



MODIFICATION OF GRANT OR AGREEMENT	PAGE	OF PAGES
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1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: <b>18-PA-11021300-009</b>	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: <b>003</b>
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): <b>San Juan NF, 15 Burnett Court, Durango, CO 81301</b>	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): <b>San Juan NF, 15 Burnett Court, Durango, CO 81301</b>	
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): <b>Archuleta County PO Box 1507, Pagosa Springs, CO 81147</b>	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):	

8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Forest Service to provide additional funding in the amount of \$12,000, in accordance with the Operating and Financial Plan, Exhibit A.
<input checked="" type="checkbox"/>	ADMINISTRATIVE CHANGES: See attached Operating and Financial Plan, Exhibit A for administrative changes.
<input checked="" type="checkbox"/>	OTHER (Specify type of modification): See Operating and Financial Plan, Exhibit A, for continuation of work and updated clauses.

**Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.**

9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):  
The purpose of the Modification is to add funding, capture the continuation of work, update clauses III.G., III.H., IV.G, IV.H., IV.I., and V.CC. and administrative changes, in accordance with Operating and Financial Plan, Exhibit A.

10. ATTACHED DOCUMENTATION (Check all that apply):

<input type="checkbox"/>	Revised Scope of Work
<input checked="" type="checkbox"/>	Revised Financial Plan
<input checked="" type="checkbox"/>	Other: See attached Operating and Financial Plan, Exhibit A.

11. SIGNATURES

**AUTHORIZED REPRESENTATIVE:** BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. ARCHULETA COUNTY SIGNATURE	11.B. DATE SIGNED	11.C. U.S. FOREST SERVICE SIGNATURE	11.D. DATE SIGNED
(Signature of Signatory Official)		(Signature of Signatory Official)	
11.E. NAME (type or print):		11.F. NAME (type or print): <b>KARA CHADWICK</b>	
11.G. TITLE (type or print): <b>County Commissioner</b>		11.H. TITLE (type or print): <b>Forest Supervisor</b>	

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by:	12.B. DATE SIGNED
<p style="text-align: center;">_____ <b>AMANDA GALDO</b> U.S. Forest Service Grants Management Specialist</p>	



Burden Statement

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**Modify to add additional funding and the following clauses: III.G., III.H., IV.G, IV.H., IV.I., and V.CC.**

**III. The COUNTY SHALL:**

- G. Perform in accordance with the Operating and Financial Plan, Exhibit A.
- H. Provide progress reports, with data regarding accomplishments, to the Forest Service by September 15<sup>th</sup> and December 1<sup>st</sup> of each calendar year, for national reporting purposes.

**IV. The U.S. FOREST SERVICE SHALL:**

- G. Perform in accordance with the Operating and Financial Plan, attached as “Exhibit A”.
- H. 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 \$12,000.00 as shown in the Financial Plan. The U.S. Forest Service shall make payment upon receipt of the County's quarterly invoice. Each invoice from the County must 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. County's name, address, and telephone number
2. U.S. Forest Service agreement number
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's 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 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 must be sent by one of three methods (email is preferred):

EMAIL: [SM.FS.ASC\\_GA@USDA.GOV](mailto: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

A copy must be sent to:

Lindsey Hansen, Range & Invasive Program Lead  
 15 Burnett Court  
 Durango, CO 81301

I. **LIMITATION OF FUNDS.** U.S. Forest Service funds in the amount of \$12,000.00 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. There is no legal liability on the part of the U.S. Forest Service for any payment that may arise for performance under this agreement beyond this amount until funds are made available to the U.S. Forest Service for performance and until the County receive(s) notice of availability to be confirmed in a written modification by the U.S. Forest Service.

**V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:**

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

**Principal Cooperator Contacts:**

<b>Cooperator Project Contact</b>	<b>Cooperator Financial Contact</b>
Name: Ethan Proud Address: PO Box 1507 City, State, Zip: Pagosa Springs CO 81147 Telephone: 970-264-6773 FAX: 970-264-6815 Email: <a href="mailto:eproud@archuletacounty.org">eproud@archuletacounty.org</a>	Name: Larry Walton Address: PO Box 1507 City, State, Zip: Pagosa Springs CO 81147 Telephone: 970-264-8554 FAX: 970-264-8559 Email: <a href="mailto:lwalton@archuletacounty.org">lwalton@archuletacounty.org</a>

**Principal U.S. Forest Service Contacts:**

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Name: Lindsey Hansen Address: 15 Burnett Court City, State, Zip: Durango, CO 81301 Telephone: 970-385-1369 FAX: 970-375-2331 Email: <a href="mailto:lindsey.hansen@usda.gov">lindsey.hansen@usda.gov</a>	Name: Lindsey Burkett Grants Management Trainee Address: 15 Burnett Court City, State, Zip: Durango, CO 81301 Telephone: 970-385-1259 Email: <a href="mailto:lindsey.burkett@usda.gov">lindsey.burkett@usda.gov</a>

**EXHIBIT A**  
**FS Agreement No. 18-PA-11021300-009**  
**Modification 003**

**Archuleta County - ANNUAL OPERATING PLAN**

**All of the treatment will be chemical**

<b>Work Areas</b>	<b>Quantity (miles, acres)</b>	<b>Work Financer</b>	<b>Job Code</b>	<b>Estimated Cost</b>
Buckles Lake FS RD. 663	7.4	Forest Service		\$1,406.00
Snow Springs Ranch FS RD. 628	3.65	Forest Service		\$693.50
Trail Ridge FS RD. 639	6.1	Forest Service		\$1,159.00
Trail Ridge FS RD. 639F	0.83	Forest Service		\$157.70
Piedra FS RD. 631 (Start at Coyote Hill cattle guard working towards end of Mosca Road FS RD 631)	32	Forest Service		\$6,080.00
First Fork FS RD. 622 Start at First Fork trail head then work south.	6.8	Forest Service		\$1,292.00
West Monument FS RD. 630.1	6.1	Forest Service		\$1,159.00
<b>TOTALS</b>	62.88			\$11,947.20

Additional specifications County shall report on a monthly bases the progress of inventory and treatment. Below is a list of items to report.

1. Type of invasive species inventoried treated by Forest Service road.
2. Actual mileage treated per road.
3. Inventory and treatment acres gpsed based on a 30 foot buffer from center line on road.

Attachment:

USFS Agreement No.:

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)**

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

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
Direct Costs					
Salaries/Labor	\$4,467.27	\$11,947.20	\$3,750.00	\$0.00	\$20,164.47
Travel	\$280.00	\$0.00	\$0.00	\$0.00	\$280.00
Equipment	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00
Supplies/Materials	\$0.00	\$52.80	\$1,350.80	\$0.00	\$1,403.60
Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other					\$0.00
<b>Subtotal</b>	<b>\$4,747.27</b>	<b>\$12,000.00</b>	<b>\$5,900.80</b>	<b>\$0.00</b>	<b>\$22,648.07</b>
Coop Indirect Costs		\$0.00	\$0.00		\$0.00
FS Overhead Costs	\$569.67				\$569.67
<b>Total</b>	<b>\$5,316.94</b>	<b>\$12,000.00</b>	<b>\$5,900.80</b>	<b>\$0.00</b>	<b>\$23,217.74</b>
<b>Total Project Value:</b>					<b>\$23,217.74</b>

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 74.58%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 25.42%
Total (f+g) = (h)	(h) 100.00%

## 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
Program Manager, Range Lead	\$542.09	3.00	\$1,626.27
GIS Support	\$320.00	3.00	\$960.00
Range Specialist	\$376.20	5.00	\$1,881.00

##### Non-Standard Calculation

**Total Salaries/Labor**

**\$4,467.27**

#### Travel

##### Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
5 roundtrips @ \$34/trip (based on FS vehicle 2796 100 miles/trip x \$0.56/mile = \$56/trip).		\$56.00	5.00	\$280.00

##### Non-Standard Calculation

**Total Travel**

**\$280.00**

**Subtotal Direct Costs**

**\$4,747.27**

#### Forest Service Overhead Costs

Current Overhead Rate	Subtotal Direct Costs	Total
12.00%	\$4,747.27	\$569.67
<b>Total FS Overhead Costs</b>		<b>\$569.67</b>

**TOTAL COST**

**\$5,316.94**

## 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/Mile	# of Miles	Total
			\$0.00

##### Non-Standard Calculation

Labor Per Mile Spraying & GIS Mapping	\$190.00	62.88	\$11,947.20
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<b>Total Salaries/Labor</b>			<b>\$11,947.20</b>
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#### Supplies/Materials

##### Standard Calculation

Supplies/Materials	# of Items	Cost/Item	Total
PPE	2.00	\$26.40	\$52.80

##### Non-Standard Calculation

<b>Total Supplies/Materials</b>			<b>\$52.80</b>
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**Subtotal Direct Costs**

**\$12,000.00**

#### Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs			Total
	\$12,000.00			\$0.00

<b>Total Coop. Indirect Costs</b>			<b>\$0.00</b>
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**TOTAL COST**

**\$12,000.00**



## 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
Program Management and on the ground monitoring.	\$250.00	15.00		\$3,750.00

##### Non-Standard Calculation

<b>Total Salaries/Labor</b>	<b>\$3,750.00</b>
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#### Equipment

##### Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days		Total
Spray Rig (County Owned)	1.00	\$25.00	20.00		\$500.00
ATV use (County Owned)	1.00	\$20.00	15.00		\$300.00

##### Non-Standard Calculation

<b>Total Equipment</b>	<b>\$800.00</b>
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#### Supplies/Materials

##### Standard Calculation

Supplies/Materials	# of Items	Cost/Item		Total
PPE (personal protective equipment)	4.00	\$250.00		\$1,000.00
Water (gallons)	2000.00	\$0.10		\$200.00
Surfactant (gallons)	\$8.00	18.85		\$150.80

##### Non-Standard Calculation

<b>Total Supplies/Materials</b>	<b>\$1,350.80</b>
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**Subtotal Direct Costs**

**\$5,900.80**

#### Cooperator Indirect Costs

Current Overhead Rate	Subtotal Direct Costs			Total
	\$5,900.80			\$0.00

<b>Total Coop. Indirect Costs</b>	<b>\$0.00</b>
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**TOTAL COST**

**\$5,900.80**