



### MODIFICATION OF GRANT OR AGREEMENT

PAGE 1 OF PAGES 12

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 16-PA-1105100-029	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 01
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4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Six Rivers National Forest 1330 Bayshore Way Eureka, CA 95501	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4):
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6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Trees Foundation, Inc. 439 Melville Road/P.O. Box 2202 Garberville, CA 95542	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):
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### 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 checked="" type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD: change ending period to 5/31/2018
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: increase FS funding by \$15,000.00
<input checked="" type="checkbox"/>	ADMINISTRATIVE CHANGES: change FS program contact to Peggi Lawrence (plawrence@fs.fed.us)
<input type="checkbox"/>	OTHER (Specify type of modification):

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):  
Additional funding received for an additional year of the More Kids in the Woods project; FS contact is changed to Peggi Lawrence (plawrence@fs.fed.us, 707-441-3595)

### 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: MKIW grant proposal

### 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. TREES FOUNDATION, INC., SIGNATURE  (Signature of Signatory Official)	11.B. DATE SIGNED	11.C. U.S. FOREST SERVICE SIGNATURE  (Signature of Signatory Official)	11.D. DATE SIGNED
11.E. NAME (type or print): BARBARA RISTOW	11.F. NAME (type or print): MICHAEL A. GREEN		
11.G. TITLE (type or print): Financial Administrator	11.H. TITLE (type or print): Acting Forest Supervisor		

### 12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by:  <i>Janet Boomgarden</i> for JANET BOOMGARDEN U.S. Forest Service Grants & Agreements Specialist	12.B. DATE SIGNED  5-31-17
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Attachment: A

USFS Agreement No.: 16-PA-11051000-029  
Cooperator Agreement No.:

Mod. No.: 1

May 2017

**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	(e) Total	
Direct Costs						
Salaries/Labor	\$1,214.50	\$0.00	\$0.00	\$1,500.00		\$2,714.50
Travel	\$162.00	\$0.00	\$0.00	\$1,500.00		\$1,662.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
Supplies/Materials	\$0.00	\$1,050.00	\$0.00	\$2,000.00		\$3,050.00
Printing	\$0.00	\$100.00	\$0.00	\$250.00		\$350.00
Other	\$0.00	\$12,868.00	\$0.00	\$250.00		\$13,118.00
Other						\$0.00
Subtotal	\$1,376.50	\$14,018.00	\$0.00	\$5,500.00		\$20,894.50
Coop Indirect Costs		\$982.00	\$0.00			\$982.00
FS Overhead Costs	\$123.89					\$123.89
<b>Total</b>	<b>\$1,500.39</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$5,500.00</b>		<b>\$22,000.39</b>
<b>Total Project Value:</b>						

Matching Costs Determination	
Total Forest Service Share = (a+b) + (e) = (f)	(f) 75.00%
Total Cooperator Share (c+d) + (e) = (g)	(g) 25.00%
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.  $\text{cost/day} \times \text{\# of days} = \text{total}$ , 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  $\text{cost/day} \times \text{\# of days}$ , costs may be calculated simply by a contracted value that is not dependent on days worked, such as  $1 \text{ employee} \times \$1,200/\text{contract} = \$1,200$ . 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.

April 2017

Salaries/Labor				
Standard Calculation				
Job Description		Cost/Day	# of Days	Total
Public Affairs Specialist		\$289.00	2	\$578.00
Recreation Spec		\$139.00	2	\$278.00
District Ranger		\$478.00	0.75	\$358.50
				\$0.00
				\$0.00

**Non-Standard Calculation**

<b>Total Salaries/Labor</b>	<b>\$1,214.50</b>
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Travel				
Standard Calculation				
Travel Expense	Employees	Cost/Trip	# of Trips	Total
mileage		\$0.54	300	162.00
			miles	0
				0
				0
				0

**Non-Standard Calculation**

<b>Total Travel</b>	<b>\$162.00</b>
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Equipment				
Standard Calculation				
Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00

**Non-Standard Calculation**

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

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Supplies/Materials</b>	<b>\$0.00</b>
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Printing			
Standard Calculation			
Paper Material	# of Units	Cost/Unit	Total
			\$0.00

<b>Non-Standard Calculation</b>
---------------------------------

<b>Total Printing</b>	<b>\$0.00</b>
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Other Expenses			
Standard Calculation			
Item	# of Units	Cost/Unit	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

<b>Non-Standard Calculation</b>
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<b>Total Other</b>	<b>\$0.00</b>
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<b>Subtotal Direct Costs</b>	<b>\$1,376.50</b>
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Forest Service Overhead Costs			
Current Overhead Rate	Subtotal Direct Costs		Total
9%	\$1,376.50		\$123.89
<b>Total FS Overhead Costs</b>			<b>\$123.89</b>

<b>TOTAL COST</b>	<b>\$1,500.39</b>
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## 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.  $\text{cost/day} \times \# \text{ of days} = \text{total}$ , 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  $\text{cost/day} \times \# \text{ of days}$ , costs may be calculated simply by a contracted value that is not dependent on days worked, such as  $1 \text{ employee} \times \$1,200/\text{contract} = \$1,200$ . 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.

May 2017

### Salaries/Labor

#### Standard Calculation

Job Description		Cost/Day	# of Days	Hours	Total

#### Non-Standard Calculation

<b>Total Salaries/Labor</b>	<b>\$0.00</b>
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### Travel

#### Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00
					\$0.00

#### Non-Standard Calculation

<b>Total Travel</b>	<b>\$0.00</b>
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### Equipment

#### Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00

#### Non-Standard Calculation

<b>Total Equipment</b>	<b>\$0.00</b>
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<b>Supplies/Materials</b>				
<b>Standard Calculation</b>				
Supplies/Materials		# of Items	Cost/Item	Total
Go Pro Touch Back Lens		2	\$90.00	\$180.00
Fuji XP Underwater Camera		1	\$200.00	\$200.00
Write in the Rain Books		7	\$15.00	\$105.00
Flash Drives		10	\$10.00	\$100.00
Batteries				\$100.00
Color Ink Jet Cartridges		3	\$70.00	\$210.00
Miscellaneous				\$155.00

**Non-Standard Calculation**

**Total Supplies/Materials** **\$1,050.00**

<b>Printing</b>				
<b>Standard Calculation</b>				
Paper Material		# of Units	Cost/Unit	Total
Universal Paper		4	\$10.00	\$40.00
Kodak Photo Paper		4	\$15.00	\$60.00
<b>Non-Standard Calculation</b>				
				\$0.00
<b>Total Printing</b>				<b>\$100.00</b>

<b>Other Expenses</b>				
<b>Standard Calculation</b>				
Item		# of Units	Cost/Unit	Total
Insurance for Standard Drone		1		\$129.00
Insurance for Advanced Drone		1		\$279.00
Funding to Friends of the Van Duzen				\$10,020.00
Funding to Eel River Recovery				\$2,440.00
<b>Non-Standard Calculation</b>				

**Total Other** **\$12,868.00**

**Subtotal Direct Costs** **\$14,018.00**

**Cooperator Indirect Costs**

Current Overhead Rate	Subtotal Direct Costs		Total
	\$14,018.00		\$0.00

**Total Coop. Indirect Costs** **\$982.00** Trees Management

**TOTAL COST** **\$15,000.00**

## WORKSHEET FOR

### Cooperator In-Kind Contribution Cost Analysis, Column (d)

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.

May 2017

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days	Hours	Total
Professional Staff (Director, biologists, GIS analyst, entomologists, web designers)		\$300.00	5.00	40	\$1,500.00
					\$0.00
					\$0.00
					\$0.00
Non-Standard Calculation					

<b>Total Salaries/Labor</b>	<b>\$1,500.00</b>
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Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
School Bus/Van		\$187.50	8.00		\$1,500.00
					\$0.00
					\$0.00
					\$0.00
Non-Standard Calculation					

<b>Total Travel</b>	<b>\$1,500.00</b>
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Equipment					
Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
Non-Standard Calculation					



<b>Total Equipment</b>	<b>\$0.00</b>
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**Supplies/Materials**

<b>Standard Calculation</b>			
Supplies/Materials	# of Items	Cost/Item	Total
Phantom Drone Standard	1.00	\$300.00	\$300.00
Phantom Drone Advanced	1.00	\$700.00	\$700.00
Go Pro Cameras	2.00	\$200.00	\$400.00
Water Quality Equipment			\$600.00
<b>Non-Standard Calculation</b>			

<b>Total Supplies/Materials</b>	<b>\$2,000.00</b>
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**Printing**

<b>Standard Calculation</b>			
Paper Material	# of Units	Cost/Unit	Total
Posters from Trees	10.00	\$25.00	\$250.00
<b>Non-Standard Calculation</b>			

<b>Total Printing</b>	<b>\$250.00</b>
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**Other Expenses**

<b>Standard Calculation</b>			
Item	# of Units	Cost/Unit	Total
Grange Hall Workshop			\$250.00
			\$0.00
			\$0.00
			\$0.00
<b>Non-Standard Calculation</b>			

<b>Total Other</b>	<b>\$250.00</b>
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<b>Subtotal Direct Costs</b>	<b>\$5,500.00</b>
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<b>TOTAL COST</b>	<b>\$5,500.00</b>
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<b>Cash to the Coop (Column B)</b>						
<b>Addendum to the Financial Plan - Pass Through Funding From Trees Foundation to Friends of the Van Duzen River and Eel River Recovery Project</b>						
<b>Other Expenses : Salaries</b>						
<b>Job Description</b>	<b>Cost/Day</b>	<b># of Days</b>	<b>Hours</b>	<b>Total</b>	<b>Org</b>	
Director	\$400.00	9.00	72	\$3,600	FOVD	
GIS/Macro	\$400.00	4.50	36	\$1,800	FOVD	
Fisheries Biologist	\$400.00	4.50	36	\$1,800	ERRP	
Fisheries Biologist 2	\$400.00	3.75	30	\$1,500	FOVD	
Entomologist	\$320.00	3.75	30	\$1,200	FOVD	
Web Master 1	\$320.00	2.00	16	\$640	ERRP	
Web Master 2	\$320.00	2.00	16	\$640	FOVD	
High School Intern	\$80.00	6.00	48	\$480	FOVD	
College Intern 1	\$80.00	5.00	40	\$400	FOVD	
College Intern2	\$80.00	5.00	40	\$400	FOVD	

**Total Salary Pass Through**

**\$12,460**