

**RECOVERY PROGRAM
FY 2018-2019 SCOPE OF WORK for:**

Recovery Program Project Number: 5
State of Wyoming Program Management

Lead Agency: Wyoming State Engineer's Office

Submitted by: Steve Wolff

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Category:

- Ongoing project
 Ongoing-revised project
 Requested new project
 Unsolicited proposal

Expected Funding Source:

- Annual funds
 Capital funds
 Other *[explain]*

- I. Title of Proposal: **State of Wyoming Program Management**
- II. Relationship to RIPRAP: See Item VII, “Provide Program Planning and Support” in the General Recovery Program Support Action Plan. This scope of work describes the in-kind services portion of Wyoming's annual funding contribution to the Recovery Program. The expenditures incurred in completing these activities, in combination with Wyoming’s “cash” contribution used for funding high-priority Program fish habitat monitoring, sum to Wyoming’s annual Program contribution amount. Wyoming’s annual funding contribution for fiscal year 2018¹ will be \$49,368. For estimation purposes, we assume the applicable increase in the Consumer Price Index (CPI) composite applying to computation of the fiscal year 2018 annual Program contribution amount will be 1.13%; accordingly, Wyoming’s fiscal year 2019 annual contribution is projected to be \$50,010.
- III. Study Background/Rationale and Hypotheses: Not applicable, excepting that as a cooperative undertaking among three States, four Federal agencies and multiple private entities, the importance of effective and ongoing communication and effective collaboration within the Recovery Implementation Program cannot be over-emphasized. Effective Program management is essential to planning and carrying out the Recovery Implementation Program Recovery Action Plan (RIPRAP) actions so as to continue to accomplish the Program’s dual objectives. Wyoming’s active participation on the Biology Committee and technical committees is essential.
- IV. Study Goals, Objectives, End Product(s): Providing measurable outcomes and expected due dates for Wyoming’s Program Management is not possible at present.

¹ See “Colorado River Recovery Program FY 2018 Depletion Charge and Annual Budget Adjustments” spreadsheet dated February 9, 2017, as distributed on that date by the Deputy Program Director to all Recovery Program participants via the Program’s list-serv.

- A. SOW Goals: Provide timely and effective coordination, planning and execution of the Recovery Implementation Program's projects and its RIPRAP activities. Make timely and informed decisions and implement all necessary actions to accomplish delisting of the endangered fish species while meeting water supply requirements in the Upper Basin.
 - B. Objectives: 1) provide staff assistance to the Implementation, Management and Biology Committees and to the Service and Program staff in Recovery Program implementation; 2) participate on technical committees and subcommittees; and 3) coordinate among participating entities; and with and among other states' and federal agencies' personnel and with the public within the Recovery Program's geographic area.
 - C. End Products: Coordinated Recovery Program planning, administrative review, assessment and oversight of results and work products of ongoing and finished program activities actions; accomplish delisting of the endangered fish.
- V. Study Area: Entire geographical area within the Upper Colorado River Basin (excluding the San Juan River Basin)
- VI. Study Methods/Approach: Not applicable to this scope-of-work.
- VII. Task Description and Schedule: (applicable to both Fiscal Years 2018 and 2019)
- A. Conceptualize, develop, coordinate and facilitate the State of Wyoming's participation in and policy positions on Upper Colorado River Endangered Fish Recovery Program (Recovery Program) activities. Advise and inform Wyoming's Implementation Committee and Management Committee members and coordinate with Wyoming's Congressional Delegation, Governor's Office, other affected state agencies and the public as required to fulfill Program obligations and objectives.
 - B. Represent the State of Wyoming at Biology Committee, Water Acquisition Committee, Information and Education Committee and other ad-hoc or subcommittee meetings as time allows. Attend public, annual researchers and ad-hoc group meetings and participate in other Program-related activities as needed.
 - C. Participate in the development, review and approval of the Program's biennial budget and work plan.
 - D. Review, edit and comment as may be required on proposals, scopes-of-work, annual reports, project reports, planning documents and administrative records prepared by Recovery Program participants or their contractors.
 - E. Participate in suggesting, developing and approving appropriate refinements of the elements within the Recovery Implementation Program Recovery Action Plan (RIPRAP).
 - F. Coordinate with federal agency personnel in transferring funds for Recovery Program-sanctioned work.
 - G. Assist in carrying out Recovery Program activities and initiatives as requested in whatever manner practicable.

Schedule: Program management duties and responsibilities will be ongoing and continuous throughout the fiscal years. Completion dates for activities will be dependent upon dates and deadlines set by the Program's Implementation, Management, Biology and technical committees and other program implementation and timing factors.

VIII. Deliverables, Due Dates, and Budget by Fiscal Year:

Deliverables (due date): Recovery Program research/scope-of-work proposals (due 7/1/2017 and thereafter); Recovery Program annual reports (for fiscal year 2017, etc.) report (12/1/2017 and thereafter); all other deliverables, review comments, etc. (by or on the date requested).

FY 2018 Budget

	WY - SEO	WY - GFD
Salary & Benefits:	\$2,875	\$7,241
Travel: ²	\$4,000	\$5,000
Equipment:	\$0	\$624
Other: ³	\$250	\$500
	\$7,125	\$13,365

Sub-Total	\$20,490
USGS (SOW #8)⁴	\$28,878
FY18 TOTAL	\$49,368

FY 2019 Budget

	WY - SEO	WY - GFD
Salary & Benefits:	\$2,912	\$7,335
Travel: ²	\$4,052	\$5,065
Equipment:	\$0	\$632
Other: ³	\$253	\$507
	\$7,217	\$13,539

Sub-Total	\$20,756
USGS (SOW #8)⁴	\$29,254
FY19 TOTAL	\$50,010

² This estimate is based on 5 overnight Biology Committee meetings/events per year (including annual researchers meeting and non-native fish management workshop) and provides an estimate of mileage expense, estimated airline ticket prices, hotel costs and out-of-state per-diem and one-day round-trip expenses to attend Biology Committee meetings in such places as Salt Lake City UT; Moab, UT, Denver, CO or Grand Junction CO.

³ Includes office rent and supplies, computer internet and e-mail access and supplies, telephone and postage expenses.

⁴ These funds go to USGS for scope of work (SOW) #8, operation and maintenance of streamflow gages.

IX. Reviewers: Not applicable.

X. References: None.