



New Hampshire Fish and Game Department

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Stephanie L. Simek, Ph.D.
Executive Director

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January 23, 2026

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the New Hampshire Fish and Game Department (NHFG) to enter into a **sole-source** grant agreement with the Wildlife Management Institute, Cabot, VT (vendor code 170712) in the amount of \$202,244.00 to provide a scope of service which includes coordination and administration, as well as research, management and assessments of multiple waterfowl species, through a regional federal grant from the date of Governor and Council approval through September 30, 2030. Funding is 80% Federal, 20% Other (Game Management and Nongame Management Accounts).

Funds are available in the following account for Fiscal Year 2026 and 2027, and are anticipated to be available in Fiscal Years 2028, 2029, 2030, and 2031, upon the continued appropriation of funds in the future operating budget with the authority to adjust encumbrances between fiscal years within the price limitation through the Budget Office, if needed and justified.

03-75-75-751520-2158 WILDLIFE PROGRAM – GAME MANAGEMENT

	<u>FY26</u>	<u>FY27</u>	<u>FY28</u>	<u>FY29</u>	<u>FY30</u>	<u>FY31</u>
20-07500-21580000-304-500841 Research and Management	\$35,267	\$35,267	\$35,267	\$35,267	\$35,267	\$19,593

03-75-75-751520-2125 WILDLIFE PROGRAM – NONGAME MANAGEMENT

	<u>FY26</u>	<u>FY27</u>	<u>FY28</u>	<u>FY29</u>	<u>FY30</u>	<u>FY31</u>
20-07500-21250000-304-500841 Research and Management	\$1,137	\$1,137	\$1,137	\$1,137	\$1,137	\$631

EXPLANATION

NHFG requests a **sole source** grant agreement as the Wildlife Management Institute (WMI) has been retained by the Atlantic Flyway Council (AFC) to administer and invoice member states, through a subaward of a regional federal grant, for the research and management of migratory waterfowl populations. The NHFG is a member state of the AFC, which formally consults with the U.S. Fish and Wildlife Service (FWS) to cooperatively manage waterfowl populations across Canada, the U.S. and Mexico. The AFC and the FWS develop research projects and management sampling protocols, which are paid for by AFC member states and the FWS. The AFC has annually agreed to pay assessments and cooperative waterfowl management projects including banding studies since 1963. While NHFG has taken part in Cooperative AFC work for decades, this agreement will be conducted under a new federal grant which allows states to cover 75% of the

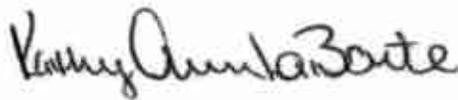
Her Excellency, Governor Kelly A. Ayotte
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cost through federal funds. With WMI contributing additional match, this work comes at a substantial savings to the state from previous years, when the full cost was covered by Department funds (i.e. Game Management Account). The federal grant project statement is attached (Appendix A) for additional background information.

Respectfully submitted,



Stephanie L. Simek, Ph.D.
Executive Director



Kathy Ann LaBonte
Business Division

GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby
Mutually agree as follows:
GENERAL PROVISIONS

1. Identification and Definitions.

1.1. State Agency Name NH Fish & Game Department		1.2. State Agency Address 11 Hazen Drive, Concord, NH 03301	
1.3. Grantee Name Wildlife Management Institute		1.4. Grantee Address 4426 Vermont Route 215N, Cabot VT 05647	
1.5. Grantee Phone # (802) 563-2087	1.6. Account Number 20-075-2158-304-500841	1.7. Completion Date 09/30/2030	1.8. Grant Limitation \$ 202,244.00
1.9. Grant Officer for State Agency Stephanie L. Simek, Ph.D., Executive Director		1.10. State Agency Telephone Number 603-271-3511	
If Grantee is a municipality or village district: "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Grantee Signature 1 		1.12. Name & Title of Grantee Signor 1 Scot J. Williamson, VP	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
1.13. State Agency Signature(s) 		1.14. Name & Title of State Agency Signor(s) Stephanie L. Simek, Ph.D., Executive Director	
1.15. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required)			
By: 		Assistant Attorney General, On: 02 / 10 / 2026	
1.16. Approval by Governor and Council (if applicable)			
By:		On: / /	

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").

3. AREA COVERED. Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.
4. EFFECTIVE DATE; COMPLETION OF PROJECT.
- 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.16), or upon signature by the State Agency as shown in block 1.14 ("the Effective Date").
- 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").
5. GRANT AMOUNT; LIMITATION ON AMOUNT; VOUCHERS; PAYMENT.
- 5.1. The Grant Amount is identified and more particularly described in EXHIBIT C, attached hereto.
- 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT C.
- 5.3. In accordance with the provisions set forth in EXHIBIT C, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
- 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
- 5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.
6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits and RSA 31-95-b.
7. RECORDS and ACCOUNTS.
- 7.1. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency, the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
- 7.2. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency pursuant to subparagraph 7.1, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these provisions
8. PERSONNEL.
- 8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
- 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
- 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
9. DATA; RETENTION OF DATA; ACCESS.
- 9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations,
- computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
- 9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
- 9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
- 9.4. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.
- 9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. CONDITIONAL NATURE OR AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.
11. EVENT OF DEFAULT; REMEDIES.
- 11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
- 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
- 11.1.2 Failure to submit any report required hereunder; or
- 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
- 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.
- 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
- 11.2.1 Give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and
- 11.2.2 Give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and
- 11.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
- 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. TERMINATION.
- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
- 12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.
- 12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.
13. CONFLICT OF INTEREST. No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
 15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit B without the prior written consent of the State.
 16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
 17. INSURANCE.
 - 17.1 The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
 - 17.1.1 Statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and
 - 17.1.2 General liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
 - 17.2 The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Grantee shall furnish to the State, certificates of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy.
 18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.
 19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
 20. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.
 21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
 22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
 23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.
 24. SPECIAL PROVISIONS. The additional or modifying provisions set forth in Exhibit A hereto are incorporated as part of this agreement.

Exhibit A Special Provisions

1. **Federal Funding.** This Agreement is supported by a Federal assistance award from the Department of Interior, Fish and Wildlife Service. Per paragraph 6 of the General Provisions, all Federal laws, regulations, and award terms and conditions applicable to Department of Interior / Fish and Wildlife Service award recipients and their sub-recipients and contractors are hereby adopted in full force and effect with respect to this Agreement. EXHIBIT D provides further Federal award and compliance information and required certifications.
2. **Period of Performance.** The Project period of performance for this Agreement is October 1, 2025 through September 30, 2030. If the provision of services by the Grantee precedes the Effective date as determined by paragraph 4.1 of the General Provisions all services performed by the Grantee shall be performed at the sole risk of the Grantee. In the event that this Agreement does not become effective, the State shall be under no obligation to pay the Grantee for costs incurred or services performed; however, if this Agreement becomes effective, all costs incurred for the Project prior to the Effective date and during the project period of performance that would otherwise be allowable shall be paid under the terms of this Agreement. Expenses incurred after the end date are not allowable costs.
3. **Effective Date: Completion of Project.** Paragraph 4.2 of the General Provisions is hereby modified to add after the last sentence the following new sentence: The Grantee shall submit required performance reports according to the Scope of Services and a final report of expenditures within 45 days of the Completion Date.
4. **Records and Accounts.** Paragraphs 7.1 and 7.2 of the General Provisions are hereby modified to revise the record retention period from "...seven (7) years after the Completion Date,..." to three (3) years after submission of the Grantee's final financial report, except that if any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. Paragraph 7.2 is further modified to add "and its auditors" after State in the sentence, "The Grantee shall permit the State to audit, examine, and ..."
5. **Data; Retention of Data; Access.** Paragraph 9.3 of the General Provisions is hereby replaced with the following: Subject to provisions applicable to federal awards, the Grantee may copyright material that is developed by its staff in the course of or under this Agreement. The Grantee shall grant to the Federal government, and others acting on its behalf, a royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use the material developed under this agreement.

6. The Wildlife Management Institute (WMI) renews their liability insurance on an annual basis.

Exhibit B Scope of Services

Project Period: October 1, 2025 – September 30, 2030

ATLANTIC FLYWAY COOPERATIVE RESEARCH AND SURVEY GRANT (NHFG Federal Aid Grant W-118)

Objective 1: Coordination and Administration

Need:

The Atlantic Flyway Council is an organization made up of 17 member states and 7 provinces spanning the Atlantic Flyway. Each state and province has the ability to work effectively within its borders to carry out the wildlife and fisheries management activities for species within it. However, managing the logistics and finances of a multistate and U.S. and Canada conservation effort for migratory birds requires oversight and administrative capacity not found within a single state or province. This Administration objective is designed to allow the Atlantic Flyway Council and the member states to work effectively across state and national borders to conduct work necessary for the effective conservation of game and nongame migratory bird species of the Atlantic Flyway.

Objective:

Job 1 - Coordination and Administration - To provide coordination and assistance for the development, administration and management of all aspects of this grant being implemented by contractors and subrecipients.

The work in this grant will be a collaborative effort among provincial wildlife agencies, U. S. Fish and Wildlife Service, Canadian Wildlife Service, participating state wildlife agencies in the Atlantic Flyway, and the Wildlife Management Institute (WMI) handling coordination and administration of the grant. It is intended that funds provided by the states will be used to pay expenses for salaries, travel, subsistence, and the purchase of materials and supplies.

Expected Results and Benefits:

Work under this task will assure smooth operation of the Game and Nongame Migratory Bird Work carried out the Atlantic Flyway Council's member states and Canadian Provinces in the Atlantic Flyway through the ongoing coordination of the Executive and Technical committees in support of the implementation of this grant.

Work will be implemented as designed; financial management and record-keeping will be completed according to Generally Accepted Accounting Principles (GAAP) and audit standards; grant funds will be appropriately and responsibly expended following 2 CFR 200 Uniform Guidance.

Approach:

States will enter into a subrecipient agreement with the Wildlife Management Institute (WMI). WMI, acting under the direction of the AFC Executive Committee, will implement the work of the AFC through subrecipient agreements and contracts. Working collaboratively across the Atlantic Flyway, this grant will support work to conserve migratory birds, from waterfowl to geese to colonial waterbirds.

The scope of work for this grant was developed by the Atlantic Flyway Council Technical Sections and approved by the Atlantic Flyway Council Executive Committee. The Technical Sections will work in cooperation with WMI to implement and manage the work including the review of subaward agreements and contracts to implement the projects and invoices and reports to ensure results are achieved. WMI will enter into agreements with subrecipients and contractors, receive invoices and match documentation, provide those invoices to the Project Leads (members of the AFC Technical Section) and their Federal Aid Coordinators for review and approval, and after that approval, pay invoices for work.

The following are examples of administrative functions assumed by WMI.

Subaward Agreement

1. Participating AFC state agencies and WMI will enter into subaward agreements.

Sub-award Development

1. Develop RFPs, RFQ's, and LOI's to implement approved project activities or coordinate development of sole source justifications as guided by the AFC and outlined in the grant
2. Travel to meetings and site visits
3. Document subaward vs. Contractor determination
4. Prepare sub-awards with entities as directed by the AFC TS Project Lead. Subawards will include all pass-through requirements as described in 2 CFR 200.332.
5. Conduct Risk Assessments for subrecipients
6. Quarterly solicitation of reports from subrecipients
7. Screening of financial and progress statements
8. Distribution of financial statements and documentation to AFC TS Project Lead for their review and approval
9. Manage review process
10. Breach of contract reimbursement actions

Contracts

1. Develop RFPs, RFQ's, and LOI's to implement approved project activities or coordinate development of sole source justifications as guided by the AFC
2. Travel to meetings and site visits
3. Prepare contracts with entities as directed by the AFC TS Project Lead
4. Conduct due diligence assessment of sub-contractor capabilities and business practices
5. Quarterly solicitation of reports from contractors

6. Screening of financial and progress statements
7. Distribution of financial statements and documentation to AFC TS Project Lead for their review and approval
8. Manage review process
9. Breach of contract reimbursement actions

The following apply to both subawards and contracts:

Accounting

1. Quarterly invoice generation to states
2. Quarterly invoice documentation
3. Tracking vendor match and payments, if required
4. Documenting recorded match on invoices to states

Legal

1. Federal requirements
2. Termination
3. Breach of warranty
4. Contract development

Audit

1. Allowable costs
2. Internal control
3. Compliance

Reporting

1. Assist states by providing data to project statements
2. Financial status statements as per request
3. Provide data for Federal Subaward Reporting System and FFATA
4. Review progress reports and invoices from contractors and sub-recipients prior to payment.
5. Assembling the annual performance report.
6. AFC TS project leads with assistance as needed from their Federal aid Coordinators will prepare the annual reports for the grant on their projects. WMI will add the financial data and assemble it into an overall grant report. This grant report will be reviewed by the Technical Section and then provided to the AFC Executive Committee for their approval. This annual grant performance report describing work and costs incurred will then be provided to the state Federal Aid Coordinators.

Note: The appropriate Atlantic Flyway Technical Section Committees will annually review the operation plan and performance report for each job in this grant. This review will be provided to the Council for its consideration on any strategy or operational changes needed and any resulting changes necessary in the Grant Language to implement them. This will be done in a timely fashion and submitted to WMI so the grant can be updated as needed.

7. WMI will work with the AFC TS and Executive Committees to update the AFC Cooperative Grant Language as needed when strategy adaptations are approved by the Executive Committee.

Objective 2: Atlantic Flyway Cooperative Waterfowl Banding Program

Need:

To properly manage any species, managers must know how many birds there are, their production, and their mortality to determine the effects management measures have on the population. The cooperative banding program provides data which are combined with the harvest and wing collection surveys to determine production, survival, and recovery rates. Banding also supplies information concerning the effects of regulations on the harvest, changes in hunting pressure, and makes it possible, in combination with the harvest and wing survey data, to estimate the number of birds in the population. Each state in the Atlantic Flyway benefits equally from the information provided in the form of an annual Flyway regulatory framework, so costs are shared equally.

Objective:

Grant funds will be used to conduct field work to band ducks in the Atlantic Provinces of Newfoundland & Labrador, New Brunswick, Nova Scotia, and Prince Edward Island (Job 1), Ontario (Job 2) and Québec (Job 3). Data collected from banding, and subsequent harvest or recapture of previously banded birds, will be used to monitor populations, determine population dynamics including annual breeding productivity and survival rates, and contribute to the continental waterfowl population monitoring. Collected data also will be used in determining hunting season structures and harvests/bag limits.

Expected Results & Benefits:

Data collected from the collaborative banding project is necessary for determining annual production estimates by waterfowl species. The data also help to determine survival rates, recovery rates, distribution of harvest, and detect changes in harvest pressure. Species targeted for banding include: American black duck, mallard, green-winged teal, wood duck, ring-necked duck, Canada geese, and other species as needs arise. Banding efforts are guided by the North American Duck Banding Program, banding needs document published by the Office of Migratory Bird Management, U.S. Fish and Wildlife Service. Preseason banding data is used extensively in the eastern mallard population model and harvest strategy, and multi-stock management, and the Adaptive Harvest Management (AHM) framework process. Both the Black Duck and the Canada Goose Management Plans make considerable use of banding data as well.

Approach:

Three Canadian agencies oversee banding work: Canadian Wildlife Service (CWS) Atlantic Region (AR), Ontario Ministry of Natural Resources (OMNR) and CWS- Québec Region. No time spent on project coordination or planning field work by the three Canadian agencies is charged to the grant. Grant funds will be used to conduct the field work. CWS and OMNR will hire contractors (banders) to live capture birds undergoing molt, band them and gather essential information using drive traps, night lighting airboats, rocket

netting, and conventional bait traps during July through September (Canadian Wildlife Service Waterfowl Committee 2022). A USGS Bird Banding Lab metal band with a unique nine-digit number is placed on each duck, data is collected and recorded including species, sex and age for each bird banded, and the banded birds are released on site where captured (Meyer and Sharp 2016). All banding data are submitted to the Bird Banding Laboratory (BBL, US) and the Bird Banding Office (BBO, Canada) in a timely manner. All banders will be trained and permitted and will use methods and protocols described in North American Duck Banding Program: A Revised Approach May 1989, published by the Office of Migratory Bird Management, U.S. Fish and Wildlife Service, Washington, D.C.

Banding stations are located in key geographic areas to gather data that accurately represent populations of waterfowl across their range. The Province of Ontario, CWS Atlantic Region, and CWS Quebec Region contract with banders in remote locations. Annual captures are compared against long term averages to assess the efficacy of individual banding stations.

The airboat program is conducted by the Ontario and CWS Atlantic Regions, utilizing airboat to net ducks on the water. This work is done at night, birds are spotlighted and netted. Ducks are placed in holding pens and brought back to the banding station for processing. The CWS Atlantic region offers staff time for this work and does not charge to the grant. Ontario does charge salary to the grant.

North American Banding Council (NABC) Workshops will be offered to train staff and contractors in banding techniques. Three will be offered in the grant period, locations will alternate between Provinces as need for training arises. The 2 day workshop provides the opportunity to train new banders in proper waterfowl handling, determining age and sex and banding techniques. In the past, 10 – 15 banders from state and provincial agencies and potential new banders have attended NABC workshops each year. The cost to host a workshop includes instructor expenses for travel, lodging, and per diem.

To gather banding information, work is planned using the experienced Canadian Wildlife Service staff and contractors in the CWS Atlantic Region, Ontario Ministry of Natural Resources, and CWS Quebec. Given variation in waterfowl populations from year to year, as well as changing weather conditions, staff and contractors should be given the latitude to adjust their approaches accordingly to current circumstances to meet each objective. However, each job should not exceed the planned annual budget.

Banded birds that are subsequently harvested, observed, found, or recaptured are reported back to the USGS Bird Banding Laboratory which works in collaboration with the Canadian Wildlife Service's Bird Banding office. The data from the harvested or recaptured marked birds provides critical information about the age/lifespan of individual birds, distances traveled, and habitat types used. All this information is synthesized into annual status reports and disseminated to partners in August or early September of each year. These combined datasets provide invaluable information on migratory bird population abundance, distribution and trends and are used in conservation plans, adaptive harvest management strategies, and hunting regulations resulting in the effective management and conservation of migratory birds throughout the Atlantic Flyway. The US Fish and Wildlife Service's Migratory Bird Program relies on these data and recommendations from the Atlantic Flyway Council to evaluate species statuses, existing regulations, and cumulative effects to promulgate regulations each year that allow hunting of certain species of migratory game birds. Collecting

and synthesizing such information on a yearly basis provides all partners in the Atlantic Flyway with a historical, long-term perspective in migratory bird population changes over time that ultimately allow managers to make uniformed decisions to conserve and manage migratory bird populations across widescale geographic areas for current and future generations.

CWS Quebec and CWS Atlantic region will submit invoices periodically to WMI and make payments for work directly to the contracted banders; the Ontario Ministry of Natural Resources will review and approve invoices from contracted banders and pass on invoices for work periodically for payment directly from WMI to the contractors. Invoices will provide adequate detail to justify reimbursement of expenses.

Job 1 - Canadian Wildlife Service - Atlantic Region

Objective: To band ducks in the Atlantic Provinces of Newfoundland & Labrador, New Brunswick, Nova Scotia, and Prince Edward Island.

Approach: Coordinate operation of six bait trap sites and airboat in the Atlantic Provinces.

1. Saint John, New Brunswick. In operation for four weeks in September. Costs are for contract staff time, vehicle operation, supplies, bait and meals and accommodations.

2. Coastal region, New Brunswick. In operation for five weeks from late August to late September. Costs are for seasonal contract staff as well as supplies, bait, personnel travel (daily per diems) and vehicle operation.

3. St. John River, New Brunswick. Operational from mid-July through late August. Costs are for contract staff time, vehicle operation, supplies and bait.

4. Avalon Peninsula, Newfoundland & Labrador. In operation for four weeks in August. Costs are for vehicle operation, supplies and bait and personnel travel (daily per diems). Station is operated by CWS, however no CWS staff time is charged to the grant.

5. Codroy Newfoundland & Labrador. Operational for four weeks in September. Costs are for contract staff time, vehicle operation, supplies, bait and meals and accommodations.

6. Shepody National Wildlife Area, New Brunswick. In operation from August through early September. Costs are for seasonal contract staff as well as supplies, bait, personnel travel (daily per diems) and vehicle operation.

7. Airboat program. Operates for approximately 20 nights (weather dependent) early August through late September. Costs are for airboat and vehicle operation, supplies, personnel travel (accommodations and per diems) for banding crew when operating away from Sackville area. The Airboat program is operated by CWS, however no CWS staff time is charged to the grant.

Job 2 – Ontario Ministry of Natural Resources

Objective: To band ducks in the Province of Ontario

Approach: Coordinate operation of eleven bait trap sites and an airboat program across Ontario.

1. Temagami Station operation for 4 weeks in late July to late August. Costs include 2 staff, lodging costs, per diem, boat operation, bait and supplies.

2. St. Williams Station operation for 8 weeks in August and September. The station is operated from remote field camps. Station costs include salary, per diem, mileage, bait and supplies.

3. Thunder Bay Station operation for 8 weeks in August and September. The station is operated from the banders residence. Costs include salary, per diem, mileage, bait and supplies.

4. Lindsay Station operation for 2 weeks in August. The station is operated from the remote field camps. Costs include salary, mileage, bait and supplies.

5. Hearst Project provides a staff support for 10 days in early August. This project provides a staff support for the CWS ring-neck duck banding project. Costs include salary and mileage. Staff per diem and lodging are covered by CWS.

6. Kenogami Station operation for 5 days in mid-August. Costs include salary, lodging and per diem, mileage, bait and supplies.

7. Pembroke Station operation for 4 weeks in late August to early September. The station is operated from the remote field camps. Costs include salary, boat operation, bait and supplies.

8. Port Rowan Station operation for 2 months in August and September. The station is operated from the remote field camps. Costs include salary, mileage, bait and supplies.

9. Lake St. Clair Station operation for 4 weeks in mid-August to mid-September. The station is operated from the remote field camps. Costs include two salaries, bait and supplies.

10. Chapleau Station operation for 4 weeks in mid-August to mid-September. The station is operated from the remote field camps. Costs include salary, per diem, mileage, bait and supplies.

11. Jack Miner Station support. In operation for 2 months in August and July. This project supports the banding of Black ducks at the Jack Miner Station. Expense is salary.

12. Airboat program operates an average 26 nights during August and September. Six staff spread over two boat programs. Costs include salaries, lodging and per diem, airboat operation and maintenance.

Job 3 – Canadian Wildlife Service – Québec Region

Objective: To band ducks in the Province of Québec

Approach: Coordinate operation of eight sites in Québec and provide fieldwork support

1. Isle-Verte is a large station (10-12 traps) in a National Wildlife Area and is in operation for 30 days from early August to early September. The work is conducted by a contractor and costs are for contract staff time, vehicle operation, supplies and bait. All costs are covered under a flat-rate contract with CWS-QC that will expire in March 2027.

2. La Tuque is a small station (1 trap) on private property and is in operation for 4 weeks from early August to early September. The work is conducted by two independent contractors and costs are for contract staff time, vehicle operation, supplies and bait. All costs are covered under a flat-rate contract with CWS-QC that will be renewed in March 2025.

3. Baie-Lavallière is a large station (5-6 large traps) that operates in The Lac Saint-Pierre Biosphere Reserve (RBLSP) for 4 weeks from early August to early September. The work is conducted by a contractor and costs are for contract staff time, vehicle operation, supplies and bait. All costs are covered under a flat-rate contract with CWS-QC that will expire in March 2027.

4. Cap-Tourmente is a medium station (3-4 small traps) that operates in a National Wildlife Area for 3-4 weeks from mid-August to mid-September. The work is conducted by a contractor and costs are for contract staff time, vehicle operation, supplies and bait. All costs are covered under a flat-rate contract with CWS-QC that will expire in March 2027.

5. Lac Parent is a large station (10-12 traps) that operates in a remote area of Abitibi region for 3-4 weeks in August. The work is conducted by a contractor and costs are for contract staff time, per diems, vehicle operation, supplies and bait. All costs are covered under a flat-rate contract with CWS-QC that will expire in March 2027.

6. Sainte Jeanne d'Arc is a nest box banding station (100-120 nest boxes) that operates in a Lac Saint-Jean Area in May-June, following nesting phenology of targeted species (COGO, WODU, COME, HOME). The work is conducted by a contractor and costs are for vehicle operation only. All costs are covered under a flat-rate contract with CWS-QC that will expire in March 2026.

7. Amos is a small station (1-2 traps) that used to operates on private properties in Abitibi for 2 weeks from late August to early September. The station was closed down in 2023 after we lost of bander in charge and we are hoping to reopen it following the training of a new bander in charge, hopefully by summer 2027. Costs are usually for contract staff time, vehicle operation, supplies and bait and are usually covered under a flat-rate contract with CWS-QC.

8. Lac Saint-Jean is a large station (8 traps) that operates in a remote area of Lac Saint-Jean region for 3 weeks from late August to mid-September. The work is conducted by a contractor and costs are for contract staff time, per diems, lodging, vehicle operation, supplies and bait. All costs are covered under a flat-rate contract with CWS-QC that will expire in March 2027.

Objective 3: Atlantic Flyway Cooperative Canada Goose Research and Survey Program

Need:

Management of each of these populations requires information on their annual population size, productivity, survival, and harvest. As with midwinter aerial surveys, efforts to obtain this information from hunter returns of winter-banded birds, goose tail-fan surveys, and hunter questionnaires obtained when the different goose populations are mixed provides unreliable results. In 1996, a comprehensive monitoring program began that included spring breeding pair surveys, pre-hunting season breeding-ground banding, USFWS leg bands for geese, and quantitative models to assess ways to improve estimates of recruitment, survival, and harvest rates within and among the three populations. Past segments of this project have provided information on demographics and temporal and spatial distribution of each goose population that has enabled managers to adjust harvest regulations to increase harvest on abundant AFRP geese while maintaining more conservative harvest opportunity on migratory populations (AP and NAP) of Canada geese, commensurate with long-term conservation of these stocks. Continued support for operational surveys and new initiatives is essential for maintaining an adequate data base for sound management of this important resource.

The Arctic Goose Joint Venture and the Atlantic Flyway Council have both identified population and harvest assessment of the AP and NAP Canada goose populations as high priorities (AGJV Strategic Plan 2020, AFC 2008). The development of operational breeding ground surveys for AP, NAP, and AFRP geese now allow managers to monitor numbers of breeding pairs as an index of annual population status and trends at a time of year when each population is geographically isolated. These surveys require continued refinement for use as reliable population monitoring techniques.

Annual indices of production have been generated for migrant populations using breeding ground banding. Operational breeding ground banding has been implemented for two of the three (AP, AFRP) goose populations. Work continues to determine the feasibility of implementing a marking technique for NAP geese. Banding continues to be critically important to estimate annual productivity (young/adult ratio at banding) survival and harvest rates and to assess the effects of hunting regulations on these goose populations.

Objective:

To assess the annual population status, productivity, survival, and harvest of Canada goose populations in the Atlantic Flyway.

Expected Results and Benefits:

The status of breeding AP, NAP, and AFRP Canada geese will be determined with greater reliability and serve as a basis for long term population monitoring and harvest management. Improved reliability and precision of population data resulting from adequate data streams allows managers to tailor hunting opportunity to the status of each population whereas if these data did not exist, the lack of quality information would force more conservative management decisions.

Breeding population surveys will provide annual estimates of breeding pairs and total population levels that will be used in an Integrated Population Model that offers out-year predictions of these metrics that act as regulatory package trigger points in approved harvest management strategies and as a basis for long-term evaluation of population trajectories in response to environmental factors and harvest levels.

Marking data (from individually numbered USFWS leg bands, nanotags, and GPS-GSM or satellite transmitters) will be used to provide annual estimates of harvest rates within and between populations, in addition to information on timing, distribution, and derivation of the harvest as these birds migrate through various flyway states and goose hunting zones. Estimates of differential adult and immature survival will also be available on an annual or three-year average dependent upon the quality of recovery and reporting rates achieved. While the above are standard metrics used by managers to adjust harvest as populations levels change through time, they are also extremely important that they are assessed on a regular basis (annual) to provide long term data sets that offer the opportunity to compare management strategy effects across years (i.e. learning).

Periodic analysis of banding and survey data available for each Canada goose population will allow evaluation of the effects of hunting regulations on each. Management can then be adjusted to meet specific harvest objectives identified in each population management plan. An integrated population model (IPM) has been developed for AP geese that utilizes all available data and necessitates the continuance of strong and consistent data inputs. The AP Canada goose Integrated Population Model uses historic and annual estimates of total population size (aerial survey), breeding population size (aerial survey), reproductive effort (banding), harvest rate (banding), annual survival (banding), total harvest (hunter survey), environmental data (spring weather) and other information to offer a defensible out-year prediction of the breeding population. The number of breeding pairs predicted by the IPM in year $x + 1$ made in the late summer of year x , serves as the basis for AP harvest management with other data (productivity index and total population estimate) mandated for annual consideration in regulatory decisions as well. The out-year prediction for the breeding population allows managers to make a responsible management decision in year X for hunting regulations that will be implemented in year $X+1$.

Approach:

Job 1 - Atlantic Population Canada Goose Population Monitoring

Work is designed and planned by the Atlantic Flyway Canada Goose Technical Committee to monitor productivity, and harvest rates for AP Canada geese needed for harvest management through pre-season banding and telemetry work that supports that banding effort. A research project incorporating modern GPS/GSM neck collars has also been included to provide updated information on migration routes/timing, wintering areas, nesting location and propensity and other similar information. This project utilizes state of the art technology to update and support longer term data sets generated from operational banding (cooperative) and population surveys (USFWS/CWS). Transmitters allow complete tracking of birds' movements across state boundaries and provides habitat use information that is used to verify existing survey areas, identify where new surveys are needed to ensure adequate sample sizes, and documents habitat use that supports habitat protection and management efforts.

Spring breeding pair surveys are conducted and paid for by the US Fish and Wildlife Service and Canadian Wildlife Service. This work compliments and contributes data to the overall Canada goose population monitoring efforts. The approach used is:

1. Continue annual operational, integrated fixed-wing and helicopter plot aerial surveys of Canada geese in Strata 66 (Newfoundland), 67 (Labrador), and 70 (eastern Quebec).
2. Continue to develop and refine integrated survey results to estimate breeding pairs and total population.

Job 1-A - Pre-season Leg Banding for Atlantic Population CAGO

1. Pre-season band 800+ adults plus their young in the western (Hudson Bay coast) and 800+ adults plus young in the eastern (Ungava Bay coast) portions of the northern Quebec breeding range annually. Each year from late July to mid-August, banding crews capture and band brood flocks of Canada Geese along the northern Hudson Bay coast and along the west coast of Ungava Bay. Helicopters are used to round up and help drive flightless geese toward funnel-shaped traps (Cotter 2015, Orichefsky and Lefebvre 2023). The annual banding effort provides estimates of reproductive effort through comparison of young: adult ratios through time, harvest rate as determined by the number of direct recoveries (harvested geese) reported by hunters to the USGS-Bird Banding Laboratory, goose survival through birds that are recaptured or harvested in subsequent years (indirect recoveries) as well as a broad view of migration timing and routes depicted by the very detailed information collected and housed by the USGS-Bird Banding Laboratory for each banded bird and recovery (hunter report). AFC costs include paying for the helicopter fees for the Hudson Bay work (contractor) and travel/subsistence for 3-4 U.S. staff that provide assistance on the banding crews every year. Travel reimbursements will be paid by WMI to the individual or state agency per the banders home state policy. Travel is estimated from recent actual costs incurred traveling from the U.S. to sub-arctic Quebec. Staff time for U.S. banders who are on approved travel is borne by their individual state agency as part of their expected job duties. Travel reimbursements are to the individual or state agency per the banders home state travel policy.
2. Banded birds that are subsequently harvested, observed, found, or recaptured are reported back to the USGS Bird Banding Laboratory which works in collaboration with the Canadian Wildlife Service's Bird Banding office. The data from the harvested or recaptured marked birds provides critical information about the age/lifespan of individual birds, distances traveled, and habitat types used. All this information is synthesized into annual status reports and disseminated to partners in August or early September of each year. These combined datasets provide invaluable information on migratory bird population abundance, distribution and trends and are used in conservation plans, adaptive harvest management strategies, and hunting regulations resulting in the effective management and conservation of migratory birds throughout the Atlantic Flyway. The US Fish and Wildlife Service's Migratory Bird Program relies on these data and recommendations from the Atlantic Flyway Council to evaluate species statuses, existing regulations, and cumulative effects to promulgate regulations each year that allow hunting of certain species of migratory game birds. Collecting and synthesizing such information on a yearly basis provides all partners in the Atlantic Flyway with a historical, long-term perspective in migratory bird population changes over time that ultimately allow managers to make

uniformed decisions to conserve and manage migratory bird populations across widescale geographic areas for current and future generations.

The AF Canada Goose Committee will review data and processes and make recommendations annually at the winter Migratory Game Bird Technical Section meeting and recommend modifications to the grant award. Project leaders will be responsible for providing a summary of planned activities for each year for that meeting.

Survey and leg-banding activities will be carried out by project personnel as directed in the approved grant projects.

Project leaders will provide an annual job performance report to the AF Canada Goose Committee chair on accomplishments and ongoing activities by May 1. Respective AF states will provide an annual performance report to the Region 4 (Atlanta, GA) and Region 5 (Hadley, MA) offices of the U.S. Fish and Wildlife Service, Office of Conservation Investment as required by each state's respective grant agreement.

Approach Continued:

Job 1-B: Telemetry Study

1. Mark adult female Atlantic Population Canada geese with solar-powered GPS-GSM transmitters. Geese were marked (2022-2025, using previously committed Atlantic Flyway funding) on northern Quebec breeding areas in conjunction with pre-season banding operations (80% of transmitters) and on southern terminus wintering areas (MD, NJ, VA) (20% of transmitters). It is necessary that data fees be supported by this grant, as the units remain operational for many years and continue to contribute knowledge to the project over their lifetime. (2025-2030) (Sheaffer et al. 2007, VonBank et al. 2021). These modern transmitters collect a wide variety of data that includes location (latitude and longitude) but millions of other data points that offer a detailed view of goose behavior as well. The information is temporarily stored onboard each telemetry unit and downloaded periodically through the cellular network. This information is key in supporting knowledge gained by 30 years of band recovery data but also allows remote assessment breeding propensity, location, and success albeit at a smaller sample size. The volume and fine scale of the data provided by these telemetry units will influence decisions on hunting season zones and timing relative to AP Canada goose migration routes and arrival times in the various states. AP Canada goose telemetry data is also informing updates to the breeding ground survey design as the locations of primary breeding areas may change over time. This proprietary data is collected and housed in a web-based database but is owned by the Atlantic Flyway Council. Access can be granted to Atlantic Flyway Biologists (State, CWS, USFWS) and other contracted partners such as the University of Delaware. Data will be provided to the University of Delaware for analysis and reporting via a previously contracted agreement paid for with moneys sourced outside of this grant.

Job 2 - North Atlantic Population Canada Goose Population Monitoring

Objective: To develop and improve estimates of population parameters for NAP Canada geese needed for harvest management. This involves increased pre-season banding effort and experimental marking with nanotags, and GPS/GSM neck collars to provide additional information that has historically been lacking for this population of geese. This work compliments and contributes data to the overall Canada goose population monitoring efforts.

Job 2-A - Spring Breeding Pair Survey

1. Continue annual operational, integrated fixed-wing and helicopter plot aerial surveys of Canada geese in Strata 66 (Newfoundland), 67 (Labrador), and 70 (eastern Quebec).
2. Continue to develop and refine integrated survey results to estimate breeding pairs and total population.

Job 2-B - Marking

1. Capture and mark adult and sub-adult geese with leg bands and nanotags (all cohorts) on Prince Edward Island and New Brunswick during spring migration annually. Mark a subset of adult female geese caught in spring with GPS/GSM transmitters. Geese will be captured using rocket propelled nets during April of each year. Nanotags will be applied to geese using automotive Teflon ribbon in a backpack configuration. (Dzul et al., 2024). We will utilize the existing MOTUS network, as well as receiving stations set up in Connecticut, Maine, and Massachusetts specifically for this purpose. We will put 100 nanotag backpacks on adult female geese in 2027 and 2030).
2. Capture and mark breeding geese on the breeding grounds in Labrador (2028) and Newfoundland (2029).with satellite transmitters integrated into plastic neck collars fitted with solar panels. Collars do not exceed 5% of goose body weight. GPS/GSM neck collars are approved for use by the USGS Bird Banding Laboratory under authorizations contained in a banding permit. Geese will be captured using helicopters to locate and herd flightless brood flocks to locations suitable for banding. Portable corral traps will be deployed by 2 personnel from the helicopter while other banders push the geese into the trap opening and close the trap behind the birds. Transmitters (n = 30 in Labrador and 15 in Newfoundland) will be identical to those placed on geese on PEI (Job 2-B-1). All geese will be leg banded with standard USFWS aluminum butt-end bands (size 8). (Cotter, 2015, Orichefsky and Lefebvre 2023).
3. Capture and mark migrant NAP geese in CT, MA, and RI during the winter to supplement spring captures in Canada. Staff time and supplies are borne by their home state agency for work done in their own state as part of their expected job duties.

Banding data and data from GPS transmitters, will be entered into national databases supported by the USGS and USFWS and used in the population level analysis previously described.

The Atlantic Flyway Canada Goose Committee will review approved grant projects annually at the winter technical section meeting. Project leaders will be responsible for providing a summary of planned activities for each year for that meeting.

Survey and leg banding activities will be carried out by project personnel as directed in the approved projects. State Agencies will pay the salaries for their staff who are on approved travel leave to Canada in support of this work. Travel reimbursements will be paid by WMI to the individual or state agency per the banders home

state travel policy. WMI contracts with the helicopter service for the work done in PEI, Labrador and Newfoundland.

Project leaders will provide job performance reports to the Canada goose committee chair on accomplishments and ongoing activities by January 1.

Objective 4: Atlantic Brant Banding

Note:

Atlantic Brant do not occur in all states in the Atlantic Flyway therefore state contributions to the project will be prorated. Due to this New Hampshire does not contribute to this objective.

Objective 5: Greater Snow Goose Breeding Ground Banding Program

Note:

Greater Snow Geese do not occur in all states in the Atlantic Flyway therefore state contributions to the project will be prorated. Due to this New Hampshire does not contribute to this objective.

Objective 6: Establishing an Atlantic Flyway Colonial Waterbird (CWB) Data Management System in the Avian Knowledge Network

Need:

This project will fulfill the need for an Atlantic Flyway CWB Data Management System (or system) that will securely house both historic and future CWB data and allow Flyway states and provinces and other permitted users to visualize and analyze these data across multiple spatial scales (e.g., state, region, flyway). The Klamath Bird Observatory (KBO) has been working with the Atlantic Flyway Nongame Migratory Bird Technical Section (NMBTS) since 2020 to integrate CWB data into the Avian Knowledge Network (AKN). The AKN is a powerful and secure cloud computing system that government agencies, NGOs and others are using to enter, manage, analyze and share avian monitoring data. Phase 1 (2020 – 2021) of this collaborative effort entailed the uploading of both historic (103,874 records) and contemporary data (67,291 records) into the AKN, where it is available in the analytical tools provided in the Point Blue Science Cloud. In Phase 2 (2021 – 2023), the KBO and the NMBTS Waterbird Committee co-chair led two teams comprised of NMBTS representatives and waterbird biologists that met regularly over the course of two years to (1) address explicit and implicit null data in the historic data and other issues that are inherent in old datasets with missing metadata; (2) develop a database structure in which all Atlantic Flyway states and provinces can enter, analyze and securely store their CWB; and (3) identify the type of data that should be collected throughout the flyway to inform management decisions across multiple spatial scales. These meetings resulted in the reconfiguration of historic data, the development of a common data structure, the identification of Atlantic Flyway core fields and values, and the construction of a data entry system designed to accommodate relevant historic, current and future Atlantic Flyway CWB data. The system will house data collected on all 53 CWB species that currently breed in the Atlantic Flyway and is designed to accommodate new species that are detected in future years.

Several tasks need to be completed to make the System fully functional and able to inform CWB management decisions at multiple spatial scales. These final Phase 3 (2023 – 2025) tasks are being addressed under the current agreement between WMI and KBO and the last year of that work (2025-2026) will be supported in this AFC Regional Grant. To ensure the final deliverables are completed on time and meet the needs of states and provinces, the Conservation Delivery Specialist (CDS) has been assigned the NMBTS lead on this project with technical support from the Waterbird Committee chair.

Objective:

Complete the final year of Phase 3 of the development of the Atlantic Flyway CWB Data Management System within the AKN. The objectives are to:

- Develop access, summary, visualization and analytical tools;
- Connect decision support tool to AKN custom data outputs; and
- Provide technical support to database managers (Atlantic Flyway state and provincial wildlife agency staff) and permitted users (biologists who collect and enter data) on tool use and data analysis.

Expected Benefits and Results:

Each state and participating province will set up custom CWB state/province-level CWB databases in the AKN to upload and store historic, current and future CWB breeding survey data. Collectively these member databases will contain a set of common fields and values selected by Atlantic Flyway CWB biologists and data managers that will allow approved users to access, query, summarize and analyze data from one or more state/province-level CWB databases to inform CWB management decisions at multiple spatial scales. States and provinces may use this information to prioritize colonies for intensive monitoring, predator management, or further study. They may also use this information to track the loss of colonies due to sea level rise and determine the need to implement habitat restoration or creation projects to offset these losses at state and regional scales. Derived nesting population estimates for double-crested cormorants and other conflict species will be used to determine maximum annual allowable of take these species among Atlantic Flyway states and assess the impact of take on these species' breeding populations in the flyway. Lastly, states and provinces will be encouraged to add custom fields to their CWB databases to satisfy state- and province-specific data needs.

The Atlantic Flyway Program Enterprise will be created within the AKN to integrate all member databases into one overarching database structure. This will allow users to access data common to all member databases for analyses, data visualization and decision support. The grouping of Atlantic Flyway member databases under one “umbrella” will also make it easier to share, download, and analyze data at multiple spatial scales.

Introducing users to a new data management system is challenging and requires clear specific instructions on how to navigate the system, use decision support tools and address user error and system glitches. To enhance user satisfaction, training and technical support will be provided to the CDS, CWB data managers

and approved users of the Atlantic Flyway Program Enterprise throughout this project to assist with, or address questions or problems related to, data entry and access, bulk-uploading, and other issues that may arise. Additional training and technical support will be offered on the access, summary, visualization, and analytical tools that will be developed specifically for this project.

As mentioned above, access, summary, visualization, and analytical tools will be developed specifically for the Atlantic Flyway Program Enterprise. Decision support tools such as interactive maps (e.g., Shiny Apps) allow for comparison of CWB survey data both within states and across the Flyway. Other interactive tools allow for data querying, analyses and downloading in specified formats for use in other analyses, conservation planning, reports, or other purposes. This will require KBO to work closely with state and provincial CWB data managers and biologists, the CDS and Point Blue to develop the appropriate tools for conservation and management purposes and ensure that the data outputs meet the needs of states, provinces and other resource agency users.

Approach:

Development of access, summary, visualization, and analytical tools - KBO and the CDS will work with the Atlantic Flyway NMBTS and CWB data managers and biologists to develop decision support tools such as interactive mapping tools (e.g., Shiny Apps) that allow for comparison of CWB survey data both within states and across the Flyway. Other interactive tools will allow for data querying, analyses and downloading in specified formats for use in other analyses, conservation planning, reports, or other purposes. KBO, the CDS and the Waterbird Committee chair will host virtual meetings with CWB biologists and data managers to identify what types of interactive tools and data outputs are needed by states and provinces. Once that has been accomplished, KBO will work with Point Blue to develop these tools for the Atlantic Flyway Program Enterprise.

Application Programming Interface (API), custom data outputs, and tools - KBO will work with Point Blue and the Atlantic Flyway NMBTS and CWB data managers and biologists to develop an API and customized data outputs that will allow for all CWB data entered in state and provincial projects within the Atlantic Flyway Program Enterprise to feed directly into the interactive tools. The custom data outputs will include datasets and/or individual fields most relevant for the analysis of Atlantic Flyway data and will be linked to the database, enabling automatic updates when new data are entered.

Continued training and technical support – KBO will provide specialized training to the CDS that will allow her to assist CWB data managers with questions or problems related to the visualization, access, summary, and analytical tools. KBO will continue to provide technical support through Year 2 as described above and will also include guidance on access, summary, visualization, and analytical tools. A training session on the use of these tools will be offered to CWB data managers and other Atlantic Flyway Program Enterprise users.

Objective 7. Coordinated management of non-game birds within the Atlantic Flyway

Need:

Stopping and reversing these declines requires immediate Flyway-scale, coordinated action. Species distribution and abundance shifts in response to climatic change and habitat loss occur across state boundaries. Thus, coordinated population monitoring becomes increasingly necessary to differentiate between spatial shifts and population decline. Conservation planning and delivery must also be coordinated to protect birds throughout their ranges and along their migratory pathways.

Understanding and addressing known causes of decline and discovering additional contributing factors requires Flyway-scale action. The Nongame Migratory Bird Technical Section's (NMBTS) bylaws direct the NMBTS to, "provide professional advice and guidance to the Atlantic Flyway Council for the sound regulation and management of the Atlantic Flyway's nongame migratory bird resources." To meet these responsibilities, the NMBTS must coordinate Flyway-scale surveys, monitoring, and implementation of projects that address threats to migratory birds.

Objective:

To synthesize existing knowledge, build and facilitate collaborative planning teams and coordinate flyway-scale surveys to inform management decisions to address threats to non-game migratory birds.

Expected Results and Benefits:

The Conservation Delivery Specialist (CDS) will produce reports that synthesize the best available information, benefitting the Flyway and its bird populations by identifying current beneficial management practices, information gaps, and emerging threats. Flyway-scale coordinated surveys of bird populations will inform management decisions and maximum allowable take determinations. Implementation of coordinated conservation actions will benefit bird populations and advance the recovery of Threatened and Endangered species. Increased coordination and communication with partners will increase the impact of actions and reduce duplication of effort. The Flyway and its bird populations will benefit from the increase in capacity and coordination as a result of this project. Coordination work is of equal benefit to all member states of the AFC and costs are split equally.

Approach:

Job 1 - Synthesize existing knowledge from scientific publications, reports, theses, and other sources to identify emerging threats, knowledge gaps, and research needs.

1. Conduct literature searches.
2. Prepare annotated bibliographies.
3. Synthesize information and produce summary reports, maps, figures, and/or tables.

Job 2 - Build planning teams to address identified needs.

1. Work with the AFC to identify relevant state agency staff.
2. Coordinate with partner organizations to identify additional experts and stakeholders.
3. Convene planning teams and schedule regular meetings.
4. Prepare meeting agendas, compile notes, and maintain repository of team materials.

Job 3 - Facilitate team meetings to identify project objectives, standardize methods, develop data management plans, and oversee project implementation.

1. Facilitate planning team meetings to help team leader and team members identify project goals, objectives, and implementation timelines.
2. Facilitate planning team discussions to develop and standardize project methods and approaches.
3. Guide planning teams through the development of data and information management plans.
4. Oversee project implementation and provide additional support to team members as they implement approved grant project actions in their states.

Job 4 - Coordinate regularly with partner organizations to increase impact of Flyway actions.

1. Identify relevant federal, Tribal Nation, NGO, and academic partners, working groups, planning teams, etc.
2. Attend meetings of existing working groups and planning teams.
3. Initiate and maintain communication with relevant partners.
4. Relay partner actions back to the Flyway and its committees and planning teams.
5. Coordinate actions to maximize impact of Flyway efforts and reduce duplication of effort.

Job 5 - Identify additional projects to be funded by the Flyway Council under this award.

1. Identify potential project needs and work with states to develop amendments to this grant as needed. Many conservation strategies require coordinated implementation across the AF in order to produce meaningful results at the population level. This is because migratory birds are traveling through many states during the course of the year from the breeding grounds to the wintering grounds and the return trip. Allowing issues to go unaddressed in one state exposes these birds to a potentially deadly issue that negates the effort made elsewhere. Given the expensive nature of addressing issues like habitat loss and building collisions, helping ensure all states have the necessary funds to implement this work is crucial to the overall success of the AFC effort. Note: actions to seek outside funding or other administrative tasks will not be charged to this award.

EXHIBIT C
Method of Payment

Budget

Objective	Federal Funds	NHFG Match	WMI Match	Total Project Cost
1	\$15,297	\$2,652	\$2,448	\$20,396
2	\$56,108	\$17,379	\$1,324	\$74,811
3	\$53,250	\$14,803	\$2,947	\$71,000
4	\$0	\$0	\$0	\$0
5	\$0	\$0	\$0	\$0
6	\$1,999	\$347	\$320	\$2,666
7	\$34,439	\$5,969	\$5,510	\$45,919
Total	\$161,094	\$41,150	\$12,548	\$214,792

*Note: Total for NHFG is \$202,244 (Federal funds plus NHFG match). WMI is providing the remaining non-federal match for this project.

1. The New Hampshire Fish and Game Department agrees to reimburse the Grantee up to \$202,244.00 of approved project expenses in accordance with the above budget.
2. The Grantee agrees to provide \$12,548.00 in cash and in-kind service as the match for federal funds provided through this contract. The Grantee may also report additional non-federal funds necessary and reasonable for project expenses. The Grantee shall maintain in its official accounting records an accounting of the total project costs to support Federal and non-Federal shares, and clearly identify the nature of each expense to demonstrate its relatedness to the contract.
3. The Grantee shall apply for reimbursement of actual costs through submission of an invoice on a quarterly basis within fifteen (15) days after the end of the quarter. Each invoice is to be itemized by objective and job to show the federal portion and include Federal Aid objective and job number(s) to be supplied by NHFG, WMI portion, and the total project cost. Cost for each project shall be supported by attaching a summary report for the invoice period showing work hours billed for the period and costs by major cost category, including allocation of indirect costs at 30% of direct salary and benefit costs, and the value and source of any in-kind match. Fringe benefits charges shall be in accordance with the Grantee's organizational policies for allocation of fringe benefits and shall be based on such cost and pricing data as are reasonably required to establish the appropriateness of the rates. Upon request, the Grantee shall provide NHFG copies of supporting documentation for the amount of any invoiced payment requests and matching costs, which may include evidence of Grantee's payments for supplies and services, personnel time reports, travel expenditures, and volunteer time records in support of in-kind match.
4. Written approval is required to rebudget or transfer funds between projects when the cumulative

Grantee Initials SW
Date 12/31/25

amount of transfers will exceed 10% of the contract amount in block 1.8 – Price Limitation. All requests for approval must be directed to the Authorized NHFG Representatives identified in EXHIBIT D.

5. The Grantee shall submit its final invoice, which must be marked "Final," no later than 45 days after the end date of the contract period as specified in block 1.7 – Completion Date. The final invoice shall be the final report of expenditures. Reimbursement for the final quarter shall not be made until all required reports have been received and approved by NHFG for submission to the Office of Conservation Investment, U.S. Fish and Wildlife Service, Hadley, Massachusetts, as required by Federal regulations.
6. Continuation of this contract for the full project period is subject to availability of federal funds for this purpose. If funding is not available, the Grantee will be reimbursed on a prorated basis for the project expenses incurred up to the termination date.
7. Federal Tax ID: 53-0196629
8. The Grantee agrees to maintain financial documents necessary to comply with State and Federal regulations. Federal regulations are provided in Exhibit D.
9. Any publications or publicity regarding these projects must recognize funding sources and cooperative arrangement with the New Hampshire Fish and Game Department.
10. NHFG will provide the Grantee with any revisions or additions to grant titles and project or job codes during the contract period.

EXHIBIT D

1. Federal Award / Subaward Information

Through execution of this agreement, WMI (UEI # FDDQCL3HENB4) acknowledges that they are a sub-recipient of the New Hampshire Fish and Game Department under Wildlife Restoration Program Application for Federal Assistance titled NH W-118-R Atlantic Flyway Cooperative Research and Survey and the corresponding federal assistance grants from the Department of the Interior, United States Fish and Wildlife Service. Awards from the Fish and Wildlife Service are subject to the terms and conditions incorporated into the award either by direct citation or by reference to the following: Federal regulations; program legislation and regulation; and special award terms and conditions. The Federal regulations applicable to Service recipients and their sub-recipients and contractors are currently found on the Internet at <https://www.doi.gov/grants/doi-standard-terms-and-conditions> and <https://www.fws.gov/library/collections/financial-assistance-general-award-terms-and->

conditions .

Title of Federal Award/Project: NH W-118-R Atlantic Flyway Cooperative Research and Survey
Federal Grant Number: F25AF02587
State Grant ID Reference: W-118-R
Federal Funding Agency: Department of the Interior, Fish and Wildlife Service
Assistance Listing No./Title: 15.611 Wildlife Restoration
Prime Recipient: New Hampshire Fish and Game Department (NHFG)
Federal Award Date: October 1, 2025
Period of Performance: October 1, 2025-September 30, 2030
Budget Period: October 1, 2025-September 30, 2030
Total Award to NHFG: \$161,094.00
Subrecipient Agreement #: NHFG-2026-03
Subrecipient Name: Wildlife Management Institute (WMI)
Subrecipient SAM UEI: FDDQCL3HENB4
Federal Funds to Sub-recipient: \$161,094.00
Budget Period of Subaward: October 1, 2025 – September, 2030
Subaward is for R&D (yes/no): No
Total Active Subawards to WMI: \$112,357.00

Project Contact:
Dan Bergeron
Wildlife Division Chief
NH Fish and Game
271-1439
daniel.h.bergeron@wildlife.nh.gov

Administrative Contact:
Dawn Trombly
Federal Aid Administrator
NH Fish and Game
271-5823
dawn.m.trombly@wildlife.nh.gov

2. Federal Compliances

The Grantee agrees to comply with the following provisions, as applicable:

- a. Program Authorization / Legislation: Wildlife Restoration and Basic Hunter Education (ALN#15.611)
- b. 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subparts A—D, as supplemented by 2 CFR Part 1402—Financial Assistance Interior Regulation and including the provisions in 2 CFR 1402.112 and 1402.315.
- c. 2 CFR Part 200, Subpart E—Cost Principles. These cost principles apply to all domestic and foreign nonFederal entities except non-profit organizations identified as exempt in Appendix VIII to 2 CFR Part 200.

- d. 2 CFR Part 200, Subpart F—Audit Requirements. These audit requirements apply to U.S. states, local governments, Indian tribes, institutions of higher education, and nonprofit organizations.
- e. 2 CFR Part 25, Universal Identifier and Central Contractor Registration. A recipient may not make a subaward to a subrecipient unless that subrecipient has obtained and provided to the recipient a unique entity identifier from the System for Award Management (SAM). Subrecipients are not required to complete full SAM registration to obtain a unique entity identifier.
- f. 2 CFR Part 170, Reporting Subawards and Executive Compensation
- g. 2 CFR Part 175, Award Term for Trafficking in Persons (Term is applicable to private entity subrecipients)
- h. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not—
 - a) Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - b) Procure a commercial sex act during the period of time that the award is in effect; or
 - c) Use forced labor in the performance of the award or subawards under the award.
- i. 2 CFR Part 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.
 - (a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
 - (b) Affirmative steps
 - (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - (3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

- (4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
- (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- j. 2 CFR Part 200.322 Domestic Preference for Procurement. The Grantee shall, to the greatest extent practicable and as applicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products) as prescribed by 2 CFR 200.322.
- k. 2 CFR Part 200.323 Procurement of Recovered Materials.
- l. 2 CFR 200.216 Prohibition on Certain Telecommunications and Video Surveillance Equipment. The Grantee shall adhere to the requirements of 2 CFR 200.216 regarding certain telecommunications and video surveillance equipment. The Grantee is prohibited from procuring, obtaining, or extending, renewing, or entering into a contract that involves equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
- m. 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)
- n. 2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement). See also 2 CFR Part 180—OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- o. 2 CFR Part 1401, Requirements for Drug-Free Workplace (Financial Assistance)
- p. 2 CFR Part 1402, Federal Assistance Interior Regulation, supplementing 2 CFR 200 Parts A-D
- q. 43 CFR Part 17, Nondiscrimination in Federally Assisted Programs of the Department of the Interior
- r. 43 CFR 18, New Restrictions on Lobbying

s. 41 USC §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

(a) This award, related subawards, and related contracts over the simplified acquisition threshold (currently \$250,000) and all employees working on this award, related subawards, and related contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies established at 41 USC 4712.

(b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.

(c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.

t. Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving: Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the Order.

u. Executive Order No. 13043, Section 1(c) and (d) (1997), Increasing Seat Belt Use in the United States: Recipients are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

3. **Certification Regarding Debarment and Suspension – Lower Tier Covered Transactions**

A contract award (see 2 CFR 180.220) cannot be made to parties listed on the System for Award Management (SAM) government-wide exclusions list in accordance with 2 CFR 180, which implements Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions list the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Before entering into a covered transaction the grantee must notify the contracting state agency if you know that you or any of your principals are presently excluded or disqualified from participation in federally funded transactions.

The Grantee hereby certifies per Subpart C of 2 CFR Part 180 that neither the Grantee nor its principles (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded by any federal department or agency from participating in transactions supported by Federal funds.

4. **Certification Regarding Lobbying**

The Grantee and any sub-contractors awarded funds in excess of \$100,000 shall file the declaration required by 31 U.S.C. 1352(b) and implemented for the Department of the Interior through 43 CFR Part 18. Acceptance of this contract represents the Grantee's certification of the statements in 43 CFR Part 18, Appendix A, Certification Regarding Lobbying. Each tier

must certify to the tier above that it has not used Federal appropriated funds to pay any person or organization to influence or attempt to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or other award covered by 31 U.S.C. 1352. Each tier shall also disclose, if required, any lobbying conducted with non-federal funds in connection with obtaining a federal award. Such disclosures shall be forwarded from tier to tier by completing a "Disclosure of Lobbying Activities" (Form SF-LLL).

PROJECT STATEMENT

STATE: New Hampshire

GRANT ID: W-118-R

Atlantic Flyway Cooperative Research and Survey Grant Proposal

October 1, 2025 – September 30, 2030

Overall Background

The Atlantic Flyway Council is composed of the states of Connecticut, Delaware, Florida, Georgia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, North Carolina, Pennsylvania, Rhode Island, South Carolina, Vermont, Virginia, and West Virginia; the Canadian territory of Nunavut and provinces of Newfoundland, New Brunswick, Nova Scotia, Ontario, Prince Edward Island, and Quebec; plus the U.S. territories of Puerto Rico and U.S. Virgin Islands.

The Atlantic Flyway Council contains representatives (usually administrators) from all the agencies that have management responsibility for migratory bird resources in the Flyway. The Council determines actions required for sound migratory game bird management and makes recommendations to the U.S. Fish and Wildlife Service (USFWS).

Throughout the Atlantic Region, migratory birds have a long history of abundance, in part due to the rich coastal resources across the Atlantic Flyway. As human populations expanded in the 19th and 20th centuries it became clear that harvest (market and subsistence) needed to be regulated if the historic presence of these birds and associated traditions were to be maintained. Biologists and hunters alike further recognized the need for data to monitor populations and supported regulated harvests. As managers learned more about individual species, the systems they inhabited, and their requirements throughout their annual migratory cycles, the need for widespread data collection became clear.

Data collection typically involves visiting the breeding grounds to conduct surveys (aerial, boat, ground) that are used to extrapolate population estimates to specific land areas. Birds are also captured, and marked with numbered tags (typically leg bands) to help understand survival, movement, and habitat use at multiple scales. Specific research project goals utilizing specialty techniques (telemetry, color markers, etc) are often incorporated to close knowledge gaps and inform future decisions.

The Bird Banding Laboratory (BBL), part of the US Geological Survey (USGS) and established in 1920, works in collaboration with the Canadian Wildlife Service's (CWS) Bird Banding Office to administer the North American Bird Banding Program. Per the Migratory Bird Treaty Act, banders from the US and Canada are permitted to perform banding and marking of migratory birds. Banded or marked migratory birds that are subsequently harvested, observed, found or recaptured during surveys are reported back to the Bird Banding Laboratory. This integrated process supports the collection, archiving and dissemination of data from banded and marked birds. These large and long-lived data sets allow for developing effective management and conservation of migratory birds throughout the Atlantic Flyway.

Many of these collaborative data collection efforts have been in place for over 50 years and exist because of well-coordinated partnerships and funding mechanisms that allow them to function year-in and year-

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out. Maintaining these critical datasets has allowed regulations to evolve with the population parameters of the species they are designed to manage. These established partnerships and funding mechanisms also allow for the addition of contemporary data collection efforts as new, emerging conservation issues and techniques arise.

Data from these surveys provide invaluable information on migratory bird population abundance, distribution, and trends. The data are used to keep current and revise as needed a wide variety of conservation plans, adaptive harvest management strategies, and hunting regulations. While some surveys cover multiple species over vast regions, others focus on a single species in small geographic areas. This monumental effort in species monitoring involves a tremendous amount of data management to ensure data quality and accessibility. All this information is synthesized into annual status reports and disseminated to partners in August or early September of each year. These reports aren't just numbers and facts; they're living narratives that resonate with our many partners in conservation, from hunters to researchers and bird enthusiasts alike.

The US Fish and Wildlife Service's Migratory Bird Program relies on these data and recommendations from the Atlantic Flyway Council to evaluate species statuses, existing regulations, and cumulative effects to promulgate regulations each year that allow hunting of certain species of migratory game birds.

The work in this grant is a collaborative effort between State Fish and Wildlife agencies, the USFWS and CWS and is a fundamental part of the data gathering that is used in the studies and analyses mentioned above. Banding, marking birds with unique tags and placing radio transmitters on migratory birds, as well as conducting surveys provide the data that is then analyzed at a national level as discussed above. Banding efforts, band recoveries, and hunter harvest surveys are designed to create statistically meaningful information on individual species populations and harvest levels. Transmitters on individual birds and surveys provide habitat use data as well as numbers of birds. This data must be analyzed at a national level to be meaningful, and the data must be collected across all states throughout the flyway to ensure a complete picture is gathered on migratory bird populations. The analysis of the data collected is not a part of this grant and is done by USFWS. Managing migratory birds requires cooperation by all the states and countries where these birds may travel. This grant helps coordinate and conduct that effort within the Atlantic Flyway.

The cost for some of these monitoring programs, the breeding population surveys of Atlantic Population (AP) and North Atlantic Population (NAP) migratory Canada geese, and other migratory bird species are borne primarily by the U.S. Fish and Wildlife Service and Canadian Wildlife Service. The data analysis that is a crucial part of the work must be done at a population level and is done by the USFWS outside of this grant. Individual states contribute significant funding to annual banding, surveys, monitoring and research efforts that provide the source data for these analyses.

Collecting and synthesizing such information on a yearly basis provides all partners in the Atlantic Flyway with a historical, long-term perspective in migratory bird population changes over time that ultimately allow managers to make uniformed decisions to conserve and manage migratory bird populations across widescale geographic areas for current and future generations.

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This continuously growing record of historic migratory bird data is made possible through partnership and cooperation between the U.S. Fish and Wildlife Service (FWS), Canadian Wildlife Service (CWS), various State and Provincial agencies, and private conservation organizations across the continent.

Overall Need

The continuation of the cooperative waterfowl banding, and Canada goose research programs will provide data which are combined with state-level information to determine annual production, location of breeding grounds and migratory routes, survival, and recovery rates of different waterfowl species. This work makes it possible, in combination with other survey data, to estimate the number of birds in the population and, in some cases, use advanced mathematical models to forecast population abundance. Continuing to collect Flyway-level data, using standardized survey methodologies, is critical to maintenance of these data sets which support informed decision making by the Federal and State fish and wildlife agencies that comprise the Atlantic Flyway.

In addition to work for harvested species, the AFC also gathers information on nongame migratory bird species. Most waterbird, landbird, raptor, and shorebird species are experiencing alarming rates of decline. Stopping and reversing these declines requires immediate Flyway-scale, coordinated actions to address known causes and to discover additional contributing factors. The capacity of state agencies to coordinate projects involving multiple partners at landscape scales, synthesize results from scientific studies, engage with federal and non-governmental organization (NGO) partners, and administer grants and matching nonfederal funds is limited. These needs are expressed in the North American Waterbird Conservation Plan (Kushlan et al. 2002), which emphasizes that effective waterbird conservation requires filling data gaps that are necessary for developing accurate conservation status assessments, evaluating population trends, and quantifying effects of habitat changes across various geographic scales. Moreover, it recognizes that survey methods should be standardized, and survey data stored in a central location, so they are readily available to provide science-based justification for management decisions and actions. That centralized data is supported in the Colonial Waterbird Data Management System in the Avian Knowledge Network project (Objective 6) included in this grant. The Klamath Bird Observatory (KBO) has worked with the Atlantic Flyway Nongame Migratory Bird Technical Section (NMBTS) since 2020 to integrate Colonial Waterbird data into the Avian Knowledge Network (AKN). The AKN is a powerful and secure cloud computing system that government agencies, NGOs and others are using to enter, manage, analyze and share avian monitoring data.

A Conservation Delivery Specialist (CDS) supervised by the Nongame Migratory Bird Technical Section increases the capacity to meet these demands and achieve on-the-ground conservation actions. With this increased capacity comes the ability to coordinate standardized flyway-wide surveys, and facilitate the best storage, organization, visualization, and analyses of these collected data for the benefit of the entire Flyway.

Overall Expected Results and Benefits

Accurate and continuous monitoring data of migratory game bird populations adds to long term data sets and gives biologists the continued ability to maintain population abundance in accordance with public objectives and provides conservation benefits to the citizens of the United States and other signatories of

Appendix A

the Migratory Bird Treaty Act. These data are critical in the annual promulgation of hunting regulations, that provide public use of the resource including allowing the tradition of waterfowl hunting to continue.

There are also many species of conservation concern whose breeding ranges span all or large portions of the Atlantic Flyway thus requiring coordination of data collection and sharing throughout many Flyway states, provinces, and territories. Cooperative Flyway projects can inform the development of large-scale conservation actions, address regional or multi-regional threats, and implement proactive conservation to prevent the listing of species. This project is supported by Wildlife Restoration funding from the states of Connecticut, Massachusetts, Maine, New York, Rhode Island, Vermont, New Hampshire, New Jersey, Pennsylvania, Delaware, Maryland, Virginia, and New York. The nature of waterfowl and goose migration and wintering areas (Connecticut, Massachusetts, Maine, New York, Rhode Island, Vermont, New Hampshire, New Jersey, Pennsylvania, Delaware, Maryland, Virginia, and New York) have allowed managers to delineate harvest regions. All States benefit equally through these harvest areas in providing opportunity for hunting, alleviating nuisance and agricultural damage, and providing necessary protections to the migratory waterfowl populations themselves. Leg band return data and USFWS harvest data (hunter diary and parts collection) come from standard data collection methods conducted annually by project partners (USFWS, CWS, Atlantic Flyway States). Leg band return data refers primarily to information gleaned from waterfowl and geese which have been uniquely marked with leg bands by biologist then harvested/reported by hunters through the USGS Bird Banding Laboratory. This information gives managers multiple locations for the same uniquely marked bird. The Hunter Diary and Parts Collection Surveys are conducted by the USFWS and ask specifically selected subsets of hunters to supply harvest information from their hunts as well as wings and tails (the “parts” in Parts Collection Survey) from harvested birds. These inputs provide location information for harvested birds that can be used to supplement banding data.

Wildlife Management Institute

4426 VT Route 215 N • Cabot, VT 05647

CERTIFICATE OF VOTE

I, Gerard A. Wasley, President of the Wildlife Management Institute (WMI), do hereby certify that:

1. Scot Williamson is the Vice President of WMI.
2. The following are true statements of the authority of the Vice President to represent the corporation as discussed at the annual meeting of the Board of Directors of the Wildlife Management Institute, Incorporated convened at 3:30 p.m. on January 31, 2008 in the Diamond Room of the Las Vegas Convention Center, Las Vegas, NV and subsequently approved by fax ballot.
3. The duties of the Vice President include the general administration of WMI funds, including execution of contracts on behalf of the corporation. WMI hereby enters into a contract with the State of New Hampshire, acting through its Fish and Game Department.
4. The Vice President is authorized on behalf of the WMI Board of Directors to enter into a contract with the State and to execute any and all documents, agreements and other instruments, and any amendments, revisions or modifications thereto, as he may deem necessary or desirable to effect the purpose of these transactions.
5. The foregoing authority has not been amended or revoked and remains in full force and effect as of this date, December 18, 2025.

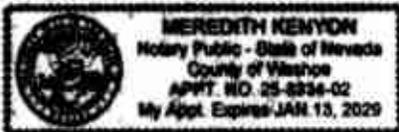
IN WITNESS WHEREOF, I have hereunto set my hand as the President of the WMI this 23 day of December, 2025.

Gerard A. Wasley
Gerard A. Wasley, President

State of Nevada, County of Washoe

On this 23 day of December, 2025 before me Gerard A. Wasley the undersigned officer, personally appeared Gerard A. Wasley, who has satisfactorily proven to be the person whose name is subscribed to the within instrument and acknowledged that he executed the same for the purposes therein contained. In witness whereof, I hereunto set my hand and official seal.

Meredith Kenyon

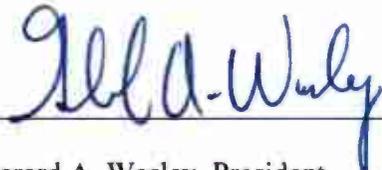


CERTIFICATE

I, Gerard A. Wasley, President of the WMI, do hereby certify that:

1. Scot Williamson occupied the position of Vice President of the WMI on December 18
2025.
2. Scot Williamson is currently the Vice President of the WMI.

IN WITNESS WHEREOF, I have hereunto set my hand as the President of the WMI this 23RD
day of DEC, 2025.



Gerard A. Wasley, President

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that WILDLIFE MANAGEMENT INSTITUTE, INCORPORATED is a New York Nonprofit Corporation registered to transact business in New Hampshire on September 20, 2024. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 972870

Certificate Number: 0007337142



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 28th day of November A.D. 2025.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan
Secretary of State

NH Fish and Game Department Subrecipient Monitoring Checklist

Grant ID / Project: <u>W-118-R/AFC</u> Subrecipient Name: <u>Wildlife Management Inst.</u> Sub-award ID: <u>NAFG-2020-03</u> Sub-Award/Contract Period: <u>10/1/25 - 9/30/30</u>	RISK ASSESSMENT BASED MONITORING PLAN USE MULTIPLE SHEETS AS NEEDED TO NOTE MONITORING ACTIONS AND ATTACH ANY PERTINENT DOCUMENTATION.	Score: _____ Date: _____ Initials: _____ OVERALL RISK: L M H
Monitoring Action	Activity Detail / Comments	Date / Reviewer Initials
Confirm review and validation of invoices by Division as intended. <input type="checkbox"/> Low Risk: Quarterly or less frequently if appropriate <input type="checkbox"/> Mod Risk: Quarterly <input type="checkbox"/> High Risk: Quarterly w/support and Fed Aid validation	Invoices reviewed by:	
Confirm receipt and review of periodic, interim performance reports. <input type="checkbox"/> Low Risk: Annual Performance Reports at minimum <input type="checkbox"/> Mod Risk: Semi-annual Reports <input type="checkbox"/> High Risk: Quarterly Progress Reports	Performance Reports Reviewed By:	
Confirm Division project status contact/meeting with sub recipient.	Division personnel, nature of contact and date:	
Federal Aid staff desk review conducted. <input type="checkbox"/> Low Risk: Annually <input type="checkbox"/> Mod Risk: Within 6 mo. / annually thereafter <input type="checkbox"/> High Risk: Within 4 mo. / Semi-annual thereafter	Review conducted by:	
Internal project cost accounting and performance reviewed.	Does cost and performance of project appear on schedule? Is required match level on pace?	
Backup / Support for selected invoice received and reviewed. <input type="checkbox"/> Low Risk: Minimum one invoice annually. <input type="checkbox"/> Mod Risk: Minimum one invoice annually. <input type="checkbox"/> High Risk: Reviewed for each invoice (see above)	Selected Invoice Number Chosen: Back up information provided is accurate and sufficient: Y N	
Confirm status of 2 CFR 200 audit requirement and review audit.	2 CFR 200 Audit required: Y N Audit Period / FY: Any findings associated with NHFG award(s): Y N	
Contact / Meeting with sub recipient. <input type="checkbox"/> Low Risk: telephone, virtual, or onsite. <input type="checkbox"/> Mod Risk: Same as Low Risk with at least one onsite visit. <input type="checkbox"/> High Risk: Same as Low Risk with annual onsite if feasible.	Method of contact: Items reviewed/discussed: Location if applicable:	
Technical assistance to sub recipient provided if needed.	Type of assistance provided:	
Final Performance Report received and approved.	Date:	
Final Invoice and, if required, Final Financial Report, approved. Confirm total match obligations, if any, were met.	Date: Was minimum match requirement if any met: Y N	
Attachments Noted and/or Additional Comments:		

NH Fish and Game Department Subrecipient Risk Assessment & Monitoring Plan Form

Grant ID / Project: <u>W-118-R / ASC</u> Subrecipient Name: <u>WMI</u> Sub-award ID: <u>NHFG-2026-03</u> Sub-Award/Contract Period: <u>10/1/25 - 9/30/30</u>	Type: <u>Pre-Award</u> <u>Modification</u>	SCORE: _____ Overall Risk: <u>L M H</u> Date: _____ Initials: _____
Completed by: _____		

Number	Key Indicator and Description	SCORING DESCRIPTIONS			SCORE	NOTES
		LOW (1 Point)	MODERATE (3 Points)	HIGH (6 Points)		
1	Audit findings: (e.g., single audit, GAO, OIG, etc.), the number of outstanding issues, the recurrence of issues, and issues affecting Dept. awards.	Review of available audit(s) indicates the subrecipient has minimal findings / recommendations (e.g. less than 6).	Review of audit(s) indicate the subrecipient is in "average" standing with limited findings or recommendations (e.g. between 6-12).	Review audit(s) show the sub-recipient has significant issues and serious audit findings (e.g. greater than 12 and/or findings directly related to Dept. awards).	1	
2	Subrecipient Staffing: Subrecipient capacity and change or turnover in key subrecipient staff and/or management systems.	Subrecipient has staff to manage awards and has not experienced turnover of these staff members or a recent reorganization.	Subrecipient has recently, or since last monitoring activity, experienced some turnover of staff who manage grant(s) but no entity reorganization.	Subrecipient has recently, or since last monitoring activity, experienced a turnover of key staff who manage grant(s) and/or entity reorganization.	1	
3	Level of Prior Grant or Subrecipient Experience: Subrecipient experience with grants or similar subawards. If issues were identified previously or during previous monitoring activities were these addressed.	Subrecipient has 5+ years of experience and/or few to no prior issues or corrective actions needed and has resolved any issue(s) or made significant progress in resolving the issue(s).	Subrecipient has 2-4 years of experience and/or has few prior corrective actions and has made progress in resolving the issue(s), has resolved the issue(s), or has extended the deadline.	Subrecipient has 0-1 year of experience and/or has multiple prior corrective actions and has made little to no progress in resolving the issue(s), the deadline has expired, or the deadline has been extended multiple times.	1	
4	Review of Reports / Spending Patterns/ Financial Reporting / Prior Indications of Problems: History of expenditures, reimbursements, and satisfactory performance. Efficient use of funds is demonstrated with any cost share obligations satisfied. Adequate support documentation provided upon request. Responsiveness to inquiries.	Current and/or past awards demonstrate typical spending and sufficient performance, reports and billing is timely, and any issue(s) are negligible and addressed promptly.	Current or prior award(s) had unusual spending patterns, the subrecipient has occasionally late with financial and/or performance reports, any expenditure issue(s) are moderate.	There is no previous history or past spending demonstrated abnormal patterns for the project or program; the subrecipient has outstanding late reports, has had questioned or disallowed costs, or has not met cost share/match requirements. The subrecipient has not ben satisfactorily responsive to inquiries or monitoring needs.	1	
5	Grant Dollar Value: Grant value exceeds dollar thresholds, represents a higher proportion of the prime award from which it is drawn, and/or has high value relative to the overall federal grant program (CFDA#) within Fish and Game.	Total agreement amount is under \$100,000, represents less than 25% of the prime grant amount, or is small in comparison to the overall funding received by the Department through the grant program.	Total agreement amount is between \$100,000 and \$250,000, represents less than half of the prime grant amount, or is moderately high in comparison to the remainder of the overall funding received by the Department via the grant program.	Total agreement amount is over \$250,000, represents between 50 - 100% of the prime grant amount, or is high in comparison to the overall funding received by the Department through the funding program.	2	
6	Program Complexity: Grant programs that are inherently more complex relative to other grants within the Department or a new program for the subrecipient.	Subaward is inherently lower risk for financial issues. Project and budget are straight forward. Subrecipient has experience managing projects within this program within the past 2 years.	Subaward and/or grant program signals moderate concern for financial issues compared to others. More complex or longer term activity. Subrecipient has managed awards within this or similar programs within the past 3 years.	Subaward and/or grant program signals high concern for financial issues compared to others. Subrecipient has not previously managed a grant within this or similar program or has not managed a grant within this similar program for over three years.	1	
LEVEL OF MONITORING PLAN (See Subrecipient Policy & Procedures)		LOW RISK (6-9 points) = Minimum of quarterly invoicing and annual Performance Report review by Project Leaders. Review of each invoice for reasonableness. Desk review annually.	MODERATE RISK (10-21 points) = Minimum quarterly invoicing and semi-annual Performance Report review by Project Leaders. First desk review conducted within 6 months. At least one onsite review for terms of 2 years or longer.	HIGH RISK (22-36) = Minimum quarterly invoicing to include backup support for costs claimed (time reports, bills paid etc.). Quarterly Performance Reports reviewed by Project Leaders. First desk review within 4 months and semi-annually thereafter. Annual onsite review to extent possible.	7	MONITORING PLAN LEVEL
					TOTAL	

NONPROFIT COVER SHEET

A. Entity Name: WILDLIFE MANAGEMENT INSTITUTE, INCORPORATED

B. Entity's Contact Information for Records Requests (e.g., resumes of key personnel; audited financial statements):

Scot Williamson
 PO BOX 815, COLCHESTER, VT 05446
 802-563-2087

C. List Board of Directors and Affiliations

<u>Name (Identify any additional role(s) in Parentheses)</u> E.g., John Doe (President)	<u>Affiliations</u>
Robert Model	Mooncrest Ranch
Howard Vincent	Pheasants Forever: Quail Forever
Douglas Painter (Chairman)	
Jimmy Bullock (Secretary/Treasurer)	
Keith Balfour (Vice Chair)	
Steven Williams, Ph.D.	Wildlife Management Institute
Carter Smith	
Sara Parker Pauley	
Tony Wasley (President and CEO)	Wildlife Management Institute

D. List Key Personnel (Resumes must be available upon request to the person(s) listed in section B or may be attached):

<u>Name</u>	<u>Role</u>	<u>Annual Salary</u>	<u>Amount Paid From This Contract</u>
Scot Williams	Northeast Field Rep	\$240,351	\$4,799.00
Meghan Gilbert	CFO	\$106,724	\$7,107.00

DISCLOSURE OF LEGAL ACTIVITIES INVOLVING THE STATE OF NEW HAMPSHIRE OR ANOTHER GOVERNMENT ENTITY

E. Check one of the following:

- The entity is **not currently or has not been** party to any legal proceeding involving the State of New Hampshire (or any agency or subdivision thereof) or any other state/federal government entity before any adjudicative body in any jurisdiction **OR**
- The entity is or has been party to one or more legal proceedings as set forth above. Identify the jurisdiction, court or other adjudicative body, case number, and briefly describe the nature of the proceeding (Attached extra sheet if necessary).
-
-
-

CHARITABLE TRUSTS UNIT COMPLIANCE CERTIFICATION

F. Check one of the following:

- is registered and in good standing with the New Hampshire Department of Justice Charitable Trusts Unit (** see note below) **or** has submitted a complete application for registration to the Charitable Trusts Unit and is awaiting a registration determination **OR**
- is not required to register with the Charitable Trusts Unit because it is neither tax-exempt under section 501(c)(3) of the Internal Revenue Code nor engages in charitable solicitations in the State of New Hampshire **OR**
- is exempt from registration with the Charitable Trusts Unit because it is a federal or state government, agency, or subdivision or is a religious organization, an integrated auxiliary of a religious organization, or is a convention or association of churches.

**** Note:** Attached screen shot from the DOJ Registered Charities List found at:

<https://mm.nh.gov/files/uploads/doj/remote-docs/registered-charities.pdf>

FINANCIAL DISCLOSURES

G. Check one the following:

- [x] The organization hired an outside firm to audit its financial statements or to prepare GAAP-compliant financial statements for its most recently completed fiscal year. If so, please ensure that the financial statements and audit results are available to be requested from the contact listed on Page 1 (audited financials may be attached) **OR**
- [] The above does not apply, but the organization filed an IRS Form 990 or Form 990-EZ for its most recently completed fiscal year. Please attach that IRS Form 990 or Form 990-EZ to the submission. (Form 990 Schedule B is not required) **OR**
- [] ***If neither of the above apply***, complete the Income Statement and Balance Sheet below with the following basic financial information from the organization's most recently completed fiscal year:

1. INCOME STATEMENT

	<u>Revenue</u>		<u>Expenses</u>
<i>Grants</i>	\$	<i>Compensation of officers, directors, and key personnel</i>	\$
<i>Donations</i>	\$	<i>Other salaries & wages</i>	\$
<i>Program Services Revenue</i>	\$	<i>Payroll taxes & employee benefits</i>	\$
<i>Interest & Dividends</i>	\$	<i>Occupancy, rent, utilities, and insurance</i>	\$
<i>All other Revenue</i>	\$	<i>Printing, publications, postage, office supplies, and IT</i>	\$
<u>Total Revenue</u>	\$	<i>All other expenses</i>	\$
		<u>Total Expenses</u>	\$

2. BALANCE SHEET

<u>Assets</u>		<u>Liabilities</u>	
<i>Cash & Equivalents</i>	\$	<i>Accounts Payable</i>	\$
<i>Investments</i>	\$	<i>Loans Payable</i>	\$
<i>Real Estate (less any depreciation)</i>	\$	<i>All other liabilities</i>	\$
<i>Other Property & Equipment (less any depreciation)</i>	\$	<u>Total Liabilities</u>	\$
<i>Pledges, grants, accounts receivable</i>	\$		
<i>All other assets</i>	\$		
<u>Total Assets</u>	\$		

**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

ONE GRANITE PLACE SOUTH
CONCORD, NEW HAMPSHIRE 03301



JOHN M. FORMELLA
ATTORNEY GENERAL

JAMES T. BOFFETTI
DEPUTY ATTORNEY GENERAL

December 12, 2024

Wildlife Management Institute, Inc.
Scot Williamson
4426 VT Route 215N
Cabot, VT 05647

Re: Wildlife Management Institute, Inc.

Dear Mr. Williamson:

Please be advised that organizations that have *not* been determined by the Internal Revenue Service to be 501(c)(3) organizations and whose primary purpose is *not* charitable in nature are not required to register with this office pursuant to RSA 7:19, *et seq.*, unless they hold trust funds of a charitable nature, or they conduct fundraising from the general public for a charitable purpose. *See* N.H. Admin. R. Jus 402.01.

Feel free to contact this office if you have any questions.

Very truly yours,

A handwritten signature in black ink that reads "Kelly A. Walter".

Kelly A. Walter
Investigative Paralegal
Charitable Trusts Unit
(603) 271-3591
kelly.a.walter@doj.nh.gov

KAW

Chief Financial Officer

Meghan Gilbart has worked for WMI since 2010, initially as a contractor assisting WMI on projects as needed and becoming a full-time employee in 2014 as the WMI Grants Management Specialist. Meghan has handled a growing portfolio of projects with state, federal and private partners, including the accounting, subaward and contract management and reporting requirements. Meghan receives training annually on federal reporting requirements and grant management best practices. Since 2020, Meghan has managed the WMI role in multi-state, regional projects as the subrecipient to states allocating federal funds to programs such as the Regional Conservation Needs Program (15 state agencies), Regional Restoration, Monitoring and Management of the New England Cottontail (5 states) and the Atlantic Flyway Cooperative Research and Survey Grant (17 states). Meghan attends regional meetings with the Northeast Fish and Wildlife Diversity Technical Committee and the Northeast Federal Aid Coordinators. Following training on financial management of the organization from the WMI Vice President Scot Williamson, in 2025, Meghan became the Chief Financial Officer.

Meghan received her M.S. degree in Restoration Ecology from California State University, Chico, and her B.S. from the University of California, Davis, in Biology with an emphasis in Restoration Ecology. While in California, she worked for River Partners as a Restoration Fellow. After moving to Vermont, she worked as a Habitat Restoration Specialist in for the Winooski Natural Resources Conservation District.

Vice President, Northeast Field Representative

Scot has been with WMI since 1994 and has assisted Northeastern states and conservation groups on several wildlife and land management initiatives. The WMI publication, "Feeding Wildlife, Just Say No!" was authored by Scot and received the Wildlife Society Conservation Education Award in 2003. Scot's current duties include coordinating multi-state habitat conservation initiatives dedicated to the conservation and restoration of shrubland-dependent wildlife and advancing landscape-level science collaboratives (Landscape Conservation Cooperatives).

Before joining WMI, Scot was Big Game Director for the Texas Parks and Wildlife Department and White-tailed Deer Project Leader for the New Hampshire Fish and Game Department. Scot received an MS in Wildlife Science from the University of Vermont and a Bachelor of Science in Forestry from Pennsylvania State University.

Wildlife Management Institute, Inc.

Financial Statements and Federal Audit Reports
March 31, 2025 and 2024

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**GALLAGHER, FLYNN
& COMPANY, LLP**

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Suite 401
South Burlington, VT 05403
802.863.1331

85 Mechanic Street
Rivermill Commercial Center
Box A-9, Suite E2-4
Lebanon, NH 03766
603.643.0043

www.gfc.com

Independent Auditor's Report

To the Board of Directors
Wildlife Management Institute, Inc.

Report on the Financial Statements

We have audited the financial statements of Wildlife Management Institute, Inc. (WMI), which comprise the statements of assets, liabilities and net assets - modified cash basis as of March 31, 2025 and 2024, the related statements of revenues, expenses and other changes in net assets - modified cash basis and functional expenses - modified cash basis for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of WMI as of March 31, 2025 and 2024, and the changes in its net assets for the years then ended in accordance with the modified cash basis of accounting described in Note 2 to the financial statements.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (GAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of WMI and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Emphasis of Matter

We draw attention to Note 2, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the modified cash basis of accounting described in Note 2, and for determining that the modified cash basis of accounting is an acceptable basis for the presentation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS and GAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and GAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of WMI's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about WMI's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal-control-related matters that we identified during the audit.

Supplementary Information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The schedule of expenditures of federal awards - modified cash basis and the notes to the schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS and GAS. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with GAS, we have also issued our report dated September 26, 2025 on our consideration of WMI's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of WMI's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with GAS considering WMI's internal control over financial reporting and compliance.

Gallagher, Flynn & Company, LLP

South Burlington, Vermont
September 26, 2025

Wildlife Management Institute, Inc.

Statements of Assets, Liabilities and Net Assets - Modified

Cash Basis

March 31, 2025 and 2024

	2025	2024
Assets		
Cash	\$ 1,645,908	\$ 1,449,897
Due from agencies	771,165	808,944
Certificates of deposit	357,782	1,454,142
Other assets	7,334	3,248
Total assets	\$ 2,782,189	\$ 3,716,231
Liabilities and Net Assets		
Liabilities:		
Funds held for agencies	\$ 1,551,976	\$ 1,746,823
Payroll taxes withheld and payable	-	797
Total liabilities	1,551,976	1,747,620
Net assets:		
Without donor restrictions	1,130,213	1,868,611
With donor restrictions	100,000	100,000
Total net assets	1,230,213	1,968,611
Total liabilities and net assets	\$ 2,782,189	\$ 3,716,231

The accompanying notes are an integral part of these statements.

Wildlife Management Institute, Inc.

**Statement of Revenues, Expenses and Other
Changes in Net Assets - Modified Cash Basis
Year Ended March 31, 2025**

	Without Donor Restrictions	With Donor Restrictions	Total
Revenues:			
Grants and contracts	\$ 5,166,844	\$ -	\$ 5,166,844
Conference:			
Registration and exhibitor fees	377,007	-	377,007
Sponsorships	290,002	-	290,002
Member services	298,470	-	298,470
Other	64,328	-	64,328
Total revenues	6,196,651	-	6,196,651
Expenses:			
Program expenses:			
Natural resource management	5,355,752	-	5,355,752
Conference	388,652	-	388,652
Total program expenses	5,744,404	-	5,744,404
Supporting expenses:			
Management and general	1,110,661	-	1,110,661
Fundraising	79,984	-	79,984
Total supporting expenses	1,190,645	-	1,190,645
Total expenses	6,935,049	-	6,935,049
Decrease in net assets	(738,398)	-	(738,398)
Net assets, beginning of year	1,868,611	100,000	1,968,611
Net assets, end of year	\$ 1,130,213	\$ 100,000	\$ 1,230,213

The accompanying notes are an integral part of these statements.

Wildlife Management Institute, Inc.

**Statement of Revenues, Expenses and Other
Changes in Net Assets - Modified Cash Basis
Year Ended March 31, 2024**

	Without Donor Restrictions	With Donor Restrictions	Total
Revenues:			
Grants and contracts	\$ 4,270,380	\$ -	\$ 4,270,380
Conference:			
Registration and exhibitor fees	465,713	-	465,713
Sponsorships	298,546	-	298,546
Member services	584,041	-	584,041
Other	56,161	-	56,161
Total revenues	5,674,841	-	5,674,841
Expenses:			
Program expenses:			
Natural resource management	4,640,457	-	4,640,457
Conference	463,585	-	463,585
Total program expenses	5,104,042	-	5,104,042
Supporting expenses:			
Management and general	1,095,934	-	1,095,934
Fundraising	17,255	-	17,255
Total supporting expenses	1,113,189	-	1,113,189
Total expenses	6,217,231	-	6,217,231
Decrease in net assets	(542,390)	-	(542,390)
Net assets, beginning of year	2,411,001	100,000	2,511,001
Net assets, end of year	\$ 1,868,611	\$ 100,000	\$ 1,968,611

Wildlife Management Institute, Inc.

**Statement of Functional Expenses - Modified Cash Basis
Year Ended March 31, 2025**

	Program Expenses			Supporting Expenses			Total Expenses
	Natural Resource Management	Conference	Total Program Expenses	Management and General	Fundraising	Total Supporting Expenses	
Salaries and wages	\$ 1,335,614	\$ 37,955	\$ 1,373,569	\$ 631,148	\$ 12,975	\$ 644,123	\$ 2,017,692
Employee benefits	170,413	4,276	174,689	77,149	1,462	78,611	253,300
Payroll taxes	100,809	2,821	103,630	38,933	965	39,898	143,528
Total personnel	1,606,836	45,052	1,651,888	747,230	15,402	762,632	2,414,520
Contract services	3,531,960	-	3,531,960	-	-	-	3,531,960
Professional services	-	-	-	266,641	63,118	329,759	329,759
Other	216,956	343,600	560,556	96,790	1,464	98,254	658,810
Total expenses	\$ 5,355,752	\$ 388,652	\$ 5,744,404	\$ 1,110,661	\$ 79,984	\$ 1,190,645	\$ 6,935,049

The accompanying notes are an integral part of these statements.

Wildlife Management Institute, Inc.

**Statement of Functional Expenses - Modified Cash Basis
Year Ended March 31, 2024**

	Program Expenses			Supporting Expenses			Total Expenses
	Natural Resource Management	Conference	Total Program Expenses	Management and General	Fundraising	Total Supporting Expenses	
Salaries and wages	\$ 960,679	\$ 47,774	\$ 1,008,453	\$ 555,436	\$ 11,520	\$ 566,956	\$ 1,575,409
Employee benefits	198,605	15,631	214,236	146,250	3,769	150,019	364,255
Payroll taxes	73,561	3,662	77,223	38,830	883	39,713	116,936
Total personnel	1,232,845	67,067	1,299,912	740,516	16,172	756,688	2,056,600
Contract services	3,264,974	-	3,264,974	-	-	-	3,264,974
Professional services	-	-	-	278,304	-	278,304	278,304
Other	142,638	396,518	539,156	77,114	1,083	78,197	617,353
Total expenses	\$ 4,640,457	\$ 463,585	\$ 5,104,042	\$ 1,095,934	\$ 17,255	\$ 1,113,189	\$ 6,217,231

The accompanying notes are an integral part of these statements.

Wildlife Management Institute, Inc.

Notes to Financial Statements

Note 1. Operations

Wildlife Management Institute, Inc. (WMI) was established in 1911 as a nonprofit, scientific, and educational organization dedicated to restoring the sound management and wise use of natural resources in North America. Operating through regional field offices, WMI works cooperatively with federal and state government agencies, higher education institutions, private organizations, and individuals in the United States and Canada.

Note 2. Summary of Significant Accounting Policies

A summary of WMI's significant accounting policies applied in the preparation of the accompanying financial statements follows:

Basis of presentation: The financial statements have been prepared on the cash basis of accounting, modified to record assets or liabilities with respect to cash transactions and events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. The modifications result in the recording of assets, including investments and capital assets, and liabilities, including payroll taxes withheld and payable. This method also results in the recognition of assets and liabilities in connection with funds for which WMI acts as an agent on behalf of other organizations. This method of accounting represents a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America (GAAP). This basis of accounting differs from GAAP primarily because revenues and expenses are recognized when cash is received or disbursed, rather than when the related services are performed or received. Cash transactions are recognized when initiated by the payor, which may result in the recognition of certain transactions by WMI prior to such transactions being cleared by the bank.

WMI presents information regarding its financial position and activities according to the following net asset classifications:

Net assets without donor restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of WMI. These net assets may be used at the discretion of WMI's management and Board of Directors.

Net assets with donor restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of WMI or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated that the funds be maintained in perpetuity.

Cash: WMI considers all highly liquid instruments purchased with a maturity of three months or less to be cash. Cash includes amounts intended to fund pass-through agreement obligations.

Wildlife Management Institute, Inc.

Notes to Financial Statements

Note 2. Summary of Significant Accounting Policies (continued)

As of March 31, cash consists of the following:

	<u>2025</u>		<u>2024</u>
Cash held at financial institutions	\$ 1,999,679	\$	1,565,013
Transactions initiated by WMI but not cleared by financial institutions:			
Outstanding checks	(353,771)		(115,116)
Cash, as reported in the financial statements	\$ 1,645,908	\$	1,449,897

Certificates of deposit: Certificates of deposit held for investment with an original maturity greater than three months are reported at cost as certificates of deposit. At March 31, 2025, WMI holds certificates of deposit with original maturities of nine months.

Pass-through agreements: WMI has agreements with various state and federal agencies, under which the agency approves a project and associated budget and contracts with WMI to perform certain administrative services for the benefit of the project. WMI does not control the project or the results thereof but, rather, functions in an administrative capacity as a service to the agency.

Under contractual pass-through agreements, in exchange for providing these administrative services, as described below, WMI receives an administrative fee, which is recognized in member services revenues upon receipt. Other than the administrative fees earned, neither cash received nor disbursements made under these agreements are recognized as revenues or expenses, respectively. Cash receipts and disbursements are recognized as changes in the related asset or liability, as applicable, for each program. Cumulative funding received by WMI in excess of disbursements is reported in the funds held for agencies liability. Cumulative disbursements in excess of funding received by WMI are reported in the due from agencies asset.

Under grants and federal cooperative pass-through agreements, cash receipts, including any indirect cost recoveries and administrative fees, are recognized as grants and contracts revenues when received. Related disbursements are recognized as expenses when disbursed.

There are two broad categories of pass-through agreements:

Fiscal agent: Agencies remit cash to WMI on behalf of a particular agency-directed program. WMI holds any unspent funds in its cash accounts, which are not required to be segregated from its operating cash accounts. WMI disburses funds only upon approval by the respective agency.

Limited-term employee (LTE): WMI employs LTEs for the sole purpose of carrying out various agencies' programs in accordance with agreements with the agencies and LTEs. The LTEs are legal employees of WMI, are paid by WMI, and receive certain benefits consistent with other WMI employees.

Wildlife Management Institute, Inc.

Notes to Financial Statements

Note 2. Summary of Significant Accounting Policies (continued)

However, the agencies retain all management responsibility over the LTEs, including defining the job description for each position, approving the LTEs' salaries and benefits, supervising the LTEs, and being accountable for the performance under the related agreements with the agencies' end customers. The agencies provide advanced funding or reimbursement for related employment costs in addition to WMI's administrative fees.

Revenue recognition: WMI generates revenue from three primary sources, as described more fully below. Under these agreements, revenues are recognized upon the receipt of cash from a customer or grantor, or earlier upon the initiation and notification of electronic payment by the customer or grantor.

Grants and contracts: These comprise non-pass-through grants and contracts from state and federal agencies, generally restricted for specific purposes. Funds are generally received on a cost-reimbursement basis; therefore, any donor or grantor restrictions are met prior to recognizing revenues. As of March 31, 2025 and 2024, no material amounts were collected and recognized as revenues for which the related costs were not incurred.

Conference: WMI holds an annual North American wildlife and natural resources conference that generates revenue from registration and exhibitor fees and sponsorships.

Member services: Member services primarily comprise fees received to manage the administration of programs in accordance with pass-through agreements, as previously described.

Functional expenses: Expenses are charged to program and supporting services based upon direct expenses incurred and allocations of common expenses. Salaries and wages are allocated based on hours charged to each functional expense category. Employee benefits, payroll taxes, and other common costs are allocated consistent with related salaries and wages. Substantially all other expenses are identifiable to specific functions and charged as direct expenses.

Income taxes: WMI is a not-for-profit organization, as described in Section 501(c)(3) of the Internal Revenue Code, and is exempt from federal income taxes on related income pursuant to Section 501(a) of the Internal Revenue Code. Accordingly, WMI has not recognized income taxes in these financial statements.

Use of estimates: In preparing financial statements in accordance with the modified cash basis of accounting, management is required to make estimates and assumptions that affect the reported amounts of assets, liabilities, and net assets at the date of the financial statements and revenues, expenses, and other changes in net assets during the year then ended. Actual results could differ from those estimates.

Evaluation of subsequent events: In preparing these financial statements, WMI has evaluated events and transactions for potential recognition or disclosure through September 26, 2025, the date the financial statements were available to be issued.

Wildlife Management Institute, Inc.

Notes to Financial Statements

Note 3. Availability and Liquidity

The following reflects WMI's financial assets that are estimated to be available to meet general expenditure needs within one year as of March 31:

	<u>2025</u>		<u>2024</u>
Cash	\$ 1,645,908	\$	1,449,897
Due from agencies	771,165		808,944
Certificates of deposit	357,782		1,454,142
	<u>2,774,855</u>		<u>3,712,983</u>
Less funds held for agencies	1,551,976		1,746,823
Less net assets with donor restrictions	100,000		100,000
	<u>\$ 1,122,879</u>	\$	<u>1,866,160</u>

WMI strives to maintain liquid financial assets sufficient to cover six months of general expenditures. Financial assets in excess of daily cash requirements are generally maintained in certificates of deposit, as described in Note 2. Management reviews financial liquidity monthly in order to ensure that financial resources are in place to meet cash flow needs.

Note 4. Concentration and Contingencies

WMI maintains domestic bank account and certificate of deposit balances that, at times, may exceed federally insured limits. WMI has not experienced any losses with these accounts. Management believes that WMI is not exposed to any significant credit risk on domestic cash and certificate of deposit balances.

WMI receives a substantial portion of its funding from federal funding sources. Revenues from federal grants approximated 60% of total revenues in 2025 and 63% of total revenues in 2024.

WMI recognizes revenues under various grants and contracts that are governed by their own rules and regulations. Expenses charged to these programs are subject to audit by the grantor agencies.

Note 5. Pass-Through Agreements

The due from agencies asset consists of the following as of March 31:

	<u>2025</u>		<u>2024</u>
Fiscal agent	\$ 69,190	\$	119,296
LTE	701,975		689,648
	<u>\$ 771,165</u>	\$	<u>808,944</u>

Wildlife Management Institute, Inc.

Notes to Financial Statements

Note 5. Pass-Through Agreements (continued)

The funds held for agencies liability consists of the following as of March 31:

	<u>2025</u>		<u>2024</u>
Fiscal agent	\$ 1,249,711	\$	1,540,857
LTE	302,265		205,966
	<u>\$ 1,551,976</u>	<u>\$</u>	<u>1,746,823</u>

Note 6. Net Assets With Donor Restrictions

Net assets with donor restrictions consist of funds required to be maintained in perpetuity for the President's Fund. The President's Fund comprises a single endowment contribution made in 1987. In accordance with the donor's instructions, the corpus is invested in certificates of deposit. Related interest income is available for use without donor restrictions.

Note 7. Retirement Plans

WMI sponsors a defined contribution 401(k) plan that covers substantially all employees. Under the terms of the plan, WMI's contributions are discretionary. WMI's contributions to the plan approximated \$290,000 in 2025 and \$485,000 in 2024, of which approximately \$141,000 and \$225,000, respectively, are included within employee benefits in the statements of functional expenses and the remainder are incurred for LTEs under pass-through agreements and recorded as a change in the related asset or liability.

WMI also has informal arrangements under which it provides life insurance and health benefits to certain former WMI employees who retired prior to 2006. Total remaining benefits expected to be paid to these retirees have not been quantified. Related expenses approximated \$46,000 in 2025 and \$43,000 in 2024.

Supplementary Information

Wildlife Management Institute, Inc.

**Schedule of Expenditures of Federal Awards - Modified Cash Basis
Year Ended March 31, 2025**

Federal Grantor/Program Title	Pass-Through Entity	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
U.S. Department of Agriculture:					
Conservation Stewardship Program	NFWF*	10.924	1903.24.082426	\$ -	\$ 76,922
Unknown - U.S. Forest Service	N/A	10.Unknown	N/A	-	63,029
Subtotal for U.S. Department of Agriculture				-	139,951
U.S. Department of the Interior:					
Wildlife Resource Management	NDOW**	15.247	MLS1Q3SXX9A1	-	31,043
Multistate Conservation Grant (MCG)	N/A	15.628	N/A	675,865	2,081,437
Multistate Conservation Grant	Boone & Crockett	15.628	GSA 00229	-	59,000
Multistate Conservation Grant	MAFWA***	15.628	C4L9RVYXKKJ5	-	15,359
Multistate Conservation Grant	NEAFWA****	15.628	GG31S9ZJD531	89,350	137,385
Subtotal for MCG program				765,215	2,293,181
Partners for Fish and Wildlife	N/A	15.631	N/A	-	131,192
Migratory Bird Joint Ventures	N/A	15.637	N/A	-	538,909
Endangered Species Recovery Implementation	N/A	15.657	N/A	-	27,023
Adaptive Science	N/A	15.670	N/A	-	395,152
Adaptive Science	NFWF*	15.670	0403.24.083649	-	1,418
Subtotal for Adaptive Science program				-	396,570
Subtotal for U.S. Department of the Interior (forward)				765,215	3,417,918
Subtotal (forward)				\$ 765,215	\$ 3,557,869

(continued)

Wildlife Management Institute, Inc.

**Schedule of Expenditures of Federal Awards - Modified Cash Basis (continued)
Year Ended March 31, 2025**

Federal Grantor/Program Title	Pass-Through Entity	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
Subtotal (forwarded)				\$ 765,215	\$ 3,557,869
Subtotal for U.S. Department of the Interior (forwarded)				765,215	3,417,918
U.S. Department of the Interior (continued):					
U.S. Geological Survey Research and Data Collection	N/A	15.808	N/A	-	91,820
NFWF* - Conservation Without Conflict	NFWF*	15.Unknown	0126-21-073306	-	57,582
Subtotal for U.S. Department of the Interior				765,215	3,567,320
U.S. National Aeronautics and Space Administration:					
Science	N/A	43.001	N/A	-	351
Subtotal for U.S. National Aeronautics and Space Administration				-	351
Total expenditures of federal awards				\$ 765,215	\$ 3,707,622

* NFWF = The National Fish and Wildlife Foundation

** NDOW = The Nevada Department of Wildlife

*** MAFWA = The Midwest Association of Fish and Wildlife Agencies

**** NEAFWA = The Northeast Association of Fish and Wildlife Agencies

Wildlife Management Institute, Inc.

**Notes to Schedule of Expenditures of Federal Awards
Year Ended March 31, 2025**

Note 1. Basis of Presentation

The accompanying schedule of expenditures of federal awards - modified cash basis includes the federal award activity of Wildlife Management Institute, Inc. (WMI) under programs of the federal government for the year ended March 31, 2025. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the schedule presents only a selected portion of the activities of WMI, it is not intended to, and does not, present the financial statements of WMI.

Note 2. Summary of Significant Accounting Policies

Expenditures reported on the schedule are reported on the modified cash basis of accounting, as described in Note 2 to the financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 3. Indirect Cost Rate

WMI has negotiated an indirect cost rate that is being used for federal awards; therefore, WMI has not elected to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.



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**Independent Auditor's Report on Internal Control Over
Financial Reporting and on Compliance and Other Matters
Based on an Audit of Financial Statements Performed
in Accordance With Government Auditing Standards**

To the Board of Directors
Wildlife Management Institute, Inc.

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Wildlife Management Institute, Inc. (WMI), which comprise the statement of assets, liabilities and net assets - modified cash basis as of March 31, 2025, the related statements of revenues, expenses and other changes in net assets - modified cash basis and functional expenses - modified cash basis for the year then ended, and the related notes to the financial statements, and have issued our report thereon, dated September 26, 2025.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered WMI's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of WMI's internal control. Accordingly, we do not express an opinion on the effectiveness of WMI's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of WMI's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Therefore, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether WMI's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of WMI's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering WMI's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Gallagher, Flynn & Company, LLP

South Burlington, Vermont
September 26, 2025



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**Independent Auditor's Report on Compliance for the Major
Federal Program and Report on Internal Control Over
Compliance Required by the Uniform Guidance**

To the Board of Directors
Wildlife Management Institute, Inc.

Report on Compliance for the Major Federal Program

Opinion on the Major Federal Program

We have audited Wildlife Management Institute, Inc.'s (WMI) compliance with the types of compliance requirements identified as subject to audit in the Office of Management and Budget *Compliance Supplement* that could have a direct and material effect on WMI's major federal program for the year ended March 31, 2025. WMI's major federal program is identified in the Summary of Auditor's Results section of the accompanying schedule of findings and questioned costs.

In our opinion, WMI complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended March 31, 2025.

Basis for Opinion on the Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS), the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of WMI and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for the major federal program. Our audit does not provide a legal determination of WMI's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to WMI's federal program.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on WMI's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about WMI's compliance with the requirements of the major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding WMI's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of WMI's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of WMI's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit, we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Gallagher, Flynn & Company, LLP

South Burlington, Vermont

September 26, 2025

Wildlife Management Institute, Inc.

**Schedule of Findings and Questioned Costs
Year Ended March 31, 2025**

I. Summary of Auditor's Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with a special-purpose framework (modified cash basis): Unmodified

Internal control over financial reporting:
Material weaknesses identified? No
Significant deficiencies identified? None reported

Noncompliance material to financial statements noted? No

Federal Awards

Internal control over major federal program:
Material weaknesses identified? No
Significant deficiencies identified? None reported

Type of auditor's report issued on compliance for major federal program: Unmodified

Any audit findings disclosed that are required to be reported in accordance with Section 2 CFR 200.516(a)? No

Identification of major federal program:

<u>Assistance Listing Number</u>	<u>Federal Agency/Name of Federal Program</u>
15.628	U.S. Department of the Interior: Multistate Conservation Grant

Dollar threshold used to distinguish between Type A and Type B programs: \$750,000

Auditee qualified as low-risk auditee? No

II. Financial Statement Findings

None to report.

III. Findings and Questioned Costs for Federal Awards

None to report.

Wildlife Management Institute, Inc.

Schedule of Findings and Questioned Costs (continued)
Year Ended March 31, 2025

IV. Prior Audit Findings

The prior-year audit disclosed no reportable findings.