholders):
 - o Interviews with stakeholders
 - o Develop and operate website to strengthen communication efforts
 - o Recruit work group members
- February 2011 (Community Risk Assessment Work Group):
 - o Conduct an inventory of existing data and CWPPs
 - o Evaluate and analyze existing data and CWPPs
 - o Synthesize existing data and CWPPs
 - o Incorporate new data
 - o Produce maps
- June 2011 (The Community Wildfire Protection Plan):
 - o Other work groups products
 - o Strengthen education and outreach programs
 - o Develop implementation priorities
 - o Conduct public meetings
 - o Review of CWPP by Core Team
- August 2011 (Approval of CWPP):
 - o Boulder County public process to approve CWPP
 - Planning Commission
 - Parks and Open Space Advisory Commission
 - Board of County Commissioners
 - o CWPP Adoption

Payments:

- Project costs are to follow the budget included in the proposal. Detailed expenditure documentation will be maintained regarding the use of ARRA program funding. Invoices shall have supporting documentation of how grant funding is used in order to allow for transparency and justify payments.
- The CSFS project manager will give approval for invoices after ensuring that the program is on track to achieve milestones, and as there is adequate documentation for invoices.
- Invoice payments will be made on a reimbursement basis for all program related expenses.

Reporting:

- All project sub-recipients must provide reporting to the CSFS on the schedule below.

Summary of Sub-award Reporting Responsibilities

Reporting Document	Basis		Dates	Primary Recipient(s)	Secondary Recipient(s)
	Monthly	Quarterly			
Payment Reimbursement Requests	Not more than every two weeks	Not less than quarterly		Carol Wood Sponsored Programs Colorado State University Fort Collins, CO 80523-2002 Carol.wood@colostate.edu or fax (970) 491-6147	Bob Bundy Bob.Bundy@ColoState.edu or fax (303) 823-5768 Terrie Craven Terrie.Craven@ColoState.edu or fax (970) 491-8438
CSFS-NFPORS	X		COB, first Monday of every month	Terrie Craven Terrie.Craven@ColoState.edu or fax (970) 491-8438	Bob Bundy Bob.Bundy@ColoState.edu or fax (303) 823-5768
ARRA-FTE Calculation		X	COB on: 4/1/10 7/5/10 10/1/10 1/3/11 4/1/11 7/1/11 10/3/11	Terrie Craven Terrie.Craven@ColoState.edu or fax (970) 491-8438	Bob Bundy Bob.Bundy@ColoState.edu or fax (303) 823-5768
GPS Shapefile data for CWPP plan(s)			9/30/11	Bob Bundy Bob.Bundy@ColoState.edu or fax (303) 823-5768	

Cooperator Signature: _____ **Date:** _____

Jim Webster
Community Wildfire Protection Planner
Boulder County Land Use Department
2045 13th Street, Boulder, CO 80302
P.O. Box 471, Boulder, CO 80306 (mail)
jwebster@bouldercounty.org
720-564-2600 (phone); 303-441-4856 (fax)

Cc: Original to ARRA Program Manager
Copies to ARRA Sub-recipient, Partners Involved, and ARRA Project Manager

Document created by:
Bob Bundy
ARRA Project Manager

REVISED BOULDER COUNTY CWPP DEVELOPMENT PROPOSAL

Agency: Boulder County

Point of Contact: Megan Davis
medavis@bouldercounty.org

Address: P.O. Box 471
Boulder, Co 80306

County: Boulder

Phone Number: 303-441-3562

DUNS Number: 075755199

Grant Program Funding Requested: Community Wildfire Protection Plan Development Project

Amount Requested: \$102,700

Jobs Created: 1 FTE (.75)

Job Duration: 18 months

4.0 Scope of Work

Boulder County will develop a countywide CWPP and operational plan that will create and retain direct and indirect jobs and will reduce the fire hazard risk to help protect the communities within Boulder County. With funding reduced from the original request, Boulder County will scale back on the scope of work, the length of the project, and will commit more Parks and Open Space GIS staff time to provide support for the project, and will utilize Boulder County staff to support facilitation needs for the project. We will also utilize the CSFS Project Manager and reporting staff to assist with ARRA requirements in this area, and depend upon the CSFS Outreach staff to help with any outreach promoting the grant. Even with the reduced funding we will be able to complete the countywide CWPP by the end of the grant cycle.

The development of the countywide CWPP will include the identification, review, and analysis of existing CWPPs and on-site planning for areas not currently incorporated into a local CWPP. The countywide plan will not supersede existing CWPPs, but will seek to coordinate them and develop a countywide plan that links them together. This is consistent with the county's well-established track record of reaching these kinds of agreements with municipalities and other entities on issues such as urban/rural growth boundaries e.g. the County-Wide Coordinated Comprehensive Development Plan Intergovernmental Agreement (the Super IGA), adopted by all the county municipalities and the County Commissioners in 2003. The scope of work will include an inventory and synthesis of existing CWPP and WHIMS (Wildfire Hazards Identification Mitigation System) data around wildfire hazards; inventory of hazards in areas where there is no existing data and re-inventory where data is out of date or incomplete; inventory and synthesis of values at risk and identification of additional values at risk to County residents; prioritization of treatment areas and methods; and development of an operation plan to coordinate response in case of wildfire. All of these tasks will be informed by extensive stakeholder involvement.

Boulder County is well equipped to create a countywide plan that capitalizes on the CWPPs developed by FPDs and local communities. Boulder County already has several plans in place that it will draw upon to develop the countywide CWPP, and has staff resources to complete the process in the most thorough and informed manner. Boulder County will utilize the following resources which are described in more detail later in this proposal:

Staff:

- Parks and Open Space GIS planner – with the reduced funding, Boulder County will rely upon the Open Space GIS staff to assist with data collection and compilation.
- Land Use Department Long Range Planner
- Land Use Department Wildfire Mitigation Coordinator
- Parks and Open Space Resource Management Manager and Senior Resource Specialist for Forestry and Fire
- Sheriff's Department Fire Management Officer
- BOCC Policy Analyst and Public Information Officer

Resource Documents:

- Local CWPPs in Boulder County
- Boulder County Comprehensive Plan Emergency Operations Plan
- Boulder County WHIMS (Wildfire Hazards Identification Mitigation System) Program
- Parks and Open Space property specific management plans
- Parks and Open Space five-year forest management plan
- Parks and Open Space Forest Management Policy

A) Job Creation

The funding of this grant application will create one PTE at ¾ time (30 hours per week). The new part time position will be a CWPP planning position that will oversee the development of a countywide CWPP and operational plan. This job will be a fixed term position that will expire in 18 months. Boulder County will make an effort to extend the position, but due to the unknown nature of future property tax revenues we are unable to guarantee the extension of this position. The position will include benefits at the .75 PTE level.

Boulder County may also hire a seasonal/temporary GIS tech for up to 6 months to provide support for data analysis for the CWPP.

4.3 Application Response

2) Work Plan

The work plan for the CWPP Planner is outlined in detail in the Project Timeframe section of this proposal.

A) Jobs created

This proposal includes the creation of one job that will be paid directly through the grant funding and the retention/support of several jobs through Boulder County funding.

Boulder County will hire one .75 PTE Planner II level position in the Land Use Department as the Boulder County CWPP Planner. This position will be a part time, term position with benefits for the duration of the grant funding. During the creation of the countywide CWPP, Boulder County will consider the effectiveness of the position and the need for a countywide CWPP Implementation Planner. If the position is deemed effective, and depending on the Boulder County budget (largely based on property taxes which may decline in the next assessment period), Boulder County will consider extending the position permanently. The position, as funded by the grant if approved, will be advertised and hired as fixed term.

A seasonal/temporary GIS technician may also be hired for up to 6 months, depending on the skills of the person hired for the planner position and the need for additional GIS support.

The creation of a countywide CWPP will also support the creation and retention of numerous jobs indirectly in the future. The CWPP will outline priority areas for forest treatments and make recommendations for fuels reduction projects on private and county-owned land. Boulder County and other land owners will use this information, along with property specific management plans (which have already gone through the public process), the five-year forest management plan and forest management policy for County owned lands, to implement treatment prescriptions such as clearing road right of ways, fuels reduction on private and public lands, hazard tree removal along utility, and projects on other infrastructure easements. The work would be completed by hiring individuals for Boulder County forestry crews and forestry contractors for work on county-owned lands, and/or existing FPD wildfire mitigation crews. We anticipate additional work will be done on private lands by individual homeowners and HOAs through volunteers or private forestry contractors.

Boulder County also has two community forestry sort yards, operated by the county, to which private landowners can bring their slash and wood from forestry projects. This resource is relied upon by private forestry businesses and landowners alike who need a place to dispose of woody biomass from forestry projects. The sort yard has been instrumental in supporting private forestry business in Boulder County, and efforts to bring Colorado wood to biomass processing markets.

Beyond contracts, some FPDs also hire mitigation crews who will create a defensible space around homes and structures within their districts. The development of a countywide CWPP could encourage more work by FPDs

The proposal also includes the support of several Boulder County staff through BC funding, including: Forestry Education and Outreach Specialist, Wildfire Mitigation Coordinator, Long Range Policy Team Manager, Senior Resource Specialist Forestry, Fire Management Officer, and Boulder County Commissioners Office.

3) Grant Request/Budget

Total Grant Request= \$102,700

Budget summary:

	Salary	Fringe	Travel	Supplies	G&A	Grant Portion
CWPP Planner position (.75 FTE for 18 months)	\$56,836 (\$3,157.58 per month)	\$ 22,976 (\$1,276.44 per month)				\$4,434 (per month)*18 months = \$79,812
Administration for new position					\$6,162 (6% of grant total)	\$6,162
Outreach and Communication materials					\$1,000	\$1,000
Advertising and marketing					\$2,000	\$2,000
Computer/software				\$1,500		\$1,500
Meeting materials and supplies				\$500		\$500
Contract work – Research and GIS tech	\$11,726					\$11,726
Total cost over 18 months	\$68,562	\$22,976		\$2,000	\$9,162	\$102,700

Budget narrative:

- **Salary for one Planner II position for 30 hours per week for 18 months \$56,836.** This position will be housed in the Land Use Department, Long Range Policy Team, and will work cooperatively with the Parks and Open Space, Sheriff's Office, and Commissioners' Office. We will seek a candidate who has experience writing CWPPs, good writing, project management, communication, and GIS skills.
- **75% benefits for one Planner II position for 18 months for \$22,976.** Boulder County benefits include health and dental insurance, and PERA match.
- **Travel expenses \$1,000 for 18 months.** This position will require travel around Boulder County to work with stakeholder groups. Boulder County Land Use pool vehicles will be used and travel expenses will be paid for by Boulder County.
- **Supplies for \$2,000.** This includes the purchase of a computer for use by the CWPP Planner, meeting materials (flip charts, markers, etc.) and additional software supplies needed.

- **General and Administrative for \$3,000.** This will cover the costs of educational materials, outreach, public meetings, speakers, and any other costs associated with communications, marketing, and advertising for the project. Boulder County will cover some of the costs through advertising in local newspapers (for public meetings, etc.) and the grant will cover the remainder of the costs associated with the production and distribution of communication materials.
- **Contract work for facilitation and data collection for \$11,726** –Boulder County will utilize these funds, and any remaining that are not expended in other categories, to hire a seasonal/temporary GIS tech for data support or toward the purchase of data or use of a consultant to provide data.
- **Boulder County 6% Admin costs** – Boulder County retains 6% of all grants for administration fees to assist with financial reporting, processing, administration, and other associated costs.

5.0 Additional Information

5.1 Boulder County will provide

Boulder County will provide all management and oversight of this project.

- GIS support – Boulder County staff in the Parks and Open Space department will provide support for this position in GIS data. Parks and Open Space will be the primary provider of GIS data support, with Land Use staff assisting when needed. The new position will also seek someone who is proficient in GIS data systems and can be self-sufficient in most GIS tasks required for this job.
- Facilitation – Boulder County has staff within the Land Use Department who could supplement facilitation demands required for this project. The required skill set for the position will include facilitation experience, but this expertise is also available within Boulder County if the person hired does not meet these qualifications.
- Planning staff support – The Long Range Policy Team, Parks and Open Space forestry planners, and Sheriff's Department emergency response team will all be partners in this project.
- Forestry and Resource management staff support – Parks and Open Space and the Colorado State Forest Service will provide forest ecology expertise for this project.
- Public Information support – the Boulder County Commissioners Office PIO staff will assist with education and outreach, as will the Forest Education and Outreach Specialist and Parks and Open Space Education and Outreach staff.
- Intergovernmental Relations staff – BOCC intergovernmental and policy staff will provide assistance in working with towns within Boulder County.

5.2 Project Timeframe/Milestones

CWPP Planner Timeline	Jan-2010	Feb-2010	Mar-2010	Apr-2010	May-2010	Jun-2010	Jul-2010	Aug-2010	Sep-2010	Oct-2010	Nov-2010	Dec-2010	Jan-2011	Feb-2011	Mar-2011	Apr-2011	May-2011	Jun-2011	Jul-2011
Hire CWPP Planner																			
Develop project plan with Boulder County staff																			
Establish Core Team																			
Develop Communication Plan																			
Conduct inventory of existing data and CWPPs																			
Evaluate and analyze existing CWPPs and data																			
Synthesize existing CWPPs																			
Initial outreach to stakeholders																			
Conduct public meetings to develop implementation priorities																			
Develop implementation priorities																			
Review of CWPP by core team																			
Education and outreach on draft CWPP plan																			
Boulder County public process to approve CWPP (POSAC, Planning Commission, BOCC)																			

Description of project components/Work Plan:

1. Hire CWPP Planner – Boulder County will put out a job announcement to hire the CWPP Planner. The review team for the position will include internal Boulder County staff who will sit on the core team and some external partners as well.
2. Develop project plan with Boulder County staff – The initial step once the staff person is hired will be to work with the interdepartmental Forest Health team to ensure that the project plan outlined in this grant is incorporated into the work plan of all staff. Expectations will be set for support staff in terms of what they will be asked to provide, and how they will contribute to and participate in the CWPP development process. The project plan will incorporate deadlines for the communication and outreach plan, and will also include the countywide operational plan will fit into the CWPP planning process, and what additional meetings will be required to accomplish this element of the plan. Staff will be able to share their desired outcomes for the countywide CWPP and operational plan and what they hope to see integrated into the process and final product. An attempt will be made during this time to identify efficiencies that can be made with regard to the work of other projects.
3. Establish Core Team – The core team will include 10 -12 members that represent the broad interests in the development of a countywide CWPP. The CWPP Planner will take time to outline the structure and role of the core team, identify the most effective membership composition, provide local community groups with information about the project and opportunities for representation on the core team, and an outline of the commitment and expectations for participation on the core team.
4. Communication Plan – The communication plan outline will be created by the core team and developed by the CWPP planner. The communication plan will develop the education, outreach, public input, and public review components of the countywide CWPP process. The plan will also identify all stakeholders, what their stake or role should be in the project, and when and how

they will be reached using various communication channels. Boulder County will utilize the CSFS grant outreach coordinator whenever possible.

5. Conduct an inventory of existing data and CWPPs – As several CWPPs already exist in the mountainous areas of Boulder County, and the countywide CWPP will not duplicate the existing CWPPs, one of the first steps will be to compile all the existing CWPPs and the data that was used to develop them. Other data collected will include roads, utility location, natural resource information, and watershed data. This may require one on one meetings with FPDs and community groups who developed CWPPs, and work with the CSFS Regional Forester.
6. Evaluate and analyze existing CWPPs and data – This step will include a detailed review of all existing CWPPs and other data sources, and an analysis of how the data was generated, what methodologies were used, and the compatibility of the data. Information will also be collected regarding transportation and access, utility and watershed resources.
7. Synthesize existing CWPPs and data – Once an inventory of the data has been done and a catalog of all existing data is created the CWPP Planner can determine where common data was used, what methodologies were used, and if/how this can be applied at the countywide level.
8. ~~Data collection/Inventory – Work to be completed by hired research assistants, CSFS fuels crew, neighborhood assessments with HOAs, or seasonal crew member to look at fuel load, defensible space, and forest inventory stand assessments.~~
9. ~~Re-inventory areas where data is outdated or incomplete – A thorough inventory of existing data generated through Boulder County, local FBDs, CSFS, and other public agencies will reveal where there is missing data or where data is inconsistent or incomplete. Efforts will be made to identify other data sources in these areas, or to collect the necessary information needed to determine risks from wildfire.~~

With the reduced funding, we will not hire research assistance to help gather missing data; we will utilize best available data and will work to collect more detailed level data in the future to incorporate during revisions of the plan. When possible, we will work with FPD and HOAs to help update and collect this information.

10. Initial outreach to stakeholders – The initial outreach to stakeholders will include some form of communication – personal, mail, email, website – about the project and the desire for input from community groups and members. A communications plan will be developed by the CWPP Planner that will specifically outline the methods of communication, target audiences, launch date, and follow up communications. Boulder County Public Information Officers (PIO) and PIO resources from other partner groups will be utilized to craft messaging and help get the word out.
11. Conduct public meetings – Public meetings may be in conjunction with neighborhood or FPD meetings, or may be specific to the countywide CWPP process. The countywide CWPP communications plan will include planning public meetings in all mountain regions of the county and in coordination with other outreach efforts so that we do not fatigue residents.
12. Develop implementation priorities – The data collection and synthesis will demonstrate where implementation priorities have already been identified, where there is overlap in areas, and

where treatment is needed but has not yet been identified. A system for prioritizing treatments regionally based on local priorities identified with local CWPPs and countywide will be devised. This system will help Boulder County identify where treatments should occur on our property and where we can provide the greatest amount of support for projects that achieve the greatest community protection outcomes for the county. The development of countywide priorities will require extensive input from communities with existing CWPPs and numerous other stakeholders who have identified priorities in the county.

13. Review of CWPP by core team – The draft plan will be reviewed by the core team. The core team will provide further direction or suggested modifications.
14. Education and outreach on draft CWPP – Once all stakeholders have provided comment, the draft plan will be posted on the website and outreach will be done to mountain communities so that they are aware of the plan and can provide input if they have not already.
15. Boulder County public process to approve CWPP – The public process will include the opportunity for residents to provide feedback on the plan through various channels. The plan will be presented to Parks and Open Space Advisory Committee (POSAC) and the Planning Commission, as well as the Board of County Commissioners prior to adoption. The BOCC will review the plan, provide further direction and suggested changes to staff, and take public comment prior to adopting the plan.
16. CWPP Adoption – The final adoption of the plan will take place as soon after the completion of the project in August 2001. Due to seasonal populations in the mountains, Boulder County will continue to gather input through fall 2011 so that all mountain residents have the opportunity to provide input.

Milestones

Phase I – Planning

- Project components 1 – 4 will be incorporated into this Phase, which will be completed by March 1, 2010. Request 50% of funding for salary for year one.

Phase II – Data Collection – Values at Risk

- Project components 5 – 11 will be included in this phase, which will be mostly completed by December 2010 (outreach will be on-going). Request 20% of funding for remaining salary and contracting in year one.

Phase II – CWPP development

- Project components 6 – 18 will be completed in this phase, which will be completed by July 2011. Request final 30% of funding for salary for year two.

6.3 Method of Providing Work

Boulder County has outlined in the Scope of Work exactly what we intend to do in order to develop a countywide CWPP and Operational plan. We will accomplish this work no later than September 30, 2011. The project will be overseen by the Long Range Planner in the Land Use Department, who will also

act as a supervisor to this position, and guided by the Boulder County interdepartmental Forest Health team and the CWPP Core Team. The supervisor will work with the CWPP Planner to ensure that timelines and deliverables are met and that the project stays on track to be completed within the grant period.

Reporting requirements will be incorporated into the work of the CWPP Planner position, the person hired for the position will be expected to fulfill all reporting requirements associated with the grant. Boulder County Finance Department will offer support to prepare the CWPP Planner and materials necessary for periodic audits and to meet closeout requirements. Boulder County will look to the CSFS for the established reporting requirements and guidance in ensuring that they are met.

Boulder County has submitted a grant application for the CWPP Implementation Grant. If Boulder County receives grant funding for the CWPP Implementation Grant, a staff person will be hired to provide reporting through these grant funds. The two positions will work closely to streamline reporting processes and make sure that consistent information is delivered to CSFS.



4 Mile Fire Protection District

Professional Fire and Medical First Response provided by Volunteers

9/28/2009

Sheriff Pelle,

The Four Mile Fire Protection Districts completely supports any effort the County undertakes in respect to a Countywide CWPP. To have a regional approach benefits everyone. Our CWPP has given us good direction on where and how to spend our limited resources. Being able to blend those in with our adjacent districts has proven beneficial as well. But we have found not having the larger picture frustrating and time consuming when trying to determine our larger future goals.

Bret Gibson
Fire Chief

"GATEWAY TO THE ROCKIES"

The Town of Lyons

P.O. BOX 49 • LYONS, COLORADO 80540 • PHONE: 303-823-6622 • FAX: 303-823-8257

September 17, 2009

Dear Colorado State Forest Service Grant Review Board:

I am writing to express the support of the Town of Lyons for the CWPP Development grant application submitted by Boulder County for the development of a countywide Community Wildfire Protection Plan and Operational Plan. The countywide CWPP will use the existing approved community and fire district-level CWPP plans, addressing "holes" in assessed areas, including such countywide concerns as utility access, ingress and egress, watershed protection, and community protection in the Wildland Urban Interface which in Boulder County includes almost a quarter of the population. As one of the largest public landowners in Boulder County, the CWPP will also make recommendations for fuels reduction and fire mitigation on county-owned lands. This is of particular concern to the Town of Lyons, as we are surrounded by Boulder County-owned open space.

The countywide CWPP will help improve cooperation and coordination with regard to wildfire mitigation and emergency response, providing critical support to the Town of Lyons and the Lyons Fire District. This county-wide effort will reinforce our local wildfire protection planning and provide a significant level of support to Lyons, in particular GIS and planning staff, access to existing countywide data, and facilitation experience, that will greatly benefit the Lyons area.

The Lyons Fire District is in the final stages of proposing our CWPP to the Colorado State Forest Service. Once this is completed and accepted, Lyons Fire District will be working with Boulder County and other agencies in moving forward with countywide Community Wildfire Protection Plan and Operational Plan.

On behalf of the Town of Lyons, I am pleased to support this grant request.

Sincerely,



Mayor Julie Van Domelen
Town of Lyons



Town of Nederland, Colorado

45 West First Street - P.O. Box 396
Nederland, CO 80466-0396

Phone: (303) 258-3266

RECEIVED
COUNTY COMMISSIONERS' OFFICE

SEP 28 2009

REC'D BY _____

TIME _____

FAX: (303) 258-1240

September 17, 2009

Dear Colorado State Forest Service Grant Review Board:

I am writing to express the support of the Town of Nederland for the CWPP Development grant application submitted by Boulder County for the development of a countywide Community Wildfire Protection Plan and Operational Plan.

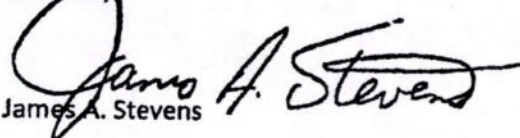
By utilizing existing, approved CWPP plans developed by individual fire protection districts and local communities, the countywide plan would address "holes" in assessed areas, and would also include such countywide concerns as utility access, ingress and egress, watershed protection, and, of course, community protection in the Wildland Urban Interface - which in Boulder County includes almost a quarter of the population. The operational component of the plan would serve as a guiding document for emergency response communications in the event of a catastrophic wildfire. As one of the largest public landowners in Boulder County, the CWPP will also make recommendations for fuels reduction and fire mitigation on county-owned lands.

Boulder County and the Boulder County Sheriff's Office are well equipped to be the coordinating entity in developing a countywide CWPP grant. With GIS and planning staff, access to existing countywide data, and facilitation experience, Boulder County can bring together the stakeholders necessary to identify opportunities and needs.

The Town of Nederland and the Nederland Fire Protection District are hoping to complete a CWPP in the 2 years and I believe a countywide CWPP would help coordinate and complement our efforts at the local level and on a regional basis.

I am pleased to support this grant request.

Sincerely,


James A. Stevens

Town Administrator

September 28, 2009

Marca Hagenstad
Indian Peaks Forest Alliance
608 Klondyke Avenue
Eldora, CO 80466

RECEIVED
SEP 29 2009
BOULDER COUNTY
LAND USE

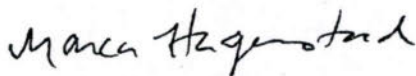
To Whom it May Concern,

I am writing to express the support of the Indian Peaks Forest Alliance (IPFA) for the CWPP Development grant application submitted by Boulder County for the development of a countywide Community Wildfire Protection Plan and Operational Plan (CWPP).

By utilizing existing, approved CWPPs developed by individual fire protection districts and local communities, the countywide plan would address "holes" in assessed areas, and would also include such countywide concerns as utility access, ingress and egress, watershed protection, and, of course, community protection in the Wildland Urban Interface (WUI) – which in Boulder County includes almost a quarter of the population. All of the Nederland area residents live within the WUI. The operational component of the plan would serve as a guiding document for emergency response communications in the event of a catastrophic wildfire. As one of the largest public landowners in Boulder County, the CWPP will also make recommendations for fuels reduction and fire mitigation on county-owned lands.

Boulder County and the Boulder County Sheriff's Office are well equipped to be the coordinating entity in developing a countywide CWPP grant. With GIS and planning staff, access to existing countywide data, and facilitation experience, Boulder County can bring together the stakeholders necessary to identify opportunities and needs.

IPFA is a non-profit organization to promote forest ecosystem health and safe communities in the Nederland/Indian Peaks region of Colorado. A Nederland CWPP is in development, and a countywide CWPP would help coordinate our efforts at the local level and on a regional basis. The improved cooperation gained from a countywide CWPP with regard to wildfire mitigation and emergency response will greatly serve IPFA's goals. I am pleased to support this grant request.



Marca Hagenstad
Director, Indian Peaks Forest Alliance
www.indianpeaksforest.org

September 17, 2009

Dear Colorado State Forest Service Grant Review Board:

I am writing to express support by the Allenspark Beetle Control(ABC)for the CWPP Development grant application submitted by Boulder County for the development of a countywide Community Wildfire Protection Plan and Operational Plan.

By utilizing existing, approved CWPP plans developed by individual fire protection districts and local communities, the countywide plan would address "holes" in assessed areas, and would also include such countywide concerns as utility access, ingress and egress, watershed protection, and, of course, community protection in the Wildland Urban Interface – which in Boulder County includes almost a quarter of the population. The operational component of the plan would serve as a guiding document for emergency response communications in the event of a catastrophic wildfire. As one of the largest public landowners in Boulder County, the CWPP will also make recommendations for fuels reduction and fire mitigation on county-owned lands.

Boulder County and the Boulder County Sheriff's Office are well equipped to be the coordinating entity in developing a countywide CWPP grant. With GIS and planning staff, access to existing countywide data, and facilitation experience, Boulder County can bring together the stakeholders necessary to identify opportunities and needs.

The volunteer ABC organization has been in operation for three years meeting monthly to discuss strategies and develop plans for stabilizing the infestations of the Mountain Pine Beetle and Ips Beetle that are devastating the Allenspark area. We have held numerous training sessions, field workshops and annual informative community meetings.

The ABC divided the Allenspark Fire District into 27 units headed by a volunteer coordinator. Coordinators have obtained permission from landowners in their units to check their properties for "hot" beetle trees. Landowners were then notified and given suggestions on how to proceed with tree removal. We have worked very hard in educating the community and to make them aware of the seriousness of the problem. There is still much work that needs to be done. Any outside support would be greatly appreciated because most of our efforts are being financed and the work being carried out by local community volunteer members.

A countywide CWPP would help coordinate our efforts at the local level and on a regional basis.

I am pleased to support this grant request.

Sincerely,


Karen Weaver Fuerst

Allenspark Beetle Control Secretary



United States
Department of
Agriculture

Forest
Service

Boulder
Ranger District

2140 Yarmouth Avenue
Boulder, CO 80301-1615
Voice: (303) 541-2500
Web: www.fs.fed.us/r2/arnf
Fax: (303) 541-2515

File Code: 1580

Date: 25 SEP 2009

Dear Colorado State Forest Service Grant Review Board:

I am writing to express the support of the Boulder Ranger District of the US Forest Service for the CWPP Development grant application submitted by Boulder County for the development of a countywide Community Wildfire Protection Plan and Operational Plan.

By utilizing existing, approved CWPP plans developed by individual fire protection districts and local communities, the countywide plan would address "holes" in assessed areas, and would also include such countywide concerns as utility access, ingress and egress, watershed protection, and, of course, community protection in the Wildland Urban Interface – which in Boulder County includes almost a quarter of the population. The operational component of the plan would serve as a guiding document for emergency response communications in the event of a catastrophic wildfire. As one of the largest public landowners in Boulder County, the CWPP will also make recommendations for fuels reduction and fire mitigation on county-owned lands.

Boulder County and the Boulder County Sheriff's Office are well equipped to be the coordinating entity in developing a countywide CWPP grant. With GIS and planning staff, access to existing countywide data, and facilitation experience, Boulder County can bring together the stakeholders necessary to identify opportunities and needs.

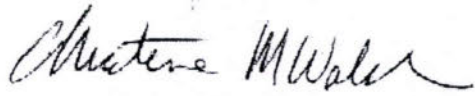
The US Forest Service has worked with many of the mountain communities and adjacent county governments to develop effective Community Wildfire Protection Plans. The Boulder Ranger District has planned and implemented fuel reduction projects across the National Forest in order to more effectively design treatments that are effective against catastrophic wildfire. Community involvement is critical for creating an effective wildfire mitigation plan. Treatments on public and private lands together are essential to reducing the risk from wildfire in Boulder County. This countywide plan would provide a comprehensive assessment that would link wildfire mitigation treatments on private and public lands to effectively reduce wildfire risk.

We have been building strong relationships with Boulder County and adjacent communities and property owners for over seven years to improve our capacity for effective fuel treatments. This work is essential to advancing community wildfire protection and creating resilient ecosystems. I believe that Boulder County's grant request would help cross the political and ownership boundaries providing opportunities to promote community education, improve emergency response, support ongoing collaborative efforts to reduce wildfire hazards, and would create a stronger foundation for collaboration. This level of collaboration is essential to the success of National Fire Plan and the Front Range Fuels Treatment Partnership. A countywide CWPP would help coordinate our efforts at the local level and on a regional basis.

I am pleased to support this grant request.



Sincerely,

A handwritten signature in cursive script, appearing to read "Christine M Walsli".

CHRISTINE M. WALSH
District Ranger

Research Subaward Agreement

Institution/Organization ("Prime Recipient")

Name: COLORADO STATE UNIVERSITY

Prime Award No.: 09-DG-110282B1-029

Awarding Agency:

U.S. DEPT. OF AGRICULTURE

Institution/Organization ("Subrecipient")

Name: BOULDER COUNTY

Subaward No.: G-6701-3

CFDA #: 10.688

Amount Funded This Action:

\$102,700.00

Est. Total (If incrementally funded)

Subaward Period of Performance:

Budget Period: From:

To:

Nov 1, 2009

Apr 30, 2011

Estimated Project Period (if incrementally funded):

From:

To:

Project Title:

ARRA: COMMUNITY WILD FIRE PROTECTION PLAN

Reporting Requirements (Check here if applicable: ☒ See Attachment 4)

Terms & Conditions

- 1) Prime Recipient hereby awards a cost reimbursable subaward, as described above, to Subrecipient. The statement of work and budget for this subaward are (check one): ☐ As specified in Subrecipient's proposal dated _____; or ☒ as shown in Attachment 5. In its performance of the subaward work, Subrecipient shall be an independent entity and not an employee or agent of Prime Recipient.
- 2) Prime Recipient shall reimburse Subrecipient not more often than monthly for allowable costs. All invoices shall be submitted using Subrecipient's standard invoice, but at a minimum shall include current and cumulative costs (including cost sharing), subaward number, and certification as to truth and accuracy of invoice. *Invoices that do not reference Prime Recipient's Subaward Number shall be returned to Subrecipient.* Invoices and questions concerning invoice receipt or payments should be directed to the appropriate party's FINANCIAL Contact as shown in Attachments 3A & 3B.
- 3) A final statement of cumulative costs incurred, including cost sharing, marked "FINAL" must be submitted to Prime Recipient's FINANCIAL Contact, as shown in Attachments 3A and 3B, NOT LATER THAN sixty (60) days after subaward end date. The final statement of costs shall constitute Subrecipient's final financial report.
- 4) All payments shall be considered provisional and subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Subrecipient.
- 5) Matters concerning the technical performance of this subaward should be directed to the appropriate party's Principal Investigator, as shown in Attachments 3A and 3B. Technical reports are required as shown above, "Reporting Requirements".
- 6) Matters concerning the request or negotiation of any changes in the terms, conditions, or amounts cited in this subaward agreement, and any changes requiring prior approval, should be directed to the appropriate party's ADMINISTRATIVE Contact, as shown in Attachments 3A & 3B. Any such changes made to this subaward agreement require the written approval of each party's Authorized Official as shown in Attachments 3A & 3B.
- 7) Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or director's, to the extent allowed by law.
- 8) Either party may terminate this subaward with thirty days written notice to the appropriate party's ADMINISTRATIVE Contact as shown in Attachments 3A & 3B. Prime Recipient shall pay Subrecipient for termination costs as allowable under OMB Circular A-21 or A-122 or 45 CFR Part 74 Appendix E, "Principles for Determining Costs Applicable to Research and Development under Grants and Contracts with Hospitals" as applicable.
- 9) No-cost extensions require the approval of the Prime Recipient. Any requests for a no-cost extension should be addressed to and received by the ADMINISTRATIVE Contact, as shown in Attachments 3A & 3B, not less than thirty (30) days prior to the desired effective date of the requested change.
- 10) The Subaward is subject to the terms and conditions of the Prime Award and other special terms and conditions, as identified in Attachment 2.
- 11) By signing below Subrecipient makes the certifications and assurances shown in Attachments 1 and 2. Subrecipient also assures that it will comply with applicable statutory and regulatory requirements specified in the Research Terms & Conditions Appendix C found at <http://www.nsf.gov/bfa/dias/policy/rtc/appc.pdf>.

By an Authorized Official of Prime Recipient

By an Authorized Official of Subrecipient

Date

Date

Attachment 1
Research Subaward Agreement
Certifications and Assurances

By signing the Subaward Agreement, the authorized official of Subrecipient certifies, to the best of his/her knowledge and belief that:

Certification Regarding Lobbying

1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, 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 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 intending 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 contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying", to the Prime Recipient.

3) The Subrecipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Debarment, Suspension, and Other Responsibility Matters

Subrecipient certifies by signing this Subaward Agreement that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.

OMB Circular A-133 Assurance

Subrecipient assures Prime Recipient that it complies with A-133 and that it will notify Prime Recipient of completion of required audits and of any adverse findings which impact this subaward.

<p style="text-align: center;">Attachment 2 Subaward Agreement</p>
--

The Subaward is subject to the terms and conditions of the Prime Award, which is attached and incorporated herein by reference, as well as the following special terms and conditions of the UNIVERSITY. In the event of an inconsistency in this Subaward, the inconsistency shall be resolved by giving precedence in the following order: (a) this Subaward; (b) the Prime Agreement.

Special terms and conditions:

1. **Copyrights**
Collaborator grants to University an irrevocable, royalty-free, non-transferable, non-exclusive right and license to use, reproduce, make derivative works, display, and perform publicly any copyrights or copyrighted material (including any computer software and its documentation and/or databases) first developed and delivered under this Subaward Agreement solely for the purpose of and only to the extent required to meet University's obligations to the Federal Government under its Prime Award.
2. **Data Rights**
Collaborator grants to University the right to use data created in the performance of this Subaward Agreement solely for the purpose of and only to the extent required to meet University's obligations to the Federal Government under its Prime Award.

Prime Award follows

Attachment 3A
Research Subaward Agreement

Subaward Number:

G-6701-3

Prime Recipient Contacts

Institution/Organization ("Prime Recipient")

Name: COLORADO STATE UNIVERSITY

Address: OFFICE OF SPONSORED PROGRAMS

408 USC, 601 S. HOWES

City: FORT COLLINS

State: CO

ZipCode: 80523-2002

Administrative Contact

Name: CAROL WOOD

Address: COLORADO STATE UNIVERSITY

OFFICE OF SPONSORED PROGRAMS

408 USC, 601 S. HOWES

City: FORT COLLINS

State: CO

ZipCode: 80523-2002

Telephone: 970-491-4878

Fax: 970-491-6147

Email: carol.wood@colostate.edu

Principal Investigator

Name: RALPH CAMPBELL

Address: COLORADO STATE FOREST SERVICE

5060 CAMPUS DELIVERY

City: FORT COLLINS

State: CO

ZipCode: 80523-5060

Telephone: 970-491-7544

Fax: 970-491-7736

Email: ralph.campbell@colostate.edu

Financial Contact

Name: SAME AS ADMINISTRATIVE CONTACT

Address:

City:

State:

ZipCode:

Telephone:

Fax:

Email:

Authorized Official

Name: DOUGLAS LEAVELL, DIRECTOR

Address: COLORADO STATE UNIVERSITY

OFFICE OF SPONSORED PROGRAMS

408 USC, 601 S. HOWES

City: FORT COLLINS

State: CO

ZipCode: 80523-2002

Telephone: 970-491-6355

Fax: 970-491-6147

Email:

Attachment 3B
Research Subaward Agreement

Subaward Number:

G-6701-3

Subrecipient Contacts

Institution/Organization ("Subrecipient")

Name: BOULDER COUNTY

Address: PO BOX 471

City: BOULDER

State: CO

ZipCode: 80306

EIN No.:

Reg. in CCR? ☐ Yes ☐ No

DUNS No.:

075755199

Congressional District:

Congressional District:

Congressional District:

Administrative Contact

Name: MEGAN DAVIS

Address: SAME AS ABOVE

City:

State:

ZipCode:

Telephone: 303-441-3562

Fax:

Email: medavis@bouldercounty.org

Principal Investigator

Name: SAME AS ABOVE

Address:

City:

State:

ZipCode:

Telephone:

Fax:

Email:

Financial Contact

Name:

Address:

City:

State:

ZipCode:

Telephone:

Fax:

Email:

Authorized Official

Name:

Address:

City:

State:

ZipCode:

Telephone:

Fax:

Email:

Attachment 4 Reporting Requirements
--

Annual Progress Reports are required three months prior to the end of each budget period.

A final report of the work accomplished under this Subaward, in such detail as shall be requested by UNIVERSITY, is required 60 days after the end of the project period and prior to final payment.

Annual and Final Progress Reports should be mailed to the Principal Investigator as identified in Attachment 3A.

Additional Reporting Requirements: ARRA Reporting Requirements, Attachment 4A, require quarterly and annual reports of specific ARRA related details.

Closeout Documents:

The following documents are required 60 days after end of project period and should be sent to the Administrative Contact as identified in Attachment 3.

- Patent/Invention Certification
- Final Property Report
- Contractor's Release