



New Hampshire Fish and Game Department

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11 Hazen Drive, Concord, NH 03301-6500
Headquarters: (603) 271-3421
Website: www.WildNH.com

TDD Access: Relay NH 1-800-735-2964
Fax: (603) 271-1438
Email: info@wildlife.nh.gov

Scott R. Mason
Executive Director

June 7, 2023

139

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 \$425,563 from date of Governor and Council approval through June 30, 2025. 94% Federal, 6% Other (Nongame Funds).

Funds to support this request are anticipated to be available in the following accounts in FY 2024 and FY 2025 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

	<u>FY2024</u>	<u>FY2025</u>
20-07500-21500000-304-500841 Research & Management	\$139,810	\$143,191

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

	<u>FY2024</u>	<u>FY2025</u>
20-07500-21250000-304-500841 Research & Management	\$ 70,032	\$ 72,530

His Excellency Governor, Christopher T. Sununu
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Page 2 of 2

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 \$145,458 in funding that UNH is providing.

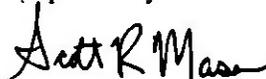
The Extension Wildlife Conservation Program consists of projects that are described in the attached Scope of Services. The first project, Technical Information and Guidance in Wildlife Management, has been active since January 1985. Through this project technical assistance and training on wildlife habitat 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.

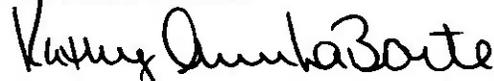
The third and fourth projects, Technical Assistance for Species and Habitats, and SGCN Monitoring and Management Technical Assistance are funded through the federal State Wildlife Grants Program administered by the U.S. Fish and Wildlife Service with matching funds provided by UNH Cooperative Extension. 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.

The fifth project, NH Butterfly Monitoring and Management Technical Assistance, is being funded from Nongame Program funds. Funds for this work are available from a nongame special project donation appeal. Project will include development of a butterfly network website and other resources, development of workshops and trainings, and assisting NHFG staff in coordination of the Butterfly Monitoring Network.

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, 2025**. 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

Name: Kathy LaBonte
Address: Fish & Game Department
11 Hazen Drive
Concord, NH 03301
Phone: 603-271-2741

Campus Project Administrator

Name: Cheryl Moore
Address: UNH Office of Sponsored Research
51 College Road
Durham, NH 03824-2620
Phone: 603-862-1992

- 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

Name: Dan Bergeron
Address: Fish & Game Department
11 Hazen Drive
Concord, NH 03301
Phone: 603-271-1439

Campus Project Director

Name: Haley Andreozzi
Address: UNH Cooperative Extension
220 Nesmith Hall
131 Main Street
Durham, NH 03824
Phone: 603-609-0927

Campus Authorized Official KI
Date 6/1/23

- F. Total State funds in the amount of **\$425,563** 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 **25.47%** of total costs (**25% of total costs for FW-25-T & 35% of total costs for T-9-T-3 and T2-3-R-2 = total cost share of \$145,458**) during the term of this Project Agreement.

Federal funds paid to Campus under this Project Agreement are from Grant/Contract/Cooperative Agreement #s **F22AF02616 (FW-25-T), F18AF00154 (T-9-T-3), and F18AF00374 (T2-3-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 6/1/23

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

Name: Karen M. Jensen

Title: Director Pre-Award, Sponsored Programs Administration

Signature and Date: Digitally signed by Karen Jensen
Date: 2023.06.01 11:59:36 -04'00' Karen Jensen

By An Authorized Official of:

Fish and Game Department

Name: Scott R. Mason

Title: Executive Director

Signature and Date: *Scott R. Mason* 6/1/23

By An Authorized Official of: the New Hampshire Office of the Attorney General

Name: *Christopher G. Askin*

Title: Assistant Attorney General

Signature and Date: *Christopher G. Askin* 6/14/23

By An Authorized Official of: the New Hampshire Governor & Executive Council

Name:

Title:

Signature and Date:

Campus Authorized Official KJ
Date 6/1/23

EXHIBIT A

Extension Wildlife Conservation Program

I. TECHNICAL INFORMATION AND GUIDANCE IN WILDLIFE MANAGEMENT(Grant FW-25-T)

A. Project Title: Technical Information and Guidance in Wildlife Management (Grant FW-25-T)

B. Project Period: July 1, 2023 - June 30, 2025

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 resources, and project assistance. This information will keep Cooperators up-to-date

Campus Authorized Official KJ
Date 6/1/23

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.
- 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 or with the assistance of 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, 2023 – June 30, 2025

C. Objectives:

1. Annually, the *Taking Action for Wildlife* team will provide direct technical assistance on wildlife conservation to **at least 3 municipalities** (conservation commissions, planning boards, and other conservation groups). Types of assistance include incorporating wildlife and habitat information into town documents, conservation planning, identifying priority habitat, developing public outreach programs, and other actions that 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 up to 6 workshops, presentations, webinars or other events focused on prioritizing and conserving wildlife habitats across the landscape.
3. Annually, develop at least two *Taking Action for Wildlife* newsletter articles and new print and web resources focused on community efforts to protect wildlife habitats via conservation, land use planning, management, and other approaches.

D. Scope of Work:

This project will be coordinated and implemented through regular *Taking Action for Wildlife* project team meetings, maintaining records of project activities and results, and conducting program evaluations related to this work.

1. **Coordinate technical assistance for communities and conservation groups** through the following activities (FW-25T grant, Objective 7):
 - 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 (WAP). Efforts will be grounded in WAP data and information, other state and regional wildlife conservation plans (such as NH Wildlife Corridors, Connect the Coast, the NH Coastal Conservation Plan), and other resources for natural resources protection and land use planning. In delivery of technical assistance, the *Taking Action for Wildlife* Team will partner, as appropriate, with organizations involved in land use planning, conservation, wildlife, and other related disciplines. Technical assistance and guidance will focus on municipal boards, primarily conservation commissions, open space committees, planning boards and others as appropriate, and will be delivered via training workshops and direct technical assistance, described below:
 - **Develop and implement an annual wildlife conservation workshop series for community leaders:**
 - This will start with a series of 4 **foundational workshops** held annually that will provide opportunities for municipalities, conservation groups, and others to acquire knowledge about topics such as: the Wildlife Action Plan, habitat conservation and management, climate change, wildlife corridors, land use planning tools, skills-building tools, public engagement, and other topics that can increase on-the-ground implementation of the WAP. In addition to TAFW staff, workshops will draw on partners/experts (such as planning commissions, land trust staff, NHFG biologists, and other professionals as appropriate) to present relevant topics. Participants in the series may be required to complete short homework assignments to prepare for each workshop, such as short videos, recorded presentations, and/or readings.
 - At the end of the series, the TAFW team will send workshop series participants a request for applications for direct technical assistance with wildlife-focused projects. **At least three municipalities** will be selected from the pool of applicants, based on their level of readiness and project(s) they are interested in.
 - *Taking Action for Wildlife* staff will mentor and work with the accepted municipalities to develop and implement their projects over a period of several months. Progress will be monitored and documented.
 - Follow up with all workshop series participants 6 months after the final workshop to collect information about any projects communities may have worked on as a result of the workshops.
 - **Provide ongoing support for additional communities or conservation organizations working on wildlife-related projects, as requested.**

2. Develop and provide additional **workshops/presentations/webinars** at seasonal events, conferences, lunch & learns, and other appropriate venues, focused on topics that may include: NH Wildlife Action Plan and related actions, increasing landscape biodiversity, climate resiliency and wildlife, and incorporating wildlife and habitats into conservation and land use planning. (FW25T grant, Objective 8)
3. Write at least two *Taking Action for Wildlife e-newsletter* **articles** each year that document community efforts to benefit wildlife and habitats, including technical assistance projects and other community success stories. **Create new print and web resources** relevant to the workshop series and technical assistance, described above, focused on habitat conservation and planning and natural resources protection, as needed (FW-25T grant, Objective 8).

E. Deliverables:

Targeting community decision makers, conservation groups, natural resources professionals and others, Campus will provide the following deliverables that will be reported in six-month progress and final reports will include data for the following metrics:

- Objective 1 – Technical assistance to at least 3 community groups/year, focused on protecting intact wildlife habitats and other natural resources across the landscape.
 - Number of people and communities participating in the technical assistance program.
 - Number of people and communities participating in workshops.
 - Number and type of community actions implemented via the community technical assistance program to protect habitats and biodiversity, e.g., number of projects that: include natural resources inventories, recommend protection of wildlife habitats, identify public benefits associated with wildlife, etc.
- Objective 2- Annually deliver up to 6 workshops/presentations/webinars focused on wildlife and habitats, reaching at least 100 community decision makers, conservation groups, and natural resources professionals.
 - Number of people and communities participating in workshops.
 - 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.
- Objective 3 – 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 2,000 individuals (such as municipal boards, land trusts, local and regional planners, natural resources professionals and others). Print and web resources focused on habitat conservation and planning for all technical assistance and workshop programs.
 - o Number of newsletter articles focused on community and/or conservation group efforts.
 - o Number and type of resources and actions added to print and web for habitat conservation and planning and natural resources protection.

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-3)

B. Project Period: July 1, 2023 – June 30, 2025

C. Objectives:

1. Provide technical assistance to NHFG in the implementation, evaluation, and revision of the NH Wildlife Action Plan.

2. Provide technical assistance related to species and habitats to communities or conservation organizations through meetings or workshops, as requested.
3. Publish one new brochure in the species or habitats series.
4. 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.
5. Publish and distribute three *Taking Action for Wildlife* newsletters per year. Each e-newsletter will be distributed to at least 2,000 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:

This project will be coordinated and implemented through regular *Taking Action for Wildlife* project team meetings, maintaining records of project activities and results, and conducting program evaluations related to this work.

1. **Provide technical assistance to NHFG in the implementation, evaluation, and revision of the NH Wildlife Action Plan.** Much of this action will be accomplished through the Campus's participation in Wildlife Action Plan Implementation Team (WAPIT) meetings, which are coordinated by NHFG. Additional subcommittee and work groups may occur outside of regular WAPIT meetings. This includes participating in any specific tasks or subcommittees addressing the WAP 2025 update. Tasks will include but not be limited to participating in monthly meetings, assisting WAPIT team in assessing threats and actions for species and habitats, assessing outreach and communication needs for the WAP revision and assisting with the development of outreach, technical assistance, and education actions in cooperation with other WAPIT members and partners. The TAFW team will work with NHFG biologists and education staff to review and provide input on revisions and actions related to education, outreach, and technical assistance.
2. **Provide technical assistance for communities or conservation organizations working on species- and habitat-related projects** (not eligible under Project II), as requested.
3. **Brochure** - Create content for, design, publish, and distribute one new brochure in the species or habitats series focused on a topic identified in partnership with NHFG biologists.
4. **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. Include any new actions or information resulting from the 2025 WAP update. Track and report the number of users of website.
5. **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 and the 2025 WAP update.

E. Deliverables:

Targeting community decision makers, conservation groups, volunteers, natural resources professionals and others, Campus will provide the following deliverables through six-month progress and final reports that include data for the following metrics:

- Objective 1 – Technical Assistance to NHFG for Wildlife Action Plan
 - Number of WAPIT meetings and sub-committee meetings attended.
- Objective 2 – Technical Assistance to communities or conservation organizations
 - Summary table with a record for each meeting or workshop that details topic, date and location of delivery, format/length of session, target audience(s), and number of attendees.
- Objective 3 - 2,000 new species/habitats brochures printed and distributed via multiple outlets.
 - Number of brochures printed and distributed.
- Objective 4 - Print and web materials developed for species and habitats, including documentation of related actions and resources added to the website takingactionforwildlife.org.
 - Number of people using takingactionforwildlife.org to access actions and resources.
- Objective 5 - TAFW e-Newsletter, including at least two articles/year focused on species of greatest conservation need and associated habitats.
 - Number of newsletter articles focused on species and habitats.
 - 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 T2-3-R-2)

B. Project Period: July 1, 2023 – June 30, 2025

C. Objectives:

1. Provide technical assistance to NHFG and other organizations annually through delivery of 3 workshops/trainings annually to community decision makers, landowners, natural resources professionals and others, focused on species of greatest conservation need and associated habitats.
2. Coordinate communications, volunteer recruitment, and training for the NH Bat Counts project.
3. Participate in the New Hampshire New England Cottontail Land Management Team up to 3-5 times/year.
4. Manage the NH Rabbit Reporting website.

D. Scope of Work:

1. **SGCN Monitoring and Management Technical Assistance** - Provide technical assistance to NHFG and other organizations and individuals focused on the species of conservation concern (e.g., threatened and endangered wildlife, 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 and workshops, recruit volunteers, and develop materials to assist with and promote this effort. NHFG will coordinate with eligible species identified in Grant T2-3-R-2.
2. **Bat Monitoring Technical Assistance**- Provide technical assistance, to organizations and individuals, focused on bats and the NH Bats Count project. The NH Bats Count project involves citizen science volunteers in helping to monitor summer bat colonies. The coordination involves recruiting, training,

communicating with and organizing citizen scientist to conduct summer maternity colony surveys as well as developing materials to assist with and promote this effort. (Grant T2-3-R-2, P6)

3. **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 T2-3-R-2, P4)
4. **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 T2-3-R-2, P4)

E. Deliverables:

Six-month progress and final reports will include data for the following metrics:

- Objective 1 - # of trainings/workshops presented, focused on species of greatest conservation need and associated habitats, # of people attending SGCN-related workshops.
- Objective 2 - Summary of NH Bat Counts communications sent with information on date and number of recipients, project. #trainings, # of communications (e.g. newsletters, press releases), # volunteers recruited, # materials developed to assist and promote (e.g. factsheets, volunteer packets)
- Objective 3 - Participation in the New Hampshire New England Cottontail Land Management Team
- Objective 4 - Summary of reports managed in the NH Rabbit Reporting website and documentation of other efforts to solicit use of the reporting website. Summary of records and number of people submitting to the NH Rabbit Reporting website.

V. NH BUTTERFLY MONITORING AND MANAGEMENT TECHNICAL ASSISTANCE

A. Project Title: NH Butterfly Monitoring and Management Technical Assistance (Nongame Funds)

B. Project Period: July 1, 2023 – June 30, 2025

C. Objectives:

1. Lead development of and maintain the NH Butterfly Monitoring Network website to provide access to relevant resources, results, and methods of engagement for interested individuals and groups.
2. Develop a workshop to train regional/group leaders in leading field trips, training others in identification, etc. Pilot at least one of these train-the-trainer workshops for up to 15 participants prior to the end of the project period.
3. Participate in and help organize up to 3-5 meetings/year to discuss coordination, communication, and project planning with core network team and regional leaders.

D. Scope of Work:

1. **NH Butterfly Monitoring Network (NHBMN) website** – UNH Extension staff will lead the creation and development of a website for the NH Butterfly Monitoring Network, working with web designers (e.g. UNH Web & Mobile Development). The website will provide information for interested individuals and groups on how to both join or start a regional club, resources for individuals interested in butterfly identification and data collection in New Hampshire, information on relevant citizen science programs,

results from NHBMN activities, articles by regional leaders and volunteers, and other relevant resources. UNH Extension will maintain the website, incorporate additional information as needed, and promote to various audiences.

2. **Train-the-Trainer Workshop Development** – In partnership with NHFG biologists and NHBMN regional leaders, UNH Extension staff will lead the development of a train-the-trainer workshop focused on involving new regional/group leaders in the NH Butterfly Monitoring Network. Training components will include conveyance of useful resources (e.g. presentations and materials they can use), guidance on leading field trips, tips for training others in relevant topics (use of field guides, butterfly ID, etc.), etc. At least one (1) workshop for up to 15 participants will be piloted and evaluated prior to the end of the project period.
3. **Network Meetings** – Participate in and assist with the organization of meetings involving the NHBMN core team and regional leaders 3-5 times/year. Meeting topics will include project planning (field trips, trainings, etc.), coordination of data collection, resource development, website updates, etc.

E. Deliverables:

A six month and annual report will include the following information and metrics:

- Objective 1 - Development of the NH Butterfly Monitoring Network website.
 - o Summary of development of and changes to the NH Butterfly Monitoring Network website.
 - o Number of people using the NHBMN website to access resources and information (if applicable).
- Objective 2 - Summary of resources and materials developed as part of the train-the-trainer workshop development.
 - o Description of resources and materials developed as part of workshop development.
 - o Workshop information that details workshop topic, date and location of delivery, format/length of session, and number and location of attendees.
- Objective 3
 - o Participation in NH Butterfly Monitoring Network meetings (3-5/year).
 - o Meeting information that details date and location of delivery, topics discussed, format/length of session, and number of attendees.

F. Budget and Invoicing Instructions for all Projects:

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

<u>July 1, 2023 - June 30, 2025</u>	<u>State</u>	<u>Campus</u>	<u>Total</u>
Salary	\$145,655	\$56,208	\$201,863
Fringe (33.2%)	\$48,358	\$18,661	\$67,019
Supplies	\$17,640	\$0	\$17,640
Travel	\$12,950	\$0	\$12,950
Facilities & Admin (26%)	\$58,397	\$19,466	\$77,863
Total	\$283,000	\$94,335	\$377,335

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

<u>July 1, 2023 - June 30, 2025</u>	<u>State</u>	<u>Campus</u>	<u>Total</u>
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Salary	\$ 30,839	\$12,182	\$ 43,021
Fringe (33.2%)	\$ 10,239	\$ 4,044	\$ 14,283
Contractual (NHACC)	\$ 7,000	\$ 0	\$ 7,000
Travel	\$ 600	\$ 0	\$ 600
Facilities & Admin (26%)	\$ 12,656	\$ 4,219	\$ 16,875
Total	\$ 61,334	\$ 20,445	\$ 81,779

III. Technical Assistance for Species and Habitats – Wildlife Action Plan (Grant T-9-T-3)*

July 1, 2023 - June 30, 2025	State	Campus	Total
Salary	\$16,541	\$10,079	\$26,620
Fringe (33.2%)	\$ 5,492	\$ 3,346	\$ 8,838
Supplies (Brochure printing)	\$ 2,500	\$ 0	\$ 2,500
Travel	\$ 400	\$ 0	\$ 400
Facilities & Admin (26%)	\$ 6,482	\$ 3,490	\$ 9,972
Total	\$31,415	\$16,915	\$48,330

*All eligible costs through the period ending December 31, 2023, including all cost share applicable to the period, must be invoiced no later than February 15, 2024 and be invoiced separately from costs for the period beginning January 1, 2024. New applicable grant codes will be provided Campus from NHFG following this date.

IV. SGCN Monitoring and Management Technical Assistance (Grant T2-3-R-2)*

July 1, 2023 - June 30, 2025	State	Campus	Total
Salary	\$14,329	\$ 8,200	\$22,529
Fringe (33.2%)	\$ 4,757	\$ 2,723	\$ 7,480
Supplies	\$ 400	\$ 0	\$ 400
Travel	\$ 800	\$ 0	\$ 800
Facilities & Admin (26%)	\$ 5,274	\$ 2,840	\$ 8,114
Total	\$25,560	\$13,763	\$39,323

*All eligible costs through the period ending December 31, 2023, including all cost share or volunteer in-kind match applicable to the period, must be invoiced no later than February 15, 2024 and be invoiced separately from costs for the period beginning January 1, 2024. New applicable grant codes will be provided Campus from NHFG following this date.

V. NH Butterfly Monitoring Network (2125 Nongame Funds)

July 1, 2023 - June 30, 2025	State	Campus	Total
Salary	\$ 7,982	\$ 0	\$ 7,982

Fringe (33.2%)	\$ 2,650	\$0	\$ 2,650
Supplies	\$ 7,616	\$0	\$ 7,616
Travel	\$ 1,000	\$0	\$ 1,000
Facilities & Admin (26%)	\$ 5,005	\$ 0	\$ 5,005
Total	\$ 24,253	\$ 0	\$ 24,253

1. Campus will submit invoices to State on regular Campus invoice forms no more frequently than monthly and no less frequently than quarterly. Cost accounting, including matching costs, shall be at the Project level (Projects I – V), as budgeted. 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.
3. The following information is for reference and is applicable to the federally funded projects supported through this Cooperative Project Agreement.
 - a. NH Fish and Game Subrecipient Agreement #: NHFG-2023-04
 - b. NH Fish and Game Prime grants and respective subaward amounts:
 - i. F22AF02616 – FW-25-T-29 Technical Information and Guidance in Fish and Wildlife Management (CFDA# 15.611) with Federal award date of July 1, 2022 – Federal funds for this agreement total \$344,334 (Projects I and II).
 - ii. F18AF00154 – T-9-T-3 Conservation Science and Technical Assistance to Support Species and Habitat Protection and Recovery (CFDA# 15.634) with Federal award date of January 1, 2018 – Federal funds for this agreement total \$31,415 (Project III).
 - iii. F18AF00374 – T2-3-R-2 Monitoring, Management and Recovery of New Hampshire's Wildlife Species of Concern (CFDA# 15.634) with Federal award date of April 1, 2018 – Federal funds for this agreement total \$25,560 (Project IV).
 - c. These awards are not research and development (R&D).

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.

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 Requirements for Federal Awards issued by the Office of Management and Budget (OMB) at 2 CFR Part 200 in lieu of Circulars listed in paragraph above. The federal regulations applicable to Department of Interior, Fish and Wildlife Service recipients, sub recipients and contractors are incorporated by reference. See FWS Financial Assistance Award Terms and Conditions available on the Internet at <https://www.fws.gov/library/collections/financial-assistance-general-award-terms-and-conditions>. These requirements include, but are not limited to, the following, as applicable:
 - a. Program Authorization / Legislation: Wildlife Restoration (CFDA # 15.611) and State Wildlife Grants (CFDA# 15.634)
 - b. 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
 - c. 2 CFR Part 25, Universal Identifier and Central Contractor Registration
 - d. 2 CFR Part 170, Reporting Subawards and Executive Compensation
 - e. 2 CFR Part 175, Award Term for Trafficking in Persons (Term is applicable to private entity subrecipients)
 - f. 2 CFR Part 200.322, Procurement of Recovered Materials
 - g. 2 CFR Part 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters (Applicable to awards with a total Federal share of more than \$500,000)
 - h. 2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement)
 - i. 2 CFR Part 1401, Requirements for Drug-Free Workplace (Financial Assistance)
 - j. 2 CFR Part 1402, Federal Assistance Interior Regulation, supplementing 2 CFR 200 Parts A-D
 - k. 43 CFR Part 17, Nondiscrimination in Federally Assisted Programs of the Department of the Interior
 - l. 43 CFR 18, New Restrictions on Lobbying