



# Thurston Conservation District Board of Supervisors Work Session Topic List & Board Meeting Agenda

February 25, 2026, 5:00 pm - 8:00 pm

**Zoom Meeting Link:**

<https://zoom.us/j/91658577844?pwd=cDgvaC9jcWRBU0luUFFHc1lrb3hLQT09>

**Passcode: 2918**

Meeting ID: 916 5857 7844

Call in: 1-253-215-8782

## Work Session Topic List

5:00 pm – 6:00 pm

1. Topic List Review, All
2. Awards Presentations:
  - a. WACD Wildlife Farmer of the Year: Riverbend Ranch
  - b. TCD 2025 Land Steward of the Year: Betsie DeWreede
3. Community Partner Presentation: Update on the Sentinel Landscape Partnership, *Dan Calvert*
4. NACD Report Out, *Executive Director Moorehead*
5. TCD Resolution #2026-02 2026 Community Economic Development Revitalization Board (CERB) Grant Application Resolution
6. TCD Policy 4.6.2 On-Call Services Rosters
7. Strategic Planning Outreach, *Executive Director Moorehead*
8. Legislative Day Debrief, *All*
9. Important Updates & Announcements
  - a. Board of Supervisors, *All*
  - b. Executive Director, *Sarah Moorehead (Executive Director)*

## Board Meeting

6:30 pm – 8:00 pm

- |                                                                                     |                                    |
|-------------------------------------------------------------------------------------|------------------------------------|
| 1. Welcome, Introductions, Audio Recording Announcement                             | <b>6:30 PM</b><br><i>5 minutes</i> |
| 2. Agenda Review                                                                    | <b>6:35 PM</b><br><i>5 minutes</i> |
| 3. Consent Agenda – <i>Action Item</i>                                              | <b>6:40 PM</b>                     |
| A. January 28, 2026, Board Work Session & Meeting Minutes                           | <i>5 minutes</i>                   |
| B. February 2026 Financial Report                                                   |                                    |
| C. FY25-27 NFWF Improving Salmon Habitat Funding Agreement                          |                                    |
| D. FY25-29 Ecostudies Diversity & Resilience of Rural Communities Funding Agreement |                                    |

- E. RCO Scatter Creek Riparian Restoration Applicant Authorization
- F. TCD Policy 4.6.2 On-Call Services Rosters

<b>4. Award Presentation Recap:</b>	<b>6:45 PM</b>
A. Wildlife Farmer of the Year Award: Riverbend Ranch	<i>5 minutes</i>
B. Land Steward of the Year Award: Betsie DeWreede	
<b>5. Public Comment</b>	<b>6:50 PM</b>
*Three minutes per person	<i>10 minutes</i>
<b>6. Partner Reports (if present)</b>	<b>7:00 PM</b>
A. Natural Resources Conservation Service, (NRCS) <i>TBD</i>	<i>15 minutes</i>
B. Washington State Conservation Commission (WSCC), <i>Josh Giuntoli</i>	
C. Washington Association of Conservation Districts (WACD), <i>Sarah Moorehead</i>	
<b>7. TCD Resolution #2026-02: 2026 Community Economic Development Revitalization Board (CERB) Grant Application Resolution</b>	<b>7:15 PM</b>
	<i>5 minutes</i>
<b>8. Governance, All – Action Item</b>	<b>7:20 PM</b>
A. March 25, 2026 Work Session Topic List & Meeting Agenda Development	<i>10 minutes</i>
<b>9. Executive Session: To discuss potential litigation</b>	<b>7:30 PM</b>
<i>RCW 42.30.110 (1)(i) To discuss with legal counsel representing the agency litigation or potential litigation</i>	<i>25 minutes</i>
<b>10. Executive Session Report Out – Action Item</b>	<b>7:55 PM</b>
	<i>5 minutes</i>
<b>Adjourn</b>	<b>8:00 PM</b>
<b>Informational Only Items:</b>	
I. <i>February Executive Director’s Report</i>	
II. <i>02-2026 Election Update Memo</i>	

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### Important Future Dates

#### March 2026

Native Plant Festival & Sale, Thurston County Fairgrounds	March 7
Billy Frank Jr. Annual Celebration, Timberline High School	March 19
Student Green Congress, The Evergreen State College	March 19
TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	March 25

#### April 2026

TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	April 22
2026 South Puget Sound Regional Envirothon Competition	April 23-4

**May 2026**

TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom)	May 27
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Item

3



# Thurston Conservation District Consent Agenda Decision Sheet February 25, 2026 Board Meeting

- A. January 28, 2026 Board Meeting and Work Session Minutes
  - a. Proposed action: accept without amendment and approve.
  - b. Action was taken:
    - Passed    Moved for discussion during meeting    Tabled to a future meeting
  
- B. February 2026 Financial Report
  - a. Proposed action: accept without amendment and approve.
  - b. Action was taken:
    - Passed    Moved for discussion during meeting    Tabled to a future meeting
  
- C. FY25-27 NFWF Improving Salmon Habitat Funding Agreement
  - a. Proposed action: accept without amendment and approve.
  - b. Action was taken:
    - Passed    Moved for discussion during meeting    Tabled to a future meeting
  
- D. FY25-29 Ecostudies Diversity & Resilience of Rural Communities Funding Agreement
  - a. Proposed action: accept without amendment and approve.
  - b. Action was taken:
    - Passed    Moved for discussion during meeting    Tabled to a future meeting
  
- E. RCO Scatter Creek Riparian Restoration Application Authorization
  - a. Proposed action: accept without amendment and approve.
  - b. Action was taken:
    - Passed    Moved for discussion during meeting    Tabled to a future meeting
  
- F. TCD Policy 4.6.2 On-Call Services Rosters
  - a. Proposed action: accept without amendment and approve.
  - b. Action was taken:
    - Passed    Moved for discussion during meeting    Tabled to a future meeting

ADOPTED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT, WASHINGTON  
ON February 25, 2026, AND EFFECTIVE IMMEDIATELY

SIGNED:

\_\_\_\_\_  
TJ Johnson, Board Chair

\_\_\_\_\_  
Marianne Tompkins, Board Vice-Chair

\_\_\_\_\_  
David Iyall, Board Auditor

\_\_\_\_\_  
Doug Rushton, Board Member

\_\_\_\_\_  
Jennifer Colvin, Board Member

\_\_\_\_\_  
Attest: Sarah Moorehead, Executive Director

# Thurston Conservation District Board of Supervisors

## Work Session Minutes

January 28, 2026

Hybrid: In-Person and Virtual on Zoom

Originally Scheduled: 5:00 p.m. – 6:00p.m.

Actual Meeting Time: 5:00 p.m. – 6:05 p.m.



### Present at Work Session:

TJ Johnson, TCD Board Chair

Marianne Tompkins, TCD Board Vice Chair

Doug Rushton, TCD Board Supervisor

David Iyall, TCD Board Supervisor

Jennifer Colvin, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Sophia Barashkoff, TCD Staff

Tina Wagner, TCD Staff

Nora Carman-White, TCD Staff

Ben Cushman, TCD Legal Counsel

Ryan Baye, Washington Association of  
Conservation Districts (WACD)

Rachel Friedman, Community Farmland  
Trust

- 1        **1.** Topic List Review, *All*
- 2        **2.** Staff Presentation: Farm My Yard, *Tina Wagner*
- 3        **3.** Legislative Session & WACD Legislative Day Prep, *All*
- 4            a. Important Bills (CD Elections, CD Purchase of Ag Lands, other)
- 5            b. Legislative appointment Schedule
- 6            c. Other
- 7        **4.** Voluntary Stewardship Program, *Executive Director Sarah Moorehead*
- 8        **5.** Important Updates & Announcements
- 9            a. Board of Supervisors, *All*
- 10          b. Executive Director, *Executive Director Moorehead*

Respectfully,

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TJ Johnson, TCD Board Chair

**Thurston Conservation District Board of Supervisors  
Regular Board Meeting Minutes**

January 28, 2026

Hybrid: In-Person and Virtual on Zoom

Originally Scheduled: 6:30 p.m. – 8:00 p.m.

Actual Meeting Time: 6:30 pm – 7:19 p.m.



**Present at Board Meeting:**

TJ Johnson, TCD Board Chair

Marianne Tompkins, TCD Board Vice Chair

Doug Rush Rushton, TCD Board Supervisor

David Iyall, TCD Board Supervisor

Jennifer Colvin, TCD Board Supervisor

Sarah Moorehead, TCD Executive Director

Sophia Barashkoff, TCD Staff

Ben Cushman, TCD Legal Counsel

Ryan Baye, Washington Association of  
Conservation Districts (WACD)

Josh Giuntoli, Washington State

Conservation Commission (WSCC)

**Summary of Action Items**

- 1 • None.

**Summary of Motions Passed**

- 2
- 3 *Supervisor Rushton moved to approve the amended Agenda. Supervisor Tompkins seconded.*
- 4 *Motion passed unanimously, (5-0).*
- 5 *Supervisor Tompkins moved to approve the Consent Agenda. Supervisor Rushton seconded.*
- 6 *Motion passed unanimously, (5-0).*
- 7 *Supervisor Colvin moved to approve the TCD Resolution #2026-01 Cost of Living Adjustment.*
- 8 *Supervisor Tompkins second. Motion passed unanimously, (5-0).*
- 9 *Supervisor Iyall moved to adjourn the January 28, 2026 TCD Board Meeting. Supervisor*
- 10 *Tompkins seconded. Motion passed unanimously, (5-0).*

**Full Version of the Minutes**

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11 **Welcome & Introductions**

12 At 6:30 p.m., TCD Board Chair TJ Johnson called the January 28, 2026 Regular Board Meeting to  
13 order. TCD Board, Staff, members of the public, and legal counsel were introduced by Board  
14 Chair Johnson. He announced that the meeting was being video recorded. TCD Supervisors,  
15 Johnson, Tompkins, Rushton, Iyall and Colvin and Executive Director Moorehead attended the  
16 meeting in person at the TCD office.

17 **Agenda Review**

18 TCD Board Chair Johnson proposed amending the agenda by adding items: *7.B Annual Plan*  
19 *Development, 7.C Strategic Plan Outreach, and 7.D Conservation and Education Center* to the

20 agenda. He also proposed removing items 10: *Executive Session: to consider the selection of a*  
21 *site or the acquisition of real estate* and the corresponding item 11: *Executive Session Report*  
22 *Out* from the Agenda.

23 ***Supervisor Rushton moved to approve the amended Agenda. Supervisor Tompkins seconded.***  
24 ***Motion passed unanimously, (5-0).***

#### 25 **Consent Agenda**

- 26 A. December 17, 2025, Board Work Session & Meeting Minutes
- 27 B. January 2026 and 2025 Year-End Financial Report
- 28 C. WSCC 2026 Riparian Grant Funding Advance Pre-approval
- 29 D. Wild Fish Conservancy Chehalis Tributary Data Collection Vendor Agreement
- 30 E. RCO Thompson Creek Salmon Recovery Funding Agreement
- 31 F. WA State Department of Ecology Riverbend Ranch Funding Agreement

32 ***Supervisor Tompkins moved to approve the Consent Agenda. Supervisor Rushton seconded.***  
33 ***Motion passed unanimously, (5-0).***

#### 34 **Public Comment**

35 No public members made comments.

#### 36 **Partner Reports**

- 37 A. National Resources Conservation Service (NRCS) Update, TBD
- 38 B. Washington State Conservation Commission (WSCC) Update, Josh Giuntoli
  - 39 • Mr. Giuntoli gave an update.
  - 40 • This year's WACD Legislative Day is scheduled for February 10, 2026.
- 41 C. Washington Association of Conservation Districts (WACD) Update, Sarah Moorehead,  
42 Ryan Baye.
  - 43 • Ryan Baye gave an update.
- 44 D. National Association of Conservation Districts (NACD) Update,  
45 • Executive Director Moorehead gave an update.

#### 46 **TCD Resolution #2026-01: 2026 Cost of Living Adjustment**

47 ***Supervisor Colvin moved to approve the proposed TCD Resolution #2026-01 2026 Cost of***  
48 ***Living Adjustment. Supervisor Tompkins seconded. Motion passed unanimously, (5-0).***

#### 49 **Governance**

- 50 A. TCD Elections Update, *Executive Director Moorehead*
  - 51 • Elections are proceeding with one candidate on the ballot – David Iyall.
  - 52 • TCD is conducting a mail-in-only election.
  - 53 • Polling officers are receiving ballot requests and mailing out ballots. Ballots  
54 must be returned and post-marked by March 17.

55                   • The District is conducting election outreach via TCD’s website election page, the  
56                   District’s newsletter, and social media.

57       B. Annual Plan Development, *Executive Director Moorehead*

58                   • Staff have been participating in conversations about metrics, impacts and  
59                   initiatives.

60                   • The deadline for Annual Plan board adoption is May. TCD’s target for board  
61                   adoption in March.

62                   • Annual Plan metrics, priority initiatives, and storytelling will align with the  
63                   Strategic Plan.

64       C. Strategic Plan Outreach, *Executive Director Moorehead*

65                   • Staff is developing a comprehensive Communications Strategy to inform the  
66                   public about TCD’s Strategic Plan.

67       D. Conservation and Education Center, *Executive Director Moorehead*

68                   • TCD is working with the Community Economic Revitalization Board (CERB) to  
69                   apply for a Planning Grant for the CEC.

70       E. February 25, 2026 Work Session Topic List & Meeting Agenda Development

71       **Work Session**

72                   • Topic List Review, *All*

73                   • Staff Presentation: Overview of TCD’s Growing Habitat Program, *Paul Cereghino*

74                   • Community Partner Presentation: Sentinel Landscape Program, *Dan Calvert*

75                   • NACD Report Out, *Doug Rushton, Executive Director, Moorehead*

76                   • Legislative Day Meetings Report Out, *All*

77                   • Strategic Planning Outreach, *Executive Director Moorehead*

78                   • Annual Plan, *Executive Director Moorehead*

79                   • Conservation and Education Center (CEC) Development, *All*

80                   • Important Updates & Announcements

81                   ○ Board of Supervisors, *All*

82                   ○ Executive Director, *Sarah Moorehead*

83       **Board Meeting Agenda**

84                   • Welcome, Introductions, Audio Recording Announcement

85                   • Agenda Review

86                   • Consent Agenda

87                   ○ January 28, 2026 Board Work Session & Meeting Minutes

88                   ○ February 2026 Financial Report

89                   • Wildlife Farmer of the Year Award Recognition: Riverbend Ranch

90                   • Land Steward of the Year Award Recognition: Betsie De Wreede

91                   • Public Comment

92                   • Partner Reports (if present)

93                   ○ National Resources Conservation Service

- 94                   ○ Washington State Conservation Commission  
95                   ○ Washington Association of Conservation Districts  
96                 ● Governance, *All*  
97                   ○ March 25, 2026 Work Session Topic List & Meeting Agenda Development  
98                 ● **Executive Session:** to consider the selection of a site or the acquisition of real  
99                   estate by lease or purchase when public knowledge regarding such consideration  
100                   would cause a likelihood of increased price.  
101                 ● **Executive Session:** to discuss with legal counsel representing the agency  
102                   litigation or potential litigation.

103     **Executive Session: To discuss potential litigation**

104     *RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency litigation or*  
105     *potential litigation.*

106     The Executive Session opened at 7:09 pm to last for no more than 10 minutes and concluded at  
107     7:19 pm. In attendance: TCD Board members Johnson, Tompkins, Rushton, Iyall and Colvin, and  
108     Executive Director Moorehead and legal counsel Ben Cushman.

109     **Executive Session Report Out**

110     No action was taken.

111     ***Supervisor Iyall moved to adjourn the January 28, 2026 TCD Board Meeting. Supervisor***  
112     ***Tompkins seconded. Motion passed unanimously, (5-0).***

113     **Adjourn 7:19 pm**

Respectfully,

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TJ Johnson, TCD Board Chair

# Thurston Conservation District

## February 2026 Financial Notes



### January Profit & Loss (P&L) and Previous Year P&L Comparison

1. The District experienced a net income loss in January 2026 of \$122,676.
2. In December 2025, TCD switched from an annual subscription for its accounting software, QuickBooks, to a monthly subscription. The annual subscription amount paid in August 2025, was refunded in January. That is why the District reported a -\$2,794 for January's *Audit and Accounting* expense.
3. TCD is reporting a -\$399 for *Board – Conference & Training* expenses, because the District received a refund for Doug's NACD Annual Meeting Registration fee.

### Previous Year P&L Comparison

4. *Total Income* dropped by 5% and *Total Expenses* dropped by 8% compared to the income and expenses reported this time last year. For the first month of the year, *Net Income* increased by 12%.
5. *Plant Sale* pre-sales more than doubled (114%) in the first month of 2026 compared to 2025.
6. In January 2025, TCD was still using WA State University's Energy Program as its IT support provider. In March of 2026 the Energy Program eliminated its IT support service and TCD switch to Olympia Computer, which resulted in a 320% increase in *Computer Services* expenses compared to last January.
7. *Utilities* expenses increased by 115% because the District added security system and pest control services in 2026.

### Balance Sheet

8. Exciting news! In January, TCD invested \$50,000 into its Local Government Investment Pool (LGIP) account. This is the first time the Accounting Team has felt comfortable enough with the District's cashflow situation to move funds from its bank accounts to the LGIP account.

**Thurston Conservation District**  
**Profit & Loss**  
**January 2026**

02/18/26

Accrual Basis

	Jan 26
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
3400000 · Charges for Goods and Services	
3451100 · Soil/Water Conservation Service	
3451110 · Soil Testing	303.37
3451130 · Poultry Equipment & Tool Rentals	21.83
3451140 · Plant Sales	16,758.78
	17,083.98
<b>Total 3451100 · Soil/Water Conservation Service</b>	<b>17,083.98</b>
<b>Total 3400000 · Charges for Goods and Services</b>	<b>17,083.98</b>
3300000 · Grant Revenues	190,850.67
3600000 · Miscellaneous Revenues	
3685000 · Special Assessments - Service	2,065.91
3670000 · Nongovernmental Contributions	500.00
3610000 · Interest and Other Earnings	255.76
	2,821.67
<b>Total 3600000 · Miscellaneous Revenues</b>	<b>2,821.67</b>
<b>Total Income</b>	<b>210,756.32</b>
<b>Gross Profit</b>	<b>210,756.32</b>
<b>Expense</b>	
Vehicle Allocation	0.00
Overhead Allocation	0.00
5531000 · Salaries & Benefits	246,958.99
5314101 · Legal Fees & Services	2,000.00
5314102 · Audit & Accounting	-2,794.01
5314103 · Computer Services	3,513.60
5314100 · Professional Services	3,750.00
5314400 · Advertising	40.81
5314104 · Janitorial Services	875.00
5314501 · Office Rent	8,680.00
5314700 · Utilities	740.18
5314504 · Vehicle Leases	323.02
5314200 · Communications	1,411.93
5354800 · Repairs & Maintenance	509.40
5314505 · Software Licenses	522.00
5313101 · Office Supplies	91.35
5314202 · Postage & Shipping	33.33
5314307 · Licenses and Permits	123.00
5314117 · Soil Testing	248.62
Project Expenses	2,282.36
5314302 · Staff - Conference & Training	137.96
5314306 · Board - Conference & Training	-329.72
5314300 · Staff - Travel	1,077.29
5314108 · Construction & Restoration Work	12,090.00
5314600 · Liability Insurance Premiums	3,110.42
5600000 · Sub-Awards / Pass-Through	36,920.22

5:55 PM

02/18/26

Accrual Basis

**Thurston Conservation District**  
**Profit & Loss**  
**January 2026**

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	<u>Jan 26</u>
5945360 · Capital Outlays	
5945363 · Equipment & Office Furniture	127.24
5945364 · Computer Hardware	988.88
	<hr/>
<b>Total 5945360 · Capital Outlays</b>	1,116.12
	<hr/>
<b>Total Expense</b>	323,431.87
	<hr/>
<b>Net Ordinary Income</b>	-112,675.55
	<hr/>
<b>Net Income</b>	<b>-112,675.55</b>
	<hr/> <hr/>

**Thurston Conservation District**  
**Profit & Loss Prev Year Comparison**  
**January 2026**

	Jan 26	Jan 25	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
3400000 · Charges for Goods and Services				
3451100 · Soil/Water Conservation Service				
3451110 · Soil Testing	303.37	150.75	152.62	101.2%
3451130 · Poultry Equipment & Tool Rentals	21.83	0.00	21.83	100.0%
3451140 · Plant Sales	16,758.78	7,838.03	8,920.75	113.8%
<b>Total 3451100 · Soil/Water Conservation Service</b>	<b>17,083.98</b>	<b>7,988.78</b>	<b>9,095.20</b>	<b>113.9%</b>
<b>Total 3400000 · Charges for Goods and Services</b>	<b>17,083.98</b>	<b>7,988.78</b>	<b>9,095.20</b>	<b>113.9%</b>
3300000 · Grant Revenues	190,850.67	210,687.70	-19,837.03	-9.4%
3600000 · Miscellaneous Revenues				
3699100 · Miscellaneous Other	0.00	87.49	-87.49	-100.0%
3685000 · Special Assessments - Service	2,065.91	2,259.61	-193.70	-8.6%
3670000 · Nongovernmental Contributions	500.00	50.00	450.00	900.0%
3610000 · Interest and Other Earnings	255.76	171.59	84.17	49.1%
<b>Total 3600000 · Miscellaneous Revenues</b>	<b>2,821.67</b>	<b>2,568.69</b>	<b>252.98</b>	<b>9.9%</b>
<b>Total Income</b>	<b>210,756.32</b>	<b>221,245.17</b>	<b>-10,488.85</b>	<b>-4.7%</b>
<b>Gross Profit</b>	<b>210,756.32</b>	<b>221,245.17</b>	<b>-10,488.85</b>	<b>-4.7%</b>
<b>Expense</b>				
Vehicle Allocation	0.00	0.00	0.00	0.0%
Overhead Allocation	0.00	0.00	0.00	0.0%
5531000 · Salaries & Benefits	246,958.99	223,080.49	23,878.50	10.7%
5314101 · Legal Fees & Services	2,000.00	2,000.00	0.00	0.0%
5314102 · Audit & Accounting	-2,794.01	532.27	-3,326.28	-624.9%
5314103 · Computer Services	3,513.60	836.75	2,676.85	319.9%
5314100 · Professional Services	3,750.00	14,282.85	-10,532.85	-73.7%
5314400 · Advertising	40.81	134.41	-93.60	-69.6%
5314203 · Printing Services	0.00	366.11	-366.11	-100.0%
5314104 · Janitorial Services	875.00	700.00	175.00	25.0%
5314501 · Office Rent	8,680.00	8,427.00	253.00	3.0%
5314700 · Utilities	740.18	345.10	395.08	114.5%
5314503 · Equipment Leases	0.00	655.15	-655.15	-100.0%
5314504 · Vehicle Leases	323.02	479.05	-156.03	-32.6%
5314200 · Communications	1,411.93	1,473.33	-61.40	-4.2%
5313102 · Photocopier Usage	0.00	148.92	-148.92	-100.0%
5354800 · Repairs & Maintenance	509.40	0.00	509.40	100.0%
5314505 · Software Licenses	522.00	496.84	25.16	5.1%
5313101 · Office Supplies	91.35	666.88	-575.53	-86.3%
5314202 · Postage & Shipping	33.33	50.16	-16.83	-33.6%
5314902 · Organizational Dues	0.00	1,141.00	-1,141.00	-100.0%
5314307 · Licenses and Permits	123.00	128.00	-5.00	-3.9%
5314117 · Soil Testing	248.62	347.65	-99.03	-28.5%
Project Expenses	2,282.36	3,194.46	-912.10	-28.6%
5314302 · Staff - Conference & Training	137.96	0.00	137.96	100.0%
5314306 · Board - Conference & Training	-329.72	146.39	-476.11	-325.2%
5314300 · Staff - Travel	1,077.29	1,165.79	-88.50	-7.6%
5314119 · Cultural Resources	0.00	17,833.05	-17,833.05	-100.0%
5314108 · Construction & Restoration Work	12,090.00	25,631.09	-13,541.09	-52.8%
5314600 · Liability Insurance Premiums	3,110.42	3,496.58	-386.16	-11.0%
560000 · Sub-Awards / Pass-Through	36,920.22	41,307.49	-4,387.27	-10.6%
66300 · Sales Tax Adjustments	0.00	19.59	-19.59	-100.0%
66900 · Reconciliation Discrepancies	0.00	0.00	0.00	0.0%
5945360 · Capital Outlays				
5945363 · Equipment & Office Furniture	127.24	262.42	-135.18	-51.5%
5945364 · Computer Hardware	988.88	131.75	857.13	650.6%
<b>Total 5945360 · Capital Outlays</b>	<b>1,116.12</b>	<b>394.17</b>	<b>721.95</b>	<b>183.2%</b>
<b>Total Expense</b>	<b>323,431.87</b>	<b>349,480.57</b>	<b>-26,048.70</b>	<b>-7.5%</b>
<b>Net Ordinary Income</b>	<b>-112,675.55</b>	<b>-128,235.40</b>	<b>15,559.85</b>	<b>12.1%</b>
<b>Net Income</b>	<b>-112,675.55</b>	<b>-128,235.40</b>	<b>15,559.85</b>	<b>12.1%</b>

## Thurston Conservation District

## Balance Sheet

02/18/26

As of January 31, 2026

Accrual Basis

	<u>Jan 31, 26</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
3088010 · Checking-103 Beneficial	108,605.59
3081001 · Checking-7444 Timberland	3,032.16
3088020 · Savings Accounts	
3088021 · Saving-116 Beneficial Reserve	4,186.59
3088022 · Saving-129 Beneficial CEC	119,412.30
<b>Total 3088020 · Savings Accounts</b>	<u>123,598.89</u>
3092001 · LGIP Investment Account	50,129.04
3088030 · Counter Cash	133.38
3088040 · PayPal Account	7,360.11
<b>Total Checking/Savings</b>	<u>292,859.17</u>
<b>Accounts Receivable</b>	622,223.43
<b>Other Current Assets</b>	
3090500 Prepaid Accounts	
3090509 · Other Prepaid Expenses	1,341.38
3090501 · Prepaid Insurance	22,150.90
3090507 · Security Deposit - Tilley Court	8,427.00
<b>Total 3090500 Prepaid Accounts</b>	<u>31,919.28</u>
3091000 · 309.10.00 Inventory Asset	2,666.56
3092000 · 309.20.00 Cash on Hand	9,192.91
<b>Total Other Current Assets</b>	<u>43,778.75</u>
<b>Total Current Assets</b>	958,861.35
<b>Fixed Assets</b>	
3090600 · Tenant Improvements	66,750.00
<b>Total Fixed Assets</b>	<u>66,750.00</u>
<b>TOTAL ASSETS</b>	<u><u>1,025,611.35</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	12,906.29
Credit Cards	1,883.36
<b>Other Current Liabilities</b>	
3861100 · Sales Tax Payable	1,657.15
3861000 · Payroll Liabilities	227,134.28
<b>Total Other Current Liabilities</b>	<u>228,791.43</u>
<b>Total Current Liabilities</b>	<u>243,581.08</u>
<b>Total Liabilities</b>	243,581.08
<b>Equity</b>	<u>782,030.27</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,025,611.35</u></u>

# 2026 Unrestricted Budget vs Actual



January 8.33%

Account Name	2026 Budget	2026 Actual	\$ Over Budget	% of Budget Spent
<b>- Income</b>	<b>1,314,063</b>	<b>53,829</b>	<b>-1,260,234</b>	<b>4.10%</b>
- Retail Sales	82,350	17,304	-65,046	21.01%
- Food Production and Consumption	2,900	22	-2,878	0.75%
Poultry Equipment & Tool Rentals	2,900	22	-2,878	0.75%
- Soil Conservation and Health	7,550	303	-7,247	4.02%
Soil Testing	6,500	303	-6,197	4.67%
Nutrient Spreader Rentals	700	0	-700	0.00%
No-Till Drill Rentals	350	0	-350	0.00%
- Community Outreach and Education	68,900	16,759	-52,141	24.32%
Plant Sales	68,900	16,759	-52,141	24.32%
- Other Income	3,000	220	-2,780	7.34%
Contributions Private	0	0	0	N/A
Interest Income	3,000	220	-2,780	7.34%
Miscellaneous Income	0	0	0	N/A
+ Grant Revenue	126,713	0	-126,713	0.00%
Rates and Charges	565,000	2,066	-562,934	0.37%
- Overhead	540,000	34,458	-505,542	6.38%
Overhead Allocation	518,000	33,554	-484,446	6.48%
Vehicle Allocation	22,000	905	-21,095	4.11%
<b>2025 Carry Overs</b>	<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>100.00%</b>
<b>- Program Allocation</b>	<b>585,000</b>	<b>43,666</b>	<b>-541,334</b>	<b>7.46%</b>
- Priority 1: Protect & Restore Natural Resources	50,000	7,460	-42,540	14.92%
Working Lands Preservation Initiative	10,000	0	-10,000	0.00%
Conservation TA	40,000	7,460	-32,540	18.65%
- Priority 2: Build Climate Resilience and Disaster Preparedness	62,200	4,982	-57,218	8.01%
Food Processing and Tools Rentals	25,000	921	-24,079	3.69%
Soil Health Testing	27,000	1,468	-25,532	5.44%
Nutrient Spreader Rentals	5,200	0	-5,200	0.00%
No-Till Drill Rentals	5,000	2,592	-2,408	51.85%
- Priority 3: Create Community, Access, and Equity	283,500	21,134	-262,366	7.45%
Farm Link and Land Access	1,000	0	-1,000	0.00%
Conservation & Education Center	60,000	1,730	-58,270	2.88%
District Communications	60,000	4,366	-55,634	7.28%
Plant Sale	75,000	2,678	-72,322	3.57%
Elections	20,000	3,339	-16,661	16.69%
SS Green	45,000	9,001	-35,999	20.00%
Envirothon	4,000	0	-4,000	0.00%
Teens in Thurston Volunteer Program	2,500	21	-2,479	0.83%
Website ADA Compliance	10,000	0	-10,000	0.00%
TCD Signage	6,000	0	-6,000	0.00%
- Priority 4: Invest in Organizational Excellence and Leadership	189,300	10,090	-179,210	5.33%
Investing in Future Conservation	33,000	1,604	-31,396	4.86%

	Account Name	2026 Budget	2026 Actual	\$ Over Budget	% of Budget Spent
44	Employee Recruitment	3,300	1,794	-1,506	54.37%
45	Partnership Building	40,000	3,946	-36,054	9.87%
46	Advocacy Activities	40,000	2,879	-37,121	7.20%
47	Rates & Charges Initiative (Including Rate Study)	47,000	0	-47,000	0.00%
48	Staff Conference & Training	18,000	196	-17,804	1.09%
49	Board-led Initiatives and Meeting Supplies	2,000	69	-1,931	3.46%
50	Board Conference, Training, and Travel	6,000	-399	-6,399	-6.65%
51	<b>- Administrative Expenses</b>	<b>651,105</b>	<b>90,364</b>	<b>-560,741</b>	<b>13.88%</b>
52	Administrative Salaries & Benefits	338,000	62,674	-275,326	18.54%
53	36-Hour Leave Accrual Adjustment	8,050	8,050	0	100.00%
54	<b>- Professional Services</b>	<b>81,884</b>	<b>2,720</b>	<b>-79,164</b>	<b>3.32%</b>
55	Legal Services	24,000	2,000	-22,000	8.33%
56	Audit & Accounting	11,484	-2,794	-14,278	-24.33%
57	Computer Services	42,000	3,514	-38,486	8.37%
58	Professional Services	4,400	0	-4,400	0.00%
59	<b>- Facility and Maintenance</b>	<b>120,260</b>	<b>10,422</b>	<b>-109,838</b>	<b>8.67%</b>
60	Janitorial Services	9,100	875	-8,225	9.62%
61	Office Rent	104,160	8,680	-95,480	8.33%
62	Utilities	5,000	740	-4,260	14.80%
63	Equipment & Office Furniture	2,000	127	-1,873	6.36%
64	<b>- Technology</b>	<b>31,285</b>	<b>2,569</b>	<b>-28,716</b>	<b>8.21%</b>
65	Office Equipment Leases	2,968	0	-2,968	0.00%
66	Communications	18,084	1,400	-16,684	7.74%
67	Photocopier Usage	700	0	-700	0.00%
68	Computer Hardware Purchases	3,000	989	-2,011	32.96%
69	Computer Software	6,533	180	-6,353	2.76%
70	<b>- Vehicles</b>	<b>22,283</b>	<b>727</b>	<b>-21,556</b>	<b>3.26%</b>
71	Vehicle Leases	7,783	323	-7,460	4.15%
72	Vehicle Repairs & Maintenance	6,500	19	-6,481	0.29%
73	Vehicle Fuel	8,000	385	-7,615	4.82%
74	<b>- Supplies</b>	<b>10,968</b>	<b>91</b>	<b>-10,877</b>	<b>0.83%</b>
75	Office Supplies	4,000	91	-3,909	2.28%
76	Postage & Shipping	200	0	-200	0.00%
77	Organizational Dues	6,668	0	-6,668	0.00%
78	Licenses & Permits	100	0	-100	0.00%
79	<b>- Insurance and Banking</b>	<b>38,375</b>	<b>3,110</b>	<b>-35,265</b>	<b>8.11%</b>
80	Bank Fees & Interest Charges	750	0	-750	0.00%
81	Liability Insurance Premiums	37,625	3,110	-34,515	8.27%
82	Late Fees & Penalties	0	0	0	N/A
83	<b>- Savings</b>	<b>107,958</b>	<b>0</b>	<b>-107,958</b>	<b>0.00%</b>
84	<b>- Reserve Fund</b>	<b>57,958</b>	<b>0</b>	<b>-57,958</b>	<b>0.00%</b>
85	Tenant Improvement Depreciation	22,250	0	-22,250	0.00%
86	Other Reserve Fund Savings	35,708	0	-35,708	0.00%
87	Conservation Education Center Savings Plan	50,000	0	-50,000	0.00%
88	<b>Net Income (Surplus or Deficit)</b>	<b>0</b>	<b>-50,201</b>	<b>-50,202</b>	<b>-</b>

# 2026 Restricted Budgets vs Actuals



As of January 31, 2026

Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2026 Budget	2026 Actual	2025 Remaining Budget	% of Total Time	% of Total Budget Spent
<b>Federal</b>											
USFWS Restoring South Sound Prairies	US90	F22AC01820-00	07/01/22	07/01/27	190,000	88,111	59,039	448	58,591	71.76%	53.63%
<b>DOE</b>											
Black River Frog	E023	OCBASRP-2325-ThurCD-00023	07/01/25	06/30/29	239,036	230,529	74,733	2,188	72,545	14.72%	3.56%
Riverbend Construction	E024		11/01/25	06/30/27	1,771,771	1,752,578	569,014	4,208	564,806	15.16%	1.08%
Chehalis Tributary Data Collection	E042	OCBASRP-2325-ThurCD-00042	08/01/25	07/31/27	150,000	143,021	23,923	1,033	22,890	25.21%	4.65%
Neighborhood Stormwater	E045		09/01/25	12/31/27	198,986	198,039	58,001	948	57,054	17.96%	0.48%
Umbrella Site Management	E047	OCBASRP-2325-ThurCD-00047	07/01/25	06/30/29	121,910	71,936	5,024	1,098	3,926	14.72%	40.99%
Goebel Road River Restoration	E053	OCBASRP-2327-ThurCD-00053	10/01/25	09/30/27	268,497	259,558	78,949	4,660	74,289	16.85%	3.33%
Ecology Elwanger	E165	WQC-2025-ThurCD-00165	11/01/24	10/31/27	500,000	427,981	277,647	6,188	271,459	41.74%	14.40%
<b>RCO</b>											
FY25-29 Shore Friendly Administration	R035	24-1207	07/01/25	06/30/29	2,051,187	1,890,182	631,871	44,844	585,467	14.72%	7.85%
ESRP Zangle Cove	R070	20-1517R	07/01/21	04/30/26	110,073	6,734	6,734	0	6,734	94.96%	93.88%
FY23-25 ESRP Lower Eld Bulkhead Removal	R090	22-1201R	07/01/23	07/01/26	125,200	4,954	4,954	0	4,954	86.24%	96.04%
South Sound Outreach (HSIL)	R100	23-1853O	05/07/24	04/30/27	109,846	89,731	31,604	2,189	29,414	58.31%	18.31%
South Sound Riparian Analysis and Implementation	R110	24-1212R	09/25/24	09/25/28	132,614	112,840	21,689	374	21,315	33.79%	14.91%
Thompson Creek Salmon Recovery	R120	25-1078P	09/16/25	09/15/27	253,000	252,374	127,062	626	126,436	18.90%	0.25%
<b>WSCC</b>											
FY25-27 Chehalis	W050	26-13-CH	07/01/25	06/30/27	206,300	141,420	94,923	3,512	91,411	29.45%	31.45%
FY25-27 Shellfish Cost Share	W060	26-13-SH	07/25/25	06/30/27	205,000	198,010	30,801	307	30,494	27.05%	3.41%
FY25-26 CREP	W070	26-13-CE	07/01/25	06/30/26	25,000	21,055	12,926	221	12,705	58.90%	15.78%
FY25-27 Natural Resource Investments (NRI)	W080	26-13-NR	11/05/25	06/30/26	107,770	105,373	35,525	2,397	33,127	36.97%	2.22%
FY25-26 Sustainable Farms and Fields	W120	26-13-SFF	07/17/25	06/30/26	40,000	26,832	21,004	920	20,084	57.02%	32.92%
FY25-27 Forest Health & Community Wildfire Resiliency	W130	26-13-FH	07/09/25	06/30/27	68,175	51,974	37,664	4,078	33,586	28.67%	23.76%
FY25-27 Irrigation Efficiencies	W140	26-13-IE	07/17/25	06/30/27	50,000	45,435	37,204	516	36,688	27.87%	9.13%
FY25-27 Riparian Grant Program (RGP)	W170	26-13-RGP	09/10/25	06/30/27	3,240,935	2,816,608	985,487	60,852	924,634	21.85%	13.09%
<b>Other State Grants</b>											
WDFW Building Conservation Capacity	S100	24-25744	03/17/25	06/30/27	500,000	372,509	228,748	15,982	212,766	38.40%	25.50%
DOH Eld Inlet Manure Management	S500	GVL29108-0	05/13/24	07/31/27	776,247	605,278	393,183	15,120	378,063	53.53%	22.03%
<b>Thurston County</b>											
FY25-27 VSP	TC400		07/01/25	06/30/27	170,000	96,981	92,970	6,514	86,456	29.45%	42.95%
FY25-27 VSP Cost Share	TC450		08/15/25	06/30/27	223,875	219,428	34,239	3,738	30,502	24.82%	1.99%
FY24-26 Thurston County Working Lands Outreach	TC500		08/13/24	06/30/26	5,500	2,972	4,694	1,764	2,929	78.17%	45.97%
<b>Miscellaneous</b>											
FY25-29 Olympia Urban Farmland	M065	NA	01/01/25	12/31/29	259,000	204,289	51,800	4,129	47,671	21.69%	21.12%
GRuB Beginning Farmer Development	M066	NA	01/01/24	09/14/26	6,525	1,746	1,746	0	1,746	77.13%	73.24%
FY24-25 NACD Bucoda Community Farm	M077	NA	09/24/24	11/15/25	60,000	2,105	432	0	432	Closed	96.49%

	Grant Name	Account Number	Grant Number	Grant Start Date	Grant End Date	Total Grant Amount	Official Remaining	2026 Budget	2026 Actual	2025 Remaining Budget	% of Total Time	% of Total Budget Spent
38	WCRRRI Prairie Habitat Enhancement	M095	2022-06	01/01/22	06/30/26	111,954	3,907	3,907	0	3,907	90.86%	96.51%
39	FY25-29 Ecostudies Diversity & Resilience of Rural Communities (WCRRRI Phase II)	M096	24-1567	11/01/25	06/30/29	131,000	129,260	35,114	1,740	33,374	6.88%	1.33%
40	FY25-27 NFWF Improving Salmon Habitat	M864	1301.26.086400	08/30/25	04/30/27	54,490	54,490	0	0	0	25.45%	0.00%
41	FY25-26 NACD Forestry	M200	NA	01/01/25	06/30/26	133,786	77,987	85,701	12,342	73,359	72.53%	41.71%
42	FY25-27 OlyEco NFWF Habitat Resilience	M078	NA	03/01/24	02/28/27	30,000	20,580	14,027	127	13,901	64.11%	31.40%
43	One Tree Planted	M085	NA	09/03/21	until spent	33,076	25,006	0	0	0	NA	24.40%
44	FY24-26 Pierce County Shellfish NTA	M600	SC-111404	01/01/24	01/31/27	191,000	66,575	70,318	3,742	66,575	67.61%	65.14%
45	<b>- Sentinel Landscape Program (SLP)</b>											
46	NACD SLP REPI Challenge	SLP075	NA	10/01/21	06/30/28	1,353,000	163,406	65,582	2,218	63,364	64.26%	87.92%
47	EcoStudies REPI	SLP076	SA-2025-01	08/01/25	12/31/28	188,543	179,744	38,702	1,669	37,033	14.73%	4.67%
48	WDFW Landowner Support and Due Diligence (AERI)	SLP077	25-27659	06/01/25	11/30/28	385,000	377,192	76,288	3,443	72,845	19.16%	2.03%
49	<b>- South Sound GREEN</b>											
50	2025 Interlocal	G019-SS		01/01/25	until spent	64,160	5,694	8,916	3,222	5,694	NA	91.13%
51	2026 Interlocal	G019-SS		01/01/26	until spent	66,432	66,432	66,432	0	66,432	NA	0.00%
52	FY25 ESD 113 Climate Education	G019.104		05/15/25	until spent	6,000	3,731	3,731	0	3,731	NA	37.82%
53	FY25 Tumwater SD Natural Resources	G019.120		09/03/24	until spent	1,000	329	329	0	329	NA	67.07%
54	FY25-27 NOAA B-WET	G019.106		02/01/25	01/31/27	40,720	27,436	27,747	311	27,436	50.00%	32.62%
55	2024 Dawkins	G019.28		01/01/24	until spent	20,750	13,628	13,656	28	13,628	NA	34.32%
56	FY25-27 Dawkins	G019.28		12/16/24	until spent	30,000	30,000	0	0	0	NA	0.00%
57	2023 Community Foundation	G019.29		10/25/23	until spent	2,500	1,700	1,700	0	1,700	NA	32.00%
58	2024 Community Foundation	G019.29		11/01/24	until spent	2,500	2,500	0	0	0	NA	0.00%
59	Carlson Charitable	G019.31		12/05/23	until spent	2,500	7	7	0	7	NA	99.73%
60	2024 Nisqually for Water Quality Testing	G019.60		01/01/24	until spent	5,000	2,321	2,321	0	2,321	NA	53.57%
61	TCC General	G019 TCC		01/01/18	until spent	11,561	1,681	1,681	0	1,681	NA	85.46%
62	2024 Squaxin	G019.85		02/01/24	until spent	2,250	2,250	0	0	0	NA	0.00%
63	2025 Squaxin	G019.85		03/01/25	until spent	1,000	1,000	0	0	0	NA	0.00%
64	FY25-26 Inspire Olympia	G019.130		08/01/25	until spent	30,000	6,386	6,867	481	6,386	NA	78.71%
65	<b>- Teens in Thurston Volunteer Program</b>											
66	Nisqually TNT 2024	T070	NA	01/01/24	until spent	5,581	2,509	2,509	0	2,509	NA	55.04%
67	<b>- Envirothon Program</b>											
68	2025 Chehalis Tribe Envirothon	T040		03/01/25	until spent	2,500	1,494	1,494	0	1,494	NA	40.25%
69	2026 Pork Blakely Envirothon	T040		01/26/26	until spent	500	500	500	0	500	NA	0.00%

# Thurston Conservation District

## Payment Report

### January 2026

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Check	EFT	1/1/2026	Tilley Court Caves, LLC	UNRESTRICTED:A010 - Administrative Expenses	5314501 · Office Rent	8,680.00
Credit Card Charge	15050	1/3/2026	Dell	UNRESTRICTED:A010 - Administrative Expenses	5945364 · Computer Hardware	959.37
Credit Card Charge	15057	1/3/2026	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5945364 · Computer Hardware	29.51
Credit Card Charge	14964	1/4/2026	Trader Joes	TCD Programs:T044 - Board Initiatives & MeetingSupplies	5314310 · Board Meeting Snacks	16.97
Credit Card Charge	14966	1/5/2026	Amazon	TCD Programs:G019.110 TCD SS Green Allocation	5314107 · Project Supplies	138.50
Credit Card Charge	14967	1/5/2026	Home Depot	TCD Programs:G019.110 TCD SS Green Allocation	5314107 · Project Supplies	13.08
Credit Card Charge	14968	1/5/2026	Saltwater Aquarium	GREEN:G019.106 NOAA B-WET:G019.106.1 - SSG	5314107 · Project Supplies	310.98
Credit Card Charge	14976	1/5/2026	O Reilly Auto Parts	TCD Programs:T050 - Restoration Crew & Equip	5354803 · Vehicle Maintenance	144.12
Check	EFT	1/5/2026	Regence - Health Care	UNRESTRICTED:A010 - Administrative Expenses	5531210 · Medical Benefits	33,306.29
Bill Pmt -Check	EFT	1/5/2026	Comcast	UNRESTRICTED:A010 - Administrative Expenses	5314204 · Internet Services	250.82
Check	EFT	1/5/2026	Delta Dental	UNRESTRICTED:A010 - Administrative Expenses	5531212 · Dental Benefits	2,418.45
Check	23230	1/6/2026	WA Dept. of Fish and Wildlife	Partner Fee for Service:P600 - WDFW	3088010 · Checking-103 Beneficial	113.27
Bill Pmt -Check	23231	1/6/2026	Aimee Ornelas	Various Funding Codes	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	23232	1/6/2026	All Shield Pest Control	UNRESTRICTED:A010 - Administrative Expenses	5314705 · Pest Control	164.55
Bill Pmt -Check	23233	1/6/2026	Anchor QEA	Depart of Ecology:E024 - Riverbend Construction	5314100 · Professional Services	230.50
Bill Pmt -Check	23234	1/6/2026	APS, Inc.	UNRESTRICTED:A010 - Administrative Expenses	5354801 · Office Equipment Maintenance	492.30
Bill Pmt -Check	23235	1/6/2026	Fieldwise Advisory LLC	TCD Programs:T080 - Conservation TA	5314100 · Professional Services	3,750.00
Bill Pmt -Check	23236	1/6/2026	Ghader Alrashid	Various Funding Codes	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	23237	1/6/2026	KR Creative Strategies	Various Funding Codes	5314100 · Professional Services	2,100.00
Bill Pmt -Check	23238	1/6/2026	Marlena Blua	Various Funding Codes	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	23239	1/6/2026	Petrocard	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	130.54
Bill Pmt -Check	23240	1/6/2026	Rainier School District No. 307	GREEN:G019.107 McLane Salmon Trail	5314112 · Bus Transportation	228.35
Bill Pmt -Check	23241	1/6/2026	Richard Gloor	Various Funding Codes	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	23242	1/6/2026	Ricoh USA, Inc.	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	53.80
Bill Pmt -Check	23243	1/6/2026	WA St Dept Of Enterprise Services	TCD Programs:T021 - Conservation Education Center	5314100 · Professional Services	283.50
Bill Pmt -Check	23244	1/6/2026	WSU Sponsored Programs Services	SLP Program:SLP075 - NACD SLP	560000 · Sub-Awards / Pass-Through	5,433.01
Bill Pmt -Check	23245	1/6/2026	Crystal Springs	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	35.08

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Bill Pmt -Check	23246	1/6/2026	Deschutes Law Group	UNRESTRICTED:A010 - Administrative Expenses	5314101 · Legal Fees & Services	2,000.00
Bill Pmt -Check	23247	1/6/2026	Hannah's Cleaning Service	UNRESTRICTED:A010 - Administrative Expenses	5314104 · Janitorial Services	700.00
Bill Pmt -Check	23248	1/6/2026	Olympia Computer LLC	UNRESTRICTED:A010 - Administrative Expenses	5314103 · Computer Services	3,513.60
Credit Card Charge	15053	1/7/2026	Lowes	WSSC:W170 - FY25-27 RGP	5314107 · Project Supplies	64.73
Credit Card Charge	15054	1/7/2026	Amazon	TCD Programs:T037 - Staff Conference and Training	5314901 · Meeting & Event	27.40
Credit Card Charge	15055	1/7/2026	Home Depot	TCD Programs:T037 - Staff Conference and Training	5314901 · Meeting & Event	61.87
Credit Card Charge	15062	1/7/2026	Lincoln Creek Lumber	TCD Programs:T050 - Restoration Crew & Equip	5314116 · Project Equipment	120.62
Liability Check	EFT	1/7/2026	Internal Revenue Service		3861004 · Federal Income Tax Payable	17,522.78
Liability Check	EFT	1/7/2026	WA St Dept of Retirement Systems	UNRESTRICTED:A010 - Administrative Expenses	3861005 · PERS Deferral Payable	20,477.18
Credit Card Charge		1/7/2026	Alaska Airline	TCD Programs:T041 - Partnership Building	5314306 · Airfare	691.80
Credit Card Charge		1/7/2026	QuickBooks Time Support (TSheets)	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	232.56
Credit Card Charge	14983	1/8/2026	WA St Dept of Ecology	RCO:R035 - Shore Friendly Phase 4	5314302 · Staff - Conference & Training	30.96
Credit Card Charge	15051	1/8/2026	Fred Meyer	UNRESTRICTED:A010 - Administrative Expenses	5354803 · Vehicle Maintenance	18.64
Liability Check		1/8/2026	QuickBooks Payroll Service		Payroll	51,567.03
Credit Card Charge		1/9/2026	Rightworks	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	29.62
Credit Card Charge		1/10/2026	Intuit	UNRESTRICTED:A010 - Administrative Expenses	5314102 · Audit & Accounting	572.42
Credit Card Charge	15052	1/12/2026	Walmart	TCD Programs:T050 - Restoration Crew & Equip	5314107 · Project Supplies	19.27
Credit Card Charge	15063	1/12/2026	Facebook	TCD Programs:T097 - Plant Sale	5314400 · Advertising	40.81
Liability Check	EFT	1/12/2026	WA St Dept of L&I	UNRESTRICTED:A010 - Administrative Expenses	3861009 · State L&I Payable	5,836.82
Sales Tax Payment	EFT	1/12/2026	City of Tumwater	UNRESTRICTED:A010 - Administrative Expenses	3861100 · Sales Tax Payable	137.19
Check	EFT	1/12/2026	TPSC Benefits	UNRESTRICTED:A010 - Administrative Expenses	5531215 · HRA Benefits	1,200.00
Credit Card Charge	15071	1/13/2026	Squaxin Island Musuem	TCD Programs:T037 - Staff Conference and Training	5314302 · Staff - Conference & Training	107.00
Credit Card Charge	14998	1/14/2026	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5945363 · Equipment & Office Furn	127.24
Credit Card Charge		1/14/2026	Buzzsprout	TCD Programs:T030 - District Communications	5314207 · Web Hosting and Maint	12.00
Credit Card Charge	15008	1/15/2026	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	10.16
Credit Card Charge	15026	1/15/2026	Amazon	TCD Programs:T096 - Soil Health Equipment Rentals	5354802 · Rental Equipment Main	30.76
Credit Card Charge	15056	1/16/2026	WA St Dept of Agriculture	WSSC:W170 - FY25-27 RGP:W170.6 - Training	5314307 · Licenses and Permits	103.00
Credit Card Charge	15042	1/18/2026	Costco	TCD Programs:T070 -Teens in Thurston	5314901 · Meeting & Event	20.87
Check	EFT	1/19/2026	TPSC Benefits	UNRESTRICTED:A010 - Administrative Expenses	5531215 · HRA Benefits	1,152.42
Credit Card Charge		1/19/2026	Microsoft	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	16.46
Credit Card Charge		1/19/2026	Microsoft	Various Funding Codes	5314505 · Software Licenses	477.87

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	15044	1/20/2026	Just Buttons	TCD Programs:G019.110 TCD SS Green Allocation	5314107 · Project Supplies	275.50
Liability Check	23249	1/20/2026	WSCCE - Council 2		3861008 · Union Dues	1,310.27
Bill Pmt -Check	23250	1/20/2026	Aimee Ornelas	Various Funding Codes	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	23251	1/20/2026	Ghader Alrashid	Various Funding Codes	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	23252	1/20/2026	Marlena Blua	Various Funding Codes	Restoration Crew Intern Stipend	1,452.50
Bill Pmt -Check	23253	1/20/2026	Mason Conservation District	Various Funding Codes	560000 · Sub-Awards / Pass-Through	29,509.57
Bill Pmt -Check	23254	1/20/2026	Midwest Labs	TCD Programs:T098 - Soil Health Testing	5314117 · Soil Testing	248.62
Bill Pmt -Check	23255	1/20/2026	Olympia Ecosystems	Various Funding Codes	Various Expense Accounts	6,727.50
Bill Pmt -Check	23256	1/20/2026	Petrocard	UNRESTRICTED:A010 - Administrative Expenses	5313201 · Vehicle Fuel	222.97
Bill Pmt -Check	23257	1/20/2026	Pierce Conservation District	Various Funding Codes	560000 · Sub-Awards / Pass-Through	1,919.98
Bill Pmt -Check	23258	1/20/2026	Richard Gloor	Various Funding Codes	Restoration Crew Intern Stipend	1,600.00
Bill Pmt -Check	23259	1/20/2026	Sarah Moorehead_V	UNRESTRICTED:A010 - Administrative Expenses	Travel	622.00
Bill Pmt -Check	23260	1/20/2026	Tri-element LLC	Various Funding Codes	5314901 · Meeting & Event	785.18
Bill Pmt -Check	23261	1/20/2026	WA St Conservation Commission	UNRESTRICTED:A010 - Administrative Expenses	5314504 · Vehicle Leases	323.02
Bill Pmt -Check	23262	1/20/2026	WA St Dept of Agriculture	TCD Programs:T097 - Plant Sale	5314307 · Licenses and Permits	20.00
Bill Pmt -Check	23263	1/20/2026	WA St Dept Of Enterprise Services	TCD Programs:T021 - Conservation Education Center	5314100 · Professional Services	614.25
Bill Pmt -Check	23264	1/20/2026	WACD	UNRESTRICTED:A010 - Administrative Expenses	Conference & Training	2,200.00
Bill Pmt -Check	23265	1/20/2026	Wild Fish Conservancy	Various Funding Codes	Various Expense Accounts	2,534.00
Bill Pmt -Check	23266	1/20/2026	Christina Wagner	MISC:M065 - FY25-29 Olympia Urban Farmland	5314107 · Project Supplies	267.47
Credit Card Charge		1/20/2026	Garmin	UNRESTRICTED:A010 - Administrative Expenses	5314205 · Garmin	43.86
Credit Card Charge	15043	1/21/2026	Safeway	GREEN:TCC:G019.28 Dawkins	5314901 · Meeting & Event	27.58
Liability Check	EFT	1/21/2026	Internal Revenue Service		3861004 · Federal Income Tax Payable	19,524.10
Liability Check	EFT	1/21/2026	WA St Dept of Retirement Systems		3861005 · PERS Deferral Payable	4,376.25
Credit Card Charge	15010	1/22/2026	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 · Postage & Shipping	10.28
Liability Check		1/22/2026	QuickBooks Payroll Service		Payroll	56,305.71
Sales Tax Payment	EFT	1/23/2026	WA St Dept of Revenue	UNRESTRICTED:A010 - Administrative Expenses	3861100 · Sales Tax Payable	3,479.74
Liability Check	EFT	1/23/2026	WA St Dept of Employment Security	UNRESTRICTED:A010 - Administrative Expenses	3861007 · State Unemployment Payable	2,028.80
Liability Check	EFT	1/23/2026	WA St Dept of Employment Security	UNRESTRICTED:A010 - Administrative Expenses	3861010 · WA - Family & Medical Leave	3,042.39
Liability Check	EFT	1/23/2026	WA St Dept of Employment Security		3861013 · WA State Cares Act	2,681.80
Credit Card Charge	15049	1/25/2026	DocuSign	UNRESTRICTED:A010 - Administrative Expenses	5314505 · Software Licenses	27.67
Credit Card Charge	15012	1/26/2026	Amazon	UNRESTRICTED:A010 - Administrative Expenses	5313101 · Office Supplies	38.74

Type	Num	Date	Name	Funding Source	Expense Account	Paid Amount
Credit Card Charge	15013	1/26/2026	Amazon	UNRESTRICTED:A010 - Administrative Expenses	Various Expense Accounts	43.83
Credit Card Charge	15061	1/26/2026	Walmart	TCD Programs:T050 - Restoration Crew & Equip	5314107 - Project Supplies	37.37
Check	EFT	1/26/2026	TPSC Benefits	UNRESTRICTED:A010 - Administrative Expenses	5531215 - HRA Benefits	47.60
Credit Card Charge	15014	1/27/2026	E-File (Blue Summit Supplies)	UNRESTRICTED:A010 - Administrative Expenses	5314102 - Audit & Accounting	100.75
Credit Card Charge	15016	1/27/2026	Trader Joes	TCD Programs:T044 - Board Intiatives & MeetingSupplies	5314310 - Board Meeting Snacks	52.31
Credit Card Charge	15024	1/27/2026	Capital Industrial	TCD Programs:T096 - Soil Health Equipment Rentals	5354802 - Rental Equipment Main	301.57
Credit Card Charge	15025	1/27/2026	Tacoma Screw	TCD Programs:T096 - Soil Health Equipment Rentals	5354802 - Rental Equipment Main	5.06
Credit Card Charge		1/27/2026	ADT Security Services	UNRESTRICTED:A010 - Administrative Expenses	5314704 - Office Security	58.13
Credit Card Charge	15020	1/28/2026	Tenino Market Fresh	WSCC:W170 - FY25-27 RGP	5314107 - Project Supplies	100.24
Credit Card Charge	15018	1/29/2026	Nineveh Assyrian	Thurston County:TC500 - TC Working Land Outreach	5314901 - Meeting & Event	616.35
Credit Card Charge	15060	1/29/2026	Pilot Travel Center	WSCC:W170 - FY25-27 RGP	5354803 - Vehicle Maintenance	9.25
Credit Card Charge	15072	1/29/2026	US Postal Service	TCD Programs:T098 - Soil Health Testing	5314202 - Postage & Shipping	12.89



# BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b> FY2025-27 NFWF Improving Salmon Habitat Funding Agreement	
<b>Lead Staff:</b> Stephanie Bishop	<b>Board Meeting Date:</b> 02/25/26
<b>Goal of Presentation:</b>	<input checked="" type="checkbox"/> <b>Decision</b> <input type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Feedback</b>
<b>Description/Background:</b>	<i>Please provide a description or background of the project.</i>
<p>This grant will restore 25 acres of riparian habitat along the Nisqually and Chehalis Rivers and Puget Sound to benefit threatened Chinook salmon and steelhead. Project will engage 1,380 students and 110 teachers in water quality testing and 180 community members in restoration activities across three watersheds in southwest Washington State.</p>	
<b>Pros:</b> Much needed environmental education funding will support three partner organizations in addition to TCD's South Sound GREEN Program. Partners include the Nisqually River Foundation, Nisqually Land Trust and Chehalis Basin Education Consortium	<b>Cons:</b> No known cons
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i>	
Will bring just under \$20K to TCD for youth education and over \$35K will be subcontracted out to partner orgs	
<b>Recommended Action:</b>	<i>What decision do you recommend the board make?</i>
Support	
<b>Legal Review:</b>	<input type="checkbox"/> <b>Yes</b> <input checked="" type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>Not Required</b>
<b>Supporting Documents:</b> <i>Please list below <b>and</b> attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>	
NFWF contract (to be signed)	



	<b>NATIONAL FISH AND WILDLIFE FOUNDATION GRANT AGREEMENT</b>	<b>1. NFWF PROPOSAL ID:</b> 86400	<b>2. NFWF GRANT ID:</b> 1301.26.086400	
		<b>3. UNIQUE ENTITY IDENTIFIER (UEI)</b> RFVSKKZZLNU4	<b>4. INDIRECT COST RATE (REFERENCE LINE 17 for RATE TERMS)</b> 15%	
<b>5. SUBRECIPIENT TYPE</b> State or Local Government		<b>6. NFWF SUBRECIPIENT</b> Thurston Conservation District		
<b>7. NFWF SUBRECIPIENT CONTACT</b>		<b>8. NFWF GRANTS ADMINISTRATOR/NFWF CONTACT INFORMATION</b>		
Stephanie Bishop 582 Tilley Rd SE Ste 152 Tumwater, WA 98512 sbishop@thurstoncd.com		Haley Pageotte National Fish and Wildlife Foundation 1625 Eye Street, N.W. Suite 300 Washington, D.C. 20006 Tel: 202-857-0166 Fax: 202-857-0162 haley.pageotte@nfwf.org		
<b>9. PROJECT TITLE</b> Improving Salmon Habitat Through Water Quality Testing, Restoration and Community Engagement (WA)				
<b>10. PROJECT DESCRIPTION</b> Restore 25 acres of riparian habitat along the Nisqually and Chehalis Rivers and Puget Sound to benefit threatened Chinook salmon and steelhead. Project will engage 1,380 students and 110 teachers in water quality testing and 180 community members in restoration activities across three watersheds in southwest Washington State..				
<b>11. PERIOD OF PERFORMANCE</b> August 30 <sup>th</sup> , 2025, to April 30 <sup>th</sup> , 2027		<b>12. TOTAL AWARD TO SUBRECIPIENT</b> \$54,489.71	<b>13. TOTAL FED. FUNDS</b> N/A	<b>14. TOTAL NON-FED. FUNDS</b> \$54,489.71
<b>15. FEDERAL MATCH REQUIREMENT</b> N/A		<b>16. NON-FEDERAL MATCH REQUIREMENT</b> \$45,735		
<b>17. SUBRECIPIENT INDIRECT COST RATE TERMS</b> The rate specified in Line 4 reflects the de minimis indirect cost rate that the Subrecipient has elected for which the Subrecipient is eligible pursuant to the Uniform Guidance. The applicable base/modified total direct cost (MTDC) for the rate in Line 4 shall be defined in Section B.4 - Rate Application, of NFWF's Indirect Cost Policy ( <a href="http://www.nfwf.org/whatwedo/grants/applicants/Pages/indirect-policy.aspx">http://www.nfwf.org/whatwedo/grants/applicants/Pages/indirect-policy.aspx</a> ), consistent with the definition of MTDC in the Uniform Guidance §200.68.				
<b>18. TABLE OF CONTENTS</b>				
<b>SEC.</b>	<b>DESCRIPTION</b>			
1	NFWF Agreement Administration			
2	NFWF Agreement Clauses			
3	Representations, Certifications, Obligations, and Other Statements – General			
4	Representations, Certifications, and Other Statements Relating to Federal Funds- General			
5	Representations, Certifications, and Other Statements Relating to Federal Funds – Funding Source Specific			
6	Other Representations, Certifications, Statements and Clauses			

19. FUNDING SOURCE INFORMATION/FEDERAL AND NON-FEDERAL							
A. FUNDING SOURCE (FS)	B. NFWF FS ID	C. FS AWARD DATE TO NFWF	D. FAIN	E. TOT FED. AWARD TO NFWF	F. TOT OBLG. TO SUBRECIPIENT	G. FS END DATE	H. CFDA
Southern Company	TR.A468	N/A	N/A	N/A	\$54,489.71	N/A	N/A

**20. NOTICE OF AWARD**

The National Fish and Wildlife Foundation (NFWF) agrees to provide the NFWF Award to the NFWF Subrecipient for the purpose of satisfactorily performing the Project described in a full proposal as identified on line 1 and incorporated into this Agreement by reference. The NFWF Award is provided on the condition that the NFWF Subrecipient agrees that it will raise and spend at least the amount listed on lines 15 and 16 in matching contributions on the Project, as applicable. The Project must be completed, with all NFWF funds and matching contributions spent, during the Period of Performance as set forth above. All items designated on the Cover Page and the Table of Contents are incorporated into this Agreement by reference herein. NFWF Subrecipient agrees to abide by all statutory or regulatory requirements, or obligations otherwise required by law. Subrecipient is obligated to notify NFWF if any of the information on the Cover Page changes in any way, whether material or immaterial.

<b>A. NAME AND TITLE OF AUTHORIZED SUBRECIPIENT SIGNER (Type or Print)</b>	<b>D. NAME AND TITLE OF NFWF AWARDING OFFICIAL</b> Holly A. Bamford, PhD, Chief Conservation Officer
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<b>B. SUBRECIPIENT BY</b>	<b>C. DATE</b>	<b>E. NATIONAL FISH AND WILDLIFE FOUNDATION BY</b>	<b>F. DATE</b>
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*NFWF prohibits discrimination in all its programs and activities on the basis of race, color, religion, age, sex, national origin, ancestry, marital status, personal appearance, citizen status, disability, sexual orientation, gender identity or expression, pregnancy, child birth or related medical conditions, family responsibilities, matriculation, genetic information, political or union affiliation, veteran status or any other status protected by applicable law ("Protected Categories"). In addition, NFWF prohibits retaliation against an individual who opposes an unlawful educational practice or policy or files a charge, testifies or participates in any complaint under Title VI. NFWF complies with all applicable federal, state and local laws in its commitment to being an equal opportunity provider and employer; accordingly, it is NFWF's policy to administer all employment actions, including but not limited to, recruiting, hiring, training, promoting, and payment of wages, without regard to any Protected Category(ies).*

See Reporting Schedule on the following page.

**21. REPORTING DUE DATES/SUBRECIPIENT REPORTING SCHEDULE**

Reporting Task	Task Due Date
Interim Financial Report	February 28 <sup>th</sup> , 2026
Interim Financial Report	August 30 <sup>th</sup> , 2026
Annual Financial Report	August 30 <sup>th</sup> , 2026
Interim Programmatic Report	August 30 <sup>th</sup> , 2026
Interim Financial Report	February 28 <sup>th</sup> , 2027
Final Financial Report	May 30 <sup>th</sup> , 2027
Final Programmatic Report	May 30 <sup>th</sup> , 2027



## **SECTION 1 NFWF AGREEMENT ADMINISTRATION**

### **1.1. Amendments.**

During the life of the Project, the NFWF Subrecipient is required to immediately inform in writing the NFWF Grants Administrator of any changes in contact information, Key Personnel, scope of work, indirect cost rate, as well as any difficulties in completing the performance goals articulated in the Project description. NFWF Subrecipients must request an amendment from NFWF upon determination of a deviation from the original Grant Agreement as soon as such deviation is detected. NFWF reserves the right to approve, deny and/or negotiate any such request. Alternatively, NFWF may initiate an amendment if NFWF determines an amendment is necessary at any time. Amendment requests are to be submitted via NFWF's grants management system.

#### **1.1.1. Budget Amendment Request.**

If the NFWF Subrecipient determines that: 1) the amount of the budget is going to change in any one direct cost category by an amount that exceeds 10% of the Award, or 2) there is a need to increase indirect costs, the NFWF Subrecipient must seek prior written approval via an amendment request in NFWF's grants management system.

#### **1.1.2. Extension of Performance Period.**

If additional time is needed to complete the approved Project, the NFWF Subrecipient should contact the NFWF Grants Administrator at least 45 calendar days prior to the project period expiration date to initiate the no-cost extension request process in NFWF's grants management system. In addition, if there are overdue reports required, the NFWF Subrecipient must ensure that they are submitted along with or prior to submitting the no-cost extension request.

### **1.2. Matching Contributions.**

Matching Contributions consist of cash, contributed goods and services, volunteer hours, and/or property raised and spent for the Project. Matching Contributions for the purposes of this Project must meet the following criteria: (1) Are verifiable from the NFWF Subrecipient's records; (2) Are not included as contributions for any other federal award; (3) Are necessary and reasonable for the accomplishment of project or program objectives; (4) Are allowable under OMB Cost Principles; (5) Are not paid by the U.S. Government under another federal award except where the federal statute authorizing a program specifically provides that federal funds made available for such program can be applied to matching or cost sharing requirements of other federal programs when authorized by federal statute; (6) Are provided for in the approved budget when required by the federal awarding agency; (7) Are committed directly to the project and must be used within the period of performance as identified in this Agreement; (8) Otherwise conform to the law; and, (9) Are in compliance with the requirements of Section 3.3 of this Agreement concerning Compliance with Laws.

### **1.2.1. Documentation and Reporting of Matching Contributions.**

The NFWF Subrecipient must retain supporting documentation, including detailed time records for contributed services, original receipts, appraisals of real property, and comparable rentals for other contributed property, at its place of business in the event of an audit of the NFWF Subrecipient as required by applicable federal regulations. The NFWF Subrecipient must report match progress in Payment Requests and Financial Reports.

### **1.2.2. Assessing Fair Market Value.**

Fair market value of donated goods, services and property, including volunteer hours, shall be computed as outlined in §200.306 of 2 CFR Subtitle A, Chapter II, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, (hereinafter “OMB Uniform Guidance”), regardless of whether this Agreement is federally funded.

## **1.3. Payment of Funds.**

To be eligible to receive funds, NFWF Subrecipient must submit to NFWF (1) an original executed copy of this Agreement for the Project; (2) any due financial and programmatic reports; and (3) a complete and accurate Payment Request via NFWF’s grants management system. Additionally, the NFWF Subrecipient is required to submit actual supporting documentation for all expenditures including, but is not limited to, invoices, receipts, and contracts or subaward agreements. If the submission of supporting documentation is insufficient, NFWF reserves the right to require additional documentation, including but not limited to timesheets, or cash receipts, for any costs where the NFWF Subrecipient is seeking reimbursement by NFWF. NFWF reserves the right to retain up to ten percent (10%) of funds until submission and acceptance of final reports.

### **1.3.1. Reimbursements.**

NFWF Subrecipient may request funds on a reimbursable basis. Reimbursement requests must include expenditures to date and an explanation of any variance from the approved budget.

### **1.3.2. Advances.**

NFWF Subrecipient may request advance payment of funds prior to expenditure provided that the NFWF Subrecipient: (1) demonstrates an immediate need for advance payment; (2) documents expenditure of advanced funds; 3) maintains written procedures that minimize the time elapsing between the transfer of funds and disbursement; and (4) has established appropriate financial management systems that meet the needs and standards for fund control and accountability. Approval of any advance payment of funds is made at the sole discretion of NFWF, based on an assessment of the NFWF Subrecipient’s needs.

### **1.3.3. Interest.**

Any interest earned in any one year on funds advanced to the NFWF Subrecipient that exceeds \$500 must be reported to NFWF, and the disposition of those funds negotiated with NFWF. Interest amounts up to \$500 per year may be retained by the NFWF Subrecipient for administrative expense.

## **1.4. Reports.**

### **1.4.1. Interim Programmatic Reports.**

The NFWF Subrecipient will submit interim programmatic reports to NFWF based on the reporting schedule in Line 21 of the Cover Sheet to this Agreement, as may be amended at NFWF's sole discretion. The interim programmatic report shall consist of written statements of Project accomplishments and updated metric values since Project initiation, or since the last reporting period, and shall be submitted via NFWF's grants management system. NFWF may require specific formatting and/or additional information as appropriate.

### **1.4.2. Interim Financial Reports.**

The NFWF Subrecipient will submit interim financial reports to NFWF based on the reporting schedule in Line 21 of the Cover Sheet to this Agreement, as may be amended at NFWF's sole discretion. The interim financial report shall consist of financial information detailing cumulative expenditures made under this Project since Project initiation and shall be uploaded via NFWF's grants management system. NFWF may require specific formatting and/or additional information as appropriate.

### **1.4.3. Annual Financial Report.**

The NFWF Subrecipient will submit annual financial reports to NFWF based on the reporting schedule in Line 21 of the Cover Sheet to this Agreement, as may be amended at NFWF's sole discretion. The NFWF Subrecipient must enter a justification when there is a difference between the amount disbursed by NFWF and the amount expended by the grantee. Failure to submit an annual financial report in a timely manner will delay payment of submitted payment requests.

### **1.4.4. Final Reports.**

Based on the reporting schedule in Line 21 of the Cover Sheet to this Agreement, the NFWF Subrecipient will submit (1) a Final Financial Report accounting for all Project funds received, Project expenditures, and budget variances (if any) compared to the approved budget; (2) a Final Programmatic Report summarizing and documenting the accomplishments and metric values achieved during the Period of Performance; (3) copies of any publications, press releases and other appropriate products resulting from the Project; and (4) photographs as described in Section 1.4.4.1 below. The final reports and digital photo files should be uploaded via NFWF's grants management system. Any requests for extensions of final report submission dates must be made in writing to the NFWF Grants Administrator and approved by NFWF in advance. NFWF may require specific formatting and/or additional information as appropriate.

#### **1.4.4.1. Photographs.**

NFWF requests, as appropriate for the Project, a representative number of high-resolution (minimum 300 dpi) photographs depicting the Project (before-and-after images, images of species impacted, and/or images of staff/volunteers working on the Project). Photographs should be uploaded with the Final Programmatic Report via NFWF's grants management system as individual .jpg files. The Final

Programmatic Report narrative should list each photograph, the date the photograph was taken, the location of the photographed image, caption, photo credit, and any other pertinent information (e.g., species, activity conducted) describing what the photograph is depicting. By uploading photographs to NFWF's grants management system the NFWF Subrecipient certifies that the photographs are unencumbered and that NFWF and Project Funders have a fully paid up non-exclusive, royalty-free, irrevocable, perpetual, worldwide license for posting of Final Reports and for any other purposes that NFWF or the Project Funder determines appropriate.

#### **1.4.4.2. Spatial Data.**

The NFWF Subrecipient will submit accurate spatial data with the final report at a resolution that allows NFWF to know exactly where individual on-the-ground project activities occurred. Accurate spatial data are defined as polygon(s) depicting the exact location and boundaries of each on-the-ground conservation practice implemented within the Period of Performance. For projects where the location of activities has changed or was only known approximately at the full proposal stage, grantees will update the spatial data given with the exact location of activities. Updates to spatial data depicting project activities will be submitted through NFWF's online mapping tool. The polygon(s) name(s) shall include the conservation actions that have been completed within that project area. NFWF retains the right to use the spatial data in order to perform spatial analyses and depict the generalized project location on public maps.

#### **1.4.4.3. Monitoring and Other Project Data.**

Upon request by NFWF, the NFWF Subrecipient will provide to NFWF raw and/or summary data collected or analyzed as part of the project, for NFWF's use in analyses of program outcomes. The Subrecipient will submit these data, either when available or at project completion, through a cloud-based data sharing platform or another agreed-upon mechanism.

#### **1.4.5. Significant Developments.**

The NFWF Subrecipient shall report on events that may occur between the scheduled performance reporting dates that have a significant impact on the Project. Such reporting shall be made as soon as the following conditions become known:

**1.4.5.1.** Problems, delays, or adverse conditions which will materially impair the ability to meet the Project objective, including but not limited to the objective itself, its schedule and/or the budget. This disclosure must include a statement of the action taken, or contemplated, and any assistance needed to resolve the matter; and/or,

**1.4.5.2.** Favorable developments which enable meeting time schedules and objectives sooner or at less cost than anticipated or produce more or different beneficial results than originally planned.

### **1.5. Reports and Payment Requests.**

All reports, financial, programmatic, or otherwise, or payment requests under a federal award must be submitted by a representative of the NFWF Subrecipient who has the NFWF Subrecipient's full authority to render such reports and requests for payment and to provide required certifications as set forth in 2 CFR 200.415, as applicable.

## **1.6. Record Retention and Access.**

### **1.6.1. Retention Requirements for Records.**

NFWF Subrecipient shall maintain all records connected with this Agreement for a period of at least three (3) years following the latest end date of the funding source(s) referenced above in line 19. FUNDING SOURCE INFORMATION/FEDERAL AND NON-FEDERAL or the close-out of all pending matters or audits related to this Agreement, whichever is later. As funding source end dates may be extended over time, the NFWF Subrecipient will be notified of the most up-to-date record retention requirements upon closure of this Award. If any litigation, claim, or audit is started (irrespective of the NFWF Subrecipient's involvement in such matter) before the expiration of the 3-year period, the records shall be retained until all litigation, claims or audit findings or pending matters involving the records have been resolved and final action taken. NFWF shall notify NFWF Subrecipient if any such litigation, claim or audit takes place or if funding source end date(s) is extended so as to extend the retention period. Records for real property and equipment acquired with federal funds must be retained for at least three (3) years following disposition of such real property. For awards solely funded with funding sources with "N/A" listed as the end date, NFWF Subrecipient shall maintain all records connected with this Agreement for a period of at least three (3) years following the date of final payment or the Period of Performance end date, whichever is later.

### **1.6.2. Access to Records.**

NFWF or any of its authorized representatives shall have access to such records and financial statements upon request, as shall Inspectors General, the Comptroller General of the United States or any of their authorized representatives if the Funding Source or any funding entity (*i.e.*, a secondary funding source) is a federal agency and/or any portion of the Project provided herein is paid with federal funds. The rights of access in this section are not limited to the required retention period but last as long as the records are retained.

## **SECTION 2 NFWF AGREEMENT CLAUSES**

### **2.1. Restrictions on Use of Funds.**

The NFWF Subrecipient agrees that any funds provided by NFWF and all Matching Contributions will be expended only for the purposes and programs described in this Agreement. No funds provided by NFWF pursuant to this Agreement or Matching Contributions may be used to support litigation expenses, lobbying activities, or any other activities not authorized under this Agreement or otherwise unallowable under the Federal Cost Principles set forth in the OMB Uniform Guidance.

### **2.2. Assignment.**

The NFWF Subrecipient may not assign this Agreement, in whole or in part, to any other individual or other legal entity without the prior written approval of NFWF.

### **2.3. Subawards and Contracts.**

When making subawards or contracting, NFWF Subrecipient shall:(1) abide by all applicable granting and contracting procedures, including but not limited to those requirements of the OMB Uniform Guidance (2 C.F.R. Part 200); (2) ensure that all applicable federal, state and local requirements are properly flowed down to the subawardee or contractor, including but not limited to the applicable provisions of the OMB Uniform Guidance (2 C.F.R. Part 200); and (3) ensure that such subaward or contracting complies with the requirements in Section 3.3 of this Agreement concerning Compliance with Laws. NFWF Subrecipient shall also include in any subaward or contract a similar provision to this, requiring the use of proper grant and contracting procedures and subsequent flow down of federal, state, and local requirements to lower-tiered subawardees and contractors.

### **2.4. Unexpended Funds.**

Any funds provided by NFWF and held by the NFWF Subrecipient and not expended at the end of the Period of Performance will be returned to NFWF within ninety (90) days after the end of the Period of Performance.

### **2.5. Publicity, Acknowledgment of Support, and Disclaimers.**

#### **2.5.1. Publicity.**

The NFWF Subrecipient gives NFWF the right and authority to publicize NFWF's financial support for this Agreement and the Project in press releases, publications, and other public communications.

#### **2.5.2. Acknowledgment of Support.**

The NFWF Subrecipient agrees to: (1) give appropriate credit to NFWF and any Funding Sources identified in this Agreement for their financial support in any and all press releases, publications, annual reports, signage, video credits, dedications, and other public communications regarding this Agreement or any of the project deliverables associated with this Agreement, subject to any terms and conditions as may be stated in Section 5 and Section 6 of this Agreement; and (2) include the disclaimer provided at Section 2.5.4.

### **2.5.3. Logo Use.**

The NFWF Subrecipient must obtain prior NFWF approval for the use relating to this Award of the NFWF logo or the logo or marks of any Funding Source.

### **2.5.4. Disclaimers.**

Payments made to the NFWF Subrecipient under this Agreement do not by direct reference or by implication convey NFWF's endorsement nor the endorsement by any other entity that provides funds to the NFWF Subrecipient through this Agreement, including the U.S. Government, as applicable, for the Project. All information submitted for publication or other public releases of information regarding this Agreement shall carry the following disclaimer, which NFWF may revise at any time at its sole discretion:

**For Projects funded in whole or part with federal funds:** "The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government or the National Fish and Wildlife Foundation and its funding sources. Mention of trade names or commercial products does not constitute their endorsement by the U.S. Government, or the National Fish and Wildlife Foundation or its funding sources."

**For Projects not funded with federal funds:** "The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions of the National Fish and Wildlife Foundation or its funding sources. Mention of trade names or commercial products does not constitute their endorsement by the National Fish and Wildlife Foundation or its funding sources."

## **2.6. Posting of Final Reports.**

The NFWF Subrecipient hereby acknowledges and consents for NFWF and any Funding Source identified in this Agreement to post its final programmatic reports and deliverables on their respective websites. In the event that the NFWF Subrecipient intends to claim that its final report contains material that does not have to be posted on such websites because it is protected from disclosure by statutory or regulatory provisions, the NFWF Subrecipient shall so notify NFWF and any Funding Source identified in this Agreement and clearly mark all such potentially protected materials as "PROTECTED," providing an accurate and complete citation to the statutory or regulatory source for such protection.

## **2.7. Website Links.**

The NFWF Subrecipient agrees to permit NFWF to post a link on any or all NFWF websites to any websites created by the NFWF Subrecipient in connection with the Project.

## **2.8. Evaluation.**

Throughout a program or business plan, NFWF engages in monitoring and evaluation to assess progress toward conservation goals and inform future decision-making. These efforts use both data collected by grantees as part of their NFWF grant as well as post-award project data collected by third-party entities commissioned to conduct a program evaluation. The NFWF Subrecipient agrees to cooperate with NFWF by providing timely responses to all reasonable requests for information

to assist in evaluating the accomplishments of the Project period of five (5) years after the project end date.

## **2.9. Intellectual Property.**

Reports, materials, books, databases, monitoring data, maps and spatial data, audio/video, and other forms of intellectual property created using this grant may be copyrighted or otherwise legally protected by the NFWF Subrecipient or by the author. The NFWF Subrecipient agrees to provide to NFWF and any Funding Source identified in this Agreement a non-exclusive, royalty-free, irrevocable, perpetual, worldwide license to use, publish, copy and alter the NFWF Subrecipient's intellectual property created using this award for non-commercial purposes in any media – whether now known or later devised – including posting such intellectual property on NFWF's or Funding Source websites and featuring in publications. NFWF retains the right to use project metrics and spatial data submitted by the NFWF Subrecipient to estimate societal benefits that result and to report these results to funding partners on a case-by-case basis as determined by NFWF. These may include but are not limited to: habitat and species response, species connectivity, water quality, water quantity, risk of detrimental events (e.g., wildfire, floods), carbon accounting (e.g., sequestration, avoided emissions), environmental justice, and diversity, equity, and inclusion.

## **2.10. System for Award Management (SAM) Registration.**

The NFWF Subrecipient must maintain an active SAM registration at [www.SAM.gov](http://www.SAM.gov) until the final financial report is submitted or final payment is received, whichever is later. If the NFWF Subrecipient's SAM registration expires during the required period, NFWF will suspend payment to the NFWF Subrecipient until the SAM registration is updated.

## **2.11. Arbitration.**

All claims, disputes, and other matters in question arising out of, or relating to this Agreement, its interpretation or breach, shall be decided through arbitration by a person or persons mutually acceptable to both NFWF and the NFWF Subrecipient. Notice of the demand for arbitration shall be made within a reasonable time, not to exceed three years, after the claim, dispute, or other matter in question has arisen. The award rendered by the arbitrator or arbitrators shall be final. The terms of this provision will survive termination of this Agreement.

## **2.12. Indemnity.**

The NFWF Subrecipient shall indemnify and hold harmless NFWF, any Funding Source identified in this Grant Agreement, their respective officers, directors, agents, and employees in respect of any and all claims, injuries, losses, diminution in value, damages, liabilities, whether or not currently due, and expenses including without limitation, settlement costs and any legal or other expenses for investigating or defending any actions or threatened actions or liabilities arising from or in connection with the Project. The terms of this provision will survive termination of this Agreement.

## **2.13. Insurance.**

The NFWF Subrecipient agrees to obtain and maintain all appropriate and/or required insurance coverages against liability for injury to persons or property from any and all activities undertaken by the NFWF Subrecipient and associated with this Agreement in any way. NFWF reserves the right to require additional insurance limits and policies based on specific activities under this Agreement, that NFWF be named insured on all applicable insurance policies, and that the NFWF Subrecipient

provide a certificate of insurance and/or copies of applicable insurance policies as requested by NFWF. The terms of this provision will survive termination of this Agreement.

#### **2.14. Choice of Law/Jurisdiction.**

This Agreement shall be subject to and interpreted by the laws of the District of Columbia, without regard to choice of law principles. By entering into this Agreement, the NFWF Subrecipient agrees to submit to the exclusive jurisdiction of the courts of the District of Columbia. The terms of this provision will survive termination of this Agreement.

#### **2.15. Stop Work.**

NFWF may, at any time, by written order to the NFWF Subrecipient, require the NFWF Subrecipient to stop all, or any part, of the work called for by this Agreement for a period of 90 days after the order is delivered to the NFWF Subrecipient. The order shall be specifically identified as a stop-work order issued under this section. Upon receipt of the order, the NFWF Subrecipient shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to this Agreement covered by the order during the period of work stoppage. Within a period of 90 calendar days after a stop-work order is delivered to the NFWF Subrecipient, or within any extension of that period to which the parties shall have agreed, NFWF shall either cancel the stop-work order or terminate the Agreement under section 2.16.

#### **2.16. Termination.**

**2.16.1.** Upon the occurrence of any of the following enumerated circumstances, NFWF may terminate this Agreement, or any portion thereunder, upon receipt by the NFWF Subrecipient of NFWF's written notice of termination, or as otherwise specified in the notice of termination:

**2.16.1.1.** the NFWF Subrecipient is adjudged or becomes bankrupt or insolvent, is unable to pay its debts as they become due, or makes an assignment for the benefit of its creditors; or,

**2.16.1.2.** the NFWF Subrecipient voluntarily or involuntarily undertakes to dissolve or wind up its affairs; or,

**2.16.1.3.** suspension or debarment by the Government of the NFWF Subrecipient; or,

**2.16.1.4.** any breach of the requirements set forth in Section 3.3 of this Agreement concerning Compliance with Laws; or,

**2.16.1.5.** NFWF learns that NFWF Subrecipient has an organizational conflict of interest, or any other conflict of interest, as determined in the sole discretion of NFWF, that NFWF believes, in its sole discretion, cannot be mitigated; or,

**2.16.1.6.** after written notice and a reasonable opportunity, the NFWF Subrecipient is unable to cure a perceived non-compliance with any material term (other than those enumerated at 2.16.1.1 – 2.16.1.5) of this Agreement. The cure period shall be considered the timeframe specified by the Funding Source(s), if

any, minus one (1) to five (5) days or as agreed upon by the Parties in writing, or if no time is specified by the Funding Source(s), ten (10) days or as otherwise agreed upon by the Parties. Within this time period the NFWF Subrecipient shall, as determined by NFWF, (a) satisfactorily demonstrate its compliance with the term(s) originally believed to be in non-compliance; or (b) NFWF, at its sole discretion, may determine that NFWF Subrecipient has satisfactorily demonstrated that reasonable progress has been made so as not to endanger performance under this Agreement; or,

**2.16.1.7.** if the Funding Source issues an early termination under the funding agreement(s) covering all or part of the Project at issue hereunder.

**2.16.2.** Either Party may terminate this Agreement by written notice to the other Party for any reason by providing thirty (30) days' prior written notice to the other Party.

**2.16.3.** In the event of termination of this Agreement prior to Project completion, the NFWF Subrecipient shall immediately (unless otherwise directed by NFWF in its notice if NFWF initiated the termination) undertake all reasonable steps to wind down the Project cooperatively with NFWF, including but not limited to the following:

**2.16.3.1.** Stop any portion of the Project's work that is incomplete (unless work to be completed and a different date for termination of work are specified in NFWF's notice).

**2.16.3.2.** Place no further work orders or enter into any further subawards or contracts for materials, services, or facilities, except as necessary to complete work as specified in NFWF's notice.

**2.16.3.3.** Terminate all pending Project work orders, subawards, and contracts for work that has not yet commenced.

**2.16.3.4.** With the prior written consent of NFWF, promptly take all other reasonable and feasible steps to minimize and/or mitigate any damages that may be caused by the failure to complete the Project, including but not limited to reasonable settlements of any outstanding claims arising out of termination of Project work orders, subawards, and contracts. NFWF will reimburse the NFWF Subrecipient for non-cancelable allowable costs incurred by the NFWF Subrecipient prior to termination that cannot be mitigated. However, the foregoing is subject to the complete reimbursement of such costs by the Funding Source; accordingly, any amounts ultimately not paid, or which are recouped by the Funding Source, are subject to recoupment by NFWF.

**2.16.3.5.** Deliver or make available to NFWF all data, drawings, specifications, reports, estimates, summaries, and such other information and material as may have been accumulated by the NFWF Subrecipient under this Agreement, whether completed or in progress.

**2.16.3.6.** Return to NFWF any unobligated portion of the Award.

## **2.17. Entire Agreement.**

These terms and conditions, including the Attachments hereto, constitute the entire agreement between the Parties relating to the Project described herein and supersede all previous communications, representations, or agreements, either oral or written, with respect to the subject matter hereof. No representations or statements of any kind made by any representative of a Party, which are not stated herein, shall be binding on said Party.

## **2.18. Severability.**

Each provision of this Agreement is distinct and severable from the others. If one or more provisions is or becomes invalid, unlawful, or unenforceable in whole or in part, the validity, lawfulness and enforceability of the remaining provisions (and of the same provision to the extent enforceable) will not be impaired, and the Parties agree to substitute a provision as similar to the offending provision as possible without its being invalid, unlawful or unenforceable.

## **2.19. Interpretation and Construction.**

**2.19.1.** This Agreement shall be interpreted as a unified contractual document with the Sections and the Attachments having equal effect, except in the event of any inconsistency between them. In the event of a conflict between any portion of this Agreement and another portion of this Grant Agreement, first the Sections will apply in the following order of precedence: 5, 4, 3, 1, 2 and 6, and then any supplemental attachments.

**2.19.2.** The title designations of the provisions to this Agreement are for convenience only and shall not affect the interpretation or construction of this Agreement.

**2.19.3.** Every right or remedy conferred by this Agreement upon or reserved to the Parties shall be cumulative and shall be in addition to every right or remedy now or hereafter existing at law or in equity, and the pursuit of any right or remedy shall not be construed a selection.

**2.19.4.** The failure of NFWF to exercise any right or privilege granted hereunder or to insist upon the performance and/or compliance of any provision of this Agreement, a referenced contractual, statutory or regulatory term, or an Attachment hereto, shall not be construed as waiving any such right, privilege, or performance/compliance issue, and the same shall continue in full force and effect.

**2.19.5.** Notwithstanding any express statements regarding the continuation of an obligation beyond the expiration or termination of this Agreement, the rights and obligations of this Agreement, which by their nature extend beyond its expiration or termination, shall remain in full force and effect and shall bind the Parties and their legal representatives, successors, heirs, and assigns.

## **SECTION 3 REPRESENTATIONS, CERTIFICATIONS, OBLIGATIONS AND OTHER STATEMENTS – GENERAL**

### **3.1. Binding Obligation.**

By execution of this Agreement, NFWF Subrecipient represents and certifies that this Agreement has been duly executed by a representative of the NFWF Subrecipient with full authority to execute this Agreement and binds the NFWF Subrecipient to the terms hereof. After execution by the representative of the NFWF Subrecipient named on the signature page hereto, this Agreement represents the legal, valid, and binding obligation of the NFWF Subrecipient, enforceable against the NFWF Subrecipient in accordance with its terms.

### **3.2. Additional Support.**

In making this Award, NFWF assumes no obligation to provide further funding or support to the NFWF Subrecipient beyond the terms stated in this Agreement.

### **3.3. Compliance with Laws.**

#### **3.3.1. In General.**

By execution of this Agreement and through its continued performance hereunder, the NFWF Subrecipient represents, certifies and agrees that it is and shall continue to conduct all such activities in compliance with all applicable federal, state, and local laws, regulations, and ordinances and to secure all appropriate necessary public or private permits and consents. The terms of this provision will survive termination of this Agreement and must be flowed down to any and all contractors, subcontractors or subrecipients entered into by NFWF Subrecipient in the performance of this Agreement.

#### **3.3.2. Compliance with Anti-Corruption Laws.**

The NFWF Subrecipient represents, certifies and agrees to ensure that no payments have been or will be made or received by the NFWF Subrecipient in connection with this Agreement in violation of the U.S. Foreign Corrupt Practices Act of 1977, as amended (15 U.S.C. §dd-1 *et seq.*), or any other applicable anti-corruption laws or regulations (e.g., UK Bribery Act 2010) in the countries in which the NFWF Subrecipient performs under this Agreement.

#### **3.3.3. Compliance with Anti-Terrorism Laws.**

The NFWF Subrecipient represents, certifies and agrees not to provide material support or resources directly or indirectly to, or knowingly permit any funds provided by NFWF pursuant to this Agreement or Matching Contributions to be transferred to, any individual, corporation or other entity that the NFWF Subrecipient knows, or has reason to know, commits, attempts to commit, advocates, facilitates, or participates in any terrorist activity, or has committed, attempted to commit, advocated, facilitated or participated in any terrorist activity, including, but not limited to, the individuals and entities (1) on the master list of Specially Designated Nationals and Blocked Persons maintained by the U.S. Department of Treasury's Office of Foreign Assets Control, which list is available at [www.treas.gov/offices/enforcement/ofac](http://www.treas.gov/offices/enforcement/ofac); (2) on the consolidated list of individuals and entities maintained by the "1267 Committee" of the United Nations Security Council at [http://www.un.org/sc/committees/1267/aq\\_sanctions\\_list.shtml](http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml); (3) on the consolidated

list maintained by the U.S. Department of Commerce at [http://export.gov/ecr/eg\\_main\\_023148.asp](http://export.gov/ecr/eg_main_023148.asp), or (4) on such other list as NFWF may identify from time to time.

#### **3.3.4. Compliance with Additional Laws and Restrictions.**

The NFWF Subrecipient represents, certifies and agrees to ensure that its activities under this Agreement comply with all applicable U.S. laws, regulations and executive orders regarding money laundering, terrorist financing, U.S. sanctions laws, U.S. export controls, restrictive trade practices, boycotts, and all other economic sanctions or trade restrictions promulgated from time to time by means of statute, executive order, regulation or as administered by the U.S. Department of State, the Office of Foreign Assets Control, U.S. Department of the Treasury, or the Bureau of Industry and Security, U.S. Department of Commerce.

#### **3.4. Subrecipient Debarment and Suspensions.**

By and through NFWF Subrecipient's execution of this Agreement, NFWF Subrecipient warrants and represents its initial and continued compliance that it is not listed on the General Services Administration's, government-wide System for Award Management Exclusions (SAM Exclusions), in accordance with the OMB guidelines at 2 C.F.R Part 180 that implement E.O.s 12549 (3 C.F.R., 1986 Comp., p. 189) and 12689 (3 C.F.R., 1989 Comp., p. 235), "Debarment and Suspension." The NFWF Subrecipient further provides that it shall not enter into any subaward, contract or other agreement using funds provided by NFWF with any party listed on the SAM Exclusions in accordance with Executive Orders 12549 and 12689. The SAM Exclusions can be found at <https://www.sam.gov/portal/public/SAM/>.

#### **3.5. Conflicts of Interest.**

By execution of this Agreement, NFWF Subrecipient acknowledges that it is prohibited from using any Project funds received under this Agreement in a manner which may give rise to an apparent or actual conflict of interest, including organizational conflicts of interest, on the part of the NFWF Subrecipient. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The officers, employees, and agents of NFWF Subrecipient may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. An organizational conflict of interest is defined as a relationship that because of relationships with a parent company, affiliate, or subsidiary organization, the non-federal entity is unable or appears to be unable to be impartial in conducting a procurement action involving a related organization. The NFWF Subrecipient represents and certifies that it has adopted a conflict of interest policy that, at a minimum, complies with the requirements of the OMB Uniform Guidance, and will comply with such policy in the use of any Project funds received under this Agreement. NFWF Subrecipient may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents of NFWF Subrecipient. If NFWF Subrecipient becomes aware of any actual or potential conflict of interest or organizational conflict of interest, during the course of performance of this Agreement, NFWF Subrecipient will immediately notify NFWF in writing of such actual or potential conflict of interest, whether organizational or otherwise.

## **SECTION 4 REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS RELATING TO FEDERAL FUNDS – GENERAL**

**4.1.** If the Funding Source or any funding entity (*i.e.*, a secondary funding source) is a federal agency and/or any portion of the Project provided herein is paid with federal funds, the NFWF Subrecipient must read and understand certain applicable federal regulations, including but not limited to, the following in Sections 4 and 5 of this Agreement as set forth herein.

The NFWF Subrecipient will need to understand and comply with the OMB Uniform Guidance (including related Supplements as may be applicable to a specific federal funding source(s), and Appendices as may be applicable), in addition to other applicable federal regulations. This includes, but is not limited to, the provisions of the Federal Funding Accountability and Transparency Act (FFATA), which includes requirements on executive compensation, and also requirements implementing the Act for the non-federal entity at 2 CFR part 25 Financial Assistance Use of Universal Identifier and System for Award Management and 2 CFR part 170 Reporting Subaward and Executive Compensation Information. The most recent version of the Electronic Code of Federal Regulations can be found at <https://www.ecfr.gov/>.

### **4.2. 2 CFR § 200 Subpart F Audits.**

It is the responsibility of the NFWF Subrecipient to arrange for audits as required by 2 CFR Part 200, Subpart F – Audit Requirements. The NFWF Subrecipient shall notify NFWF in writing about 2 CFR Subpart F audit findings related to projects funded by NFWF pass-through funds. The NFWF Subrecipient understands that NFWF may require the NFWF Subrecipient to take corrective action measures in response to a deficiency identified during an audit.

### **4.3. Real and Personal Property.**

In accordance with 2 C.F.R. § 200.316 (Property trust relationship), real property, equipment, and intangible property acquired or improved with federal funds must be held in trust by the NFWF Subrecipient as trustee for the beneficiaries of the project or program under which the property was acquired or improved. This trust relationship exists throughout the duration of the property's estimated useful life during which time the Federal Government retains an undivided, equitable reversionary interest in the property (Federal Interest). During the duration of the Federal Interest, the NFWF Subrecipient must comply with all use, reporting, and disposition requirements and restrictions as set forth in 2 C.F.R. §§ 200.310 (Insurance coverage) through 200.316 (Property trust relationship) and 200.329 (Reporting on real property), as applicable.

### **4.4. Mandatory Disclosure.**

NFWF Subrecipient must disclose, in a timely manner, in writing to NFWF all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Failure to make required disclosures can result in any of the remedies described in this Agreement, including termination, and any remedies provided under law, including suspension or debarment by cognizant federal authorities.

### **4.5. Trafficking in Persons.**

Pursuant to section 106(a) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104(g)) (codified at 2 C.F.R. Part 175), NFWF Subrecipient shall comply with the below provisions. Further, NFWF Subrecipient shall flow down these provisions in all subawards and contracts, including a requirement that Subrecipients similarly flow down these provisions in all lower-tiered subawards and subcontracts. The provision is cited herein:

- I. Trafficking in persons.
  - a. *Provisions applicable to a recipient that is a private entity.*
    1. You as the recipient, your employees, subrecipients under this award, and subrecipients' employees may not—
      - i. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
      - ii. Procure a commercial sex act during the period of time that the award is in effect; or
      - iii. Use forced labor in the performance of the award or subawards under the award.
    2. We as the federal awarding agency's pass-through entity may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity —
      - i. Is determined to have violated a prohibition in paragraph a.1 of this award term; or
      - ii. Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either—
        - A. Associated with performance under this award; or
        - B. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement),”.
  - b. *Provision applicable to a recipient other than a private entity.* We as the federal awarding agency's pass-through entity may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity-
    1. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
    2. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either—
      - i. Associated with performance under this award; or
      - ii. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement),”.
  - c. *Provisions applicable to any recipient.*
    1. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.
    2. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:
      - i. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
      - ii. Is in addition to all other remedies for noncompliance that are available to us under this award.

3. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.
- d. *Definitions.* For purposes of this award term:
  1. "Employee" means either:
    - i. An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
    - ii. Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
  2. "Forced labor" means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
  3. "Private entity":
    - i. Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.
    - ii. Includes:
      - A. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).
      - B. A for-profit organization.
  4. "Severe forms of trafficking in persons," "commercial sex act," and "coercion" have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

#### **4.6. 41 United States Code (U.S.C.) 4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection:**

(a) This award, related subawards, and related contracts over the simplified acquisition threshold and all employees working on this award, related subawards, and related contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies established at 41 U.S.C. 4712.

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

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

#### **4.7. 41 USC §6306, Prohibition on Members of Congress Making Contracts with Federal Government.**

No member of or delegate to Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public's general benefit. NFWF Subrecipient shall flow down this provision in all subawards and contracts, including a requirement that subrecipients similarly flow down this provision in all lower-tiered subawards and subcontracts.

#### **4.8. Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving.**

(Sub)Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the order. NFWF Subrecipient shall flow down this provision in all subawards and contracts, including a requirement that subrecipients similarly flow down this provision in all lower-tiered subawards and subcontracts.

#### **4.9. 43 CFR §18 New Restrictions on Lobbying.**

By execution of this Agreement, the NFWF Subrecipient agrees to comply with 43 CFR 18, New Restrictions on Lobbying, and certifies to the following statements:

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the NFWF Subrecipient, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(b) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.

(c) The NFWF Subrecipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all Subrecipients shall certify accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification, as represented by execution of this Agreement, is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. All liability arising from an erroneous representation shall be borne solely by the entity filing that representation and shall not be shared by any entity to which the erroneous representation is forwarded. Submitting an erroneous certification or disclosure constitutes a failure to file the required certification or disclosure, respectively. If a person fails to file a required certification or disclosure, the United States may pursue all available remedies, including those authorized by section 1352, title 31 of the U.S. Code.

#### **4.10. Prohibition on Issuing Financial Assistance Awards to Entities that Require Certain Internal Confidentiality Agreements.**

The NFWF Subrecipient must not require their employees, subrecipients, or contractors seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees, subrecipients, or contractors from lawfully reporting such

waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information. The NFWF Subrecipient must notify their employees, subrecipients, or contractors that existing internal confidentiality agreements covered by this condition are no longer in effect.

#### **4.11. Drug-Free Workplace.**

The NFWF Subrecipient must make an ongoing, good faith effort to maintain a drug-free workplace pursuant to the specific requirements set forth in 41 USC Chapter 81 Drug-Free Workplace.

#### **4.12. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment. (Effective 8/13/2020)**

As required by 2 CFR 200.216, the NFWF Subrecipient is prohibited from obligating or expending funds awarded under this Agreement to procure or obtain; extend or renew a contract to procure or obtain; or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services from Huawei Technologies Company, ZTE Corporation, Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, and Dahua Technology Company, or any other company, including affiliates and subsidiaries, owned or controlled by the People's Republic of China, which are a substantial or essential component of any system, or as critical technology as part of any system. By and through the NFWF Subrecipient's execution of this Agreement, the NFWF Subrecipient warrants and represents that the NFWF Subrecipient will not obligate or expend funds awarded under this Agreement for "covered telecommunications equipment or services" (as this term is defined and this restriction is imposed under 2 CFR 200.216).

#### **4.13. Domestic Preference for Procurements.**

- a) Under this Agreement and in accordance with 2 C.F.R. § 200.322, the NFWF Subrecipient shall to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).
- b) For purposes of this agreement, the following definitions apply:
  - i. "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; and
  - ii. "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

**SECTION 5 REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS RELATING TO FEDERAL FUNDS – FUNDING SOURCE SPECIFIC**

NFWF Subrecipient acknowledges that when all or part of this Agreement is funded by a federal award that certain representations, certifications, and other statements relating to the use of such funds or performance of the Project may be necessary. These representations, certifications and other statements are set forth below. Unless otherwise stated in this Agreement, the execution and submission of this Agreement serves as affirmative acknowledgement of an agreement with the below representations, certifications, and other statements. Further, should circumstances of the NFWF Subrecipient change during the performance of this Agreement that would render one of these representations, certifications and/or other statements inaccurate, invalid or incorrect, the NFWF Subrecipient shall promptly notify NFWF of such change in circumstance. Finally, NFWF reserves the right to update and require subsequent acknowledgement of an agreement with new or revised representations, certifications, and other statements at no additional cost under this Agreement.

None.

## **SECTION 6 OTHER REPRESENTATIONS, CERTIFICATIONS, STATEMENTS AND CLAUSES**

NFWF Subrecipient acknowledges that all or part of this Agreement may be funded by a non-federal source that requires certain representations, certifications, and other statements relating to the use of such funds or performance of the Project. These representations, certifications and other statements are set forth below. Unless otherwise stated in this Agreement, the execution and submission of this Agreement serves as affirmative acknowledgement of an agreement with the below representations, certifications, and other statements. Further, should circumstances of the NFWF Subrecipient change during the performance of this Agreement that would render one of these representations, certifications and/or other statements inaccurate, invalid or incorrect, the NFWF Subrecipient shall promptly notify NFWF of such change in circumstance. Finally, NFWF reserves the right to update and require subsequent acknowledgement of an agreement with new or revised representations, certifications, and other statements at no additional cost under this Agreement.

### **Non-Federal Grant**

#### **Communications, Publicity and Acknowledgement of Support - Southern Company.**

On request by Southern Company Services, Inc. (SCS), the NFWF Subrecipient must provide photographs, videos, logos and other materials for the purpose of SCS and NFWF promoting the relationships in presentations on the Internet and as otherwise deemed appropriate.



# BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b> FY25-29 Ecostudies Diversity & Resilience of Rural Communities Funding Agree	
<b>Lead Staff:</b> Nora Carman-White	<b>Board Meeting Date:</b> 02/25/26
<b>Goal of Presentation:</b>	<input checked="" type="checkbox"/> <b>Decision</b> <input type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Feedback</b>
<b>Description/Background:</b>	<i>Please provide a description or background of the project.</i>
Second round of funding for the WCRRI prairie restoration project and farmland preservation work	
<b>Pros:</b> Continues this funding source and the conservation grazing, prairie restoration and FarmLink support that is funded through this	<b>Cons:</b> None
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i>	
131,000 dollars added to our budget	
<b>Recommended Action:</b>	<i>What decision do you recommend the board make?</i>
Approve	
<b>Legal Review:</b>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/> <b>Not Required</b>
<b>Supporting Documents:</b> <i>Please list below <b>and</b> attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>	
Scope of Work and funding agreement	





<b>CONTRACT NUMBER:</b>	ESI 2025-29
<b>ACCOUNTING INFORMATION</b>	
Award Number:	24-1567
Project Name:	WCRRRI phase 2
ESI Project Number:	G2531
Source of funds:	<input type="checkbox"/> U.S. Government <input checked="" type="checkbox"/> State/Local <input type="checkbox"/> Private

**CONTRACT FOR SERVICES**

**Project Name:** Diversity and Resilience of Rural Communities – Phase II

This contract (“**Contract**”) is dated as of November 1, 2025, and is entered into by **Ecostreams Institute**, a Washington non-profit organization (“**Ecostreams**”):

Address: 900 Jefferson St, Box 1614  
 City, State, Zip: Olympia, WA 98501  
 Name of Contact: Gary Slater  
 Title: Executive Director  
 Telephone Number: (305) 213-8829  
 Email: [gslater@ecoinst.org](mailto:gslater@ecoinst.org)

and the following person(s) and/or entities (“**Contractor**”):

Name of Contractor: Thurston Conservation District  
 Address: 582 Tilley Ct SE Suite 152  
 City, State, Zip: Tumwater, WA 98501  
 Name of Contact: Nora Carman-White  
 Title: Communications & Outreach Director  
 Telephone Number: (360) 999-3754  
 Email: [nwhite@thurstoncd.com](mailto:nwhite@thurstoncd.com)

**1. Contractor’s Duties.**

Contractor represents that they are qualified and willing to perform the services described herein as an independent Contractor and shall provide the services as outlined in the attached Scope of Work (Attachments A).

**2. Payments.**

For all of the services and/or deliverables to be performed and/or delivered by Contractor pursuant to this Contract, Ecostreams shall pay Contractor per costs described in the Scope of Work (Attachment A). Disbursement will be paid no more frequently than monthly. Ecostreams shall pay Contractor within forty-five (45) days after: (i) Ecostreams has received an invoice from Contractor; and (ii) Ecostreams has determined that the services were performed and/or the deliverables were delivered (as applicable) as required under this Contract. Payment will be made by check.

Submit all invoices to: [admin@ecoinst.org](mailto:admin@ecoinst.org), with the Contract number (ESI\_2025-29) in the Heading.

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3. **Term of Contract.**

This Contract shall begin on the date of this Contract above and shall expire on June 30, 2029. Any extension beyond that date must be in writing and signed by Ecostudies and Contractor.

4. **Access.**

If any of the services are to be performed on land that is owned by neither Contractor nor Ecostudies, then Contractor shall be responsible for obtaining the landowner's permission before entering upon such land.

5. **Performance of Work.**

Contractor is qualified and willing to perform the services described above as an independent Contractor in accordance with the highest standards of Contractor's profession or craft and to the satisfaction of Ecostudies. Contractor shall not be paid for any work found by Ecostudies to be unsatisfactory. Contractor shall perform all work in accordance with all laws and regulations and shall obtain any permits or licenses required.

6. **Insurance and Hold Harmless.**

As an independent Contractor, Contractor agrees to carry and verify existence of adequate liability and other necessary insurance. Contractor will hold harmless Ecostudies and its officers, agents, and employees from and against any and all claims, demands, or actions arising out of or resulting from the performance of this Contract or the results of this Contract, provided such damage is the result of Contractor's negligence, omissions, or acts. The terms of this provision will survive termination of this Contract.

7. **Termination and Remedies.**

This Contract may be terminated at any time by Ecostudies upon the giving of thirty (30) days written notice to Contractor. Ecostudies shall not be liable for any services or expenses incurred after receipt of notice of termination. If this Contract is terminated by Ecostudies while Contractor is on travel for Ecostudies, Contractor shall be compensated for expenses incurred for returning to his/her residence. Ecostudies may terminate this Contract at any time for default by Contractor.

8. **Independent Contractor.**

This Contract does not constitute an offer of or Contract of employment. The Contractor is an independent Contractor and is not an employee, servant, agent, partner or joint venture of Ecostudies. Ecostudies is not responsible for withholding, and shall not withhold, FICA or taxes of any kind from any payments which it owes the Contractor. The Contractor is not entitled to receive any benefits which the employees of Ecostudies are entitled to receive on account of their work for the Ecostudies.

9. **Assignment/Subcontract.**

Contractor may not assign or transfer this Contract or subcontract for the work to be performed without the prior written consent of Ecostudies.

10. **Information Sharing and Intellectual Property Rights.**

Unless otherwise agreed by Ecostudies, the copyright and other intellectual property rights in any documents, reports, studies, and maps using data produced or collected under this Contract will belong to Ecostudies. The products' authors will receive their authorial credits. Contractor will not publish any such products without both the previous consent of Ecostudies and without crediting Ecostudies in the publication.

11. **Use of Ecostudies Name/Logo.**

Contractor shall not use the name or logo of Ecostudies in connection with any publicity, advertising, products, or services without prior written permission of Ecostudies.

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## **12. Confidential Information.**

During the course of the performance of this Contract, Contractor may have access to materials, data, strategies, systems, or other information relating to Ecostudies and its programs, which are intended for internal use only. No such information acquired by Contractor shall be used, published, or divulged by Contractor to any person, firm, or corporation or in any advertising or promotion regarding Contractor or Contractor's services, or in any other manner or connection whatsoever, without first having obtained the written permission of Ecostudies, which permission Ecostudies may withhold in its sole discretion.

## **13. Taxes.**

Contractor agrees to be responsible for any and all filing and payment of taxes and for compliance with any and all provisions and requirements arising under any applicable federal, state, or local tax laws, including (but not limited to) those for any jurisdiction(s) in which Contractor is organized or authorized to do business. No federal, state, or local income tax, nor any payroll tax of any kind, shall be withheld or paid by Ecostudies on behalf of Contractor, or employees of Contractor. If appropriate, Ecostudies shall report all fees paid to Contractor to the IRS on Form 1099.

## **14. Compliance with Laws.**

Contractor agrees to comply with all applicable United States federal, state, and local laws, and all national, regional, and municipal laws of Contractor's home country, or country where work on the Project is taking place, in performing this work. To that end, the Contractor represents and warrants that, to the best of Contractor's knowledge, Contractor and Contractor's subsidiaries, principals, and beneficial owners, if any:

- i. are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any government agency;
- ii. (A) are not included on the Specially Designated Nationals and Blocked Persons lists maintained by the U.S. Treasury's Office of Foreign Assets Control, the United Nations Security Council Consolidated List, or similar lists of proscribed entities identified as associated with terrorism; and (B) will not engage in transactions with, or provide resources or support to, any such individuals or organizations or anyone else associated with terrorism;
- iii. are not a person or entity with whom transacting is prohibited by any trade embargo, economic sanction, or other prohibition of law or regulation; and
- iv. not conducted, and will not conduct, their operations in violation of applicable money laundering laws, including but not limited to, the U.S. Bank Secrecy Act and the money laundering statutes of any jurisdictions to which they are subject, and no action or inquiry concerning money laundering by or before any authority is pending.

## **15. Effect and Interpretation.**

This Contract shall become binding when signed by all of the parties hereto. This Contract supersedes all prior or contemporaneous communications and negotiations, both oral and written, concerning the subject matter of this Contract, and constitutes the entire agreement between Ecostudies and Contractor with respect to such matters. No amendment to this Contract shall be effective, unless it is in writing and is signed by all of the parties hereto. Any and all exhibits, schedules, and addenda attached to and referred to in this Contract are hereby incorporated into this Contract as fully as if set out in their entirety herein, but in the event of any conflict between the terms of this main body of the Contract and the terms of any exhibits, addenda, or other attachments to this Contract, the terms of this main body of the Contract shall control. The provisions of this Contract shall survive the termination of this Contract to the extent of any rights accrued or obligations incurred during such term. If any provision of this Contract is held to be invalid or unenforceable, the other provisions shall not be affected thereby. This Contract may be executed in several counterparts, and all counterparts so executed shall constitute one contract which shall be binding on all of the parties, notwithstanding that all of the parties are not signatories to the same counterpart. This Contract shall be interpreted and construed under, and shall be and governed by, the internal laws of the State of Washington.

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**16. Dispute Resolution.**

In the event of any dispute arising between the parties to this Contract that cannot be resolved by negotiating in good faith or through mediation, it is agreed that the dispute shall then be referred to an arbitration service selected by agreement of the parties. The Parties agree that the arbitration award may be confirmed in a court of competent jurisdiction, and that neither Party will appeal the award or otherwise contest its confirmation. The Parties further agree that the prevailing party shall receive, as part of the award, its reasonable attorneys' fees and costs incurred in connection with the arbitration.

**17. Notices.**

Any notices or other communications required or permitted to be given in this Contract shall be given in writing and or email.

**18. Force Majeure.**

Neither party hereto shall be liable to the other for its failure to perform under this Contract when such failure is caused by strikes, accidents, acts of God, fire, war, flood, governmental restrictions, or any other cause beyond the control of the party charged with performance; provided that the party so unable to perform shall promptly advise the other party of the extent of its inability to perform. Any suspension of performance by reason of this Paragraph shall be limited to the period during which such cause of failure exists.

**19. Nondiscrimination.**

During the performance of this Contract, Contractor and its Sub-contractors shall not deny the Contract's benefits to any person on the basis of religion, color, ethnic group identification, sex, age, physical or mental disability, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age (over 40) or sex. Contractor shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.

In witness whereof, Contractor and Ecostudies have executed this Contract, effective as of the date first written above.

**Ecostudies Institute,**  
A Washington non-profit organization

By: \_\_\_\_\_  
Date: \_\_\_\_\_  
Name: Gary Slater  
Title: Executive Director

**Thurston Conservation District,**  
A Washington Conservation District

By: \_\_\_\_\_  
Date: \_\_\_\_\_  
Name: Sarah Moorehead  
Title: Executive Director

## Attachment A: Scope of Work

### Thurston Conservation District

As a partner in the WCRRI-funded 'Diversity and Resilience of Rural Communities – Phase II' project, the Thurston Conservation District staff agrees to perform the following duties:

1. Outreach and Communications
  - a. Identify potential landowners who are interested in having their land grazed (supporting FarmLink Program)
  - b. Identify potential ranchers that are looking for land to graze (supporting FarmLink Program)
  - c. Offer match technical assistance and connection to successional planning resources and tools
  - d. Communicate and educate landowners about long-term stewardship and protection opportunities.
  - e. Educate community members about prairie habitat, restoration, and farming in prairie systems
2. Veteran Conservation Corps (VCC)
  - a. Assist with the selection and hiring of a VCC member for each year of the project
  - b. Supervise one VCC member each year of the project, providing technical resources and mentorship through the Conservation District, where needed and appropriate, and working with partners to generate diverse tasks and training opportunities for the members throughout the year
3. Conservation Grazing Plans
  - a. Attend site visits for WCRRI participating landowners in Thurston County
  - b. Contribute to the development of Conservation Grazing Plans for Thurston County enrolled sites
4. Project Management & Reporting
  - a. Attend annual partner meeting on project progress
  - b. Submit biannual reports on project progress according to the schedule outlined in the subaward

Budget:

Budget Item	Year 1	Year 2	Year 3	Year 4	Total
Labor	\$13,281.48	\$30,259	\$33,285	\$17,575	\$94,400
Travel	\$375	\$375	\$375	\$375	\$1,500
Supplies	\$2,875	\$2,875	\$2,875	\$2,875	\$11,500
Contracts					
Other					
Subtotal	\$16,531	\$33,509	\$36,535	\$20,825	\$107,400
Indirect					\$23,600
Total					\$131,000

**ESI Contacts:**

Sarah Hamman

Director of Science

[shamman@ecoinst.org](mailto:shamman@ecoinst.org)

360-790-4180

Kathleen Anderson

Financial and Grant Manager

[kanderson@ecoinst.org](mailto:kanderson@ecoinst.org)

253- 981-5637



# BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b> RCO Scatter Creek Riparian Restoration Applicant Authorization	
<b>Lead Staff:</b> Katrinka Hibler	<b>Board Meeting Date:</b> 02/25/26
<b>Goal of Presentation:</b>	<input checked="" type="checkbox"/> <b>Decision</b> <input type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Feedback</b>
<b>Description/Background:</b>	<i>Please provide a description or background of the project.</i>
<p>TCD is applying for a Salmon Recovery Funding Board grant to implement habitat restoration at the eastern end of Cozy Valley. The project will be implemented on timber company, conservancy and privately owned parcels. This form is a requirement of the grant application and identifies who's signature is required for specific types of decisions.</p>	
<b>Pros:</b> Completing this resolution allows us to move forward with the grant application process.	<b>Cons:</b> NA
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i>	
Administrative time is required.	
<b>Recommended Action:</b>	<i>What decision do you recommend the board make?</i>
I recommend passing the resolution	
<b>Legal Review:</b>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/> <b>Not Required</b>
<b>Supporting Documents:</b> <i>Please list below <b>and</b> attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>	
NA	





## Applicant Resolution/Authorization

Organization Name (sponsor) \_\_\_\_\_

Resolution No. or Document Name \_\_\_\_\_

Project(s) Number(s), and Name(s) \_\_\_\_\_

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)	
Project contact (day-to-day administering of the grant and communicating with the RCO)	
RCO Grant Agreement (Agreement)	
Agreement amendments	
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.	

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 \_\_\_\_\_ Date \_\_\_\_\_

On File at: \_\_\_\_\_

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

Location: \_\_\_\_\_ Date: \_\_\_\_\_

Washington State Attorney General's Office

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

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

# Thurston Conservation District

## TCD Policy 4.6.2 On-Call Services Rosters



Effective: February 25, 2026

### 1 **Purpose:**

2 TCD staff frequently issue repetitive Requests For Proposals (RFPs) or Request For Quotes (RFQs) for  
3 specialized services, with a significant investment of staff time and public funds. By establishing an “On-  
4 Call Services Roster” TCD staff can select and establish Umbrella Agreements with consultants for a set  
5 period of time. For example, TCD may create an On-Call Services Roster of Archaeology Firms to  
6 conduct cultural resource surveys, monitoring, and related services. Consultants from the roster will be  
7 awarded tasks via Work Order amendments to the agreement, based on competition within the Roster.  
8 This approach to contracting will reduce the cost and time spent on procurement, contracting, etc.

### 9 **Definitions:**

10 **On-call Services Roster:** A pre-established list of contractors, vendors, or consultants who are directly  
11 notified about projects for which they may want to bid. It is an “informal” alternative to publicly  
12 advertising small projects (size is based on the estimated project amount set in statute or local  
13 government agency policy), while still providing a level of competition for contracting.

14 **Umbrella Agreement:** The contract established with a consultant on the “On-call Services Roster” that  
15 defines terms and conditions of the Roster, a timeframe, general Work Order parameters, and any  
16 additional stipulations. It can be amended with Work Orders that are awarded via procurement policy  
17 standards and procedures.

18 **Roster Member:** A contractor, vendor, or consultant who has been selected for the On-Call Services  
19 Roster.

20 **Work Order:** A Work Order is a contract that is added under an Umbrella Agreement with an On-Call  
21 Services Roster Member. The Work Order must describe, at a minimum, the Scope of Work, timeline,  
22 budget, and any project or funding-specific terms and conditions related to the work.

### 23 **Policy:**

24 The Thurston Conservation District may, as needed, establish On-call Services Rosters of qualified  
25 consultants who provide specialized, frequently needed services. The District will establish Umbrella  
26 Agreements with Roster members for services to address specific ongoing needs (e.g. Cultural  
27 resources surveys and monitoring). Appropriate circumstances for establishing On-call Services Rosters  
28 and associated contracts include, without limitation:

- 29 • Similar services are required for multiple projects occurring over a long period of time.

- 30 • Using a Services Roster will save significant public funds in the procurement process.
- 31 • Using a Services Roster will result in efficiencies benefiting project implementation because of
- 32 rapid access to needed specialty services.
- 33 • Individual Work Orders with scopes of work awarded through the roster must remain under the
- 34 value established for low-level informal competition (as defined in TCD's procurement policy).

35 On-call Services Rosters will follow the procedures outlined in this procurement policy based on the  
36 type of work required. Umbrella Agreements will be established with Terms and Conditions for no more  
37 than 2 years. Extensions may be allowed in the contract. Umbrella Agreements do not guarantee award  
38 of work orders during the contract period. Individual Work Orders may be added under the Umbrella  
39 Agreements based upon competitive award. The list of On-call Services Rosters held by the district will  
40 be published on the TCD website with the date of contract expiration.

41 TCD reserves the right, at its discretion, to advertise work beyond the Consultant Roster and/or to  
42 dissolve an existing roster, with notice to Consultants on the roster.

43 If federal funds may be involved, a consultant that has an active on-call services Work Order with TCD  
44 may NOT have additional Work Orders with TCD. However, if the consultant is working under a contract  
45 that was solicited by advertisement – not on-call – there is no restriction on use of that consultant for  
46 other similarly solicited contracts. Reference: MRSC [Contracting-For-Services](#) publication on page 19.

#### 47 **Procedure:**

##### 48 Procedure to Establish On-Call Services Rosters and Umbrella Agreements:

- 49 1. TCD issues an RFQ to establish a consultant On-Call Services Roster for a defined timeframe of  
50 no more than 2 years.
  - 51 a. The RFQ includes, at a minimum: Qualifications required, Scope of Services anticipated  
52 (statement of need describing various types of anticipated tasks that may occur under the  
53 agreement), *estimated* project budgets, *estimated* schedule and expectations for  
54 responsiveness, evaluation criteria, proposal elements (describing submittals required),  
55 submittal deadline, proposed task order solicitation procedures, and a copy of TCD's  
56 standard terms and conditions.
- 57 2. RFQ respondents submit proposals with their qualifications and responses consistent with the  
58 submittal requirements.
- 59 3. TCD selects at least 2 of the best-qualified respondents who address all required evaluation  
60 criteria detailed in the RFQ; these consultants are added to the On-Call Services Roster.
- 61 4. TCD establishes Umbrella Agreements with each of the Services Roster Members for the  
62 timeframe defined in the RFQ.
- 63 5. TCD maintains, on the website, a list of On-Call Services Roster Members and the Services  
64 Roster timeframe.
- 65 6. At the end of the timeframe, TCD may choose to dissolve the roster or to issue an RFQ to  
66 establish a new On-Call Services Roster.

67 Procedure for Awarding Work Orders to Consultants on an On-Call Personal Services Roster:

- 68 1. TCD issues an RFP describing the required Scope of Work for each new Work Order to all Roster  
69 Members consistent with the terms of the Umbrella Agreement.
- 70 2. By a set deadline and consistent with the Umbrella Agreement, interested Roster Members  
71 submit their response to the Work Order RFP, including price and timeline.
- 72 3. TCD selects the consultant based on competition among respondents. Selection will be based  
73 on lowest price and availability to complete the project Scope of Work as specified.
- 74 4. TCD and the selected consultant finalize the Work Order amendment with a timeline, Budget,  
75 Scope of Work, and any additional required Terms and Conditions.

Item

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# BOARD MEETING ITEM SUMMARY SHEET

<b>Agenda Item Title:</b> TCD Resolution #2026-02 2026 Community Economic Revitalization Board (CE	
<b>Lead Staff:</b> Kirsten Hill	<b>Board Meeting Date:</b> 02/25/26
<b>Goal of Presentation:</b>	<input checked="" type="checkbox"/> <b>Decision</b> <input type="checkbox"/> <b>Information</b> <input type="checkbox"/> <b>Feedback</b>
<b>Description/Background:</b>	<i>Please provide a description or background of the project.</i>
<p>The Community Economic Revitalization Board (CERB), a division of the Department of Commerce, offers grants and loans for local economic development in Washington communities. We would like to apply for the CERB Planning Program grant for \$50,000 to be used for consulting services for conceptual design and financial planning for the Conservation &amp; Education Center. The CERB Planning Program grant application requires a passed resolution from the Board of Supervisors.</p>	
<b>Pros:</b> If TCD is awarded the CERB Planning Program grant, it will forward the progress of the Conservation and Education Center, by providing funds for professional conceptual design and financial planning services.	<b>Cons:</b> None that we are aware of.
<b>Fiscal Impacts:</b> <i>Please describe the costs associated with this action.</i>	
<p>If awarded, TCD would receive \$50,000 in grant funding.</p> <p>CERB funding is up to 80% of the total project cost, so TCD would fund 20% of the total project cost of \$62,500, which would be \$12,500 toward this project in match.</p>	
<b>Recommended Action:</b>	<i>What decision do you recommend the board make?</i>
Approve the resolution	
<b>Legal Review:</b>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input checked="" type="checkbox"/> <b>Not Required</b>
<b>Supporting Documents:</b> <i>Please list below <b>and</b> attach supporting documents (contracts, maps, agreements, draft resolution or other documents).</i>	
TCD Resolution #2026-02 2026 CERB Application Resolution	



## Thurston Conservation District

Resolution #2026-02: 2025-27 CERB Planning Application



**A RESOLUTION OF THE THURSTON CONSERVATION DISTRICT  
AUTHORIZING SUBMISSION OF AN APPLICATION FOR A  
COMMUNITY ECONOMIC REVITALIZATION BOARD (CERB) GRANT  
IN THE APPROXIMATE AMOUNT OF \$50,000  
FOR THE CONSERVATION AND EDUCATION CENTER  
CONCEPTUAL DESIGN & FINANCIAL PLANNING PROJECT**

WHEREAS, the Board of Supervisors of the Thurston Conservation District (“District”) operates under the laws of the State of Washington applicable to conservation districts; and,

WHEREAS, the District is governed by a five-member board, as set out in Chapter 89.08 RCW; and,

WHEREAS, Community Economic Revitalization Board (CERB) funds are available to support feasibility and planning work in furtherance of economic development; and

WHEREAS, Thurston Conservation District desires to pursue a conceptual design and financial plan for its Conservation and Education Center consistent with the purposes of the CERB; and

WHEREAS, the Conservation and Education Project represents committed resources toward enhancing the vitality of the area and expansion of economic and employment opportunities for Thurston County, together with increased tax revenues; and

WHEREAS, in the event the application for CERB funding is approved, and the grant is accepted by Thurston Conservation District, the District will comply with all applicable federal and State requirements in regard to environmental impact of the project; and

WHEREAS, the project will not result in the transfer/relocation of jobs from one part of the state of Washington to another; and

WHEREAS, the matching portion of the grant is minimum of 20% of the project amount. Thurston Conservation District will investigate and evaluate options for joint participation in the matching obligations with the CERB grant; and

WHEREAS, Thurston Conservation District finds that an application should be submitted for consideration by CERB, and that such submission will promote economic development within Thurston County.

THEREFORE, BE IT RESOLVED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT, AS FOLLOWS:

1. TCD staff is authorized to submit an application to the Community Economic Revitalization Board for CERB funding in the approximate amount of \$50,000 to secure conceptual design and financial planning consultants to further the District's Conservation and Education Center project.
2. TCD staff is hereby further authorized to provide such additional information as may be necessary to secure approval of such application; and
3. That, in the event such application is approved, the District's Board of Supervisors will enter into an agreement for such funding; and
4. That this Resolution shall be effective upon passage and signatures hereon in accordance with the law.

ADOPTED BY THE BOARD OF THE THURSTON CONSERVATION DISTRICT ON FEBRUARY 25, 2026.

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TJ Johnson, Board Chair

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Marianne Tompkins, Vice Chair

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Jennifer Colvin, Board Member

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Doug Rushton, Board Member

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David Iyall, Board Auditor

ATTEST:

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Sarah Moorehead, Executive Director

Item

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# Thurston Conservation District Board of Supervisors Work Session Topic List & Board Meeting Agenda

March 25, 2026, 5:00 pm - 7:50 pm

Zoom Meeting Link:

<https://zoom.us/j/91658577844?pwd=cDgvaC9jcWRBU0luUFFHc1lrb3hLQT09>

**Passcode: 2918**

Meeting ID: 916 5857 7844

Call in: 1-253-215-8782

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## Work Session Topic List

5:00 pm – 6:00 pm

1. Topic List Review, All
  2. Staff Presentation: *TBD*
  3. Community Partner Presentation, *TBD*
  4. Annual Plan Development, *Executive Director Moorehead*
  5. Strategic Planning Outreach, *Executive Director Moorehead*
  6. Conservation and Education Center (CEC) Development, *All*
  7. Important *Updates* & Announcements
    - a. Board of Supervisors, *All*
    - b. Executive Director, *Sarah Moorehead (Executive Director)*
- 

## Board Meeting

6:30 pm – 7:50 pm

- |                                                            |                       |
|------------------------------------------------------------|-----------------------|
| 1. Welcome, Introductions, Audio Recording Announcement    | 6:30 PM<br>5 minutes  |
| 2. Agenda Review                                           | 6:35 PM<br>5 minutes  |
| 3. Consent Agenda – <i>Action Item</i>                     | 6:40 PM               |
| A. February 25, 2026, Board Work Session & Meeting Minutes | 5 minutes             |
| B. March 2026 Financial Report                             |                       |
| 4. Blank                                                   | 6:45 PM<br>10 minutes |
| 5. Public Comment                                          | 6:55 PM               |
| *Three minutes per person                                  | 10 minutes            |
| 6. Partner Reports (if present)                            | 7:05 PM               |

- A. Natural Resources Conservation Service, (NRCS) *TBD* *15 minutes*
- B. Washington State Conservation Commission (WSCC), *Josh Giuntoli*
- C. Washington Association of Conservation Districts (WACD), *Sarah Moorehead*
  
- 7. Governance, All – Action Item** **7:20 PM**
- A. April 22, 2026 Work Session Topic List & Meeting Agenda Development *10 minutes*
  
- 8. Executive Session: To consider the selection of a site or the acquisition of real estate** **7:30 PM**
- RCW 42.30.110 (1b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.* *15 minutes*
  
- 9. Executive Session Report Out – Action Item** **7:45 PM**
- 5 minutes*
  
- Adjourn** **7:50 PM**

**Informational Only Items:**

- I. Executive Director’s Report*

**Important Future Dates**

**April 2026**

- TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom) April 22
- 2026 South Puget Sound Regional Envirothon Competition April 23-4

**May 2026**

- TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom) May 27

**June 2026**

- Blank June 0
- TCD Board Work Session & Meeting 5:00 - 7:30 p.m. In-person and Virtual (Zoom) June 24

# Informational Items



# Executive Director's Report

Sarah Moorehead – Executive Director

February 25, 2026

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## Priority Initiatives Updates

### **2026 Legislative Session**

#### Legislative Appointments Recap:

On February 10<sup>th</sup>, TCD joined other Conservation Districts from around Washington State to meet with elected officials and underscore the importance of Conservation Technical Assistance and Forest Health and Wildfire Resiliency funding and the great work it does throughout our community.

TCD was well received during our legislative appointments and got to build on the relationships we've spent time cultivating for years. We were pleased to even have senior staffers 'pop in' to say hi to TCD because they knew we were in the office.

TCD met with the following legislative offices on February 10<sup>th</sup>: Rep. Matt Marshall, Sen. Drew MacEwen, Rep. Andrew Barkis, Sen. John Braun, Sen. Jim McCune, Sen. Jessica Bateman, Rep. Beth Doglio, Rep. Lisa Parshley.

TCD has appointments with the following legislative offices on February 24<sup>th</sup>, completing meetings with all of our state elected officials this session: Rep. Peter Abbarro, Rep. Dan Griffey, Rep. Ed Orcutt, Rep. Travis Couture.

As budgets continue to evolve and legislators begin to reconcile senate and house bills – here's the rundown of the most current drafts and their impacts to Conservation Districts:

#### Operating Budget Drafts:

Senate - \$1.25M in new ongoing Forest Health funding!

House - **\$750K reduction in Sustainable Farms and Fields and \$1M reduction ongoing from Riparian Grant Program outreach dollars**

#### Capital Budget Drafts:

Senate – includes TCD's irrigation efficiencies projects, no change to WSCC

House – no change to WSCC

The Washington State Conservation Commission is also exempt from across the board state agency cuts in both the House and Senate.

WACD Legislative Watch List: To see what legislation WACD is tracking, check out the watch list here: <https://wadistricts.us/wacd/member-services/>

### **National Association of Conservation District Conference**

Sentinel Landscapes: I co-presented with JBLM Sentinel Landscape Coordinator, Dan Calvert, on the partnership success of our shared work. In addition, we underscored the importance of the NACD Cooperative Agreement and the ability to get conservation funding out on the ground efficiently. We prioritized the importance of farmland preservation in our region and the need for diverse funding sources to fill gaps, increase capacity and bring more land trust support for working lands in the Thurston area. This was met with much enthusiasm and an opportunity to invest further in our shared work. TCD will be continuing this conversation with NACD and partners in the future to bring more support into our region for farmland preservation.

NACD Updates: The most intriguing and informative training sessions I participated in were:

*'Monetizing Stewardship: Turning Conservation into Cash Flow for Ranchers'* which focused on how stewardship practices on working lands can generate income streams for ranchers. It explored how soil carbon markets and habitat credits are becoming comparable to even more lucrative and predictable revenue sources for some operations. This session was an interesting look from the profitability side of crediting models to agricultural operations and the mechanics behind evaluating if they are appropriate for any given operation.

*'Developing Tools to Quantify Water Quality and Biodiversity Outcomes for Ecosystem Services Markets'* that showcased a new tool to help identify the outcomes of ecosystems services markets, looking at pollution reduction from agricultural operations and the relation to measuring water quality and biodiversity outcomes from regenerative agriculture. This gave one example of a methodology that could support the development ecosystems services markets.



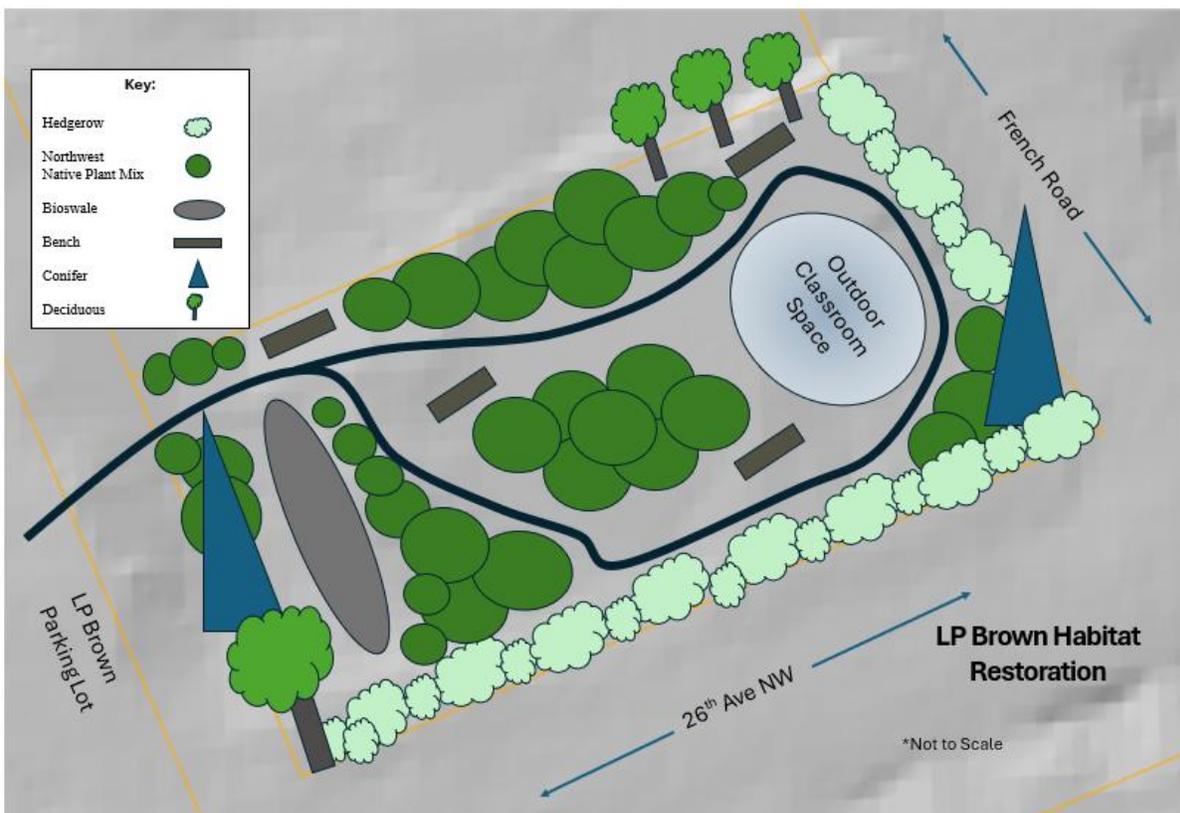
In other news, Ray Lederwood was presented with the Rich Duesterhaus Lifetime Achievement Award — a fitting tribute to a lifetime devoted to strengthening conservation districts and the people who lead them.

### **TCD Inspires K12 Environmental Learning Center!**

LP Brown Environmental Learning Place is becoming a community treasure. Once a neighborhood eyesore, this small urban parcel adjacent to LP Brown Elementary School in Olympia has begun a transformation. Though not directly a TCD project, it is a prime example of how TCD often serves as a community catalyst, providing the framework and initial support for a project to thrive.

LP Brown Principal reached out to TCD shortly after the Olympia School District purchased the land adjacent to the school, seeking support and guidance to get the project off the ground. After an initial site visit, it was clear that the school and surrounding neighbors had a shared vision- to transform this vacant lot into a thriving learning center comprised of

native plants and habitat features, outdoor classroom space, and trails. With this knowledge, and accessing resources such as the Web Soil Survey, watershed maps, site maps and more, TCD created a draft plan for the space.



With the plan in hand, LP Brown began hosting community meetings and the turnout was incredible! Parents, grandparents, and neighbors all came together and the magic began. Volunteers began writing grants (they received over \$25,000 towards the project so far). Bob Barnes, whose children and grandchildren attended the school, spearheaded the landscaping, adapting the original planting plan and fine-tuning plant selection. Native plants (many of which were purchased through TCD’s Plant Sale) installed, aligned with curriculum that blended classroom lessons with student visits to this new LP Brown Environmental Learning Space.

On April 22, 2026 (Earth Day) LP Brown Elementary will be hosting a community planting event, installing over 600 trees and shrubs. TCD Board and Staff are invited to attend and contribute to their community action project. TCD created the initial plan which spark that was needed to galvanize support behind the project. We look forward to watching the transformation of the neighborhood as this project develops into a beautiful native plant garden and community gathering space.

### **Thurston County and Thurston Conservation District Team Up for Salmon Recovery**

“Protecting salmon and the ecosystems they depend on requires more than a single program or regulation takes coordinated action across the landscape. Thurston County, in

partnership with the Thurston Conservation District, has been awarded a \$489,000 grant from the Washington State Department of Commerce to support salmon recovery through local planning efforts in South Puget Sound.”

This funding source will provide the opportunity for TCD to develop a collective impact database to calculate the power of voluntary stewardship and the outcomes of our programs and services – and ultimately explore a way to plug in the efforts of other organizations to demonstrate the conservation impacts happening in Thurston County!

## **District Operations**

### **January 28, 2026 Board Meeting Action Items**

- None

### **Monthly Staff Reports**

Reminder – Monthly staff reports can be viewed electronically! The link to view monthly staff reports can be found on your Board Portal.

# Thurston Conservation District

## 2026 Board of Supervisor Election Update Memo



**To:** TCD Board of Supervisors  
**From:** Susan Shelton, TCD Election Supervisor  
**Cc:** S. Moorehead, Kirsten Hill, S. Barashkoff, N. Carman-White  
**Date:** February 12, 2026  
**Subject:** 2026 Board of Supervisor Election Update

Per your request, I am happy to provide a brief update on the 2026 Board of Supervisor Election process.

### Election Candidates

One qualified candidate has submitted the required candidate filing documents – David Iyall.

### Polling Officers

Two of the Polling Officers from last year have agreed to work as Polling Officers for the 2026 Election. It is great to have experienced Polling Officers on the team. The District has hired and trained these 2 part-time temporary Polling Officers.

### Election Outreach

The District has created a dedicated page on its website for the 2026 Election: [Board of Supervisors Election – Thurston Conservation District \(thurstoncd.com\)](https://www.thurstoncd.com/Board-of-Supervisors-Election).

March is the WSCC's Conservation Month. The Commission's Conservation Month marketing campaign is running from now through March 2026. TCD has some marketing materials that will be distributed during the election. Please let me know if you'd like a Conservation Month yard sign.

### Election Support

We have a signed *Elections Support* contract with Thurston County Auditor's Elections Office. With this agreement, the Elections Office has 1) provided training to TCD's polling officers on ballot security and handling; 2) provided up-to-date poll books of registered voters residing in the TCD boundaries; and will 3) conduct signature verification on returned ballots.

### Voting

To vote, registered Thurston County voters who reside within the Thurston Conservation District must request a ballot. To request a ballot, voters must provide their full legal name, mailing address, physical address (if different), and telephone number – in case the Polling Officers have questions. Voters can request their ballot by calling 564.669.4929 or by emailing [ballotrequest@thurstoncd.com](mailto:ballotrequest@thurstoncd.com).

As of Thursday, February 12, 18 ballots had been requested and sent. 7 ballots have been returned.

### Important Dates Reminder

Thurston County residents who reside within the District boundaries can request ballots as of Feb 2. Completed ballots must be sent in by USPS and must be postmarked by Election Day, which is March 17.