

Grant Progress Report Template

Progress Report # 4

Reporting Period: 02/01/2008 to 02/29/2008

Submittal Date 03/20/2008

Grant Agreement No: 07-541-550-0

Project Name: North Coast IRWM Implementation Grant

Contractor Name: County of Humboldt

I certify under penalty of law that this document and any attachment was prepared by me or under my direction in accordance with the terms and conditions of each Grant Agreement Exhibit. Based on my inquiry of the persons or persons who manage the project, or those directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. All information submitted in this document and all attachments conform to and is in accordance with the state and federal laws and I so here certify with my signature. I am aware that there are significant penalties for submitting false or misleading information.

Project Director: Kirk Girard
Printed Name

Signature

Summary of Work Completed To Date

Work Item	Items for Review #	Due Date	% Of Work Complete	Date Submitted
EXHIBIT B -	INVOICING, BUDGET DETAIL & REPORTING		15%	Invoice and Report #4 March 20, 2008 #3 2/20/08 #2 1/18/08 #1 12/20/07
	1. INVOICING	Monthly	15%	#4 March 20, 2008 #3 February 20, 2008 #2 January 18, 2008 #1 December 20, 2007
	6. REPORTS			
	6.1 Progress Reports	Monthly	15%	#4 March 20, 2008 #3 02/20/08 #2 January 18, 2008

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Work Item	Items for Review #	Due Date	% Of Work Complete	Date Submitted
				#1 December 20, 2007
	6.4 Draft IRWM Project Report	05/2010	0%	
	6.5 Final IRWM Project Report	07/2010	0%	

List of Items for Review

1. INVOICE #4 and Supporting Documentation (including invoices from Components 2.1, 2.2 2.5, 2.6, 2.9, 2.12, 2.13, 2.14, 2.15, 2.17, 2.19, 2.20)
2. Component 2.1 Araujo Dam Restoration Progress Report and Invoice
3. Component 2.2 City of Etna Water Supply Improvement Progress Report and Invoice.
4. Component 2.5 Fish Friendly Farming Progress Report and Invoice, Project Assessment and Evaluation Plan.
5. Component 2.6 Graton Wastewater Treatment Upgrade and Reclamation Report and invoice, Land Owner Agreements, Signed Agreement for Labor Compliance Services, Engineering Report(CD provided), As Bid Plans and Specifications(CD Provided).
6. Component 2.9 Mattole IRWM Progress Report and Invoice, Options and Obstacles Report provided, Coastal Watershed Planning and Assessment Report provided.
7. Component 2.12 Navarro Watershed Sediment Reduction Progress Report and Invoice.
8. Component 2.13 Newell Water System Renovation Progress Report and Invoice.
9. Component 2.14 Orick Community Services District Wastewater Treatment System Progress Report and Invoice.
10. Component 2.15 Raw and Recovered Water for Irrigating Public Agencies Progress Report and Invoice.
11. Component 2.16 Redwood Creek Erosion Control financial statements
12. Component 2.17 Salt River Restoration Project Progress Report and Invoice, Environmental Clearance Request Form and Notice of Preparation of Environmental Impact Report.
13. Component 2.19 Shasta Water Association Dam Restoration Progress Report and Invoice, Landowner Agreements, Bidding Documents, Construction Drawings, SRWA Designs CD Provided).
14. Component 2.20 Sonoma County Water Recycling & Habitat Preservation Progress Report and Invoice, GPS data files CD Provided).

Progress Report Narrative

Introduction

Since the last report, the Grantee has finalized an additional 1 Sub-Grantee Agreement. At the time of this report, 17 of 22 Sub-Grantee Agreements have been signed and executed. The Grantee anticipates having all Sub-Grantee Agreements signed before the end of April.

Components that were not eligible to submit invoices and reports last month, but are currently eligible, have submitted documents for project progress and expenses since the agreement effective date. Once a Component begins invoicing and reporting the Component will provide the Grantee with a progress report and invoice each month. If no activity has occurred in a given month the Sub-Grantee will submit a "no activity" report and "\$0.00" invoice.

Additionally, the Grantee is preparing an Amendment to the Agreement to be submitted in April. This Amendment will revise the Grantee's budget to accurately reflect personnel and direct expenses. The overall allocation to the Grantee will not be changed. The amendment will also include minor scope of work revisions for 3 Components. A draft amendment was submitted and approved to Jeffrey Albrecht, Grant Manager. Once the amendment is finalized, the Grantee will begin invoice for expenses for the project.

The Grantee has continued to work on project management options via the web as well as database option for managing project status.

Summary of Activities

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1. PLANS AND COMPLIANCE REQUIREMENTS: (15% COMPLETE)

1.1. GPS

The Grantee has received GPS information from the following components:

- 2.2 City of Etna Water Supply Improvement
- 2.5 Fish Friendly Farming
- 2.6 Graton Wastewater Treatment Upgrade and Reclamation (may require additional information)
- 2.9 Mattole Integrated Water Management Program (for tree planting, sediment reduction, and invasive plant removal activities)
- 2.12 Navarro Watershed Road Sediment Reduction Project
- 2.13 Newell Water System Renovation
- 2.15 Raw and Recovered for Irrigating Public Agencies
- 2.17 Salt River Ecosystem Restoration
- 2.20 Sonoma County Water Recycling & Habitat Preservation

1.2. PAEP

The following PAEPs have been submitted during the reporting period:

- 2.5 Fish Friendly Farming
- 2.20 Sonoma County Water Recycling and Habitat Preservation

The Grantee has provided comments on the following Component PAEPs:

No activity this period

The following have been submitted and are still in review by the SWRCB

- 2.2 City of Etna Water Supply Improvement (sent in Report #3)
- 2.8 Martin Slough Interceptor Project (sent in Report #1)
- 2.9 Mattole Watershed Restoration (sent in Report #2)
- 2.11 Monte Rio Community Wastewater (provided prior to Report #1)
- 2.13 Salt River Ecosystem Restoration (sent via email 2/11)
- 2.20 Sonoma County Water Recycling and Habitat Preservation (sent in Report #3)
- 2.21 Weaverville Sanitary District Water Reclamation (sent in Report #2)

1.3. Monitoring Plan

No activity this period

The following Monitoring Plan have been submitted is still in review by the SWRCB

- 2.9 Mattole Watershed Restoration (sent in Report #2)

1.4. QAPP

No activity this period

The following Monitoring Plan have been submitted is still in review by the SWRCB

- 2.9 Mattole Watershed Restoration (sent in Report #2)
- 2.18 Sediment Solutions for the Gualala (sent in Report #1)

1.5. GAMA

Four of the 22 components are required to submit GAMA data. No data has been submitted at this time.

1.6. CEQA/NEPA

CEQA/NEPA documentation is required for all projects. Below is a listing of projects that have yet to receive CEQA Clearance from the SWRCB or have yet to submit their CEQA documents:

- 2.1 Araujo Dam Restoration (approval pending for On-Farm activities)
- 2.2 City of Etna Water Supply (approval pending)
- 2.4 Crescent City Wastewater Treatment Plan Renovation (approval pending)
- 2.5 Fish Friendly Farming (approval pending)

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- 2.6 Graton Wastewater Treatment Upgrade and Reclamation Project (approval pending)
- 2.8 Martin Slough Interceptor Project (approval pending)
- 2.9 Mattole Watershed Restoration (approval pending for 6 water tanks and Groundwater wells)
- 2.10 Mid-Van Duzen River Ranch Road Sediment Reduction Program (documents to be submitted in 2008)
- 2.12 Navarro Watershed Road Sediment Reduction Project (approval pending)
- 2.13 Newell Water System Renovation (approval pending)
- 2.14 Orick Community Services District Wastewater Treatment System (documents to be submitted in 2008)
- 2.15 Raw and Recovered for Irrigating Public Agencies (documents to be submitted in 2008)
- 2.17 Salt River Restoration (documents to be submitted in 2008)
- 2.18 Sediment Solutions for the Gualala (approval pending)
- 2.20 Sonoma County Water Recycling and Habitat Preservation Project (approval pending)
- 2.21 Weaverville Sanitary District Water Reclamation Project (approval pending)

1.7. The following financial documentation has been submitted in addition to those previously reported:

- 2.16 Redwood Creek Erosion Control

1.8. Landowner Agreements

Landowner agreements have been received for the following component projects:

- 2.1 Araujo Dam Restoration
- 2.2 City of Etna Water Supply Improvement
- 2.6 Graton Wastewater Treatment Upgrade and Reclamation
- 2.9 Mattole Integrated Water Management Program – for sediment work in Bear Creek
- 2.12 Navarro Watershed Road Sediment Reduction Project
- 2.19 Shasta Water Association Dam Restoration

1.9. If permits are required, the permits must be obtained and signed copies submitted to the Grant Manager before work begins.

No activity this period

1.10. State Disclosure Requirements

No activity this period

1.11. The Grantee shall also include in each of its contracts for work under this Agreement a provision that incorporates the requirements stated within this work item.

No activity this period

2.0 WORK TO BE PERFORMED BY GRANTEE

2.1 Araujo Dam Restoration

See attached Progress Report (ITEMS FOR REVIEW #2) and invoice (ITEMS FOR REVIEW #1).

2.2 City of Etna Water Supply Improvement

See attached Progress Report (ITEMS FOR REVIEW #3) and Invoice (ITEMS FOR REVIEW #1).

2.3 Covelo Wastewater Facilities Improvement

No activity this period

2.4 Crescent City Wastewater Treatment Plant Renovation

No activity this period

2.5 Fish Friendly Farming Environmental Certification Program

See attached Progress Report including Project Assessment and Evaluation Plan (ITEMS FOR REVIEW #4), and invoice (ITEMS FOR REVIEW #1)

2.6 Graton Wastewater Treatment Facility Upgrade

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See attached Progress Report including Land Owner Agreements, Agreement for Labor Compliance Services, Engineering Report, As Bid Plans and Specifications (CD's Provided, ITEMS FOR REVIEW #5), and invoice (ITEMS FOR REVIEW #1)

- 2.7 Head Hunter/Smoke House Nonpoint Sediment Reduction
No activity this period
- 2.8 Martin Slough Interceptor
No activity this period
- 2.9 Mattole Integrated Water Management Program
See attached Progress Report including Options and Obstacles Report provided, Coastal Watershed Planning and Coastal Watershed Planning and Assessment Report (ITEMS FOR REVIEW #6), and invoice (ITEMS FOR REVIEW #1).
- 2.10 Mid Van Duzen River Ranch Road Sediment Reduction Program
No activity this period
- 2.11 Monte Rio Community Wastewater
No activity this period
- 2.12 Navarro Watershed Road Sediment Reduction
See attached progress report (ITEMS FOR REVIEW #7) and invoice (ITEMS FOR REVIEW #1)
- 2.13 Newell County Water District Water System Renovation
See attached Progress Report (ITEMS FOR REVIEW #8) and invoice (ITEMS FOR REVIEW #1) including matching funds.
- 2.14 Orick Community Services District Wastewater Treatment
See attached progress report (ITEMS FOR REVIEW #9) and invoice (ITEMS FOR REVIEW #1)
- 2.15 Raw and Recovered Water for Irrigating Public Agencies
See attached progress report (ITEMS FOR REVIEW #10) and invoice (ITEMS FOR REVIEW #1)
- 2.16 Redwood Creek Erosion Control
Submitted 3 years of financial statements for SWRCB approval (ITEMS FOR REVIEW #11).
- 2.17 Salt River Ecosystem Restoration
See attached progress report, Environmental Clearance Request, and Notice of Preparation Environmental Impact Report (ITEMS FOR REVIEW #12), and invoice (ITEMS FOR REVIEW #1).
- 2.18 Sediment Solutions for the Gualala
No activity this period
- 2.19 Shasta Water Association Dam Restoration
See attached progress report, Landowner Agreements, Bidding Documents, Construction Drawings, SRWA Designs (CD Provided, ITEMS FOR REVIEW #13), and invoice (ITEMS FOR REVIEW #1)
- 2.20 Sonoma County Water Recycling and Habitat Preservation Program
See attached progress report, GPS data files (CD Provided, ITEMS FOR REVIEW #14) and invoice (ITEMS FOR REVIEW #1)
- 2.21 Weaverville Sanitary District Water Reclamation
No activity this period
- 2.22 Westport County Water District Water Supply Reliability
No activity this period

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EXHIBIT B: INVOICING, BUDGET DETAIL, AND REPORTING PROVISIONS

1. Invoicing

This report accompanies the fourth invoice for the agreement. The Grantee has set a deadline of the 10th of each month to receive invoice and reporting materials from the Sub-Grantees.

6. Reports

6.1 Monthly Reports

This is the fourth progress report for the Agreement since the Grant was awarded in 2006 as the contract was not formally executed until January 2008. From this point forward, the Grantee will be submitting monthly invoices and reports on all component projects that are eligible to do so. Eligibility is determined by the submission and approval of required documentation. This documentation includes:

- Signed Sub-grantee Agreement
- 3 years financial statements (approved by Grantee and SWRCB)

Prior to reimbursement for implementation work the following additional items may be required to be submitted and approved:

- Environmental Documentation and Permits
- Plans and Specs (if applicable)
- PAEP
- MP
- QAPP
- GAMA data
- Designs
- Reports
- Landowner Access Agreements
- Bid-Documents
- Approved Labor Compliance Program, or contract with certified 3rd Party Labor Compliance monitor.
- Other Component specific requirements

6.2 Grant Summary Form

- Component 2.17 Salt River Ecosystem Restoration (ITEMS FOR REVIEW #12)

6.3 NRPI

No activity this period

6.4 Draft Final Report

No activity this period

6.5 Final Report

No activity this period