

I. Project Title: Utah Program Management

II. Principal Investigators:

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III. Project Summary

The Upper Colorado River Endangered Fishes Recovery Implementation Program supports multiple projects undertaken by the Utah Division of Wildlife Resources. The work is conducted within three Division Regions in Utah (Northeast, Southeast, and Southern Regions) as well as from the Native Aquatic Species Coordinators (Coordinators) office in Salt Lake City. Additionally, the Division cooperates and coordinates with other agencies and researchers across state boundaries within the Colorado River Basin. Efficient coordination of field activities, reporting of research and monitoring results in a timely manner, and effective program administration requires statewide participation and oversight.

Program Management funds allow the Utah Division of Wildlife Resources develop, prioritize, direct, coordinate, monitor and annually evaluate Colorado River fishes work program activities, contracts, and budgets.

IV. Study Schedule:

- a. Initial year: 1986
- b. Final year: ongoing

V. Relationship to RIPRAP:

General Recovery Program Support Action Plan
VII. Provide Program Planning and Support.

VI. Accomplishment of FY 2008 Tasks and Deliverables,

TASKS:

Attend Biology Committee meetings.

- One or more Division biologists were able to attend or participate via conference call at all BC meetings in 2008.

Prepare Federal Aid requests and Recovery Program proposals.

- Coordinators prepared Recovery Program proposals and Federal Aid requests as applicable in 2008.

Review Recovery Program technical proposals.

- One or more coordinators reviewed and commented on all reports technical proposals submitted to the Biology Committee for review during 2008.

Develop Recovery Program statements of work, Federal Aid internal work plans, budgets, and contracts for approved work.

- Coordinators assisted with and coordinated submission of all scopes of work developed by regional personnel for FY 2009.

Administer and oversee approved proposals and contracts.

- The Coordinators directed funding, tracked progress, and created contracts for all projects run by the Division.
- Coordinators tracked budgets and monitored expenses for each of these contracts.

Prepare annual reports for Recovery Program and Federal Aid.

- Coordinators assisted regional coordinators with finalizing and submitting annual reports for the FY 2008 projects.

Attend Colorado River researchers meeting.

- Coordinators attended and presented at the researchers meeting in January; regional biologists presented research results.

Complete other Biology Committee assignments.

- Coordinators and regional biologists assembled and presented materials at Biology Committee meetings and completed assignments as requested.

Coordinate program activities within the Section, Division, and among other agencies.

- Coordinators met with regional offices several times to track budgets and progress for program activities. Coordinators assisted with preparation of scopes of work and organized budgets and scheduling for regions. Coordinators maintained contact with PDO and other BC representatives when necessary to keep on task and keep projects running smoothly.

Review and comment on Recovery Program and agency reports as requested.

- One or more coordinators reviewed and commented on all reports submitted to the Biology Committee for review during 2008.

Perform other administrative duties as needed.

- Regional biologists participated in additional projects (e.g., attended nonnative removal workshop) where feasible.

- DELIVERABLES:
- Program annual reports or annual updates: 14 November 2008
 - Program statements of work and budgets: 15 December 2008
 - Completion of other tasks as assigned

VII. Recommendations: Continue work as conducted in previous years.

VIII. Project Status: On-track and ongoing.

IX. FY 2008 Budget

A. Funds budgeted:	\$ 158,170
B. Funds expended/obligated:	\$ 151,170
C. Difference:	\$ 7,000
D. Percent FY 08 work completed:	100%

X. Status of Data Submission: Not applicable.

XI. Signed and dated: Cassie Mellon Date: 11/14/2008