



Tooele County Council Agenda Item Summary

Department Making Request:

Weed Department

Meeting Date:

08/17/2021

Item Title: Participating Agreement Supplemental Project Agreement to the Master Agreement Between the County of Tooele and The USDA Forest Service Intermountain Region Uinta-Wasatch-Cache National Forest Salt Lake and Spanish Fork Ranger District.

Summary: This 2021/2022 Supplemental agreement will be a cooperative effort to control and contain the spread obnoxious and invasive weeds through public awareness, prevention, early detection, rapid response parentheses control and eradication of any new invading noxious and or invasive weeds parentheses, inventory, mapping, treatment and monitoring of noxious weeds and invasive weeds within Tooele County, state of Utah and on national forest system lands of the UN to cash national forest, Salt Lake and Spanish Fork ranger districts, Stansbury and sheep rock mountain ranges and on co-mingled or adjacent private lands.

This document has been reviewed and approved by Deputy Tooele County Attorney Colin Winchester.

FS Agreement No. 21-PA-11041914-050

County Agreement No. _____

PARTICIPATING AGREEMENT SUPPLEMENTAL PROJECT AGREEMENT
To
MASTER PARTICIPATING AGREEMENT # 21-PA-11041908-049
BETWEEN
COUNTY OF TOOELE
AND THE
USDA, FOREST SERVICE
INTERMOUNTAIN REGION
UINTA-WASATCH-CACHE NATIONAL FOREST
SALT LAKE AND SPANISH FORK RANGER DISTRICTS

This Supplemental Project Agreement (SPA) is hereby made and entered into by and between County of Tooele, hereinafter referred to as "County," and the USDA, Forest Service, Intermountain Region, Uinta-Wasatch-Cache National Forest, Salt Lake and Spanish Fork Ranger Districts, hereinafter referred to as the "U.S. Forest Service," as specified under the provisions of Master Participating Agreement #21-PA-11041908-049.

Title: Tooele County Noxious Weed Control/Contain 2021 - 2022

The authority for work under this SPA is: Wyden Amendment, Section 323(a) of the Department of Interior and Related Agencies Appropriations Act, 1999, as included in Pub.L. 105-277, Div. A., Section 101 (e), as amended by Pub.L. 109-54, Sec. 434, and the Omnibus Public Land Management Act, Pub.L. 111-11, Sec. 3001.

I. GENERAL PROJECT DESCRIPTION

This project will be a cooperative effort to control and contain the spread of noxious and invasive weeds through public awareness, prevention, early detection, rapid response (control and eradication of any new invading noxious and/or invasive weeds), inventory, mapping, treatment and monitoring of noxious and invasive weeds within Tooele County, State of Utah, on National Forest System Lands of the Uinta-Wasatch-Cache National Forest, Salt Lake and Spanish Fork Ranger Districts, Stansbury and Sheeprock Mountain Ranges and on co-mingled or adjacent private lands.

This cooperative agreement will include noxious and invasive weed treatment, inventory and monitoring with emphasis on new invading and establishing weed species, specifically, but not limited to, weeds listed in the table below:



Scientific Name	Common Name
<i>Aegilops Cylindrica</i>	Jointed goatgrass
<i>Alhagi maurorum</i>	Camelthorn
<i>Alliaria petiolate</i>	Garlic mustard
<i>Anchusa arvensis</i>	Small bugloss
<i>Arundo donax</i>	Giant reed
<i>Arctium minus</i>	Common burdock
<i>Brassica elongate</i>	Elongated mustard
<i>Brassica tournefortii</i>	African Mustard
<i>Cardaria draba</i>	Whitetop/Hoary cress
<i>Carduus nutans</i>	Musk thistle
<i>Centaurea calcitrapa</i>	Purple starthistle
<i>Centaurea diffusa</i>	Diffuse knapweed
<i>Centaurea maculosa</i>	Spotted knapweed
<i>Centaurea melitensis</i>	Malta starthistle
<i>Centaurea repens</i>	Russian knapweed
<i>Centaurea solstitialis</i>	Yellow starthistle
<i>Centaurea virgata</i>	Squarrose knapweed
<i>Chondrilla juncea</i>	Rush skeltonweed
<i>Cirsium arvense</i>	Canada thistle
<i>Cirsium vulgare</i>	Bull thistle
<i>Conium maculatum</i>	Poison hemlock
<i>Convolvulus arvensis</i>	Field bindweed
<i>Cynodon dactylon</i>	Bermudagrass
<i>Cynoglossum officinale</i>	Houndstongue
<i>Cytisus scoparius</i>	Scotch broom
<i>Echium Vulgare</i>	Viper's bugloss
<i>Elaeagnus angustifolia</i>	Russian olive
<i>Elumus repens</i>	Quackgrass
<i>Euphorbia esula</i>	Leafy spurge
<i>Euphorbia myrsinites</i>	Myrtle/Blue spurge
<i>Galega officinalis</i>	Goatsrue
<i>Hesperis matronalis</i>	Dame's rocket
<i>Hyoscyamus niger</i>	Black henbane
<i>Hypericum perforatum</i>	St. Johnswort
<i>Isatis tinctoria</i>	Dyer's woad
<i>Lepidium latifolium</i>	Perennial pepperweed
<i>Leucanthemum vulgare</i>	Oxeye daisy
<i>Linaria dalmatica</i>	Dalmation toadflax
<i>Linaria vulgaris</i>	Yellow toadflax
<i>Lythrum salicaria</i>	Purple loosestrife
<i>Milium vernale</i>	Spring millet
<i>Onopordum acanthium</i>	Scotch thistle
<i>Peganum harmala</i>	African rue
<i>Phragmites australis</i>	Phragmites/Common reed



<i>Polygonum cuspidatum</i>	Japanese knotweed
<i>Salvia aethiops</i>	Mediterranean sage
<i>Scorzonera laciniata</i>	Cutleaf vipergrass
<i>Sorghum halepense</i>	Johnsongrass
<i>Taeniatherum caput-medusae</i>	Medusahead
<i>Potentilla recta</i>	Sulphur cinquefoil
<i>Tamarix ramosissima</i>	Tamarisk/Saltcedar
<i>Tribulus terrestris</i>	Puncturevine
<i>Ventenata dubia</i>	Ventenata
<i>Verbascum Thapsus</i>	Common mullein
<i>Verbascum virgatum</i>	Woolly mullein
<i>Zygophyllum fabago</i>	Syrian beancaper

Ongoing treatment, monitoring and/or inventory work of existing noxious weed infestations which are located within the County would continue for the species (but not limited to) shown in the table above, as funding and resources allow.

In consideration of the above premises, the parties agree as follows:

II. RESPONSIBILITIES:

A. The County shall:

1. Collaborate with the U.S. Forest Service in the development and approval of the project plan and proposal under any SPAs in obtaining required Federal, State, and local permits for the project(s), such as NEPA; in project implementation requirements (including training and information needs) that are in accordance with the terms, conditions, and standards outlined in the project plan; in granting access permission to the U.S. Forest Service, etc.; in final review and approval; and in long term monitoring and maintenance of project(s) as needed.
2. Mix and use proper herbicides. Use herbicides as specified on the label. Herbicide use on all lands will be conducted by trained, certified personnel and/or under the supervision of certified individual(s) and in accordance with approved application techniques.
3. Use a garden hose and appropriate techniques to prevent chemical contamination of water source when filling spray rigs from campground water sources.
4. Take care to extend hose lines to treat the complete area of infestation and to avoid leaving a seed source in obscure or difficult areas. If hose lines will not reach backpack sprayers should be used.
5. Operate vehicles with care to obtain the most accessibility possible without damaging the soil or vegetation.



6. Prevent spraying of non-target species whenever possible. Tordon will not be used in areas that will leach to tree or shrub root systems or in areas where it may leach into water.
7. The County may issue a cleanup order if there is insufficient control effort by any landowner. If treatment is not completed as directed in the order, the County can provide treatment and bill the landowner for full costs.
8. Conduct safety meetings with crewmembers on a weekly basis or as needed.
9. Complete daily records including spatial reference for treatments on National Forest System lands. The County will give this information and shapefiles or maps for the areas they treat to the U.S. Forest Service representative.
10. Report annually to the U.S. Forest Service by September 1st the:
 - a. Number of acres of noxious weeds treated by each chemical name, EPA registration number and pounds of active ingredient.
 - b. Acres of each species of noxious weed treated. Acres treated shall be determined by the application rate.
 - c. A map or shapefile of those areas treated so they can be entered in the U.S. Forest Service GIS system.
11. Monitor and keep records on treatment progress and effectiveness. The County will provide this information and shapefiles or maps for the areas inventoried to the U.S. Forest Service representative as appropriate.
12. Work with U.S. Forest Service personnel on National Forest System lands as needed.

B. The U.S. Forest Service shall:

1. PAYMENT/REIMBURSEMENT. The U.S. Forest Service shall reimburse the County for the U.S. Forest Service's share of actual expenses incurred, not to exceed **\$18,000.00**, as shown in the Financial Plan. The U.S. Forest Service shall make payment upon receipt of the County's annual invoice. **Each invoice from the County shall display the total project costs for the billing period, separated by U.S. Forest Service and the County's share.** In-kind contributions must be displayed as a separate line item and must not be included in the total project costs available for reimbursement. The final invoice must display the County's full match towards the project, as shown in the financial plan, and be submitted no later than 90 days from the expiration date.



Each invoice must include, at a minimum:

1. The County's name, address, and telephone number.
2. U.S. Forest Service agreement number: **21-PA-11041914-050**
3. Invoice date.
4. Performance dates of the work completed (start & end).
5. Total invoice amount for the billing period, separated by the U.S. Forest Service and County share with in-kind contributions displayed as a separate line item.
6. Display all costs, both cumulative and for the billing period, by separate cost element as shown on the financial plan.
7. Cumulative amount of the U.S. Forest Service payments to date.
8. Statement that the invoice is a request for payment by 'reimbursement.'
9. If using SF-270, a signature is required.
10. Invoice Number, if applicable.

The invoice shall be forwarded to:

EMAIL: SM.FS.ASC_GA@USDA.GOV

FAX: 877-687-4894

POSTAL: USDA Forest Service
Albuquerque Service Center
Payments – Grants & Agreements
101B Sun Ave NE
Albuquerque, NM 87109

Send a copy to: Linda Appel
Rangeland Management Specialist
U.S. Forest Service
Uinta-Wasatch-Cache National Forest
Spanish Fork Ranger District
44 West 400 North
Spanish Fork, Utah 84660
Email: linda.appel@usda.gov

3. **LIMITATION OF FUNDS.** U.S. Forest Service funds in the amount of **\$18,000.00** are currently available for performance of this agreement through **December 31, 2022**. The U.S. Forest Service's obligation for performance of this agreement beyond this date is contingent upon the availability of appropriated funds from which payment can be made. No legal liability on the part of the U.S. Forest Service for any payment above this amount until County receives notice of availability confirmed in a written modification by the U.S. Forest Service.



4. FUNDING OF EQUIPMENT AND SUPPLIES. Federal funding under this agreement is not available for reimbursement of the County's purchase of equipment. Equipment is defined as having a fair market value of \$5,000.00 or more per unit and a useful life of over one year. Supplies are not equipment.
5. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All Cooperatives, their Employees, Volunteers, and Contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.
6. Collaborate with the County in the development and approval of the project plan and proposal under any SPAs in obtaining required Federal, State, and local permits for the project(s), such as NEPA; in project implementation requirements (including training and information needs) that are in accordance with the terms, conditions, and standards outlined in the project plan; in granting access permission to the U.S. Forest Service lands, etc.; in final review and approval; and in long term monitoring and maintenance of projects as needed.
7. Monitor and keep records on treatment progress and effectiveness.
8. Inventory for noxious and invasive weeds, identifying and recording weed infestations.
9. Work with County personnel on County and private lands as needed.

III. CONTACTS & TIME LIMITS:

- A. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

Principal County Contacts:



<u>County</u> <u>Project Contact</u>	<u>County</u> <u>Financial Contact</u>
Jerry Caldwell Tooele County Weed Supervisor Tooele County 47 South Main Street Tooele, Utah 84074 Telephone: (435) 843-3459 FAX: (435) 833-9675 Email: jrcaldwell@tooeleco.org	Alison McCoy Tooele County Auditor Tooele County 47 South Main Street, Room #204 Tooele, Utah 84074 Telephone: (435) 843-3311 FAX: (435) 843-3309 Email: amccoy@tooeleco.org

Principal U.S. Forest Service Contacts:

<u>U.S. Forest Service</u> <u>Program Manager Contact</u>	<u>U.S. Forest Service</u> <u>Administrative Contact</u>
Linda Appel Rangeland Management Specialist U.S. Forest Service Uinta-Wasatch-Cache National Forest Spanish Fork Ranger District 44 West 400 North Spanish Fork, Utah 84660 Telephone: (801) 794-6767 FAX: (801) 798-3050 Email: linda.appel@usda.gov	Marci Bodell Grants Management Specialist U.S. Forest Service Uinta-Wasatch-Cache National Forest 857 West South Jordan Parkway South Jordan, Utah 84095-8594 Telephone: (801) 999-2122 FAX: (801) 253-8118 Email: marci.bodell@usda.gov

- B. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of the last signature and is effective through **December 31, 2022** at which time it will expire. The expiration date is the final date for completion of all work activities under this agreement.
- C. SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM). County shall maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or agreement term(s). For purposes of this agreement, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.
- D. AVAILABILITY FOR CONSULTATION. Both parties will make themselves available at mutually agreeable times, for continuing consultation to discuss the



conditions covered by this agreement and agree to actions essential to fulfill its purposes.

IV. APPROVAL

- A. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In witness whereof, the parties hereto have executed this agreement as of the last date written below.

ANDY WELCH
County Manager
Tooele County

5/19/21

Date

CHAD HUDSON Digitally signed by CHAD HUDSON
Date: 2021.06.17 09:36:37 -06'00'

CHAD HUDSON
Acting Forest Supervisor
U.S. Forest Service
Uinta-Wasatch-Cache National Forest

Date

The authority and format of this agreement have been reviewed and approved for signature.

MARCI BODELL Digitally signed by MARCI BODELL
Date: 2021.05.17 09:33:24 -06'00'

MARCI BODELL
U.S. Forest Service
Grants Management Specialist

Date

**Burden Statement**

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

(SEE ATTACHED 2021 - 2022 FINANCIAL PLAN)

Attachment: 2021 - 2022 Financial Plan

USFS Agreement No.:

21-PA-11041914-050

Mod. No.:

Cooperator Agreement No.:

Note: This Financial Plan may be used when:

- (1) No program income is expected and
 (2) The Cooperator is not giving cash to the FS and
 (3) There is no other Federal funding

Agreements Financial Plan (Short Form)

Note: All columns may not be used. Use depends on source and type of contribution(s).

Financial Plan Matrix:

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
Direct Costs					
Salaries/Labor	\$3,000.00	\$10,000.00	\$3,250.00		\$0.00
Travel	\$0.00	\$0.00	\$0.00		\$0.00
Equipment	\$0.00	\$2,000.00	\$2,000.00		\$0.00
Supplies/Materials	\$0.00	\$6,000.00	\$0.00		\$0.00
Printing	\$0.00	\$0.00	\$0.00		\$0.00
Other	\$0.00	\$0.00	\$0.00		\$0.00
Other	\$0.00	\$0.00	\$0.00		\$0.00
Subtotal	\$3,000.00	\$18,000.00	\$5,250.00		\$0.00
Coop Indirect Costs					\$26,250.00
FS Overhead Costs	\$360.00	\$0.00	\$525.00		\$525.00
Total	\$3,360.00	\$18,000.00	\$5,775.00		\$360.00
Total Project Value:					\$27,135.00

Matching Costs Determination

Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 78.72%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 21.28%
Total (f+g) = (h)	(h) 100.00%

Instructions: Use this form in conjunction with Forest Service Handbook (FSH) 1509.11, Ch. 70, Financial Planning Requirements, for participating, challenge cost-share, joint venture, and cost-reimbursable agreements. This form may be used for other types of Forest Service Manual 1580 agreements, when useful. Choose one of the three (3) financial plan versions and complete. Each version requires identical information and result in calculations and cost analysis that are the same. Version 1 cost analysis data values are automatically entered into the financial plan matrix. Version 2 requires manual entry of the cost analysis data values into the financial plan matrix. Version 3 should be used if there are multiple Cooperators. Users do not have to use or print versions/sheets that are not applicable to their agreement.

The purpose of this form is to capture the total estimated value of the proposed agreement. Once the agreement is approved, in writing, by the parties, then this financial plan becomes the financial estimates for the agreement. This financial plan must display the parties' expected contributions to the agreement. These contributions should be broken down by party contribution type (e.g., non-cash, in-kind, cash to cooperator), see below for definitions, and cost elements (e.g., salaries, supplies, travel). Cost element values should be the result of documented cost analysis on this form. Each financial plan version provides samples of cost analysis calculations, see associated Excel comment balloons. Additional instructions are located on version 1 cost analysis tabs.

Definitions for the Matrix Column Headings:

(a) Forest Service Noncash Contribution: Forest Service noncash contributions may consist of employee salaries, overhead (indirect), travel provided, and/or equipment and supplies purchased and provided to the Cooperator for use in the project. These costs are an expense to the Forest Service, but do not include funding for reimbursement of Cooperator expenses.

(b) Forest Service Cash to Cooperator: This is the maximum amount of funding that will be reimbursed or advanced by the Forest Service to the Cooperator. This is an expense to the Forest Service.

(c) Cooperator Noncash Contribution: These are expenses the Cooperator incurs that are contributed to the project in lieu of cash, but for which costs are incurred, such as employee salaries, overhead (indirect costs), travel, equipment, supplies, and so forth. These do not include in-kind contributions from third parties, such as donations from other entities or volunteer labor. All the costs listed here are an expense to the Cooperator.

(d) Cooperator In-Kind Contribution: In-kind contribution provided to the Cooperator from a third party organization(s) for use in the project for which the Cooperator has incurred no expense. Value assessed for volunteer labor and donated materials, equipment and supplies should be valued based on FSH 1509.11, Ch. 70. These values are not reimbursable and can only be used to satisfy the Cooperator's matching requirement. Display these contributions by Cost Element Expenditures.

(e) Total Project Value: The sum of all the values provided toward the project. This figure reflects the true estimated cost of the project.

Definitions for Cost Allowability

(a) Allowable Cost: A cost, as recorded on the Agreements Financial Plan (Long, Medium, and Short) forms, associated with an agreement, which meets the criteria for authorized expenditures specific in a cost principle methodology. Generally, it meets the cost principle methodology, and is a cost the parties to an agreement intend to charge, and must be: Reasonable for the performance of the award; Necessary and reasonable for proper and efficient performance and administration of the agreement; Consistently treated as either a direct or indirect cost; Generally, determined in accordance with generally accepted accounting principles (GAAP); Net of all applicable credits (that is, less any future rebates from the purchase of goods or services); Separate from a cost or from a cost-sharing/matching requirement of another Federal award or agreement, unless otherwise permitted by Federal law or regulation; Adequately documented; Authorized or not prohibited by Federal, State, or local laws and regulations; Compliant with limits or exclusions on types or amounts of costs, as set forth in relevant Federal laws, agreement terms and conditions, or other governing regulations (examples of such costs include: entertainment, alcohol, and taxes); and, Consistent with the agency's and cooperator's internal policies, regulations, and procedures that apply to both Federal awards or agreements and other cooperator activities.

(b) Allocable Cost: A cost, as recorded on the Agreements Financial Plan (Long, Medium, and Short) forms, associated with an agreement, which in accordance with the relative benefit received by either party for the award, is treated consistently with other costs incurred for the same purpose and in like circumstances, and if it: Is incurred specifically for the award; Benefits both the award and other ancillary work, and the cost may be distributed in reasonable proportion to the benefits received (an example of this type of cost is a piece of equipment that is used for multiple projects); or Necessary to the overall operation of the organization, although a direct relationship to any particular cost objective may not be shown.

(c) Reasonable Cost: A cost, as recorded on the Agreements Financial Plan (Long, Medium, and Short) forms, associated with an agreement, that, in its nature and amount, does not exceed an amount that a prudent person, under the circumstances prevailing at the time the decision was made, would incur. Other factors to consider are: Whether the cost is of a type generally recognized as ordinary and necessary for the entity's operation or agreement performance; The restraints or requirements imposed by factors such as generally accepted, sound, business practices; arms-length bargaining; Federal and State laws and regulations; and the terms and conditions of the agreement; Market prices or industry standard costs for similar goods and services (that is, is the cooperator offering goods or services for an amount that exceeds what is readily available in the marketplace); Whether individuals concerned acted with prudence under the circumstances, considering their responsibilities to the entity; its members, employees, and clients; the public; and the government; and Significant deviations from established practices of the governmental entity that might unjustifiably increase costs charged to the agreement.

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis, Column (a)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
Weed Technician, GS-6 (seasonal)	Locate & Identify Weeds	\$200.00	10.00		\$2,000.00
Linda Appel, Rangeland Management Specialist, GS-11	Monitoring	25.00	\$40.00		\$1,000.00
					\$0.00
Non-Standard Calculation					

Total Salaries/Labor		\$3,000.00
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Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00
Non-Standard Calculation					

Total Travel		\$0.00
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Equipment					
Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00
					\$0.00
Non-Standard Calculation					

Total Equipment		\$0.00
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Supplies/Materials				
Standard Calculation				
Supplies/Materials		# of Items	Cost/Item	Total
				\$0.00
				\$0.00

Non-Standard Calculation

Total Supplies/Materials \$0.00

Printing				
Standard Calculation				
Paper Material		# of Units	Cost/Unit	Total
				\$0.00

Non-Standard Calculation

Total Printing \$0.00

Other Expenses				
Standard Calculation				
Item		# of Units	Cost/Unit	Total
				\$0.00
				\$0.00

Non-Standard Calculation

Total Other \$0.00

Subtotal Direct Costs \$3,000.00

Forest Service Overhead Costs

Current Overhead Rate	Subtotal Direct Costs		Total
12.00%	\$3,000.00		\$360.00
Total FS Overhead Costs			\$360.00

Using U.S. Forest Service CY 2021 National Overhead Assessment Rate of 12%.

TOTAL COST \$3,360.00

WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.
NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
Tooele County Weed Crew	Locate, Identify & Treat Weeds	\$200.00	50.00		\$10,000.00
					\$0.00

Non-Standard Calculation					
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Total Salaries/Labor					\$10,000.00
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Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00

Non-Standard Calculation					
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Total Travel					\$0.00
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Equipment					
Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
County Weed Equipment Maintenance (Annual Maintenance)	2.00	\$1,000.00			\$2,000.00
					\$0.00

Non-Standard Calculation					
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Total Equipment					\$2,000.00
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Supplies/Materials					
Standard Calculation					
Supplies/Materials		# of Items	Cost/Item		Total
Herbicides (Purchases)		3.00	\$2,000.00		\$6,000.00
					\$0.00
Non-Standard Calculation					

Total Supplies/Materials					\$6,000.00
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Printing					
Standard Calculation					
Paper Material		# of Units	Cost/Unit		Total
					\$0.00
Non-Standard Calculation					
					\$0.00
Total Printing					\$0.00

Other Expenses					
Standard Calculation					
Item		# of Units	Cost/Unit		Total
					\$0.00
					\$0.00
Non-Standard Calculation					

Total Other					\$0.00
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Subtotal Direct Costs	\$18,000.00
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Cooperator Indirect Costs					
Current Overhead Rate	Subtotal Direct Costs				Total
	\$18,000.00				\$0.00
Total Coop. Indirect Costs					\$0.00

TOTAL COST	\$18,000.00
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WORKSHEET FOR

Cooperator Non-Cash Contribution Cost Analysis, Column (c)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.

NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract=\$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
County Weed Supervisor	Project Coordination	\$250.00	7.00		\$1,750.00
County Weed Supervisor	Monitoring & Reporting	\$250.00	6.00		\$1,500.00
					\$0.00

Non-Standard Calculation					
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Total Salaries/Labor					\$3,250.00
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Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00

Non-Standard Calculation					
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Total Travel					\$0.00
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Equipment					
Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
County Weed Vehicles	2.00	\$20.00	50.00		\$2,000.00
					\$0.00

Non-Standard Calculation					
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Total Equipment					\$2,000.00
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Supplies/Materials**Standard Calculation**

Supplies/Materials		# of Items	Cost/Item	Total
				\$0.00
				\$0.00

Non-Standard Calculation

Total Supplies/Materials				\$0.00
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Printing**Standard Calculation**

Paper Material		# of Units	Cost/Unit	Total
				\$0.00

Non-Standard Calculation

Total Printing				\$0.00
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Other Expenses**Standard Calculation**

Item		# of Units	Cost/Unit	Total
				\$0.00
				\$0.00

Non-Standard Calculation

Total Other				\$0.00
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Subtotal Direct Costs**\$5,250.00****Cooperator Indirect Costs**

Current Overhead Rate	Subtotal Direct Costs		Total
10.00%	\$5,250.00		\$525.00
Total Coop. Indirect Costs			\$525.00

TOTAL COST**\$5,775.00**