

PROJECT: 22-1011 REST, KELLY CREEK PA 45 RESTORATION

Sponsor: Asotin Co Conservation Dist Program: Salmon State Projects Status: Preapplication

Parties to the Agreement

PRIMARY SPONSOR

Asotin County Conservation District

Address 720 Sixth St Ste B

City Clarkston **State** WA **Zip** 99403

Org Type District-Conservation

Vendor # SWV0010207-00

UBI

Date Org created

Org Notes

[link to Organization profile](#)

Org data updated

SECONDARY SPONSORS

No records to display

LEAD ENTITY

Snake River Salmon Rec Bd LE

QUESTIONS

#1: List project partners and their role and contribution to the project.

External Systems

SPONSOR ASSIGNED INFO

Sponsor-Assigned Project Number

Sponsor-Assigned Regions

EXTERNAL SYSTEM REFERENCE

Source	Project Number	Submitter
HWS	22-1011	AFitzgerald

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Project Contacts

Contact Name Primary Org	Project Role	Work Phone	Work Email
<u>Alice Rubin</u> Rec. and Conserv. Office	Project Manager	(360) 867-8584	alice.rubin@rco.wa.gov
<u>Megan Stewart</u> Asotin Co Conservation Dist	Project Contact	(509) 552-8100	megan@asotinco.org
<u>Brad Riehle</u> Asotin Co Conservation Dist	Alt Project Contact	(509) 552-8117	brad@asotinco.org
<u>Ali Fitzgerald</u> Snake River Salmon Rec Bd LE	Lead Entity Contact	(509) 382-4115	ali@snakeriverboard.org

Worksites & Properties

Worksite Name

#1 Kelly Creek PA 45

Restoration	Property Name
✓	WDFW

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Worksite Map & Description

Worksite #1: Kelly Creek PA 45

WORKSITE ADDRESS

Street Address
City, State, Zip

Worksite Details

Worksite #1: Kelly Creek PA 45

SITE ACCESS DIRECTIONS

From Asotin, take WA-129 south approximately 13.5 miles. Turn right on Onstot Road for approximately .5 miles. Turn right on Dwight Halsey road and travel approximately 3 miles to the end of the road.

TARGETED ESU SPECIES

Species by ESU	Egg Present	Juvenile Present	Adult Present	Population Trend
Steelhead-Snake River, Asotin Creek, Threatened	✓	✓	✓	Unknown

Reference or source used

Asotin Geomorphic Assessment WDFW

TARGETED NON-ESU SPECIES

Species by Non-ESU	Notes
Unknown	

Questions

#1: Give street address or road name and mile post for this worksite if available.

Closest public road - Dwight Halsey Road

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Project Location

RELATED PROJECTS

Projects in PRISM

PRISM Number	Project Name	Current Status	Relationship Type	Notes
15-1308 P	Asotin County Geomorphic-Watershed Assessment	Closed Completed	Earlier Phase	

Related Project Notes

Questions

#1: Project location. Describe the geographic location, water bodies, and the location of the project in the watershed, i.e. nearshore, tributary, main-stem, off-channel, etc.

This portion of Kelly Creek is identified as a Priority Restoration Reach located in the George Creek watershed which is listed as a major spawning area. The project begins at RM 0.0 and ends at RM 1.4. This is a tributary to George Creek.

#2: How does this project fit within your regional recovery plan and/or local lead entity's strategy to restore or protect salmonid habitat? Cite section and page number.

Northwest Marine Fisheries Service. 2017. ESA Recovery Plan for Snake River Spring/Summer Chinook Salmon (*Oncorhynchus tshawytscha*) & Snake River Basin Steelhead (*Oncorhynchus mykiss*). Portland, OR.
This project is identified as a top priority and located in a minor spawning area for Steelhead and a priority restoration reach in the Snake River Salmon Recovery Plan and 3 yr workplan.

#3: Is this project part of a larger overall project?

Yes

#3a: How does this project fit into the sequencing of the larger project?

This project was identified in the Asotin County Conceptual Restoration Plan during the Geomorphic and Watershed Assessment that was completed for Asotin, George, Alpowa, Couse and Tenmile Creek watersheds in Asotin County in 2018.

#4: Is the project on State Owned Aquatic Lands? Please contact the Washington State Department of Natural Resources to make a determination. [Aquatic Districts and Managers](#)

No

Property Details

Property: WDFW (Worksite #1: Kelly Creek PA 45)

✓Restoration

LANDOWNER

Name	Department of Fish and Wildlife (WDFW)
Address	PO Box 43135
City	Olympia
State	WA Zip 98504-3135
Type	State

CONTROL & TENURE

Instrument Type	Landowner Agreement
Timing	Proposed
Term Length	Fixed # of years
# Yrs	10
Expiration Date	12/31/2032
Note	<div style="border: 1px solid black; height: 20px;"></div>

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Project Proposal

Project Description

The Asotin County Conservation District is sponsoring the Kelly Creek PA 45 Instream Habitat Project to install large woody debris structures to promote overbank flow, increase complexity and improve sediment and water retention. PA 45 was identified as a Tier 2 project area in the Asotin County Conceptual Restoration Plan. The total reach length for the proposed project is 1.4 miles. The Kelly Creek PA 45 Instream Habitat project is located south of the City of Asotin, WA accessible by Dwight Halsey Road. The project begins at RM 0.0 and ends a RM 1.4. This portion of Kelly Creek is identified as a Priority Restoration Reach located in the George Creek MSA watershed. Steelhead is the priority species that will benefit from the project for migration, spawning and rearing life stages.

Project Questions

#1: Problem statement. What are the problems your project seeks to address? Include the source and scale of each problem. Describe the site, reach, and watershed conditions. Describe how those conditions impact salmon populations. Include current and historic factors important to understand the problems.

The Asotin County Conservation District completed a Geomorphic Assessment for Asotin, George, Alpowa, Tenmile and Couse Creeks in 2018 with funding from BPA and SRFB. Based on the information in the assessment there was a Conceptual Restoration Plan completed for 83 project areas. In 2020, ACCD collaborated with BPA to develop a project on lower Pintler Creek, which is a tributary to George Creek. After exploring the project location and conditions, BPA recommended the District focus restoration actions in the upper reaches of George Creek and Pintler Creek due to the degraded conditions in the lower reaches. This direction has resulted in ACCD working to develop additional prioritizations and long term restoration strategy for the Pintler and George Creek watersheds. This project is being proposed as part of that larger strategy. The restoration actions taken on Kelly Creek will be the first of many phases in the upper Pintler watershed and was prioritized for early action due to its current conditions.

Kelly Creek is a spring fed tributary to Pintler Creek and has the potential to support summer base flows for Pintler Creek. Water retention is a priority for the Pintler Creek reach (PC-01) immediately below the mouth of Kelly Creek.

The lower portion of Kelly Creek supports the ESA listed Snake River summer steelhead. Project Area 45 covers a 1.4-mile section stream which was identified in the Asotin County Conceptual Restoration Plan. This portion of Kelly Creek is also listed as a priority restoration reach for the Snake River Salmon Recovery Board.

The Asotin Conceptual Restoration Plan identifies the need for additional large woody debris throughout the project area to increase geomorphic complexity, promote overbank flows, and increase sediment and water retention as priorities for this project area while protecting the existing riparian vegetation.

The current geomorphic function is moderate due to limited geomorphic or structural element diversity. The channel is relatively simple with few side channels and overbank flow opportunities.

The project area is owned by the Washington Department of Fish & Wildlife and part of the George Creek Wildlife Area. Prior to the purchase, this property was used for rangeland livestock grazing. The riparian vegetation has matured but overall, the site still lacks large woody debris needed to encourage natural stream processes and provide salmonid habitat. The stream reach has deciduous tree and shrub dominated riparian vegetation and defined channel with limited floodplain opportunities.

Future restoration phases would include riparian planting if post construction monitoring determines it to be a priority for the site.

#2: Describe the limiting factors, and/or ecological concerns, and limiting life stages (by fish species) that your project expects to address.

The primary limiting factors identified in the Asotin Conceptual Restoration Plan for PA 45 include flow, habitat diversity, and key habitat quantity for steelhead. Fish life stages identified for PA 45 included migration, spawning and rearing. This project will support long term and short term processes to improve all limiting factors for all identified life stages.

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#3: What are the project goals? The goal of the project should be to solve identified problems by addressing the root causes. Then clearly state the desired future condition. Include which species and life stages will benefit from the outcome, and the time of year the benefits will be realized. **Example Goals and Objectives**

The goal of this project is to implement actions to address the management objectives that were identified in the Asotin County Conceptual Restoration Plan for PA 45. The project will improve geomorphic complexity, promote overbank flows and increase sediment and water retention. This project area has limited riparian establishment and is primarily deciduous trees and shrubs. The addition of LWD will provide structural elements throughout the project area to continue improving riparian and geomorphic stream function. This project area was listed as a Tier 3 project that would be likely longer to provide physical and biological response to address the limiting factors. This project would put the stream reach on a positive trajectory for recovery for all identified life stages.

#4: What are the project objectives? Objectives support and refine biological goals, breaking them down into smaller steps. Objectives are specific, quantifiable actions the project will complete to achieve the stated goal. Each objective should be SMART (Specific, Measurable, Achievable, Relevant, and Time-bound). **Example Goals and Objectives**

The objective of this project is to install 80 to 120 LWD structures over approximately 3,700 feet of channel length to provide instream channel complexity, create approximately 60 pools, improve sediment and water retention, and promote overbank flows within 2 to 3 flow cycles.

#5: Scope of work and deliverables. Provide a detailed description of each project task/element. With each task/element, identify who will be responsible for each, what the deliverables will be, and the schedule for completion.

Pre-Funding Scope of Work:

We will be monitoring the site starting in April 2022 to identify stream conditions and flow changes from the high flows (runoff) and continue monitoring throughout the summer and fall as flows reduce and eventually go subsurface. This will provide us with valuable data that will inform the site plan that will be developed. The ACCD staff will take aerial video and photos utilizing the ACCD drone to document site and flow changes.

Post-Funding Scope of Work:

Site investigation by ACCD – Stream assessment and Identify structure placement

- September 2022 - March 2023

Develop Site Plan by ACCD – Plan will identify structure locations and type including material and quantities needed. It will also include generic designs for PALS and BDAs and location specific designs for the engineered logs structures. The site plans will be reviewed by funding sources before finalized.

- February – April 2023

Secure Permits by ACCD staff – Utilize JARPA to secure HPA, Shoreline and other required permits for project

- January - April 2023

Construction Prep – Secure and stage materials by WCC crew, with oversight by ACCD

- May - July 2023 and 2024

Install Structures - WCC crew, with oversight by ACCD will install structures during the instream work window

- July – September 2023 and 2024

Assess & Monitor Structures – Complete as-built design, GPS all structures and establish photo/video monitoring points will be completed by ACCD. Site visits during and after high flow periods to assess and document effectiveness

- Late fall, winter and spring 2024 and 2025

Close Out – Complete documentation and final reporting for project closeout

Spring/Summer 2025

#6: What are the assumptions and physical constraints that could impact whether you achieve your objectives?

Assumptions and constraints are external conditions that are not under the direct control of the project, but directly impact the outcome of the project. These may include ecological and geomorphic factors, land use constraints, public acceptance of the project, delays, or other factors. How will you address these issues if they arise?

WDFW is the only landowner within the project area who has already provided support for this project to be developed. The agency technical staff and land management staff will be included in the review and development of the site plans. There has been significant recovery to the riparian vegetation throughout the project area and it will be a high priority to limit damage to the recovery riparian zones.

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#7: How have lessons learned from completed projects or monitoring studies informed this project?

Over the past decade, the technique of using PALS and BDAs has been a popular method to improve instream conditions. There has been a great deal of success documented throughout the region. However, project implementors are finding that some of the initial structures were too small in scale. The recommendation being provided is to increase the size of the PALS that are being built to maximize the function of the structure. ACCD has utilized this strategy on Couse Creek and Tenmile during the past two years. We have several low tech projects planned based on recommendations in the Asotin County Conceptual Restoration Plan

#8: Describe the alternatives considered and why the preferred was chosen.

In the past heavy equipment was used for instream restoration projects. Since the Asotin Creek IMW introduced the use of low-tech Post Assisted Log Structures (PALS) and Beaver Dam Analogs (BDA,) the implementation of restoration projects in small streams shifted to utilizing techniques that have less disturbance to the stream and riparian vegetation.

#9: How were stakeholders consulted in the development of this project? Identify the stakeholders, their concerns or feedback, and how those concerns were addressed.

This project was identified during the Asotin County Geomorphic and Watershed Assessment development. The conceptual restoration plan was developed as a result of the process and this project was included in the plan. Landowners were engaged throughout the Assessment and Conceptual Restoration Plan development through public meetings and onsite visits. There has been no opposition to the conceptual restoration plan that was developed for PA 45. This project is being proposed on public property and the landowner, WDFW, is willing to proceed with the development of a complete site plan and implementation of the project. There are no identified public safety concerns identified at this time. In the event there is a safety concern identified, ACCD will address the concerns while completing the site plan and designs.

#10: Does your project address or accommodate the anticipated effects of climate change?

Yes

#10a: How will your project be climate resilient given future conditions?

Kelly Creek has a current hydrologic regime is snow-rain dominated for these streams, however it is anticipated to shift to a rain dominated regime. This will likely decrease summer base flows and increase summer water temperatures. Healthy stream and riparian areas conditions are essential during climate change shifts since they provide a critical location in the ecosystem for habitat for both fish and wildlife. The restoration work proposed will improve the resiliency of the project area and overall watershed.

#10b: How will your project increase habitat and species adaptability?

This project will result in the implementation of structures and instream habitat rehabilitation increasing salmon and steelhead resiliency to climate change.

#11: Describe the sponsor's experience managing this type of project. Describe other projects where the sponsor has successfully used a similar approach.

The Asotin County Conservation District has been managing natural resource and habitat improvement projects for several years. We have built positive relationships with the landowners of Asotin County and have been successful in implementing projects from start to finish. Asotin County Conservation District also has great relationships with technical partners throughout the region and has utilized their expertise as needed.

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Restoration Supplemental

#1: What level of design (per Appendix D) have you completed? Please attach.
Conceptual

#1a: What level of design will be produced prior to construction?
Preliminary

#2: Will (or did) a licensed professional engineer design the project?
No

#2a: Describe the qualifications of the design team.

This project will consist of placing low-tech process base structures (PALS & BDA). The ACCD staff has been trained by Ecological Research, Anabranch and Cramer Fish teams on how to develop site plans for low-tech projects. The site plans are reviewed by SRFB and BPA environmental staff prior to implementation.

#3: Does the project include measures to stabilize an eroding stream bank?
No

#4: Is the primary activity of the project invasive species removal?
No

#5: Is the primary activity of the project riparian planting?
No

#6: Describe the steps you will take to minimize the introduction of invasive species during construction and restoration. Consider how you will use un-infested materials and clean equipment entering and leaving the project area.

ACCD will require all equipment used by the contractor/crew to be cleaned and inspected prior to accessing the project site. There will be a dip station available for everyone to treat boots and waders prior to accessing the site. If there are any areas disturbed during construction, it will be seeded with a native grass mix.

#7: Describe the long-term stewardship and maintenance obligations for the project.

While we do not anticipate significant maintenance, we do plan on providing wood supplements to the PALS and BDAs over the 10-year project life. ACCD will conduct site evaluations annually to determine the function of the structures and what maintenance is needed. We will utilize the Washington Conservation Crew to conduct any maintenance work that is identified.

Restoration Metrics

Worksite: Kelly Creek PA 45 (#1)

Miles of Stream and/or Shoreline Treated or Protected (C.0.b)	1.40
Project Identified In a Plan or Watershed Assessment (C.0.c)	Northwest Marine Fisheries Service. 2017. ESA Recovery Plan for Snake River Spring/Summer Chinook Salmon (Oncorhynchus tshawytscha) & Snake River Basin Steelhead (Oncorhynchus mykiss). Portland, OR. Asotin County Watershed Assessment and Conceptual Restoration Plan
Priority in Recovery Plan	The project is identified as a top priority and located in a major spawning area for steelhead and a priority restoration reach in

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the Snake River Salmon Recovery Plan
and 3 year workplan

Type Of Monitoring (C.0.d.1) Implementation Monitoring

Monitoring Location (C.0.d.2) Onsite

INSTREAM HABITAT PROJECT

Total Miles Of Instream Habitat Treated (C.4.b) 1.40

Channel structure placement (C.4.d.1)

Total cost for Channel structure placement \$70,800

Material Used For Channel Structure (C.4.d.2) Individual Logs (Anchored)

Miles of Stream Treated for channel structure placement (C.4.d.3) 1.40

Pools Created through channel structure placement (C.4.d.5) 60

Number of structures placed in channel (C.4.d.7) 100

CULTURAL RESOURCES

Cultural resources

Total cost for Cultural resources \$8,000

Acres surveyed for cultural resources 28.80

PERMITS

Obtain permits

Total cost to Obtain permits \$2,500

Number of permits required for implementation of project

ARCHITECTURAL & ENGINEERING

Architectural & Engineering (A&E)

Total cost for Architectural & Engineering (A&E) \$19,200

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Overall Project Metrics

COMPLETION DATE

Projected date of completion

7/31/2025

Restoration Cost Estimates

Worksite #1: Kelly Creek PA 45

Category	Work Type	Estimated Cost	Note
Cultural Resources	Cultural resources	\$8,000	
Instream Habitat Project	Channel structure placement (C.4.d.1)	\$70,800	
Permits	Obtain permits	\$2,500	
	Subtotal:	\$81,300	
Admin, Architecture, and Engineering		\$19,200	
	Total Estimate For Worksite:	\$100,500	

Summary

Total Estimated Costs Without AA&E:	\$81,300
Total Estimated AA&E:	\$19,200
Total Estimated Restoration Costs:	\$100,500

Cost Summary

	Estimated Cost	Project %	Admin/AA&E %
<u>Restoration Costs</u>			
Restoration	\$81,300		
Admin, Architecture, and Engineering	\$19,200		23.62 %
SUBTOTAL	\$100,500	100.00 %	
Total Cost Estimate	\$100,500	100.00 %	

Funding Request and Match

FUNDING PROGRAM

Salmon State Projects \$70,000 69.651741 %

SPONSOR MATCH

Other Monetary Funding Grant - Federal

Amount \$30,500.00

Funding Organization Bonneville Power Administration (BPA)

Grant Program Fish & Wildlife Program

Match Total: \$30,500.348259

Total Funding Request (Funding + Match): \$100,500.000000

Questions

#1: Explain how you determined the cost estimates

There have been several LWD projects completed throughout the region. Based on those project costs and the priorities for this project area the cost estimates were determined.

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Cultural Resources

Worksite #1: Kelly Creek PA 45

#1: Provide a description of the project actions at this worksite (acquisition, development and/or restoration activities that will occur as a part of this project)

The project will consist of implementing instream structures utilized low-tech installation methods. There has been a staging area identified where equipment and materials will be stored during the project implementation.

#2: Describe all ground disturbing activities (length, width and depth of disturbance and equipment utilized) that will take place in the Area of Potential Effect (APE). Include the location of any construction staging or access roads associated with your project that will involve ground disturbance.

Post-Assisted Log Structures (PALS):
Woody material of various sizes will be pinned together with untreated wooden posts (<4" diameter) driven into the substrate. Untreated wooden posts will be pounded 2-3 feet into the stream bed using a hand-held pneumatic post-pounder. Approximately 4-15 posts per structure, plus the addition of woody debris (small trees and branches) woven between posts by hand.

Beaver Dam Analogue (BDA) Structures:
A permeable, channel spanning structure with a constant crest elevation constructed with a mixture of woody debris and fill material to form a pond and mimic a natural beaver dam. BDAs will be installed in the stream bed and channels within the floodplain. Scouring of stream bed will be completed using hand-tools and buckets to build subsequent layers of substrate between 6"-12" into BDA formation. Fine woody debris and additional sediment will be woven by hand between and on top of layers. BDA installations are "post-assisted," and 4-20 treated wooden posts will be inserted into the stream bed using a hand-held pneumatic post-pounder. Depth of disturbance will be variable depending on location of structure, design, and woody materials characteristics, usually less than 2 feet of sediment will be moved to form layers of BDA.

Equipment to be used includes a hand-held pneumatic post-pounder and a generator to power it, chainsaw, handsaws, sledgehammers, shovels, and rock bars. An ATV will be used for staging materials on site.

#3: Describe any planned ground disturbing pre-construction/restoration work. This includes geo-technical investigation, fencing, demolition, decommissioning roads, etc.

None

#4: Describe the existing project area conditions. The description should include existing conditions, current and historic land uses and previous excavation/fill (if depths and extent is known, please describe).

Project Area 45 (PA-45) is located along Kelly Creek, which is a tributary to Pintler Creek. Kelly Creek enters Pintler Creek at RM 3.7 and the headwaters of Kelly Creek are in loess uplands, which are dominated by dryland farming. There is a defined channel, the substrate is coarse cobble and boulder, with deciduous dominated riparian vegetation along the lower mile and a half of Kelly Creek. The geomorphic function is moderate and the flow goes subsurface annually after spring floods. This project is located in the Asotin Creek Wildlife Area. Historically the land use was cattle/sheep grazing on rangeland, but it is currently managed for wildlife.

#5: Will a federal permit be required to complete the scope of work on the project areas located within this worksite?
Yes

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#5a: List the agency that will be issuing the permit and the date you anticipate applying for and receiving the permit. Will the federal permit cover ALL proposed ground disturbing activities included in the project?

US Army Corps of Engineers- Dredge/Fill (404)
US Fish & Wildlife- ESA Compliance
We anticipate applying for permits in January 2023 to have them secured prior to the 2023 work window. All ground disturbing activities that require federal permits will be covered by the permits that are secured.

#6: Are you utilizing Federal Funding to complete the scope of work? This includes funds that are being shown as match or not.

Yes

#6a: Please list the federal agency and funding sources.

BPA

#6b: Does the federal funding you are utilizing as match require you to receive state funding?

No

#7: Do you have knowledge of any previous cultural resource review within the project boundaries during the past 10 years?

No

#8: Is the worksite located within an existing park, wildlife refuge, natural area preserve, or other recreation or habitat site?

Yes

#8a: Please name the area and specify when the site was established.

WDFW George Creek Wildlife Area Unit

#9: Are there any structures over 45 years of age within this worksite? This includes structures such as buildings, tidegates, dikes, residential structures, bridges, rail grades, park infrastructure, etc.

Unknown

Project Permits

Permits and Reviews	Issuing Organization	Applied Date	Received Date	Expiration Date	Permit #
Archeological & Cultural Resources (EO 05-05)	DAHP				
Cultural Assessment [Section 106]	DAHP				
Endangered Species Act Compliance [ESA]	US Fish & Wildlife				
Hydraulics Project Approval [HPA]	Dept of Fish & Wildlife				

Permit Questions

#1: Are you planning on using the federal permit streamlining process? **Limit 8**

Yes

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Attachments

Required Attachments

6 out of 6 done

Applicant Resolution/Authorizations	✓
Cost Estimate	✓
Landowner acknowledgement form	✓
Map: Restoration Worksite	✓
Photo	✓
RCO Fiscal Data Collection Sheet	✓

PHOTOS (JPG, GIF)

Photos (JPG, GIF)



499288 # 499289

PROJECT DOCUMENTS AND PHOTOS

Project Documents and Photos

File Type	Attach Date	Attachment Type	Title	Person	File Name, Number Associations	Shared
	03/03/2022	Landowner acknowledgement form	Appendix_F_Landowner_Ack_Form - WDFW_KellyCr.pdf	MeganS	Appendix_F_Landowner_Ack_Form - WDFW_KellyCr.pdf, 503041	
	02/18/2022	Applicant Resolution/Authorizations	R2022-02 SRFB Authorization.pdf	MeganS	R2022-02 SRFB Authorization.pdf, 501101	✓
	02/03/2022	Photo	DSCF8018.JPG	MeganS	DSCF8018.jpg, 499289	✓
	02/03/2022	Photo	DSCF5165.jpg	MeganS	DSCF5165.jpg, 499288	✓
	02/02/2022	Map: Restoration Worksite	Map_PA 45.pdf	MeganS	Map_PA 45.pdf, 499202	✓
	01/31/2022	RCO Fiscal Data Collection Sheet	FiscalDataCollectionSheet 2022.pdf	MeganS	FiscalDataCollectionSheet 2022.pdf, 498930	
	01/21/2022	Cost Estimate	SRFB_Cost_Estimate - Kelly Creek PALS.xlsx	MeganS	SRFB_Cost_Estimate - Kelly Creek PALS.xlsx, 498142	✓

Application Status

Application Due Date: 06/27/2022

Status Name	Status Date	Submitted By	Submission Notes
Preapplication	01/03/2022		

I certify that to the best of my knowledge, the information in this application is true and correct. Further, all application requirements due on the application due date have been fully completed to the best of my ability. I understand that if this application is found to be incomplete, it will be rejected by RCO. I understand that I may be required to submit additional documents before evaluation or approval of this project and I agree to provide them.

Date of last change: 03/07/2022



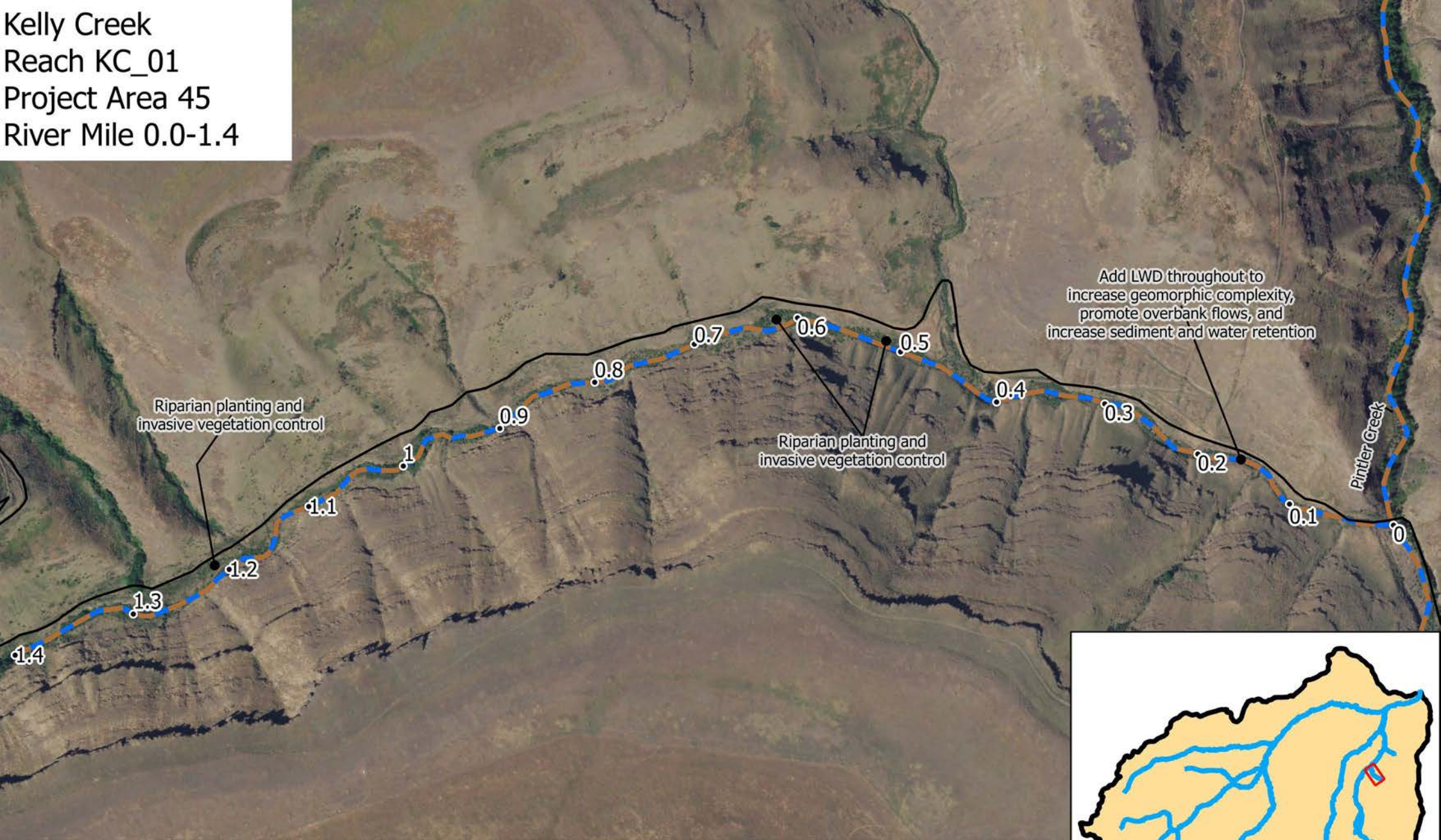
Asotin Co Conservation Dist, Kelly Creek PA 45 Restoration (K22-1011)
Attachment #499289, D5CF8018.JPG



Asotin Co Conservation Dist, Kelly Creek PA 45 Restoration (#22-1011)

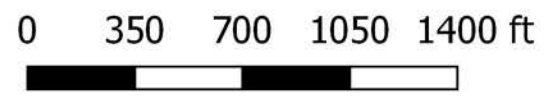
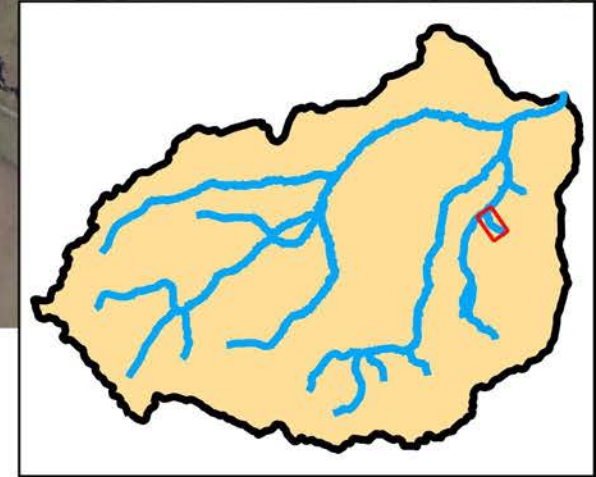
Attachment #499288, DSCF5165.jpg

Kelly Creek
 Reach KC_01
 Project Area 45
 River Mile 0.0-1.4



Legend

◦ Mile Markers	— Levee
— Major Roads	- - Side Channel
— Increase Complexity	□ Protect Processes



RCO Fiscal Data Collection Sheet - Indirect, Audit and Fiscal Information

RCO is collecting additional fiscal information on every federal pass-through grant that is awarded. This additional information is required to be in compliance with Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. This information will help RCO to understand the indirect cost information for each grant and the financial history of each sponsor. If there are questions or missing information, RCO will contact sponsors directly.

See pages 3 and 4 for definitions and an indirect example

Sponsor Name: **Asotin County Conservation District** (*Required)
 Data Universal Numbering System (DUNS Number): **824692557** (*Required)
 Date Prepared: **1/28/2022** (*Required)
 Approved for submission by: **Megan Stewart** (*Required) (If council or board approved, please provide name of Primary Signatory of the group)
 Contact Name (if different): (*Required)
 Approver or Contact Person's Phone Number: **(509) 552-8100** (*Required)

1. Indirect costs

Indirect costs are costs that are not directly accountable to a cost object, such as a particular project. Indirect costs include administrative and personnel costs.

Our organization (Choose one) (*Required)

- Does not wish to charge any indirect rate for this RCO subgrant for any RCO subaward. (PLEASE SKIP TO SECTION 4.)
- Has an indirect rate approved by a federal agency
- Uses a de minimus rate (10% of Modified Total Direct Costs (MTDC)) as defined by 2 CFR 200.414 (f) - eligible for non-profits and private individuals only. (For a definition of MTDC, see 2 CFR 200.68)
- Has an indirect rate negotiated between the pass-through entity (RCO) and our organization.

2. Indirect rate

Our organization's indirect rate (percent) is

Our organization's indirect base is

Our organization's indirect rate was approved by

The effective dates of indirect rate is Start Date End Date

Please include a copy of your organization's approved indirect cost rate agreement

**** If your indirect rate changes, please update this form and send the form and the updated indirect cost rate agreement to RCO (see bottom of pg 2).**

3. Indirect rate and costs - For each RCO agreement

Indirect rate applied	RCO#	RCO#	RCO#	RCO#
Total (\$) direct cost base for this RCO grant				
Projected indirect charge (\$)				
Other non-base, non-indirect costs (\$)				
Total (\$) (this should equal the RCO agreement total)	0	0	0	0

(If there are more than four RCO grants, please complete an additional sheet)

4. Audit information

Please summarize the past three (3) years of audits that your organization has received. Specify the audit types. List all of the findings and address the resolution of the finding.

Year	Audit Type	Findings
2020	SAO Accountability	None

Year	Audit Type	Findings
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Year	Audit Type	Findings
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RCO is collecting additional fiscal information on every federal pass-through grant that is awarded. This additional information is required to be in compliance with Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (new Omniscircular). This information will help RCO to understand the indirect cost information for each grant and the financial history of each sponsor. If there are questions or missing information, RCO will contact sponsors directly.

Fiscal Information Detail Sheet -- Indirect rate , fiscal, and audit information

Please summarize any audits you expect your organization to complete over the next three (3) years.

ACCD receives regular accountability audits from the WA State Auditor's Office on a 2 to 3 year cycle. These audits are scheduled by the Washington State Conservation Commission

5. Financial information

Please identify any changes to key staff positions in your organization in the past year.

No key staffing changes

Please identify your organizations accounting staff, the nature of the staff (employees, contractors, volunteers) and outline the accounting experience for each staff member. If staff have received certifications such as CPA, CGFM, please include that information.

Megan Stewart, District Coordinator, Employee, 19+ years with ACCD. Provides financial management for all CD funding

Colleen Ozard, Bookkeeper, Employee 9+ years with ACCD. Provided bookkeeping and accounting activities

Please identify any substantial changes in your organizations accounting, procurement, payroll or other administrative systems that have occurred in the past year.

None

ACCD uses BIAS/Springbrook Accounting Software

Appendix F: Landowner Acknowledgement Form

Landowner Information

Name of Landowner: WA Dept. of Fish and Wildlife

Landowner Contact Information:

Ms. Mr. Title: Lands Division Manager

First Name: Cynthia Last Name: Wilkerson

Contact Mailing Address: c/o Jerrod Ploof, 2315 N Discovery Pl, Spokane Valley, WA 99216

Contact E-Mail Address: jerrod.ploof@dfw.wa.gov

Property Address or Location: Kelly Creek PA 45

1. (Landowner or Organization) is the legal owner of property described in this grant application.
2. I am aware that the project is being proposed on my property.
3. If the grant is successfully awarded, I will be contacted and asked to engage in negotiations.
4. My signature does not represent authorization of project implementation.

Cynthia Wilkerson 2/25/22
Landowner Signature Date

Project Sponsor Information

Project Name: Kelly Creek PA 45 Restoration

Project Applicant Contact Information:

Mr. Ms. Title

First Name: Megan Last Name: Stewart

Mailing Address: 720 Sixth Street, Suite B, Clarkston, WA 99403

E-Mail Address: megan@asotincd.org



Applicant Resolution/Authorization

Organization Name (sponsor) Asotin County Conservation District

Resolution No. or Document Name R2022-02

Project(s) Number(s), and Name(s) 22-1009, 1006, 1010, 1005, 1007, 1011, 1008, 1012

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Megan Stewart, Levi Luhn
Project contact (day-to-day administering of the grant and communicating with the RCO)	Megan Stewart Brad Riehle Colleen Ozard
RCO Grant Agreement (Agreement)	Megan Stewart, Levi Luhn
Agreement amendments	Megan Stewart, Levi Luhn
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Megan Stewart


The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. [for Acquisition Projects Only] Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. [for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property] Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. [for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property] Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. [Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant] Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed 
Title ACCD Supervisor Date 02/10/22

On File at: Asotin County Conservation District

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:
(Local Governments and Nonprofit Organizations Only):

Location: 720 Sixth Street, Suite B. Clarkston, WA 99403 Date: _____

Washington State Attorney General's Office

Approved as to form  2/13/2020
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.