

- I. Project Title: Reclamation Program Management
- II. Principal Investigator(s):

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- III. Project Summary: The purpose of this project is to provide Reclamation participation in Recovery Program management.
- IV. Study Schedule: Ongoing
- V. Relationship to RIPRAP: General Recovery Program Support Action Plan, Provide Program Planning and Support (Program Management), Task No. VII
- VI. Accomplishment of FY 2006: Tasks and Deliverables, Discussion of Initial Findings and Shortcomings: Program management funds are used to provide Reclamation participation in general Recovery Program activities not covered by specific scopes of work. Examples of these types of activities include administration of project funding agreements, work planning, monitoring project progress and performance, and other general program management and administration.

Task 1: Work with Recovery Program participants to coordinate work plans.

Task 1 Accomplishments, Discussion, and Shortcomings: Reclamation was able to participate in most Biology Committee-related functions related to review and approval of work plans, final reports and issue papers pursuant to Task 1; we also chaired the Biology Committee for nine months. We provided assistance on ad-hoc committees devoted to nonnative fish issues, flow requests and development of a study plan for the Green River pursuant to the 2006 ROD. We developed a draft operational plan for meeting temperature objectives of the 2006 ROD and worked with Recovery Program biologists to collect, organize and interpret temperature data from the 2006 base-flow period in the Green and Yampa rivers. We participated in the Flaming Gorge Technical working group and functioned as a liaison between the Recovery Program and Reclamation managers in implementing the 2006 ROD.

Task 2: Administer funding for Recovery Program projects.

Task 2 Accomplishments, Discussion, and Shortcomings: Recovery Program projects in FY06 required us to create or modify approximately 45 funding

agreements between cooperators and Reclamation pursuant to Task 2. Each agreement required multi-faceted administrative maintenance, including requests for Federal assistance for Recovery Program-approved projects, communication with Recovery Program Director's office on funding issues, review and approval of project budgets, requests for obligations to cover funding agreements, agreement or contract awards, maintenance of agreement and contract filing systems (including agreement instruments, invoices, and accruals), tracking of budgets, review and approval of invoices, performance of periodic site visits to monitor project performance, filing of advanced procurement reports, tracking project performance and status of deliverables, filing recipient performance reports, answering agreement inquiries from auditors, and other related tasks.

Working with Recovery Program personnel, we were able to submit most agreement modification requests by May 2006 and funding was in place before the close of the fiscal year. Creation of separate agreements has facilitated more efficient and transparent project tracking but has resulted in slightly higher program management costs than in previous years. Additionally, streamlining and implementing Reclamation's procurement procedure in FY07 and out-years could require considerably more support to administer agreements than is currently available. Such new procurement-related tasks include drafting requests for proposals with assistance from the Recovery Program, creation and administration of Technical Proposal Evaluation Committees, compiling evaluation forms and submitting source selection findings to assistance officers, making awards, and post-award tracking.

Performing task 2 can be time consuming and sometimes impedes our ability to fully complete task 1. During FY06 we had intended to add an additional staff member to assist us with task 2, but hiring was not completed. Instead, we were able to perform task 2 during FY06 by allocating it broadly across existing staff, and nearly all funds for this purpose were expended. We hope to hire additional help specifically for task 2 during FY07.

Other accomplishments pursuant to task 2 include: Deobligation of \$116,000 from the State of Utah back to the Recovery Program for their use on other projects during FY 2006; establishment of a 5-year contract with Biomark, Inc. to provide the Recovery Program with PIT tags at discount rates; and negotiated carryover of FY 2006 funds for use during FY 2007.

- VII. Recommendations: Acquire assistance to administer Recovery Program funds during FY 2007 with requested budget.
- VIII. Project Status: Ongoing
- IX. FY 2006 Budget Status
  - A. Funds Provided: \$169,000
  - B. Funds Expended as of September 1, 2006: \$153,000
  - C. Difference: \$16,000

- D. Percent of the FY 2005 work completed, and projected costs to complete: 90% complete, \$16,000 required to complete tasks during September—October 2006.
- E. Recovery Program funds spent for publication charges: \$0

X. Status of Data Submission (Where applicable): Not Applicable

XI. Signed: /s/ Brent Uilenberg                      November 06, 2006  
Principal Investigator                                      Date

/s/ Dave Speas                                              November 06, 2006  
Principal Investigator                                      Date