

I. Project Title: Utah Program Management

II. Principal Investigators:

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III. Project Summary

The Upper Colorado River Endangered Fish Recovery Program supports multiple projects undertaken by the Utah Division of Wildlife Resources (Division). The work is conducted within three Division Regions in Utah (Northeast, Southeast, and Southern Regions) as well as by the Native Aquatic Species Coordinator and staff 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 and budgeting requirements requires statewide participation and oversight. Program Management funds allow Utah Division of Wildlife Resources to 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
Provide Program Planning and Support.

VI. Accomplishment of FY 2009 Tasks and Deliverables,

TASKS:

Attend Biology Committee (BC) meetings.

The Native Aquatic Program Coordinator was able to attend or participate via conference call at all BC meetings in 2009.

Prepare Federal Aid requests and Recovery Program proposals.

- Salt Lake office staff and regional biologists prepared Recovery Program proposals and Federal Aid requests as applicable in 2009.

Review Recovery Program technical proposals.

- One or more Division staff reviewed and commented on all reports and technical proposals submitted to the Biology Committee for review during 2009.

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

- Coordinator and staff assisted with and coordinated submission of all scopes of work developed by regional personnel for FY 2010.

Administer and oversee approved proposals and contracts.

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

Prepare annual reports for Recovery Program and Federal Aid.

- Salt Lake office staff assisted regional project leaders with finalizing and submitting annual reports for the FY 2009 projects.

Attend Colorado River researchers meeting.

- Utah Division Wildlife Resources personnel attended and presented at the researchers meeting in January; regional biologists presented research results.

Complete other Biology Committee assignments.

- Coordinator 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.

- Coordinator met with regional offices several times to track budgets and progress for program activities. Coordinator and staff assisted with preparation of scopes of work and organized budgets and scheduling for regions. Coordinator 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.

- Coordinator reviewed and commented on all reports submitted to the Biology Committee for review during 2009 as requested.

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: 13 November 2009
- Program statements of work and budgets: 15 December 2009
- Completion of other tasks as assigned

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

VIII. Project Status: On-track and ongoing.

IX. FY 2009 Budget

A. Funds budgeted:	\$ 160,633
B. Funds expended/obligated:	\$ 160,633
C. Difference:	\$ 0
D. Percent FY 09 work completed:	100%

X. Status of Data Submission: Not applicable.

XI. Signed and dated: Krissy Wilson Date: 11/13/2009