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34

New Hampshire Fish and Game Department

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Scott R. Mason
Executive Director

June 28, 2021

His Excellency Governor, Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the New Hampshire Fish and Game Department to enter into a **sole source** Cooperative Project Agreement with the University of New Hampshire (vendor code 315187), under the terms and conditions of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire, for continuation of the UNH Extension Wildlife Conservation Program for a total of $386,006 from date of Governor and Council approval through June 30, 2023. 100% Federal funds.

Funds to support this request are anticipated to be available in the following accounts in FY 2022 and FY 2023 upon the availability and continued appropriation of funds in the future operating budget, with the ability to adjust encumbrances between State Fiscal Years through the Budget Office, if needed and justified:

03-75-75-751520-2150 Wildlife Program - Wildlife Programs Management = FW25T

	FY2022	FY2023
20-07500-21500000-304-500841 Research & Management	$135,000	$135,000

03-75-75-751520-2125 Wildlife Program - Nongame Program Management = FW25T, T9, T2

	FY2022	FY2023
20-07500-21250000-304-500841 Research & Management	$ 63,339	$ 52,667

EXPLANATION

NH Fish and Game and UNH Cooperative Extension have developed a successful collaboration to deliver technical assistance on wildlife and wildlife habitat conservation to natural resource professionals, landowners, municipal officials and residents of NH. NHFG requests this **sole source** agreement with UNH Cooperative Extension to leverage the expertise and the $139,151 in funding that UNH is providing.

The Extension Wildlife Conservation Program consists of projects that are described in the attached Scope of Services. The first project, Technical Information and Guidance in Wildlife Management, has been active since January 1985. Through this project technical assistance and training on wildlife habitat enhancement is provided to New Hampshire's landowners, consulting foresters, natural resource professionals and land use decision makers. This project includes NH Coverts, a multi-partner, Extension coordinated volunteer training program. The projects are a portion of Federal Grant FW25T, and are funded 75% from the Federal Aid in Wildlife Restoration Program matched with 25% non-federal funds from UNH Cooperative Extension.

The second project, Technical Assistance for Planning, will provide assistance and guidance to local and regional conservation and land use planning groups in understanding and considering the importance of including wildlife, and terrestrial and aquatic ecosystems in conservation and land use planning, with the goal of accelerating on-the-ground implementation of actions in the NH Wildlife Action Plan. This project is also funded by Federal Grant FW25T, and is funded 75% from the Federal Aid in Wildlife Restoration Program matched with 25% non-federal funds from UNH Cooperative Extension.

The third and fourth projects, Technical Assistance for Species and Habitats, and SGCN Monitoring and Management Technical Assistance are funded through the federal State Wildlife Grants Program administered by the U.S. Fish and Wildlife Service with matching funds provided by UNH Cooperative Extension. These projects aim to help the public understand the actions they can take to help implement the NH Wildlife Action Plan through the delivery of presentations, workshops, brochures, and newsletters, among other things.

Respectfully submitted,

Scott R. Mason
Executive Director

Kathy Ann LaBonte
Chief, Business Division

COOPERATIVE PROJECT AGREEMENT
STATE OF NEW HAMPSHIRE Fish and Game Department and
the UNIVERSITY SYSTEM OF NEW HAMPSHIRE

A. This Cooperative Project Agreement (hereinafter "Project Agreement") is entered into by the State of New Hampshire, **Fish and Game Department** (hereinafter "State"), and the University System of New Hampshire, acting through **University of New Hampshire** , (hereinafter "Campus"), for the purpose of undertaking a project of mutual interest. This Cooperative Project shall be carried out under the terms and conditions of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, except as may be modified herein.

B. This Project Agreement and all obligations of the parties hereunder shall become effective on the date the Governor and Executive Council of the State of New Hampshire approve this Project Agreement ("Effective date") and shall end on **June 30, 2023.** If the provision of services by Campus precedes the Effective date, all services performed by Campus shall be performed at the sole risk of Campus and in the event that this Project Agreement does not become effective, State shall be under no obligation to pay Campus for costs incurred or services performed; however, if this Project Agreement becomes effective, all costs incurred prior to the Effective date that would otherwise be allowable shall be paid under the terms of this Project Agreement.

C. The work to be performed under the terms of this Project Agreement is described in the proposal identified below and attached to this document as Exhibit A, the content of which is incorporated herein as a part of this Project Agreement.

Project Title: **Extension Wildlife Conservation Program**

D. The Following Individuals are designated as Project Administrators. These Project Administrators shall be responsible for the business aspects of this Project Agreement and all invoices, payments, project amendments and related correspondence shall be directed to the individuals so designated.

State Project Administrator	**Campus Project Administrator**
Name: Kathy LaBonte	Name: Cheryl Moore
Address: Fish & Game Department 11 Hazen Drive Concord, NH 03301	Address: UNH Office of Sponsored Research 51 College Road Durham, NH 03824-2620
Phone: 271-2741	Phone: 862-1992

E. The Following Individuals are designated as Project Directors. These Project Directors shall be responsible for the technical leadership and conduct of the project. All progress reports, completion reports and related correspondence shall be directed to the individuals so designated.

State Project Director	**Campus Project Director**
Name: Michael Marchand	Name: Matt Tarr
Address: Fish & Game Department 11 Hazen Drive Concord, NH 03301	Address: UNH Cooperative Extension 214 Nesmith Hall 131 Main Street Durham, NH 03824
Phone: 271-3016	Phone: 862-3594

Campus Authorized Official KJ
Date 5/26/21

F. Total State funds in the amount of **$386,006** have been allotted and are available for payment of allowable costs incurred under this Project Agreement. State will not reimburse Campus for costs exceeding the amount specified in this paragraph.

Check if applicable

☒ Campus will cost-share **26.5%** of total costs **(25% of total costs for FW-25-T & 35% of total costs for T-9-T-2 and T-2-3-R-2 = total cost share of $139,151)** during the term of this Project Agreement.

☒ Federal funds paid to Campus under this Project Agreement are from Grant/Contract/Cooperative Agreement #s **FW-25-T and T-9-T-3, and T-2-3-R-2** from **US Fish and Wildlife Service** under **CFDA #s 15.611, and 15.634**. Federal regulations required to be passed through to Campus as part of this Project Agreement, and in accordance with the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002, are attached to this document as Exhibit B, the content of which is incorporated herein as a part of this Project Agreement.

G. Check if applicable

☐ If amended by mutual agreement of the parties, Article(s) of the Master Agreement for Cooperative Projects between the State of New Hampshire and the University System of New Hampshire dated November 13, 2002 are hereby amended to read:

H. State has chosen to **take** possession of equipment purchased under this Project Agreement and will issue instructions for the disposition of such equipment within 90 days of the Project Agreement's end-date. Any expenses incurred by Campus in carrying out State's requested disposition will be fully reimbursed by State.

I. It is expected that under the performance of this project program income revenue will be generated from registration fees. These revenues will be treated using the additive method. If there is a residual balance at the end of this project the University has the right to retain the balance past the end date for use to further the respective projects of the Extension Wildlife Conservation Program.

This Project Agreement and the Master Agreement constitute the entire agreement between State and Campus regarding this Cooperative Project, and supersede and replace any previously existing arrangements, oral or written; all changes herein must be made by written amendment and executed for the parties by their authorized officials.

Campus Authorized Official KJ
Date 5/26/21

IN WITNESS WHEREOF, the University System of New Hampshire, acting through the University of New Hampshire and the State of New Hampshire, **Fish and Game Department,** have executed this Project Agreement.

By An Authorized Official of: University of New Hampshire	**By An Authorized Official of:** Fish and Game Department
Name: Karen M. Jensen	Name: Scott R. Mason
Title: Director Pre-Award, Sponsored Programs Administration	Title: Executive Director
Signature and Date: Karen Jensen 5/26/21	Signature and Date: Scott R Mason 6/10/21

By An Authorized Official of: the New Hampshire Office of the Attorney General	**By An Authorized Official of:** the New Hampshire Governor & Executive Council
Name: Joshua C. Harrison	Name:
Title: Assistant Attorney General	Title:
Signature and Date: 6/17/2021	Signature and Date:

Campus Authorized Official KJ
Date 5/26/21

EXHIBIT A

Extension Wildlife Conservation Program

I. TECHNICAL INFORMATION AND GUIDANCE IN WILDLIFE MANAGEMENT

A. Project Title: TECHNICAL INFORMATION AND GUIDANCE IN WILDLIFE MANAGEMENT (Grant FW-25-T)

B. Project Period: July 1, 2021 – June 30, 2023

C. Objectives:

1. Annually deliver 30 workshops and presentations reaching at least 600 natural resource professionals, foresters, regional planners and community decision makers on wildlife-habitat associations and habitat stewardship for eligible birds and mammals.

2. Annually train up to 25 new Coverts Cooperators and sustain the effectiveness of the Coverts Project by maintaining regular contact with all Coverts Cooperators, currently numbering 400+/-.

3. Annually provide on-site technical guidance on habitat management and restoration for a minimum of 40 public and private landowners who own or manage at least 6,000 acres of wildlife habitat.

D. Scope of Work

1. Technical Training to Landowners and Natural Resource Professionals

Extension Wildlife Specialist will develop and conduct training workshops and presentations to deliver relevant research-based information to landowners, their agents, and other natural resource professionals who impact land and wildlife habitat. Topics covered will focus on wildlife – habitat associations, and techniques for improving, restoring, or maintaining important habitats for eligible wild birds and mammals but none that are state listed as threatened or endangered consistent with RSA 212-A:15. UNHCE will consult with NH Fish & Game staff regarding workshop topics and target audiences.

2. New Hampshire Coverts Project

Each year, Cooperative Extension staff will coordinate and host a training program/workshop where up to 25 conservation-minded residents gather with a team of natural resource professionals to learn about wildlife and forest ecology, habitat management, land conservation, and effective outreach. The information gained through this workshop will provide them the technical knowledge needed to help conserve or manage important wildlife habitats throughout the state.

Additionally, the current network of 400+/- Coverts Cooperators needs to be sustained through regular contact with UNHCE to assist them with furthering their work. This will be done through providing those Cooperators technical information via periodic training workshops, publications, internet

Campus Authorized Official KJ
Date 5/26/21

resources, and project assistance. This information will keep Cooperators up-to-date on current research and best practices and provide continued motivation to accelerate the conservation of species and habitats of concern in New Hampshire.

3. Technical Assistance to Landowners

Tasks include meeting on site, upon request with individual landowners including private, commercial, non-governmental and community landowners, to provide technical assistance and recommendations on management and conservation of wildlife habitats and directing landowners to additional resources, including but not limited to the Taking Action for Wildlife website, relevant articles and how-to guides, cost-share programs, workshops, and natural resource professionals.

Funding for the activities outlined above is from the Federal Aid in Wildlife Restoration Program, which is focused on wild bird and mammal conservation (Grant FW25T). Federal funds provide 75% of the project costs, with the 25% non-federal match from Campus.

E. Deliverables:

1. Technical Training to Landowners and Natural Resource Professionals

Targeting natural resource professionals, landowners, land managers and community decision makers, Campus will provide the following deliverables:

- Annually deliver 30 workshops and presentations reaching at least 600 landowners, natural resource professionals, foresters, regional planners and community decision makers on wildlife-habitat associations and habitat management or restoration for eligible wild birds and mammals.
- Annual report delivered by August 1 of each year that contains data for the following metrics.
  - # of individuals reached with workshops
  - Summary table with a record for each workshop that details workshop topic, date and location of delivery, format (e.g. half day, full day, 1 hr presentation, field trip), target audience(s), and number of attendees.

  The data provided will differentiate between accomplishments of the Extension Wildlife Specialist funded through this cooperative agreement vs accomplishments of other Extension staff that are being reported as grant match.

2. New Hampshire Coverts Project

Targeting motivated landowners, local decision makers, and others who will spread the word of good land stewardship and wildlife conservation, Campus will provide the following deliverables:

- Coordination of 400+/- Coverts Cooperators working for wildlife (the NH Coverts Project)
- A comprehensive training program/workshop for a new group of up to 25 Coverts volunteers
- An assemblage of wildlife conservation and land stewardship print and web resources and which includes data and information from the 2015 Wildlife Action Plan provided to all new Coverts Cooperators.

Campus Authorized Official K.J.
Date 5/26/21

- Additional training and communications for Coverts Cooperators via e-mail newsletter
- Annual report delivered, by August 1 of each year that contains data for the following metrics.
  - # individuals trained
  - # Coverts Cooperators since program inception.
  - # of acres conserved through easement or fee purchase by Coverts volunteers over the past 12 months.
  - # of Coverts Cooperators implementing habitat management in the last 12 months.
  - # of managed habitat acres by management type (i.e., resource inventory, timber stand improvement, grasslands/old fields management, hardwood management, wetland enhancement, early successional management, softwood management).
  - # of volunteer hours provided by Coverts Cooperators
  - # of individuals reached by Coverts Cooperators.

3. Technical Assistance to Landowners

Targeting motivated landowners and their agents, Campus will provide the following deliverables:

- Provision of wildlife habitat conservation and stewardship recommendations during one-on-one sites visits for a minimum of 40 public and private landowners who own or manage at least 6,000 acres of wildlife habitat.
- Annual report delivered, by August 1 of each year that contains data for the following metrics.
  - # individuals provided technical assistance
  - # of acres impacted
  - # of referrals to consulting wildlife biologists or foresters
  - # of referrals to cost-share programs

II. TECHNICAL ASSISTANCE FOR PLANNING – TAKING ACTION FOR WILDLIFE

A. Project Title: Technical Assistance for Planning -Taking Action for Wildlife (Grant FW-25-T)

B. Project Period: July 1, 2021 – June 30, 2023

C. Objectives:

1. Annually, the *Taking Action for Wildlife* (TAW) team will deliver technical assistance on wildlife habitat conservation to at least 5 municipalities (conservation commissions, planning boards and others) and will engage with at least one land trust and one regional planning commission to help guide the cohort in their development of municipal and conservation plans, and other projects to more effectively address conservation of intact wildlife habitats and biodiversity across the landscape.

2. Annually provide technical assistance to at least 100 community and conservation group decision makers, natural resources professionals and others via at least 3 workshops, presentations, webinars or other events focused on prioritizing and conserving wildlife habitats across the landscape.

Campus Authorized Official KJ
Date 5/26/21

3. Annually, develop at least 2 *Taking Action for Wildlife* newsletter articles focused on community efforts to protect wildlife habitats via conservation, land use planning, management, and other approaches.

D. Scope of Work:

1. **Coordinate technical assistance for communities and conservation groups** through regular *Taking Action for Wildlife* project team meetings, maintaining records of project activities and results and conducting program evaluations related to this work.

2. Provide **technical assistance and guidance** to local conservation and land use planning groups to further their understanding and consideration of the importance of wildlife, terrestrial and aquatic ecosystems in their conservation and land use planning, with the goal of accelerating on-the-ground implementation of actions in the NH Wildlife Action Plan. Efforts will be grounded in WAP data and information, other state and regional wildlife conservation plans, such as NH Wildlife Corridors, Connect the Coast, Staying Connected, the Coastal Conservation Plan etc., and other resources for natural resource protection and land use planning. The TAFW team will use a natural resource-based planning approach that incorporates information about wildlife habitats into local planning efforts and include messaging that healthy ecology/healthy wildlife is connected to healthy communities. In delivery of technical assistance, the TAFW team will partner, as appropriate, with organizations involved in land use planning, community development, conservation, wildlife and other related disciplines. Technical assistance and guidance will target municipal boards, primarily conservation commissions, open space committees, planning boards and others as appropriate, and will be delivered primarily via the annual Community Conservation Cohort programs, described below:

   - **Develop and implement the 2021 and 2022 Community Conservation Cohort training programs** for selected municipalities that have a current natural resource inventory (NRI) that includes a focus on wildlife and habitats, and who are ready to move to the next level of implementation via conservation, habitat management, and land use planning. Cohort participants will use their community NRIs to help prioritize their conservation strategies to protect wildlife and habitats. The 2021-2022 cohort programs will draw on lessons learned from the first year of the Cohort (2020). Training may involve both in-person and/or online components. Examples of training topics include: habitat conservation, climate change, habitat management, wildlife corridors, land use planning tools and more.
      - Training will include optional "water cooler" discussion sessions focused on skills-building to support the cohort participants' projects, for example: using tools such as iNaturalist, how to map trails, using online mappers, planning public education events (such as a bioblitz), etc.
      - Municipalities will be selected via a request for applications, and based on their level of readiness and types of projects they are interested in. TAFW team members will work with cohort participants ahead of the formal training to explore and develop potential project ideas. Project plans will be honed during training and water cooler sessions.
      - In addition to TAFW staff, the training will draw on partners/experts in land use planning (such as planning commissions, community development specialists, land trust staff, NHFG biologists and other professionals as appropriate) to present relevant topics. This partnership will enhance conservation planning opportunities by combining and complementing multiple

Campus Authorized Official KJ
Date 5/26/21

areas of expertise. Following the 2020 Cohort model, the interactive training sessions will integrate learning among cohort members as well as learning from professional experts.

- Select members of the 2020 and 2021 Cohorts will be engaged in the 2021 and 2022 training programs, respectively, to discuss the Cohort projects they completed, to facilitate peer-to-peer learning, and to inspire new cohort members who will implement their own self-designed projects to develop conservation actions to protect wildlife habitats.
- *Taking Action for Wildlife* staff will mentor and work with cohort participants to develop and implement their projects during an extended post-training assistance period. Participants will complete their projects over the fall and winter and will present their final project results, lessons learned, and next steps at the culminating Cohort session.

3. Develop and provide **workshops/presentations/webinars** at seasonal events, lunch & learns, and other appropriate venues, focused on topics such as: NH Wildlife Action Plan introductory session, implementing actions in the NH Wildlife Action Plan, increasing landscape biodiversity, and incorporating wildlife and habitats into natural resources, conservation, and land use planning. Communities attending the WAP introduction (as well as other sessions) will be encouraged to apply to the Cohort program for more focused technical assistance and training for protecting habitats across the landscape.

4. **Create new resources, to be housed on the website**, relevant to technical assistance, described above, and focused on habitat conservation and planning and natural resources protection, as needed. These materials will be used in technical training, guidance, and workshop programs.

5. Write at least two *Taking Action for Wildlife* **e-newsletter articles** each year that document community efforts to benefit wildlife and habitats, including Cohort projects and other community success stories.

E. Deliverables:

Targeting community decision makers, conservation groups, natural resources professionals and others, provide the following deliverables:

- New print and web resources focused on landscape-scale habitat conservation and planning for all technical assistance and workshop programs.
- Documentation of outcomes related to all levels of technical assistance.
- Technical assistance and advanced technical training to at least 5 community groups/year, focused on protecting intact wildlife habitats and biodiversity across the landscape.
- Annually deliver at least 3 workshops/presentations/webinars reaching at least 100 community decision makers, conservation groups, and natural resources professionals.
- Two newsletter articles per year focused on community and conservation group efforts to protect wildlife habitats and biodiversity, written by the project team and published in the TAFW newsletter that will reach at least 2,200 individuals (such as municipal boards, land trusts, local and regional planners, natural resources professionals and others).
- Six-month progress and final reports will include data for the following metrics:
    - Number of people and communities receiving technical training via the cohort.
    - Number and type of actions implemented to protect habitats and biodiversity, e.g. number of municipal plans that: include natural resources inventories, recommend protection of wildlife habitats, identify public benefits associated with wildlife, etc.
    - Summary table with a record for each workshop/webinar that details event topic, date and location of delivery, format/length of session, target audience(s), and number of attendees.

- Number and type of resources and actions added to print and web for habitat conservation and planning and natural resources protection.
- Number of newsletter articles focused on community and/or conservation group efforts.

III. TECHNICAL ASSISTANCE FOR SPECIES AND HABITATS – WILDLIFE ACTION PLAN

A. Project Title: Technical Assistance for Species and Habitats – Wildlife Action Plan (Grant T-9-T-2)

B. Project Period: July 1, 2021 – June 30, 2023

C. Objectives:

1. **Publish one new brochure** in the species/habitats series.

2. Create a new **Climate Change and Wildlife** presentation and associated resources and deliver at least 3 workshops on the topic to at least 75 participants over the grant period.

3. Maintain the *takingactionforwildlife.org* **website and database** providing materials for at least 200 individuals annually to access the actions and resources at *takingactionforwildlife.org* for on the ground implementation of the NH Wildlife Action Plan.

4. Publish and distribute three *Taking Action for Wildlife* **newsletters** per year. Each e-newsletter will be distributed to at least 2,200 people. At least two newsletter articles/year on species of greatest conservation need and associated habitats will be written by TAFW team.

D. Scope of Work:

1. **Coordinate technical assistance for species and habitats** to organizations and individuals through regular *Taking Action for Wildlife* project team meetings, maintaining records of project activities and results and conducting program evaluations related to this work.

2. **Brochure** - Create content for, design and publish one new brochure in the species/habitats series focused on a topic identified in partnership with NHFG biologists (e.g. avian insectivores).

3. Develop a new **core presentation focused on Climate Change and Wildlife**, with input from NHFG biologists and other researchers/professionals, that can be adapted for different events and audiences and updated as needed. The presentation and related materials will include data and information from the NH Wildlife Action Plan and other current climate- and wildlife-related studies and resources. The presentation will be available for use by TAFW Team members and NHFG biologists and educators. The existing TAFW Climate and Wildlife web page will be updated to include additional resources and handouts, and new climate- and wildlife-related actions will be added to the TAFW Actions database, as applicable.

4. Conduct Climate and Wildlife **workshops,** as requested, at events such as annual conferences, land trust events, and webinars.

Campus Authorized Official KJ
Date 5/26/21

5. **Website** - Maintain, update, and enhance the *Taking Action for Wildlife* website and actions database takingactionforwildlife.org, adding actions and resources as needed for species and habitats. Track and report the number of users of website.

6. **Newsletter**- Edit, design, publish, and distribute the *Taking Action for Wildlife* e-newsletter three times a year. Write at least two *Taking Action for Wildlife* e-newsletter articles each year that focus on species of greatest conservation need and associated habitats.

E. Deliverables:
Targeting community decision makers, conservation groups, natural resources professionals and others, Campus will provide the following deliverables:

- 2,000 new species/habitats brochures printed and distributed via multiple outlets.
- TAFW e-Newsletter, including at least two articles/year focused on species of greatest conservation need and associated habitats.
- Climate change presentation and associated web and handout materials
- Print and web materials developed for species and habitats, including documentation of related actions and resources added to the website takingactionforwildilfe.org.
- Six-month progress and final reports will include data for the following metrics:
    - Number of brochures printed and distributed.
    - Summary table with a record for each workshop that details workshop topic, date and location of delivery, format/length of session, target audience(s), and number of attendees.
    - Number of newsletter articles focused on species and habitats.
    - Number of people using takingactionforwildlife.org to access actions and resources.
    - Number of people reached via the Taking Action for Wildlife e-newsletter.

IV. SGCN MONITORING AND MANAGEMENT TECHNICAL ASSISTANCE

A. Project Title: SGCN Monitoring and Management Technical Assistance (Grant T-2-3-R-2)

B. Project Period: July 1, 2021 – June 30, 2023

C. Objectives:

1. Organize and deliver up to 4 workshops annually to community decision makers, landowners, natural resources professionals and others, focused on species of greatest conservation need and associated habitats.

2. Participate in the New Hampshire New England Cottontail Land Management Team 3-5 times/year.

3. Manage the NH Rabbit Reporting website.

D. Scope of Work:

1. **SGCN Monitoring and Management Technical Assistance** - Provide technical assistance to organizations and individuals focused on the species of conservation concern (e.g., threatened and

Campus Authorized Official KJ
Date 5/26/21

endangered wildlife, monarch butterflies and pollinators, bats, reptiles and amphibians). Work with NHFG biologists to identify species priorities and data needs such as citizen science efforts. Coordinate and implement trainings, workshops, recruit volunteers, and develop materials to assist with and promote this effort. NHFG will coordinate with eligible species identified in Grant T-2-3-R-2.

2. **New England Cottontail (NEC) Technical Assistance** - Provide technical assistance for NEC conservation efforts, related to habitat management and conservation planning, through participating in the NH NEC Land Management Team. (Grant T-2-3-R-2, P4)

3. **NH Rabbits Reports** - Maintain NH Rabbits Reports website and incorporate additional information as needed. Promote to various audiences and recruit participants. Manage data collection, verification and storage for reported sightings of eastern cottontails. (Grant T-2-3-R-2, P4)

Deliverables:

- Participation in the New Hampshire New England Cottontail Land Management Team
- Summary of reports managed in the NH Rabbit Reporting website and documentation of other efforts to solicit use of the reporting website.
- Six-month progress and final reports will include data for the following metrics:
    - Table of trainings/workshops presented, focused on species of greatest conservation need and associated habitats.
    - Number of people attending SGCN workshops.
    - Summary of records and number of people submitting to the NH Rabbit Reporting website.

F. Budget and Invoicing Instructions for all Projects:

I. Technical Information And Guidance In Wildlife Management (Grant FW-25-T)

July 1, 2021 - June 30, 2023	State	Campus	Total
Salary	$134,510	$ 51,910	$186,420
Fringe (37.6%)	$ 50,576	$ 19,518	$ 70,094
Supplies	$ 16,800	$ 0	$ 16,800
Travel	$ 12,400	$ 0	$ 12,400
Facilities & Admin (26%)	$ 55,714	$ 18,572	$ 74,286
Total	**$270,000**	**$ 90,000**	**$360,000**

II. Technical Assistance for Planning - Taking Action for Wildlife (Grant FW-25-T)

July 1, 2021 - June 30, 2023	State	Campus	Total
Salary	$ 30,474	$11,757	$ 42,231
Fringe (37.6%)	$ 11,458	$ 4,421	$ 15,879
Contractual (NHACC)	$ 6,000	$ 0	$ 6,000
Travel	$ 600	$ 0	$ 600
Facilities & Admin (26%)	$ 12,618	$ 4,206	$ 16,824
Total	**$ 61,150**	**$ 20,384**	**$ 81,534**

III. Technical Assistance for Species and Habitats – Wildlife Action Plan (Grant T-9-T-2)

Campus Authorized Official KJ
Date 5/26/21

July 1, 2021 - June 30, 2023	State	Campus	Total
Salary	$ 15,711	$ 8,876	$ 24,587
Fringe (37.6%)	$ 5,908	$ 3,337	$ 9,245
Supplies (Brochure printing)	$ 2,000	$ 0	$ 2,000
Travel	$ 200	$ 0	$ 200
Facilities & Admin (26%)	$ 6,193	$ 3,176	$ 9,369
Total	**$30,012**	**$ 15,389**	**$ 45,401**

IV. SGCN Monitoring and Management Technical Assistance (Grant T-2-3-R-2)

July 1, 2021 - June 30, 2023	State	Campus	Total
Salary	$ 13,166	$ 7,717	$ 20,883
Fringe (37.6%)	$ 4,951	$ 2,901	$ 7,852
Supplies	$ 400		$ 400
Travel	$ 1,200		$ 1,200
Facilities & Admin (26%)	$ 5,127	$ 2,760	$ 7,887
Total	**$ 24,844**	**$ 13,378**	**$ 38,222**

1. Campus will submit invoices to State on regular Campus invoice forms no more frequently than monthly and no less frequently than quarterly. Each invoice will be based on actual project expenses incurred during the invoicing period, and shall show current and cumulative expenses by major cost categories for both State and Campus share of project costs. Normally, State will pay Campus within 30 days of receipt of each invoice. Reimbursement may be subject to submission and acceptance of progress reports, if such reports are requested by State.

2. Campus will submit its final invoices not later than 45 days after the Project Period end date. Reimbursement for the final invoices shall not be made until all required reports have been received by State for use in reporting to the Division of Wildlife and Sport Fish Restoration, U.S. Fish and Wildlife Service as required by federal assistance regulations.

G. Other: Any publications or publicity regarding these projects shall recognize funding sources and cooperative arrangements with New Hampshire Fish and Game and the U.S. Fish and Wildlife Service.

Campus Authorized Official KJ
Date 5/26/21

EXHIBIT B

Federal Award Information and Compliances

This project is funded under a Grant/Contract/Cooperative Agreement to the State from the Federal Sponsor specified in Project Agreement article F. All applicable requirements, regulations, provisions, terms and conditions of the Federal Grant/Contract/Cooperative Agreement are adopted in full force and effect to the relationship between State and Campus, except that wherever such requirements, regulations, provisions, and terms and conditions differ for INSTITUTIONS OF HIGHER EDUCATION, the appropriate requirements should be substituted (e.g., OMB Circular A-21 and A-110, rather than OMB Circulars A-87 and A-102). References to Contractor or Recipient in the Federal language will be taken to mean Campus; references to the Government or Federal Awarding Agency will be taken to mean Government/Federal Awarding Agency or State or both, as appropriate.

Special Federal Provisions are listed here:

- ☐ None
- ☒ **Uniform Guidance issued by the Office of Management and Budget (OMB) in lieu of Circulars listed in paragraph above.**

Campus Authorized Official KJ
Date 5/26/21