



Bureau of
Land
Management

SNPLMA Training

WELCOME

SNPLMA 101
Program Overview

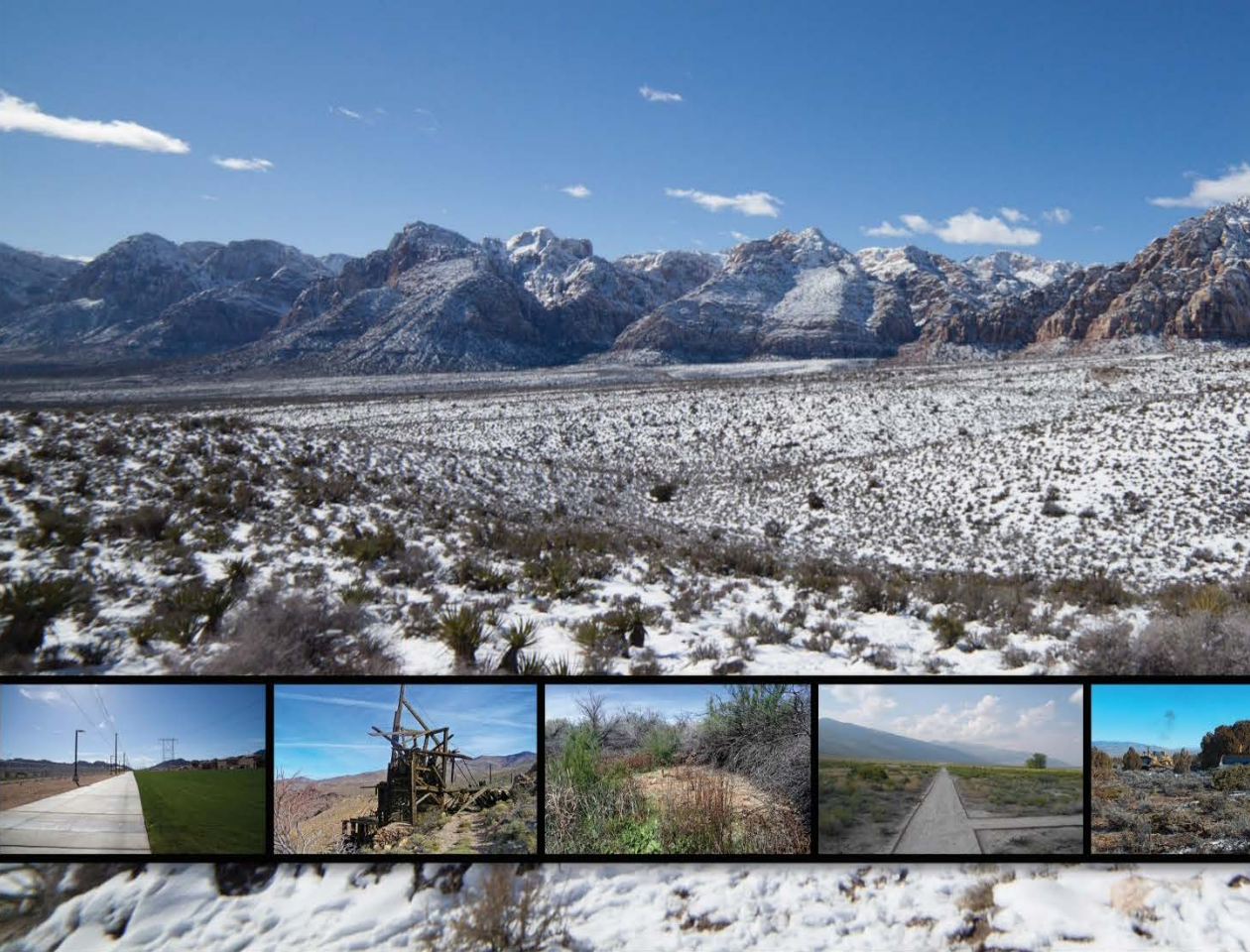
SNPLMA 201
Project Nomination

SNPLMA 301
Approval & Funding

SNPLMA 401
Implementation

SNPLMA 501
Closeout

SNPLMA 601
Questions & Answers





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- SNPLMA provides for the orderly disposal of certain Federal lands in Clark County, Nevada, and expend the sale proceeds and other revenues for purposes identified in the Act.

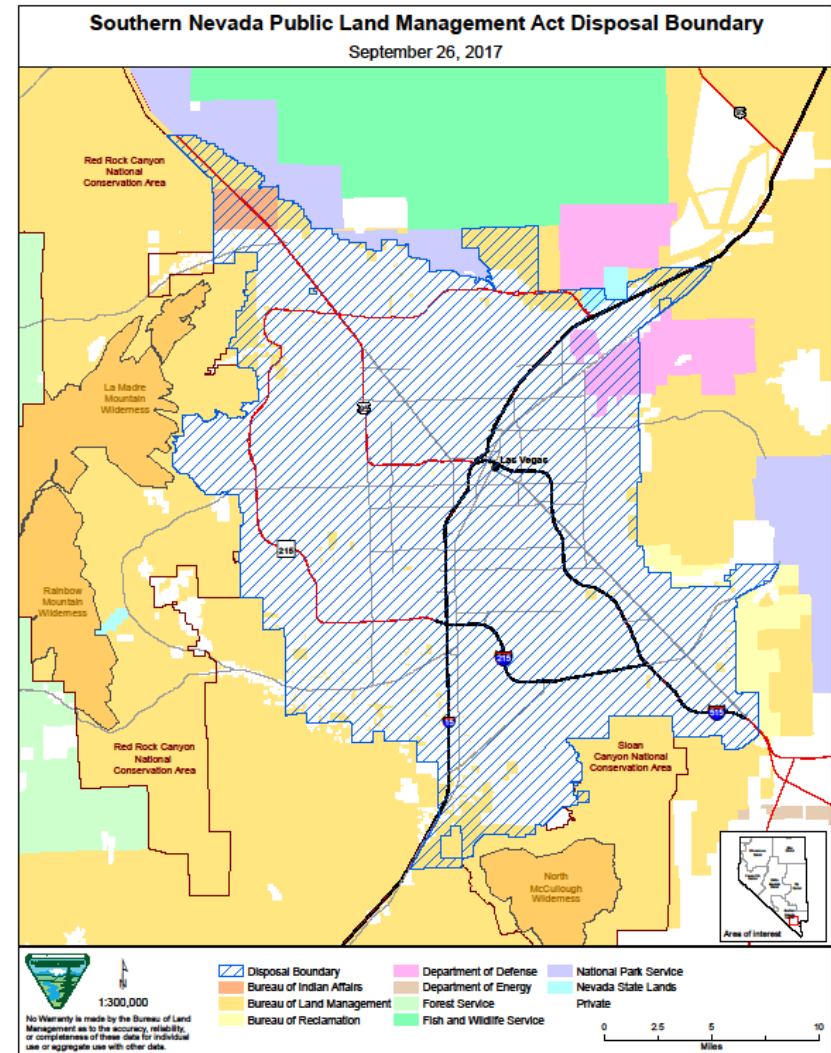




Implementation of Legislation

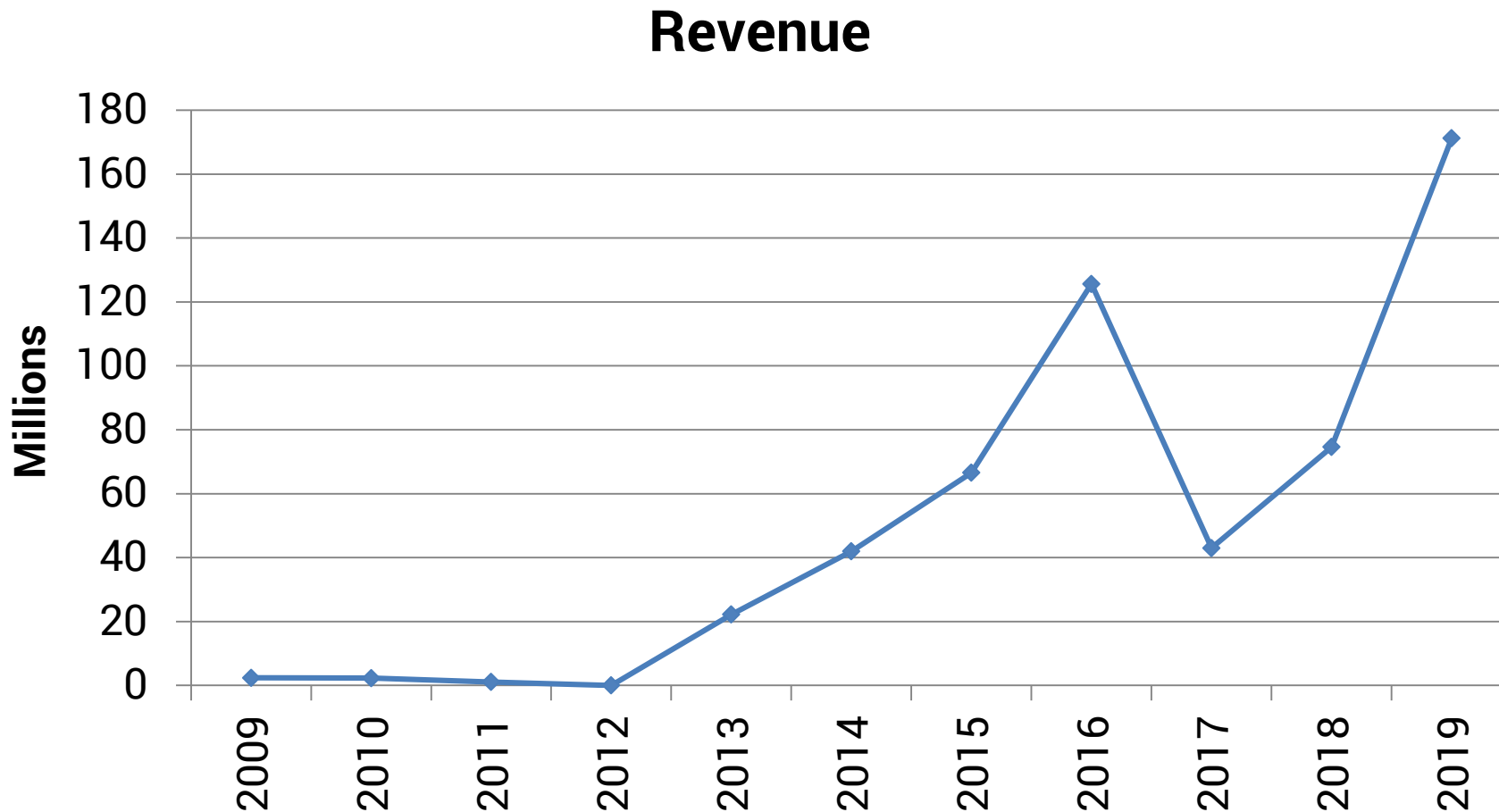
Land Disposal

- 67,920 acres within the disposal boundary
 - 34,157 acres disposed by sale (includes R&PP and affordable housing sales)
 - 3,063 R&PP leases and reservations
 - 30,700 acres remain for disposal
- Parcels “jointly selected” by local governments and BLM
- Eight legislative amendments increase geographic scope and project categories
- 2018 – 736.46 acres sold for \$96,305,640
- 2019 – 814.84 acres sold for \$206,125,000





Fiscal Years 2009 Through 2019

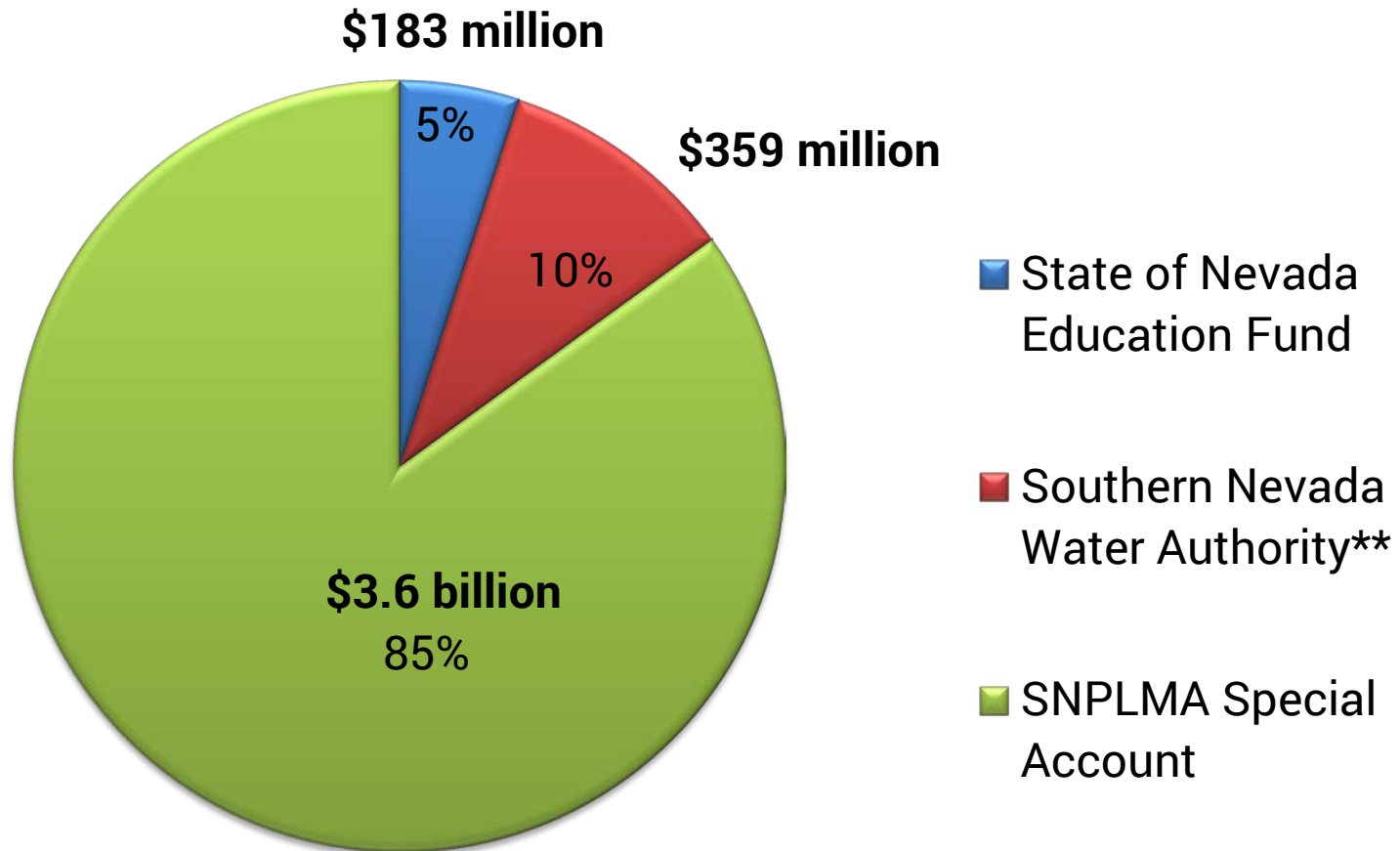


This chart represents the last 10 years of Sales Revenue data. The average of this 10 years of sales data is used in Revenue Projections for SNPLMA.



SNPLMA Sale Disbursements

Allocation of Land Sales Revenue*



**As of July 31, 2019*

***Sale of certain parcels require payment of the 10% to the Clark County Department of Aviation (DoA) rather than to the Southern Nevada Water Authority. Of the total \$359 million in 10% payments, \$333 million has been made to the SNWA and 26 million to the DoA.*



SNPLMA Grand Matrix funding

SOUTHERN NEVADA PUBLIC LAND MANAGEMENT ACT OF 1998, as amended, Funding Status as of 7/31/2019

BUDGET AND FUNDING ALLOCATION ANALYSIS for the PRIMARY PROGRAM CATEGORIES through 7/31/2019

Total Receipts into the SNPLMA Special Account:	\$3,631,818,457.96
Total Interest to Date into the SNPLMA Special Account:	\$354,499,085.30
Total Special Legislative Acts Reserves:	(\$310,802,154.62)
Total 5 and 10 Percent Payments:	(\$542,030,746.78)
Total Operating Costs and Reserves Thru Fiscal Year 2019:	(\$104,866,896.36)
Total Receipts into the SNPLMA Special Account Available for Distribution:	\$3,028,617,745.50

As Approved by the Secretary:

Round(s)	Fiscal Year	Environmentally Sensitive Land Acq	Capital Improvements	Parks, Trails, & Natural Areas	Eastern Nevada Landscape Restoration Projects	Hazardous Fuels	Lake Tahoe Restoration Act Projects	Multi-Species Habitat Conservation Plans	Conservation Initiatives	Pre-Proposal Planning	SAR Dollars	Total Secretarial Approved Funding
Round 1	2000	\$24,103,525.00	\$5,440,000.00	\$4,200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,743,525.00
Round 2	2001	\$54,518,800.00	\$6,083,050.00	\$9,292,800.00	\$0.00	\$0.00	\$0.00	\$4,648,334.00	\$0.00	\$0.00	\$5,000,000.00	\$79,542,984.00
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Round 11	2010	\$11,267,250.00	\$9,647,508.00	\$14,722,396.00	\$1,290,835.00	\$3,949,800.00	\$34,680,353.00	\$0.00	\$1,184,836.00	\$0.00	\$5,000,000.00	\$81,742,978.00
Round 12	2011	\$877,600.00	\$1,109,275.00	\$1,319,222.00	\$996,100.00	\$1,496,600.00	\$42,976,943.34	\$92,000.00	\$1,641,671.00	\$0.00	\$1,500,000.00	\$52,009,411.34
Round 13	2012	\$322,800.00	\$4,487,439.00	\$1,966,278.00	\$661,690.00	\$1,688,650.00	\$0.00	\$0.00	\$858,274.00	\$0.00	\$1,000,000.00	\$10,985,131.00
Round 14	2013	\$381,350.00	\$475,916.00	\$1,383,805.00	\$1,262,450.00	\$1,646,902.00	\$0.00	\$473,150.00	\$1,608,376.00	\$0.00	\$1,500,000.00	\$8,731,949.00
Round 15	2016	\$12,230,400.00	\$5,193,251.00	\$4,753,487.00	\$4,155,412.00	\$5,740,970.00	\$0.00	\$1,291,523.00	\$5,737,540.00	\$0.00	\$3,000,000.00	\$42,102,583.00
Round 16	2016	\$12,419,000.00	\$22,306,848.00	\$58,423,322.00	\$3,343,030.00	\$29,499,942.00	\$0.00	\$5,218,000.00	\$9,189,762.00	\$0.00	\$2,000,000.00	\$142,399,904.00
Round 17	2019	\$21,645,600.00	\$27,720,465.00	\$26,796,123.00	\$6,157,618.00	\$5,082,290.00	\$0.00	\$1,192,071.00	\$13,271,086.00	\$0.00	\$5,000,000.00	\$106,865,253.00

Total Secretarial Approved Funding:	\$561,350,980.80	\$562,452,237.20	\$1,210,737,551.50	\$25,441,900.00	\$86,193,378.00	\$308,035,046.34	\$62,445,618.60	\$233,498,607.50	\$25,000,000.00	\$142,900,000.00	\$3,218,055,319.94
Returned to the Special Account by Category:	\$304,860,135.46	\$111,268,082.87	\$191,570,940.06	\$1,090,734.74	\$5,805,244.60	\$62,780,820.10	\$14,911,583.07	\$31,288,342.47	\$6,394,864.04	Does Not Include Tahoe Dollars:	\$667,189,927.31
Returned to Tahoe:						Total Returned \$'s to the Special Account:					



- Acquisition of Environmentally Sensitive Land and Interests in Land
- Capital Improvements
- Conservation Initiatives
- Multi-Species Habitat Conservation Plan (MSHCP)
- Parks, Trails and Natural Areas (PTNA)
- Eastern Nevada Landscape Restoration Project (ENLRP)
- Hazardous Fuels Reduction & Wildfire Prevention
- Lake Tahoe Restoration Act Projects

The SNPLMA legislation, as amended, defines eligibility in each category.



BLM, Southern Nevada District Office (SNDO), SNPLMA Division: Assistant District Manager (ADM)

- 3 Program Managers for: 8 categories
- 1 Project Manager
- 2 Management and Program Analysts

Contact information is at the end of this presentation and in the handout. Contact information is also available in the contacts folder in the SMART Database.

For progress/file/site inspections, please coordinate with the SNPLMA Project Managers. For all other questions or inquiries, please contact the appropriate SNPLMA Program manager.



Subgroups

- SNPLMA Division ADM is the Chair for each subgroup
- There is a subgroup for each categories (6) except MSHCP and Lake Tahoe projects
- Each Subgroup is unique to the category
- Subgroups function under Operating Guidelines
- Main responsibility is to:
 - recommend ranking criteria for approval by the Executive Committee (EC),
 - rank and score each round of projects on approved criteria, and
 - submit funding recommendations for each round to the Partners Working Group (PWG).
- The EC and PWG may task a Subgroup with assignments



Partners Working Group (PWG):

- An inter-governmental group consisting of:
 - BLM (Chair)
 - State of Nevada (appointed by the Governor)
 - Two representatives of the local and regional governmental entities from Clark, Lincoln and White Pine Counties. Carson City opted not to participate in providing a representative.
 - Rural Nevada (a member of NACO per decision of the Governor)
 - National Park Service
 - U.S. Fish and Wildlife Service
 - U.S. Forest Service
 - Bureau of Reclamation, Lower Colorado Regional Office
- PWG members are responsible for representing their respective constituents and keeping them informed of any changes to the SNPLMA program or project implementation.



SNPLMA Executive Committee:

- An inter-governmental group consisting of:
 - BLM – State Director, Nevada (Chair)
 - National Park Service (NPS) – Regional Director, Pacific West Region
 - U.S. Fish and Wildlife Service – Pacific Southwest Regional Director
 - U.S. Forest Service – Deputy Regional Forester, Inter-Mountain Region (Region 4)
 - BLM Assistant Director, Business and Fiscal Resources (non-voting financial advisor)
- The EC makes the final recommendation on new projects to the Secretary of the Interior for approval in consultation with the Secretary of Agriculture.
- The EC approves the *SNPLMA Implementation Agreement*, the general and specific nomination requirements and ranking criteria for each round, determines the recommended annual budget for new projects in each round, and approves project modifications that exceed the SNPLMA Division authority.



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Environmentally Sensitive Land Acquisitions



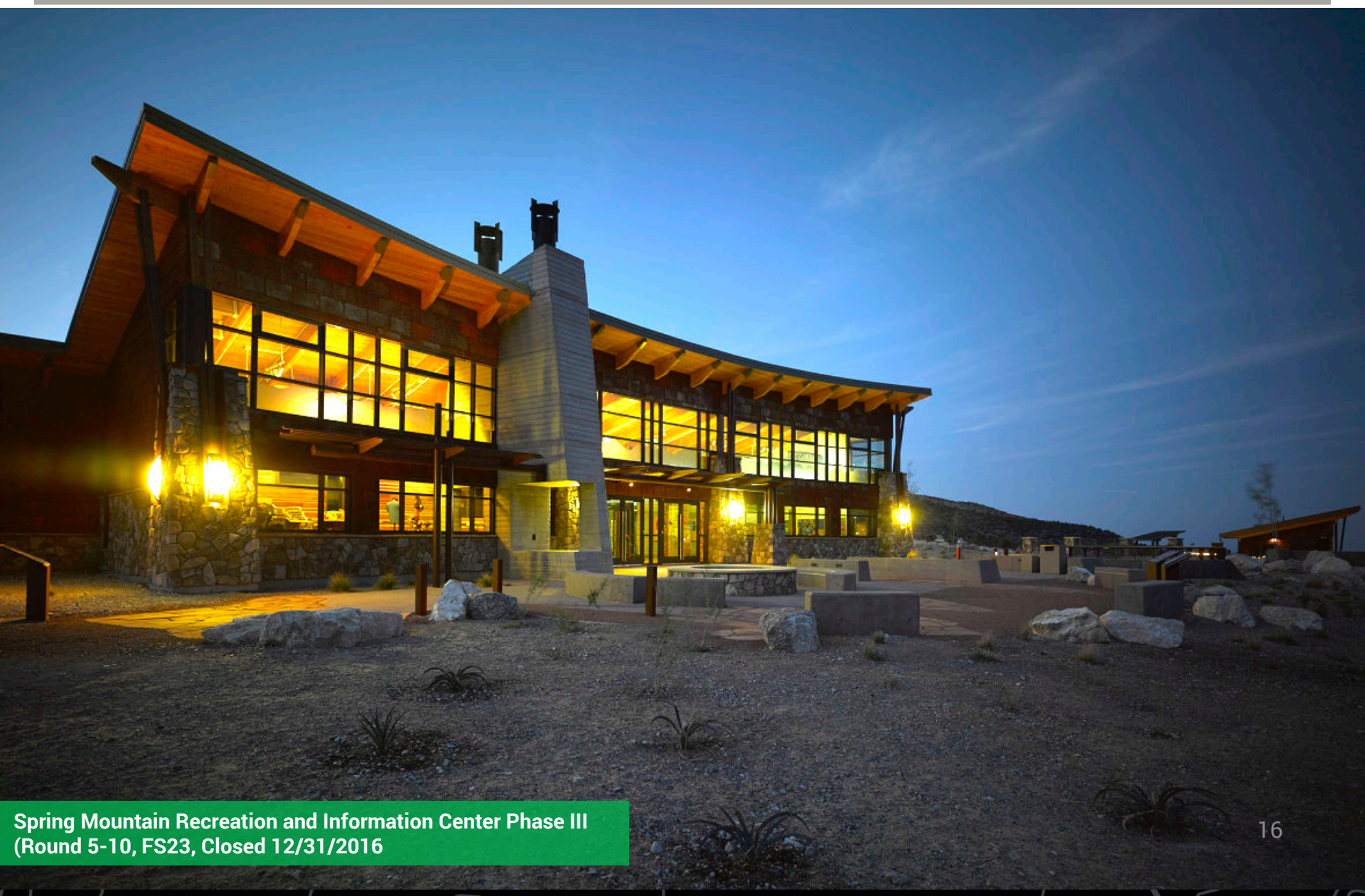
Rock Creek
(Round 10-1 Terminated)



- **SNPLMA funds can be used for:**
 - *“the acquisition of environmentally sensitive land in the State of Nevada in accordance with subsection (h), with priority given to lands located within Clark County;”*
- **The SNPLMA defines “environmentally sensitive land” as land or an interest in land, the acquisition of which by the United States would, in the judgment of the Secretary [of the Interior] or the Secretary of Agriculture -**
 - *...promote the preservation of natural, scientific, aesthetic, historical, cultural, watershed, wildlife and other values contributing to the public enjoyment and biological diversity; enhance recreational opportunities and public access; provide the opportunity to achieve better management of public land through consolidation of Federal ownership; or otherwise serve the public interests.”*



- Any entity or interested party may nominate land and/or interest in land (such as conservation easements, water rights, mineral rights, etc.) for acquisition provided the nomination includes a willing seller letter signed by the owner of record and a statement from the acquiring eligible agency supporting the nomination
- Can acquire anywhere in the State of Nevada
- The Federal agencies have acquired more land (70,455 acres) in the State of Nevada than SNPLMA acres that have been sold, reserved, or are under R&PP lease (36,540 acres).*
- **Funds from the sale of certain parcels within the SNPLMA disposal boundary are set-aside in the SNPLMA Special Account for acquisition of environmentally sensitive lands by the FS in the Lake Tahoe Basin pursuant to the Santini-Burton Act (94 Stat. 3381). These acquisitions do not go through the SNPLMA nomination and approval process; eligible lands are identified in a map associated with the Santini-Burton legislation.*





- **SNPLMA funds can be used for:**
 - *“capital improvements at the Lake Mead National Recreation Area, the Desert National Wildlife Refuge, the Red Rock Canyon National Conservation Area, the Great Basin National Park and other areas administered by the Bureau of Land Management and the Forest Service in Clark, Lincoln, and White Pine Counties, and the Spring Mountains National Recreation Area;”*



Capital Improvements Eligibility

- The BLM, FS, NPS, FWS, and BOR are the only eligible agencies in this category.
- The Capital Improvement Strategic Goals are to:
 - Provide opportunities for the public to meaningfully engage in the outdoors;
 - Improve public awareness and engage the public in the conservation and protection of the surrounding natural environment;
 - Protect the integrity of significant resource values; and
 - Improve the quality of the environment.



- Funding in this category **cannot** be used for operations and maintenance.
- Funding for purchase of necessary equipment is limited to the minimum necessary to carry out the project as it was nominated and approved.
- Projects in this category have a 27% limitation on planning and environmental documentation expenses.



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Conservation Initiatives



Cultural Site Stewardship for Clark County, Nevada
(Round 11-1, FW72, Closed 4/30/2015)



- **SNPLMA funds can be used for:**
 - *“up to 10 percent of amounts available, to be used for conservation initiatives on Federal land in Clark, Lincoln, and White Pine Counties and Carson City (subject to paragraph (5)), Nevada, administered by the Department of the Interior or the Department of Agriculture;”*



Conservation Initiatives Eligibility

- The BLM, FS, NPS, FWS, and BOR are the only eligible agencies in this category.
- Projects in this category have included: planning, education, OHV route inventory, cultural and biological clearances, illegal dumping clean-up, multi-media outreach, etc.
- This category can be used to do planning and environmental clearances and/or NEPA compliance as a standalone project.
- Projects for law enforcement must clearly identify the nexus between law enforcement and habitat enhancement, cultural resource protection, and/or public health and safety.



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Parks, Trails, and Natural Areas



Henderson, Downtown Trails Connections
Round 6, 6-40 Closed 1/21/2014



- **SNPLMA funds can be used for:**

“development of parks, trails, and natural areas in Clark, Lincoln, and White Pine Counties and Washoe County (subject to paragraph 4) and Carson City (subject to paragraph (5)), Nevada, pursuant to a cooperative agreement with a unit of local government or regional governmental entity;”



PTNA projects may only be nominated by local and regional governmental entities named in the act (as amended), which are:

- Clark County,
- Lincoln County,
- White Pine County,
- Carson City (with limitations),
 - Carson City is eligible to nominate PTNA development projects within the Carson City boundary. The City is also eligible to nominate land or interests in land that is both within the City boundary and within the Carson River 100-year flood plain for acquisition to develop PTNA projects.
- City of Las Vegas,
- City of North Las Vegas,
- City of Henderson,
- Southern Nevada Water Authority,
- Clark County Regional Flood Control District, and
- Clark County Water Reclamation District.



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Hazardous Fuels Reduction and Wildfire Prevention



Hazardous Fuels Treatment – pile burning
Washoe Hotshots



- **SNPLMA funds can be used for:**
 - *“development and implementation of comprehensive, cost-effective, multijurisdictional hazardous fuels reduction and wildfire prevention plans (including sustainable biomass and biofuels energy development and production activities) for the Lake Tahoe Basin (to be developed in conjunction with the Tahoe Regional Planning Agency), the Carson Range in Douglas and Washoe Counties and Carson City in the State, and the Spring Mountains in the State, that are—*
 - *subject to approval by the Secretary; and*
 - *not more than 10 years in duration;”*



- Hazardous Fuels Strategic Goals are to focus on health and safety, landscape restoration, and habitat connectivity.
 - Landscape restoration includes protecting and enhancing the vegetation, soils, habitat, and watershed processes that provide ecosystem services for human and ecological communities.
- The SNPLMA Executive Committee defines eligibility as any agency or entity that signed at least one of the multijurisdictional fuels plans for the Lake Tahoe Basin, Carson Range, or Spring Mountains Range.
- Planning and implementation involve more than 24 agencies and entities throughout the three ranges.
- Agencies and entities are encouraged to work together to identify projects that have synergistic effects from previously funded SNPLMA projects or other forest health or hazardous fuels reduction projects.



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Eastern Nevada Landscape Restoration Project



Before



After

Pioche/Caselton Wildland Urban Interface
(Round 12-1, B009, Closed 2/17/2015)



- **SNPLMA funds can be used to:**
 - *“carry out the Eastern Nevada Landscape Restoration Project in White Pine County, Nevada and Lincoln County, Nevada;”*
- According to the “White Pine County Conservation, Recreation, and Development Act of 2006,” the purpose of the Eastern Nevada Landscape Restoration Project is to:
 1. “implement the Initiative; and
 2. restore native rangelands and native woodland (including riparian and aspen communities) in White Pine and Lincoln Counties in the State.”
- The term “Initiative” is defined as the “Great Basin Restoration Initiative” and “Project” means the Eastern Nevada Land Scape Restoration Project.



- **The ENLRP Strategic Goals are:**
 - To provide for activities that promote resilient and healthy ecosystems within the eligible portions of the Great Basin.
 - To focus on integrated landscape restoration with priority applied to sagebrush ecosystems and sensitive species habitat.
 - Prioritized using the best available vegetation, habitat, and risk assessment (likelihood of restoration success) information.
 - To demonstrate the appropriate application of best available science and techniques specific to planning or implementation of restoration projects.
- Science projects should be focused on informing and improving landscape-level restoration, with a goal of improved restoration effectiveness over time.
- Research projects must demonstrate a practical application to management of lands in order to be accepted for consideration.



- The BLM, FS, NPS, and FWS, are the only eligible agencies to nominate projects in this category.
- “In carrying out the Project, the Secretaries [of the Interior and Agriculture] may make grants to the Eastern Nevada Landscape Coalition, the Great Basin Institute, and other entities for the study and restoration of rangeland and other land in the Great Basin –
 - to assist in:
 - reducing hazardous fuels; and
 - restoring native rangeland and woodland; and
 - for other related purposes.
- The Director of the BLM and the Chief of the Forest Service may enter into agreements with the Eastern Nevada Landscape Coalition, Great Basin Institute, and other entities to provide to conduct scientific analyses, hazardous fuels and mechanical treatments, and related work.”



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Multi-Species Habitat Conservation Plan



Mojave Max Emergence Contest Partnership and Partnership
Development (Round 6-5, CC08, Closed 7/5/2012)



- **SNPLMA funds can be used for:**
 - *“development and implementation of a multi-species habitat conservation plan in Clark County, Nevada;”*
- The Multiple Species Habitat Conservation Plan (MSHCP) developed by Clark County provides regional compliance with the Federal Endangered Species Act for land disturbance in Clark County, Nevada.
- The MSHCP is the framework for mitigation impacts to the threatened Desert Tortoise and 77 other species in Clark County pursuant to development of any non-federal land in Clark County, including BLM disposal properties.



Multi-Species Habitat Conservation Plan

- Clark County prepares project proposals based on guidance from applicable adaptive management reports and in consultation with Permittees and FWS.
 - Proposals are developed based on budget principles and project concepts agreed upon by the FWS.
 - Proposals are ranked in order of priority based on needs of the MSHCP .
- Clark County seeks review and input from a Science Advisor on science-based project proposals and budget.
- Clark County posts project proposals and budgets for public comment.
- Clark County takes project proposals to the Board of County Commissioners (BCC) for direction to submit as nominations to SNPLMA.
- The SNPLMA Division receives the nominations approved by the BCC and forwards them to the PWG for consideration in developing the SNPLMA Preliminary Recommendation for that round of expenditures.
- The DCP project nominations then follow the remainder of the SNPLMA nomination process, including the SNPLMA public comment period, SNPLMA EC Final Recommendation, and Secretary of the Interior approval.



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Lake Tahoe Restoration Act





SNPLMA legislation was amended in 2003 to provide funding for the Federal share of the Lake Tahoe Environmental Improvement Program (EIP) set forth in the Lake Tahoe Restoration Act (LTRA). The amendment provided that up to \$300 million be made available by SNPLMA to restore and protect water, air, and forest resources throughout the Lake Tahoe Basin.



- Projects were approved in Rounds 5 – 12.
- In total 378 EIP projects were approved in this category.
- A main focus of restoration activities is on improving the water clarity of Lake Tahoe.
- Projects range from controlling and eradicating aquatic invasive species, to local entity storm water capture and control improvements, to improving FS facilities and trails, all in an effort to reduce the sediment that ultimately could end up in the crystal blue waters of Lake Tahoe.
- As part of Round 15 the Secretary of the Interior approved a new secondary projects list that replaced the previous lists in Round 6 and 12.



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Trends and Management Tools





SNPLMA Funding Trends

Round	Total Number of Projects Approved	Total Amount Approved*	Average Project Funding
Round 7	24	\$115.1 M	\$4.8 M
Round 8	49	\$76.4 M	\$1.6 M
Round 9	46	\$73.0 M	\$1.6 M
Round 10	42	\$52.1 M	\$1.2 M
Round 11	32	\$42.0 M	\$1.3 M
Round 12	19	\$7.5 M	\$396.4 K
Round 13	21	\$10.0 M	\$476.2 K
Round 14	21	\$7.2 M	\$343.0 K
Round 15	43	\$39.1 M	\$909.3 K**
Round 16	39	\$137.2 M	\$3.5 M***
Round 17	47	\$106.8 M	2.27 M



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Round 9	2008	\$7,629,600.00	\$26,213,171.00	\$19,298,969.00	\$3,813,469.00	\$11,521,654.00	\$27,966,000.00	\$0.00	\$4,504,742.00	\$0.00	\$14,000,000.00	\$114,947,605.00
Round 10	2009	\$13,066,000.00	\$8,246,129.00	\$10,239,022.00	\$1,931,721.00	\$10,963,140.00	\$27,891,285.00	\$0.00	\$7,655,107.00	\$0.00	\$10,000,000.00	\$89,992,404.00
Round 11	2010	\$11,267,250.00	\$9,647,508.00	\$14,722,396.00	\$1,290,835.00	\$3,949,800.00	\$34,680,353.00	\$0.00	\$1,184,836.00	\$0.00	\$5,000,000.00	\$81,742,978.00
Round 12	2011	\$877,600.00	\$1,109,275.00	\$1,319,222.00	\$996,100.00	\$1,496,600.00	\$42,976,943.34	\$92,000.00	\$1,641,671.00	\$0.00	\$1,500,000.00	\$52,009,411.34
Round 13	2012	\$322,800.00	\$4,487,439.00	\$1,966,278.00	\$661,690.00	\$1,688,650.00	\$0.00	\$0.00	\$858,274.00	\$0.00	\$1,000,000.00	\$10,985,131.00
Round 14	2013	\$381,350.00	\$475,916.00	\$1,383,805.00	\$1,262,450.00	\$1,646,902.00	\$0.00	\$473,150.00	\$1,608,376.00	\$0.00	\$1,500,000.00	\$8,731,949.00
Round 15	2016	\$12,230,400.00	\$5,193,251.00	\$4,753,487.00	\$4,155,412.00	\$5,740,970.00	\$0.00	\$1,291,523.00	\$5,737,540.00	\$0.00	\$3,000,000.00	\$42,102,583.00
Round 16	2016	\$12,419,000.00	\$22,306,848.00	\$58,423,322.00	\$3,343,030.00	\$29,499,942.00	\$0.00	\$5,218,000.00	\$9,189,762.00	\$0.00	\$2,000,000.00	\$142,399,904.00
Round 17	2019	\$21,645,600.00	\$27,720,465.00	\$26,796,123.00	\$6,157,618.00	\$5,082,290.00	\$0.00	\$1,192,071.00	\$13,271,086.00	\$0.00	\$5,000,000.00	\$106,865,253.00

Total Secretarial Approved Funding:	\$561,350,980.80	\$562,452,237.20	\$1,210,737,551.50	\$25,441,900.00	\$86,193,378.00	\$308,035,046.34	\$62,445,618.60	\$233,498,607.50	\$25,000,000.00	\$142,900,000.00	\$3,218,055,319.94
Returned to the Special Account by Category:	\$304,860,135.46	\$111,268,082.87	\$191,570,940.06	\$1,090,734.74	\$5,924,147.91	\$62,780,820.10	\$14,911,583.07	\$31,369,511.18	\$6,394,864.04	Does Not Include Tahoe Dollars:	\$667,389,999.33
Returned to Tahoe:											Total Returned \$\$'s to the Special Account:



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SNPLMA Round 17





SNPLMA Round 17 Nominations

Category	Number of Nominations	Requested Amount	Number of Nominations Approved	Funding approved
Capital Improvements	12	\$29,509,879	11	\$27,720,465
Parks, Trails, and Natural Areas (PTNA)	15	\$31,586,923	12	\$26,796,123
Conservation Initiatives	10	\$17,839,458	6	\$13,271,086
Environmentally Sensitive Land Acquisition	6	\$29,572,400	4	\$21,645,600
Hazardous Fuels Reduction and Wildfire Prevention	5	\$5,082,290	5	\$4,609,890
Eastern Nevada Landscape Restoration Project (ENLRP)	6	\$6,157,618	6	\$6,157,618
Multi-Species Habitat Conservation Plan (MSHCP)	3	\$1,192,071	3	\$1,192,071
TOTAL ALL CATEGORIES	57	\$120,940,639	47	\$101,796,123



Typical Nomination Timeline

Date	Action
September	Nomination period opens for 60 days
February – March	Subgroups review and rank nominations
April	Partners Working Group develops preliminary recommendation
May – June	Public Comment Period for 45 days
July – August	Executive Committee develops final recommendation
September – October	Secretary of the Interior approves the round of nominations



Annual Reporting to Congress



Strategic Plan





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- This course will focus on the Nomination process.
 - *Refer to the SNPLMA Implementation Agreement – Part One, V(A)*
- Within the Nomination process, the emphasis will be on:
 - Eligibility, qualification, and Projects of Concern
 - General and specific category guidance
 - Scoring and ranking criteria
 - Tiering to the SNPLMA Strategic Plan
 - Other tips from successful nominations



Eligibility and Location - continued

Acquisition of Environmentally Sensitive Land or Interests in Land

- BLM, NPS, FWS, BOR, and FS within Nevada

Capital Improvements (CIP)

- BLM, NPS, BOR, FWS, and FS
- Projects must be located within the Lake Mead National Recreation Area (NPS); Great Basin National Park (NPS); Desert National Wildlife Refuge [Complex] (FWS); Red Rock Canyon National Conservation Area (BLM); Spring Mountains National Recreation Area (FS); and other areas administered by BLM and FS in Clark, Lincoln, and White Pine Counties.
- Projects cannot be conducted on private or public in-holdings within the boundary of the eligible area that are not officially part of the eligible area.
- BOR is eligible for projects on land it manages within the Lake Mead National Recreation Area "except projects related to power generation or transmission."



Parks, Trails and Natural Areas (PTNA)

- Local governments of Clark County, the City of Las Vegas, the City of North Las Vegas, the City of Henderson, Lincoln County, White Pine County, and Carson City (with limitations).
- Regional government entities – Southern Nevada Water Authority, Regional Flood Control District, and Clark County Water Reclamation District (formerly Clark County Sanitation District)
- Carson City is eligible to nominate PTNA projects within the Carson City boundary. However, Carson City nominations for PTNA land acquisitions must also be adjacent to the Carson River or within the 100-year Federal Emergency Management Agency (FEMA) floodplain of the Carson River.
- Location requirements - Clark, Lincoln, and White Pine Counties, and Carson City (with limitations)



Multiple Species Habit Conservation Plan (MSHCP)

- Clark County Desert Conservation Program (DCP) and four Federal land management agencies (BLM, NPS, FWS, and FS) are eligible for funding for MSHCP development and implementation projects within Clark County.
- Only these eligible entities may submit nominations in this category. Clark County DCP may accept project proposals from other entities, but, in these cases, Clark County remains the official nominating entity and eligible recipient for approved funds.

Conservation Initiative (CI)

- BLM, NPS, FWS, FS and BOR
- Only on Federal land administered by the Department of the Interior (DOI) and the U.S. Department of the Agriculture (USDA) in Clark, Lincoln, and White Pine Counties and Carson City (limited to lands within the Carson City boundary and within the 100-year FEMA flood plain of the Carson River).



Hazardous Fuels Reduction and Wildfire Prevention (Hazardous Fuels)

Only entities that are signatories to those plans for projects on lands in the Lake Tahoe Basin; the Carson Range in Douglas County; Washoe County; and Carson City in Nevada; and the Spring Mountains in Nevada.

- *Lake Tahoe Basin Eligible Entities* - FS Lake Tahoe Basin Management Unit; Tahoe Regional Planning Agency; Nevada Resource Conservation District; Nevada Division of State Parks; Nevada Division of Forestry; Nevada Division of State Lands; California Department of Forestry and Fire Protection; California Tahoe Conservancy; California State Parks; North Tahoe Fire Protection District; North Lake Tahoe Fire Protection District; Tahoe-Douglas Fire Protection District; Lake Valley Fire Protection District; Meeks Bay Fire Protection District; South Lake Tahoe Fire Department; and Fallen Leaf Fire Department
- *Carson Range Eligible Entities* - FS Humboldt-Toiyabe National Forest; Nevada Division of Forestry; Nevada Division of State Lands; Nevada Division of State Parks; Nevada Network of Fire Adapted Communities; Carson City – Parks and Recreation, Open Space Carson City Fire Department; Washoe County, Nevada; Washoe Tribe Environmental Protection Department; Truckee Meadows Fire Protection District; Tahoe-Douglas Fire Protection District; The Nature Conservancy; University of Nevada Cooperative Extension; and Nevada Prescribed Fire Alliance



Hazardous Fuels Reduction and Wildfire Prevention (continued)

- *Spring Mountains Range Eligible Entities* - FS Humboldt-Toiyabe National Forest; BLM Southern Nevada District Office; Nevada Division of Forestry; Nevada Division of State Lands; Nevada Division of State Parks; Clark County Fire Department; Nye County Fire Department; Pahrump Valley Fire Department

Eastern Nevada Landscape Restoration Projects (ENLRP)

- Federal agencies of DOI and USDA may nominate Great Basin restoration initiatives in White Pine and Lincoln Counties, Nevada, in order to carry out ENLRP
- In carrying out ENLRP, the Secretaries of Interior and Agriculture may make grants, and the BLM Director and FS Chief may enter into an agreement, with the Eastern Nevada Landscape Coalition, Great Basin Institute, and other entities for certain restoration actions. Through these agreements and grants, SNPLMA funding may be approved for restoration projects on non-Federal lands within White Pine and Lincoln Counties, Nevada.
- FS, BLM, and Ely Shoshone Tribe may carry out eligible ENLRP projects on Ely Shoshone Trust Lands that are beneficial to the tribe and FS or BLM. The FS and BLM will consult and coordinate with the Tribe on any proposed ENLRP project on trust lands.



SNPLMA has general and category-specific nomination guidance

- Guidance is approved each round by the SNPLMA Executive Committee (EC).
- **General guidance** will apply to all program categories and will be outlined in each nomination package requirements.
- **Category-specific guidance** addresses unique or specific aspects of each category, and information that is necessary to tease out the best projects for SNPLMA funding.
- The term “best” is relative to the criteria and other projects nominated in the round.



General guidance consists of Limitations and Direction

- Limited number of submissions per entity per category, except for the Hazardous Fuels category.
- Hazardous Fuels eligible entities can submit the number of allowed nominations per entity for each legislated fuel area.
- Nominations are limited to the best value option for a viable project.
- Nominations are limited to one well defined project location or site for PTNA and Capital Improvements. This means one campground, one park, one trail, etc.



...Limitations and Directions (Continued)

- Land Acquisitions, Conservation Initiatives, MSHCP, ENLRP, and Hazardous Fuels can identify an area as the location.
- Nominations may not identify non-eligible recipients of sub-awards in the nomination.
 - Entities are encouraged to work with partners in developing the nomination but the nomination narrative and/or budget cannot indicate that money will go to these partners unless the law allows (White Pine Act has this for ENLRP).
- Nominations must use the SNPLMA performance measures to quantify deliverables, where appropriate.



...Limitations and Directions (Continued)

Nominations must address the three values (+/-) in the SNPLMA Strategic Plan FY2015 – FY2019:

- [Sustainability](#): Projects that provide benefits in the near and long term by emphasizing healthy and resilient landscapes as well as durability, relevancy, and shared support.
- [Connectivity](#): Projects that link people to nature and to recreational opportunities, and unite important places across the landscape.
- [Community](#): Projects that improve quality of life for the human community and protect the integrity of biological communities.



Formatting and Submittal Requirements

The nomination period runs for 60 days

- Late submissions will not be considered
 - Nominations must be received by the BLM SNPLMA Division NLT 4:30 pm on due date.
- One hard copy and one electronic copy must be provided
 - The electronic copy must include the full nomination as a MS-Word document and picture images (jpg format), maps, budgets (EXCEL workbooks), letters of support, etc.
- Maps must show the “big picture” of past, ongoing, and future projects, where appropriate.
- Time permitting, small errors or omissions will be corrected by the SNPLMA Division if appropriate, or the entity will be contacted to provide the correction or missing information.



Nomination Content Requirements

- Indicate the project standard **timeframe**.
- **Cover page** with entity's name, SNPLMA round and category, title and amount requested.
- **Project map** with site location in decimal degrees
 - Example: *Lat 36.694851° Long -114.264705°*
- Address and verify like-kind contributions and/or contributed funds.
- Include a **purpose statement** with **project deliverables** categorized as:
 - Primary
 - Anticipated
 - Standard
- Identify the nominating entity's **level of readiness** in terms of staffing, resources, NEPA, initial planning, SHPO coordination, internal/interagency coordination, etc.



Expected standard timeframes (startup to closeout) by program categories:

- Land Acquisitions: 3 years
- PTNA, CIP, MSHCP, and CI projects: 5 years
- ENLRP: 4 years
- Hazardous Fuels: 6 years
- LTRA Projects: 5 years for capital projects; 3 years for science projects; and 6 years for Hazardous Fuels projects.

Standard Timeframe (work plan) includes start-up and closeout with the SNPLMA Division, except for projects that have an assistance agreement

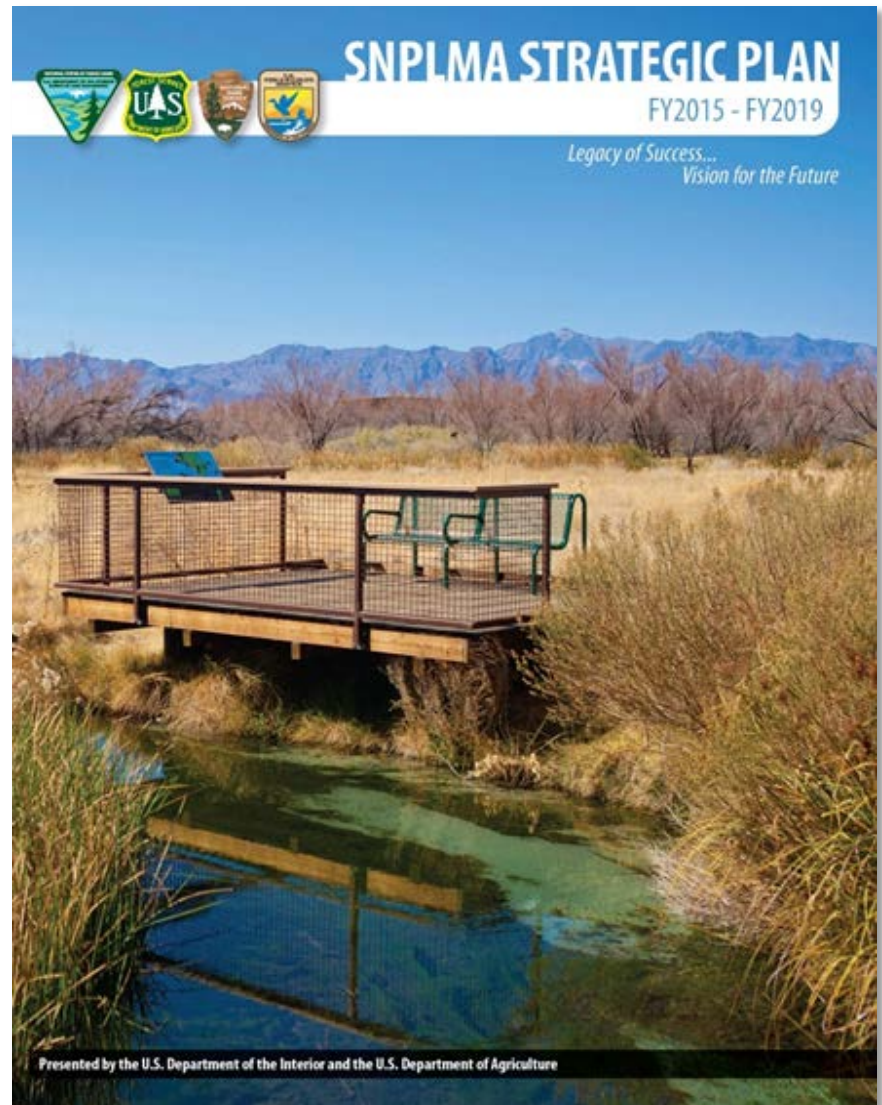


All nominations must be compatible with the SNPLMA EC goals:

GOAL 1: Sustain the quality of the outdoor environment by conserving, preserving, and restoring natural and cultural resources.

GOAL 2: Improve the quality of life for all publics in urban and rural communities by enhancing recreational opportunities that connect people with the outdoor environment.

The *Strategic Plan* can be found on the SNPLMA website (www.blm.gov/snplma) under "Implementation." Note, however, the updated SNPLMA Performance Measures are in the IA Part Two, Appendix J-3, not in the *SNPLMA Strategic Plan – FY2015 – FY2019*





- Scoring and ranking is completed by the Subgroup for the category.
- Subgroups make a recommendation based on the scores.
- PWG uses Subgroup scores to develop their Preliminary Recommendation to the EC for funding.
- Scores are relatively weighted. Higher value criteria and factors have higher points.
- Ranking criteria and factors either use specific language from the enacting legislation, or are the Subgroup/PWG/EC interpretation of that legislation.
- Ranking criteria and factors are evaluated each round as if to look back and validate that the projects with the most points are the most important (relatively).
- EC makes a final recommendation to the Secretaries of Interior and Agriculture for approval consideration.



ROUND 17 PTNA RANKING CRITERIA

Demand: Provides a new or improves an existing park, trail, or natural area to meet the demands and changing demographics of residents and visitors.

Factors:

A. The project serves communities or identified populations within communities that have been traditionally and historically underserved in the provision of parks, trails, and natural areas facilities and services.	5
B. The project meets the needs of communities which have faced social/economic barriers that have limited their access or connectivity to healthy natural environments.	5
C. The project is unique and/or significant to the region it is or will be established in.	5
D. The project addresses, remedies or improves public health and safety concern(s).	5
Sub-Total	20

Resources: Protects or improves the integrity of resources (community, cultural, educational, environmental, historical, open space, and recreational) while addressing the quality of the human experience.

Factors:

A. The project enhances community, cultural, educational, environmental, historical, open space, and recreational resources.	5
B. The project helps protect existing parks, trails, and natural areas, or other natural/cultural resources, particularly where urgent action is required.	5
C. The project utilizes a sustainable design, particularly with regard to the conservation of energy, water and materials.	5
D. The project protects and enhances the quality of the human experience by fostering an interaction with an increased understanding and appreciation of the natural environment.	5
Sub-Total	20

Connectivity: Promotes connectivity that links people to nature and to recreational opportunities, and unites important places across the landscape.

Factors:

A. The project enhances physical connectivity or access to or within a regional/local park, trail, or natural area, and/or federal lands.	5
B. The park, trail, or natural area is part of an approved regional or local plan. (If no formal regional/local approved plan describes the planning process.)	5
C. The project is integral in creating a comprehensive system of parks, trails, and natural areas.	5
D. The project serves as an educational/interpretive bridge to connect people to the outdoors.	5
Sub-Total	20

Cost and Value of Investment: Evaluates, describes and considers the costs and benefits of the project.

Factors:

A. The projected deliverables, budget, associated costs, and phasing considerations of the proposal are stated and justified.	5
B. Public demand/use vs. investment required (i.e., service area/radius, communities benefited) is reasonable and is clearly identified.	5
C. The design or approach of the project minimizes future maintenance and/or replacement costs to the extent possible for the type of project.	5
D. Has identified committed non-SNPLMA sources of funding or in-kind contribution in the development and/or implementation of the project (i.e., financial, volunteerism).	5
Sub-Total	20
Grand Total	80



Tips & Tricks for Successful Nominations

- **Nominations are about realistic expectations and deliverables**
 - Can you deliver on your promises, re: time, scope, and budget?
 - Will the project have the desired outcome?
 - Does the land actually provide the habitat/resource described?
 - The nature of the project must support statements made in order to gain applicable points.
- **Use accurate and reasonable cost estimates**
 - Subgroups are quick to run calculations to compare \$ per acres, or \$ per sq. ft.
- **Propose reasonable scope/deliverables**
 - What can be realistically accomplished given the time and funding
 - Remember to include time for closeout into the schedule



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The SNPLMA Program has four core processes – Nomination, Approval and Funding, Implementation, and Closeout.

- This course will focus on the **Approval and Funding** process.
- Within Approval and Funding, the emphasis will be on:
 - Secretary Decision Document terms and conditions
 - How each entity receives SNPLMA funding, e.g. Assistance Agreement, transfer, task order, etc.



The Secretary decision includes conditions applicable to all project categories:

- Funds not expended to complete the approved nomination will be returned to the Special Account; **reallocation of unexpended funds to previously approved projects is not authorized.**
- Amounts authorized for expenditures for projects are not to be construed as approval for any particular expenditure.
- It is expected that approved projects will be implemented in accordance with the project purpose and deliverables stated in the nomination.
- Projects will be implemented within the timeframe specified in the project nomination with appropriate time allocated for project startup and closeout.



- Authorization for expenditures are not approved until all requisite procedures in the *SNPLMA Implementation Agreement* have been met:
 1. Receipt of a **Special Account Funds Notice**
 2. Work on the project must begin within 1 year of the date of the Special Account Funds Notice.
 3. Preliminary site visit to verify location and discuss scope of work with SNPLMA Division.
 4. Entity must request in writing project initiation and funding. Request letter must be on agency/entity letterhead signed by the authorized agency/entity manager.
 5. Workplan submitted by the entity in the SNPLMA Management and Reporting Tool (SMART) and **accepted** by the SNPLMA Division setting forth a schedule of milestones with associated expenditures.
 - Adhere to the approved timeframes which should allow sufficient time for project close out.
 - Include deliverables identified in the approved nomination.
 6. The appropriate financial instrument must be executed.
- In addition, for Non-Federal Projects the Secretary decision specifically states:
 - A cooperative agreement or grant (i.e., Assistance Agreement) between the entity and the BLM must be executed.
 - The starting point for an identified deliverable and its associated funding start date has been reached. **(This requirement is met by completing the workplan in SMART.)**



United States Department of the Interior

BUREAU OF LAND MANAGEMENT
Southern Nevada District Office
4701 N. Torrey Pines Drive
Las Vegas, NV 89130
<http://www.blm.gov/nv/st/en/fo/fo1.html>



In Reply Refer To:
2710 (NVS00550)

To: Eligible Federal Agencies, Local and Regional Governments, and Other Non-Federal Entities (See Distribution List)

From: Robert C. Wandel
Acting Assistant District Manager, SNPLMA Division

Subject: Round 16B Southern Nevada Public Land Management Act (SNPLMA)
Special Account Funds Notice

This memorandum provides formal notification that funds are available from land sale revenues to proceed with projects funded under SNPLMA Round 16B. **Please consider Tuesday January 3, 2017 to be the official funding notification date. The funding notification date initiates a one-year (1 year) time frame to begin working on the project.**

Before beginning work on a project, the agency/entity must complete several steps, including receipt of this notice, submittal of a letter requesting project initiation, approval of a project work plan, and receipt of an executed financial instrument (assistance agreement, interagency agreement, BLM task order, or 1151-direct transfer funds expenditure letter). Recipient agencies and entities should refer to the instructions and requirements for initiating project funding in the *SNPLMA Implementation Agreement, Part Two* (IA Part Two), Appendix J posted on the SNPLMA website at <http://www.blm.gov/snplma>.

The time required to fully execute a financial agreement varies depending on the nature of the agreement as well as workloads both within BLM and within the requesting agency/entity. Therefore, it is recommended that requests to initiate funds be submitted within the next six months to ensure the financial instrument is executed in time for work to begin before Tuesday January 2, 2018.

The approved projects will be entered into the SNPLMA Management and Reporting Tool (SMART) and work plan development can commence on January 1, 2017. The Fiscal Year 2017 second quarter reporting cycle will be open from January 1 through February 10, 2017.

No contingency funding was approved for Round 16B projects. Budget reallocation between projects or within the categories is no longer authorized, except as provided in the Round 16B Decision Document for the City of Henderson Union Pacific Railroad (UPRR) Trail projects. With the exception of the Lake Tahoe Restoration category, all unused funding from completed and terminated projects is returned to the SNPLMA Special Account. Requests for additional funds for approved projects will be considered only for funding from the Special Account Reserve (SAR).

In the Round 16B Secretary's Decision Document, the Secretary directed:

- All project funds not expended to complete the project shall be returned to the SNPLMA Special Account for future rounds, the Special Account Reserve, and other authorized purposes. No reallocation of excess funds by the Executive Committee to new or previously approved projects is authorized.
- Authorization for expenditures for projects submitted in Round 16B as set forth in this Decision Document will not be construed as a final approval for any particular expenditure. The amounts authorized herein are not approved for expenditure unless and until all requisite procedures are followed as outlined in this document and in the SNPLMA Implementation Agreement.
- For Federal projects, no amount authorized herein will be considered to be an amount approved for expenditure until the following have been met:
 - 1) A notice of availability of funding has been issued.
 - 2) A work plan has been submitted by the proponent and accepted by the Bureau of Land Management (BLM). The work plan will set forth a schedule of milestones with associated expenditures.
- For non-Federal projects, no amount authorized herein will be considered to be an amount approved for expenditure until all of the following have been met:
 - 1) A notice of availability of funding has been issued.
 - 2) A cooperative agreement or grant between the recipient entity and the BLM or other Federal agency has been fully executed.
 - 3) A work plan has been submitted by the proponent and accepted by the BLM or other Federal agency. The work plan must set forth a schedule of milestones with associated expenditures.
 - 4) The starting point for an identified deliverable and its associated funding start date has been reached.
- Approved projects will be implemented in accordance with the project purpose and deliverables and within the timeframe specified in the project nomination, with appropriate time allocated for project startup and closeout as agreed upon in the work plan approved by the BLM. Time extension requests should be considered exceptions to the expected practice of timely implementation of projects and therefore limited in number and scope.

If an agency or entity has not made the request to initiate a project and begun implementation of the project (i.e., conducting project work) by **Tuesday, January 2, 2018**, the SNPLMA Division will recommend termination of the project. The termination would be recommended through a decision memorandum and sent to the SNPLMA Executive Committee for a final decision.

The table below reflects the projects approved in each category by priority and includes the total approved funding, the SNPLMA administrative project number, and the BLM 12-digit work breakdown structure (WBS) numbers from BLM's FBMS financial management system, where applicable. Correspondence

¹ The Executive Committee approved a change to the IA language regarding circumstances that would lead to a SNPLMA Division recommendation to terminate a project from "termination may be recommended" to "will be recommended" in a decision memorandum (DM) signed on January 15, 2014. The revisions in the DM became effective upon signature of the DM by the Executive Committee Chair.



Special Account Funds Notice - continued

with this office should reflect the priority number, SNPLMA project number, and the WBS where applicable. Financial instruments will include the funding account information. If you have any questions about your project, please contact your SNPLMA Program Manager.

SNPLMA ROUND 16B APPROVED PROJECTS

SNPLMA ROUND 16B PROJECT NUMBER REQUESTS					
Priority	Project Name	Requesting Entity	SNPLMA Project Number	WBS	Designated Amount
Parks, Trails, and Natural Areas (Jeff Willbanks, Program Manager: 702-515-5160)					
2	Las Vegas Wash Enhancement and Stabilization	Southern Nevada Water Authority	WA09	LXSNWA095600	\$1,000,000
6	McGill Ball Park Upgrade Phase II	White Pine County	WP10	LXSNWP105600	\$996,199
8	Northern Nevada Historic Railroad Museum Interpretive Trail Phase II	White Pine County	WP11	LXSNWP115600	\$1,287,999
9	Carson River Trail System Phase II - Ranch Connection	Carson City	CR03	LXSNCR035600	\$1,843,685
10	Kiel Ranch Historic Park 6.81 Acre Acquisition	City of North Las Vegas	NL25	LXSNNL255600	\$1,520,700
11	Robert E. "Bob" Price Park Improvements	Clark County	CC67	LXSNCC675600	\$2,348,173
12	Southwest Ridge Park/Trailhead Phase I	Clark County	CC68	LXSNCC685600	\$1,876,966
17	Craig Ranch Regional Park 5.34 Acre Acquisition	City of North Las Vegas	NL26	LXSNNL265600	\$3,821,600
18	Craig Ranch Regional Park 20.57 Acre Acquisition	City of North Las Vegas	NL27	LXSNNL275600	\$4,025,000
PTNA Total					\$24,723,322
Capital Improvements (Robert Taylor, Program Manager: 702-515-5139)					
1	Colorado River Heritage Trail - Arizona Water in the Desert: Water Conservation Delivery System	BOR	BR10	Transfer - No WBS	\$5,999,773
2	Lincoln County Partners Non-Motorized Multipurpose Trail System, Phase II	FWIS	FW39	Transfer - No WBS	\$1,308,514
3	Reconstruct and Restore the Historic Wheeler Peak Campground	BLM	BL52	LXSNBL525200	\$1,119,683
4	Hoover Dam Visitor Center Theater Level Refurbishment	NPS	NP99	Transfer - No WBS	\$1,418,406
5	Rehabilitate Boulder Beach Campground North Loop	BOR	BR11	Transfer - No WBS	\$2,702,471
6	Hilltop Campground Reconstruction Project	NPS	N100	Transfer - No WBS	\$1,451,701
8		FS	FS45	Transfer - No WBS	\$5,286,300
					\$22,306,848

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SNPLMA ROUND 16B PROJECT NUMBER REQUESTS (continued)					
Priority	Project Name	Requesting Entity	SNPLMA Project Number	WBS	Designated Amount
Conservation Initiatives (Cynthia Poff, Program Manager: 702-515-5120)					
1	Can land managers prevent the "inevitable collapse" of basins in the western US?	NPS	NP83	Transfer - No WBS for NP, BL, WBS is LXSNBL836100	\$1,193,632
2	Building Stewardship of Public Lands with Displaced User Groups	NPS	NP84	Transfer - No WBS (for FS, NP, and FW); BL WBS is LXSNBL846100	\$2,978,100
3	Protecting Gold Butte's Cultural Heritage	BLM	BL85	LXSNBL856100	\$1,749,218
4	Butterfly Autecology Phase IV	FS	FS79	Transfer - No WBS	\$1,608,015
5	Protection, Stabilization, and Restoration of the Lehman Caves Historic Area	NPS	NP79	Transfer - No WBS	\$926,597
6	Endemic and Sensitive Species Biological Mitigations for Spring Mountains National Recreation Area Capital Improvement Projects	FS	FS80	Transfer - No WBS	\$734,200
					\$9,189,762
Environmentally Sensitive Land Acquisitions (Robert Wandel, Acting Program Manager: 702-515-5116)					
1	Jacks Valley Ranch Conservation Easement	FS	FS63	Transfer - No WBS	\$12,419,000
					\$12,419,000
Eastern Nevada Landscape Restoration Project (Robert Wandel, Program Manager: 702-515-5116)					
1	Atlanta Road Sage Grouse Habitat Improvement Continuation	BLM	BL14	LXSNBL146000	\$566,000
2	Sagebrush Habitat Restoration	FS	FS17	Transfer - No WBS	\$1,185,520
3	Ely District Noxious and Invasive Weeds: Inventory, Treatment, Restoration, and Education	FS	FS18	Transfer - No WBS	\$920,560
4	South Spring and Humboldt Valley Watershed Restoration Plan	BLM	BL15	LXSNBL156000	\$350,000
5	Forgotten Grasslands: Restoration of Basin Wildlife Ecosystems on Great Basin National Park	NPS	N007	Transfer - No WBS	\$320,950
					\$3,343,030
Multi-species Habitat Conservation Plan (Jeff Willbanks, Program Manager: 702-515-5160)					
1	Desert Tortoise Connectivity	Clark County	CC72	LXSNCC725700	\$2,448,000
2	Riparian Restoration - Muddy River Riparian Reserve Unit	Clark County	CC73	LXSNCC735700	\$2,270,000
					\$5,218,000
				All Categories Total	\$77,199,962
				Special Account Reserve	\$2,000,000
				Round 16B Total Budget	\$79,199,962



Workplans – Deliverable Requirements

There are three types of deliverables (See IA Part Two, Appendix A for examples of each type):

- **Primary Deliverables:** Primary deliverables are those that must be completed in order to complete the project and accomplish the purpose.
- **Anticipated Deliverables:** Anticipated deliverables are those that are desirable and beneficial, but not minimally necessary to completion of the proposed project and project purpose.
- **Standard Deliverables:** Standard deliverables are those actions/activities that are generally accepted by the agency/entity, and/or by industry standards as necessary to complete the aforementioned Primary and /or Anticipated deliverables.



Appropriation Laws and Regulations

Three Principles of Appropriations Laws:

- **Principle of Purpose:** “Appropriations may be used only for their intended purposes. 31 U.S.C. §1301(a) (‘purpose statute’).” Relates to determination of expenses as necessary and to requests for project scope modifications.
- **Principle of Amount:** “Agencies may not spend, or commit themselves to spend, in advance of or in excess of appropriations. 31 U.S.C. § 1341 (Antideficiency Act).” This principle relates to the total amount available for a project and expenditure of that amount, and to necessary expenses.
- **Principle of Time:** “Appropriations made for a definite period of time may be used only for expenses properly incurred during that time. 31 U.S.C. § 1502(a) (“bona fide needs” statute). This principle relates to the period of performance for a project, the validity period of funding instruments, and expenditure of project funds within the valid period of performance.
 - It is also conditioned by Federal acquisition regulations requiring that funds be expended only for obligations incurred during the period of performance specified in the financial instrument between “buyer” and “seller” (inter-/intra-agency agreements, assistance agreements, task orders, transfer authorization letter).
 - **Financial instrument must be valid** for the recipient agency to incur any new expenditures or obligations whether for supplies and materials, labor or new contracts.



Your nomination was approved...now what





There are four methods (i.e. financial instrument formats) for receiving SNPLMA funds. The method chosen depends primarily on the nature of the receiving entity and differs in regard to how funds are distributed.

1. Non-federal entities (e.g. local and regional governmental entities) receive funding through **Assistance Agreements (AA)**.
 - Payments are completed through the Automated Standards Application for Payment (ASAP).
2. The FS, NPS, FWS, and BOR (at Lake Mead only), and Federal Highway Administration have appropriation accounts and can receive **direct transfers -1151 Transfer**.
3. Most federal agencies receive funding through quarterly transfers or **Inter-Agency Agreements (IAA)**.
 - Payments by direct transfer allow the entity to create obligations and make payments for necessary expenses through its financial system.
 - Entity may request only the amount anticipated to be expended or obligated in the following quarter and must expend 95% of funds received before additional funds are transferred or justify the need for additional funds.
4. The BLM receives funding through an internal task order – **BLM Task Order**. (BLM projects only)
 - BLM task orders are a direct charge mechanism allowing obligations and expenditures for necessary project expenses to be created directly in the SNPLMA Special Account against the cost structure assigned to the project.



Funding Instruments by Agency/Entity

Entity	Assistance Agreement	Inter-Agency Agreement	Direct Charge Task Order	Transfer Authorization Letter
BLM			X	
BOR		X		X
California Tahoe Conservancy	X			
Carson City	X			
Clark County	X			
City of Las Vegas	X			
City of North Las Vegas	X			
City of Henderson	X			
EPA		X		
FWS		X		X
Lincoln County	X			
NRCS		X		
North Lake Tahoe Fire Protection District	X			
NPS		X		X
Southern Nevada Water Authority	X			
State of Nevada	X			
Tahoe Douglas Fire Protection District	X			
USACE		X		
USFS		X		X
USGS		X		
White Pine County	X			



- Depending on the type of funding instrument, any of the following parties may be involved:
 1. SNPLMA Division
 2. Partnering Entity Receiving Funds
 - Some agencies use service centers, State or county boards, etc.
 3. BLM Nevada State Office Contracting Officer and Specialists
 4. BLM Nevada State Office Grants Management Specialists
 5. National Operations Center (NOC) SNPLMA Accountant
- Transfer authorization letters, for projects funded by direct transfer, approves the expenditure of transferred funds and are signed only by the SNPLMA Division, and accordingly take the least amount of time to execute. In contrast, the process to execute Assistance Agreements is much more complex and takes the most amount of time. BLM Task Orders, fall somewhere between the other two.
- **Workplans must be submitted and approved before a Funding Instrument will be executed.**



- Entities have **1 year** from the date the Special Account Funds Notice is issued to **begin work** on approved projects.
 - An executed financial instrument in and of itself *does not* constitute the beginning of work. The on-the-ground work and direct project implementation **MUST** begin within this timeframe or the project may be terminated.
- Project expenses incurred prior to issuance, or after the expiration of, the funding instrument are not compensable by SNPLMA *with one exception*:
 - Only entities with an Assistance Agreement, have 90-days from the expiration date of the agreement during which they can continue to be reimbursed for administrative costs associated with closing out the project.



Funding Instruments are not STATIC. They will require changes for any of the following:

1. Extension to the approved Period of Performance (POP)
2. Scope Changes
3. Adding Funds
 - a. as a result of approved SAR,
 - b. contingency, or
 - c. interagency project budget revision requests
4. De-obligating funds
 - a. as a result of scope changes,
 - b. project close-outs, or
 - c. interagency project budget revision requests
5. Project Close-Out
6. Administrative Actions



Department of Comprehensive Planning

500 S Grand Central Pky • Box 551744 • Las Vegas NV 89155-1744
(702) 455-4314 • Fax (702) 455-3271

Nancy A. Amundsen, Director

January 12, 2017

Jeff Wilbanks, Program Manager
Parks, Trails and Natural Areas
BLM Southern Nevada District Office
4701 North Torrey Pines Drive
Las Vegas, NV 89130

RECEIVED BLM
SOUTHERN NEVADA
DISTRICT OFFICE
JAN 12 12 P 2 17

Request for Initiation of SNPLMA Funding CC68 Southwest Ridge Park/Trailhead Phase I Project (Priority #16-7)

Dear Jeff:

Clark County is formally requesting initiation of funding through an assistance agreement for the above referenced SNPLMA project. The County has submitted the project work plan to initiate the CC68 Southwest Ridge Park/Trailhead Phase I project in the amount of \$4,876,966.00. We understand that SNPLMA funding for the CC68 Southwest Ridge Park/Trailhead Phase I project will not be provided until the project work plan is approved, and an assistance agreement has been executed and received by Clark County. Furthermore, we understand that information about the project scope, deliverables and available budget will be shared with the public via the SNPLMA website.

By this letter, we confirm the CC68 Southwest Ridge Park/Trailhead Phase I project will be carried out in compliance with the policies, procedures, and guidelines in the current SNPLMA Implementation Agreement, the terms and conditions of the assistance agreement, Federal Acquisition Regulations, and agency contracting and constructing policies.

Further, all funds provided will be expended only for the project approved by the Secretary of the Department of the Interior and as described in the nomination. Funds provided will be allocated and accounted for by project.

We understand that Federal regulations require retention of records that document expenditures of funds against funding provided (e.g., receipts, invoices, inspection reports, etc.). Clark County will retain supporting documentation and expenditure records in the project file as expenses are incurred and will make them available for periodic project review and for project closeout or termination by SNPLMA as well as for formal audit purposes.

BOARD OF COUNTY COMMISSIONERS
STEVE BIGOLAK, Chairman • CHRIS GRUNDHOLIAN, Vice Chair
SUSAN BRADGER • LARRY BROWN • BARBLYN KUPONTSICK • MARY BETH SCOW • LAWRENCE WEEKLY
YOLANDA T. KING, County Manager

We confirm that the financial reports retained in the project file will be annotated to explain expenses for documents excepted from retention in the project file by SNPLMA policies and that the excepted documents are retained in agency files as dictated by agency policy and procedures and acknowledge that Clark County could be asked to produce these documents for formal audit proceedings.

We also confirm that a list of staff charging payroll to the project and the function/role of each in carrying out the project will be included in the project file.

If you have any questions relating to this correspondence, feel free to contact Ron Gregory, SNPLMA Administrator, at (702) 455-3121 or rgv@clarkcountynv.gov.

Sincerely,

Nancy A. Amundsen
Nancy A. Amundsen, Director
Authorized Certifying Official



Assistance Agreements

Eligibility and Brief History

All non-Federal entities eligible for SNPLMA funds, regardless of category, are required to establish an Assistance Agreement (AA) to receive funds.

Funds will be disbursed through the ASAP system.

Important Websites:

www.grants.gov

www.asap.gov

www.sam.gov

Page 1 of 2

Grant and Cooperative Agreement				CHOOSE ONE: <input checked="" type="checkbox"/> COOPERATIVE AGREEMENT <input type="checkbox"/> GRANT
CHOOSE ONE: <input type="checkbox"/> EDUCATION <input type="checkbox"/> FACILITIES <input type="checkbox"/> RESEARCH <input type="checkbox"/> SDCR <input type="checkbox"/> TRAINING				
1. GRANT/COOPERATIVE AGREEMENT NUMBER L05AC13905		2. SUPPLEMENT NUMBER 0005		3. EFFECTIVE DATE 08/29/2011
4. COMPLETION DATE		5. ISSUED TO NAME/ADDRESS OF RECIPIENT (No., Street, City/County, State, Zip) SOUTHERN NEVADA WATER AUTHORITY Attn: UNKNOWN 1001 S VALLEY VIEW BLVD LAS VEGAS		
6. ISSUED BY BLM NV-STATE OFC BGT&FIN SVC (NV955) Mailing Address: 1340 FINANCIAL BLVD. RENO NV 89520		9. PRINCIPAL INVESTIGATOR/ORGANIZATION'S PROJECT OR PROGRAM MGR. (Name & Phone) Jeremy Brooks, Management Analyst 702-258-3258		
7. TAXPAYER IDENTIFICATION NO. (TIN)		8. COMMERCIAL & GOVERNMENT ENTITY (CAGE) NO.		
10. RESEARCH, PROJECT OR PROGRAM TITLE Las Vegas Wash Environmental Restoration Priority 5/3, Project WA01				
11. PURPOSE See Schedule				
12. PERIOD OF PERFORMANCE (Approximately) 09/19/2005 through 12/31/2012				
13A. AWARD HISTORY		13B. FUNDING HISTORY		
PREVIOUS \$10,686,720.00		PREVIOUS \$10,686,720.00		
THIS ACTION \$0.00		THIS ACTION \$0.00		
CASH SHARE \$0.00		TOTAL \$10,686,720.00		
NON-CASH SHARE \$0.00				
RECIPIENT SHARE \$0.00				
TOTAL \$10,686,720.00				
14. ACCOUNTING AND APPROPRIATION DATA 01				
PURCHASE REQUEST NO.		JOB ORDER NO.		AMOUNT
				STATUS
15. POINTS OF CONTACT				
NAME		MAIL STOP	TELEPHONE	E-MAIL ADDRESS
TECHNICAL OFFICER Jeff Wilbanks			702-515-5070	jwilbanks@blm.gov
NEGOTIATOR				
ADMINISTRATOR Eddie W. Bell			775-861-6435	eddie_bell@blm.gov
16. THIS AWARD IS MADE UNDER THE AUTHORITY OF: Southern Nevada Public Land Management Act of 1998 P.L. 105- 263, as amended				
17. APPLICABLE STATEMENT(S), IF CHECKED: <input type="checkbox"/> NO CHANGE IS MADE TO EXISTING PROVISIONS <input type="checkbox"/> FDP TERMS AND CONDITIONS AND THE AGENCY-SPECIFIC REQUIREMENTS APPLY TO THIS GRANT			18. APPLICABLE ENCLOSURE(S), IF CHECKED: <input type="checkbox"/> PROVISIONS <input type="checkbox"/> SPECIAL CONDITIONS <input type="checkbox"/> REQUIRED PUBLICATIONS AND REPORTS	
UNITED STATES OF AMERICA			COOPERATIVE AGREEMENT RECIPIENT	
CONTRACTING/GRANT OFFICER Susan Kailer		DATE 9/12/11	AUTHORIZED REPRESENTATIVE Patricia Mulroy, General Manager	
			DATE 8/23/11	

for



Assistance Agreement (Non-Federal)



United States Department of the Interior

BUREAU OF LAND MANAGEMENT
Nevada State Office
1340 Financial Boulevard
Reno, Nevada 89502-7147
<http://www.blm.gov/nv>
June 30, 2017



In Reply Refer To:
NV955-1511

VIA EMAIL 6/30/2017

Ron Gregory
Principal Planner
County of Clark, Nevada
500 South Grand Central Parkway, 1st Floor
Las Vegas, NV 89155-1745

Re: Funding Opportunity L17AS00048 BLM NV Clark County Southwest Ridge Park/Trailhead
Phase 1 SNPLMA Round 16 CC68

Dear Mr. Gregory

I am pleased to notify you that your application and proposal for assistance for the above referenced program has been approved in the amount of \$4,876,966.00. Attached is the Assistance Agreement L17AC00040 which sets forth the terms and conditions. Acceptance of a financial assistance award from the Bureau of Land Management (BLM) carries with it the responsibility to be aware of and comply with the terms and conditions of award. Awards are based on the application submitted to, and as approved by the BLM and are subject to the terms and conditions incorporated therein either directly or by reference.

Please carefully read the entire agreement and take special note of the performance goals and measures, the period of performance, the payment process, reporting requirements and due dates, and any Special Terms & Conditions. Annual submission of Financial Reports (SF-425) and Performance Reports are required under the Terms and Conditions of this agreement. Please contact your BLM Program Officer (PO) with any questions (contact information is listed on the award cover sheet).

Sincerely,

Susan Kaller

Susan Kaller
Grants Management Officer

cc: Jeff Wilbanks, Program Officer



What Does it Take to Get an Assistance Agreement?

1

• Entity registers as a Federal contractor in the System Award Management (SAM) program at www.sam.gov (Tip: Consider registering at www.grants.gov and www.asap.gov at this time as these can be time consuming and this will help keep the process moving later on.)

2

• Entity submits a written request to the SNPLMA Division to initiate project funding.

3

• SNPLMA Program Manager requests establishment of a project specific WBS element from SNPLMA Accountant .

4

• SNPLMA Program Manager submits a Statement of Work/Statement of Programmatic Involvement to the BLM Nevada State Office Contracting Division.

5

• SNPLMA Program Manager creates a purchase requisition in the Department of the Interior Financial Business Management System (FBMS).

6

• BLM Nevada State Office (NSO) Contracting Office issues a Request for Application (RFA) on www.grants.gov.

7

• Entity registers and applies for the project by submitting the SF 424 "Application for Federal Assistance" and other required forms via www.grants.gov. Entity is also responsible for sending the Appendix B-1 or B-2 "Necessary Expense" form and Detailed Cost Estimate Worksheet to the SNPLMA Program Manager.

8

• BLM NSO Contracting Office reviews AA application and other materials submitted by the entity to develop a draft AA and then sends the approved AA to the entity; the BLM no longer requires a signature to the AA by the recipient for new awards.

9

• Copies of the fully executed AA are distributed to the entity, the SNPLMA Program Manager, and the SNPLMA Accountant at the NOC.



DO

- Be sure to register with SAM on www.sam.gov, on www.asap.gov, and on www.grants.gov
- Plan to submit the request to initiate funding for approved projects as soon as possible after the Special Account Funds Notice is issued
- Record quarterly drawdown projections in SMART
- **NEW: Request a draw no less than every 90 days**

DON'T

- Get your agreement placed under “Agency Review” by doing any of the following:
 - Failing to submit quarterly reports
 - Failing to provide notice of pending drawdowns for PTNA projects
 - Using funds improperly or incurring costs that are not necessary expenses
 - Not responding to or correcting audit findings
 - Drawing down funds after the project is closed
- Wait too long to request an AA. It can take several months to receive a fully executed AA, more if there are significant edits, and all projects must **BEGIN** work within **1 year** of receiving the Special Account Funds Notice.



Just in case you forget all of this, you can refer to Section VIII.B or Appendix J, J-3, L, and M of the SNPLMA Implementation Agreement for a detailed explanation of receiving funds through the assistance agreement - ASAP Process.





Authorization to Expend Transferred Funds

Eligibility and Brief History

The BLM can directly transfer funds to the following agencies :

- ❖ Bureau of Reclamation (Lake Mead projects only)
 - ❖ Federal Highway Administration
 - ❖ Fish and Wildlife Service
 - ❖ U.S. Forest Service
 - ❖ National Park Service
- All eligible agencies are expected to use the direct transfer process.



United States Department of the Interior

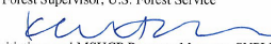
BUREAU OF LAND MANAGEMENT
Southern Nevada District Office
4701 N. Torrey Pines Drive
Las Vegas, NV 89130
<http://www.blm.gov/nv/st/en/fo/vfo.html>



JUL 06 2012

In Reply Refer to:
2710 (NVS0055)

To: Genny Wilson
Acting Deputy Forest Supervisor, U.S. Forest Service

From: Kelly Ross 
Conservation Initiatives and MSHCP Program Manager, SNPLMA Division

Subject: Modification of Authorization to Expend Southern Nevada Public Land Management Act (SNPLMA) Project Funds Provided by 1151 Direct Transfer

SNPLMA Implementation Agreement Date: Reissue 10/2007	Check appropriate box: <input type="checkbox"/> Original Notification <input checked="" type="checkbox"/> Modification Notification #: <u>0002</u>
Under the authority of: <input checked="" type="checkbox"/> DOI Secretary Decision Document Approving Project Dated: October 28, 2003 <input checked="" type="checkbox"/> PL 105-263, SNPLMA <input checked="" type="checkbox"/> Other: OMB Circular A-11	
EDUCATION IN THE ENVIRONMENT (Priority 4-3, SNPLMA Project # FS04): The purpose of this modification is to reduce the amount allocated to this project by \$90.04 and to close-out this agreement. The SNPLMA Division approved this project as closed on 7/6/2012.	
<i>All other confirmations and agreements contained in the original notification of authorization to expend funds remain unchanged.</i>	

Total funding made available through the Secretary's decision and other processes contained in the SNPLMA Implementation Agreement (IA) is:

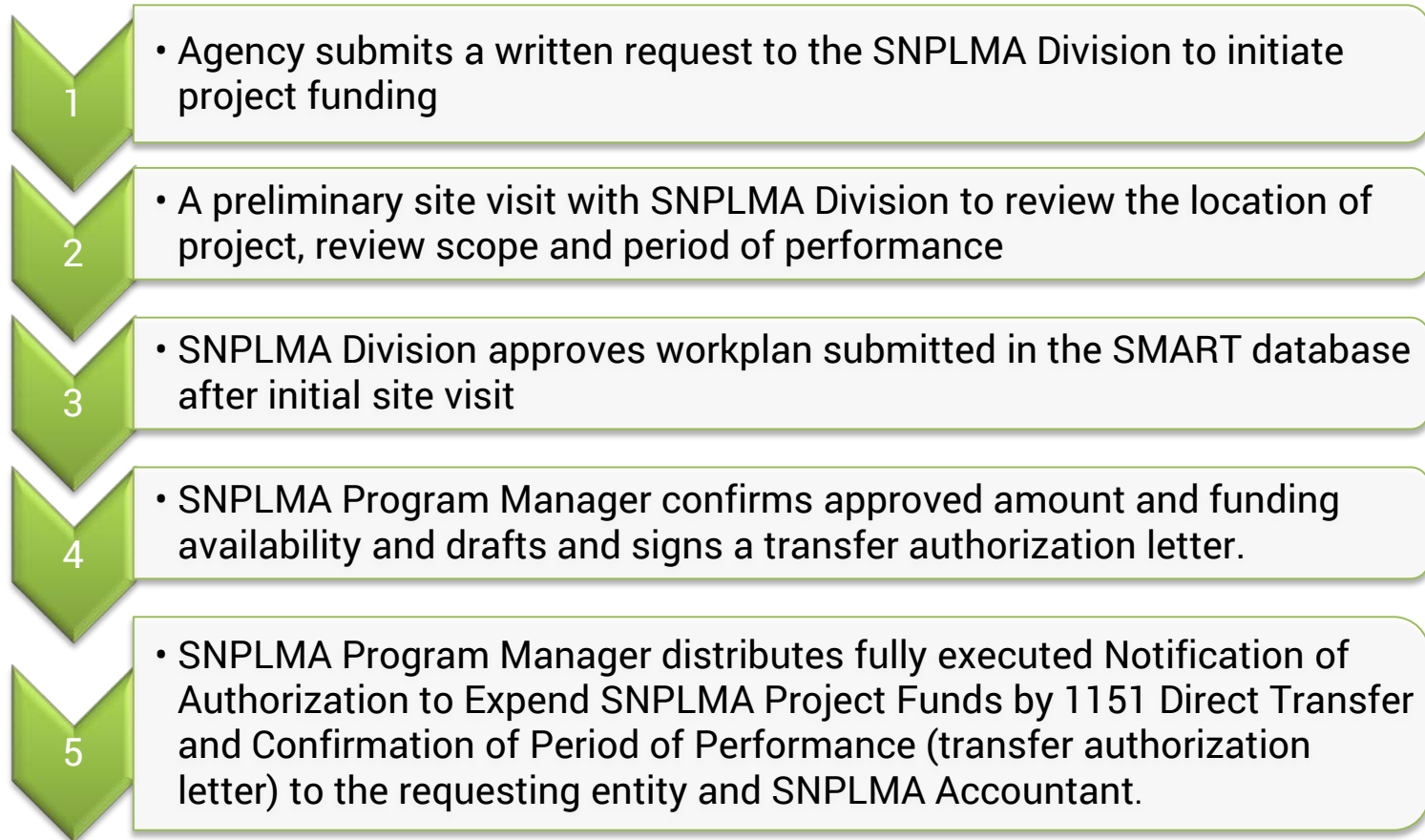
a. Total Amount Approved and Allocated to the Project:	\$0.00
b. Approved Contingency:	\$ N/A Unless Available & Approved
c. Approved Special Account Reserve (SAR):	\$ N/A Unless Available & Approved
d. Approved Budget Reallocation Account (BRA):	\$ N/A Unless Available & Approved
e. New Allowed Costs (NAC):	\$37,170.00
f. Allocation Adjustment for Close-out:	\$ (90.04)
g. Total Allocation:	\$37,079.96
h. Amount for this Project Not to Exceed:	\$37,079.96

Period of Performance: Start Date: 11/15/2004

End Date: 3/31/2012

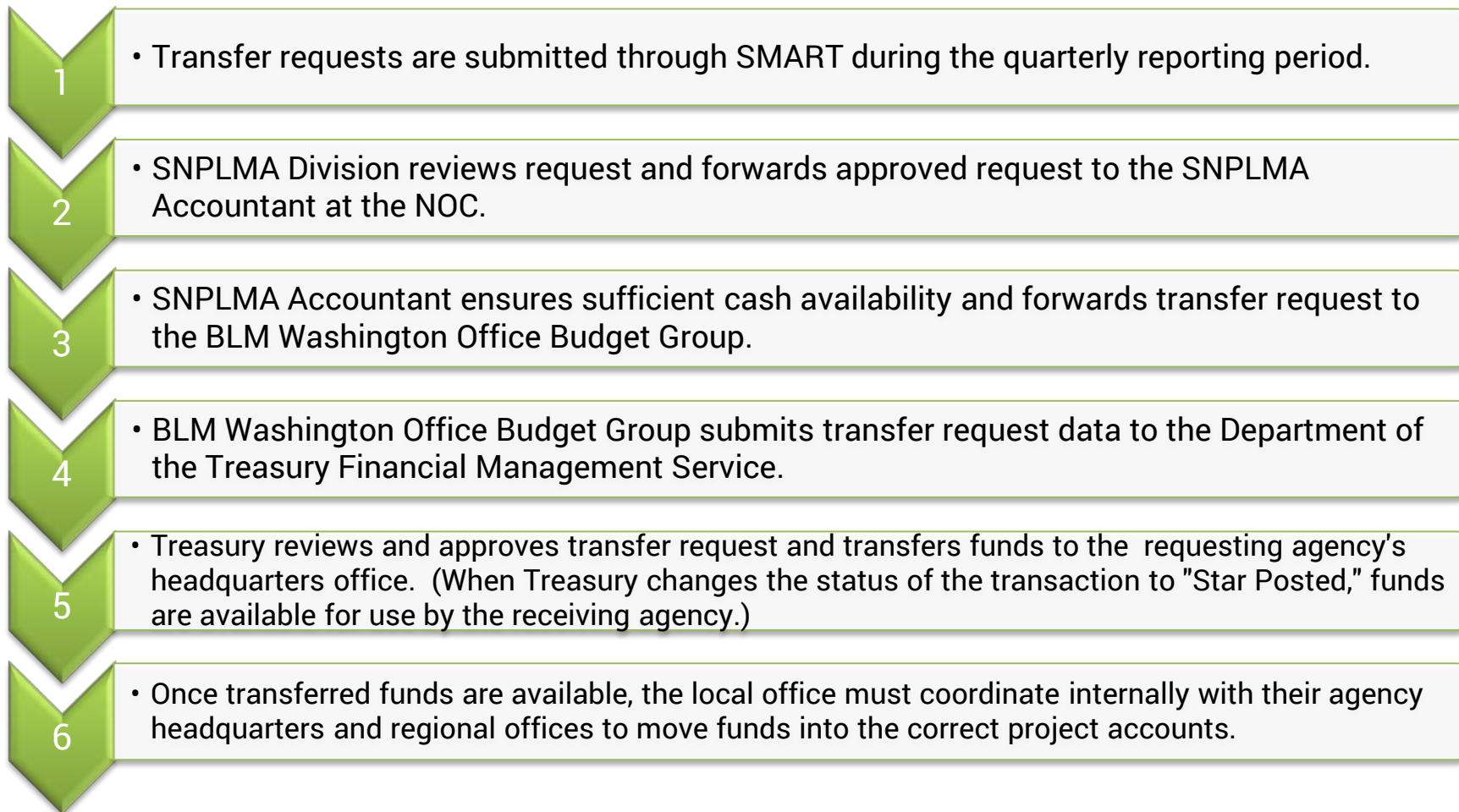


What Does it Take to Set Up Transfer Funding?





How Transferred Funds Get from “A” to “B”





DO

- Identify quarterly transfer amounts consistent with how much you anticipate being able to obligate or expend during that next quarter.
- Submit your request through quarterly reporting in SMART
 - It is **CRITICAL** when doing this that you update the "Expended/Obligated" dollar figure so that the "% of funds expended/obligated" is calculated accurately.
- Provide adequate justification if you are requesting additional funds and have not yet spent 95% of previously transferred funds.
- Provide adequate justification when requesting additional funds if the overall percent complete for the project differs from the total percent of funds transferred by more than 10%.

DON'T

- Request funds if there is no expectation that the funds can be obligated or expended within the quarter (a maximum of **3 MONTHS**).
- Request more funds if the entity has not obligated or expended 95% of previously transferred funds without justification (e.g., additional funds are needed for a contract obligation).
- Rely on off-cycle transfer requests to receive money when needed; plan ahead and account for upcoming contracts/work when submitting quarterly requests in SMART.



Just in case you forget all of this, you can refer to Section VIII.A or Appendix N of the SNPLMA Implementation Agreement for a detailed explanation of the 1151 Transfer Process.





Inter-Agency Agreements

Eligibility and Brief History

- All Federal agencies are eligible to receive funds through an Inter-Agency Agreement (IAA) on a reimbursable basis.
- Agencies eligible to use the direct transfer process are expected to request project funding by transfer rather than an IAA.
- The following agencies are those that will receive funding by reimbursement and therefore initiate new IAAs for SNPLMA Projects:
 - ❖ Environmental Protection Agency
 - ❖ Natural Resource Conservation Service
 - ❖ U.S. Army Corps of Engineers
 - ❖ U.S. Geological Survey
 - ❖ Bureau of Reclamation (for Lake Tahoe projects)
- These agreements were formerly referred to as "Inter-Governmental Orders" or "IGOs".

UNITED STATES DEPARTMENT OF THE INTERIOR		INTER-INTRA-AGENCY AGREEMENT (IAA)		1. Period of Performance	
				START	END
				03/17/2005	12/31/2012
Buyer has work performed for them by the Seller named in item 6b. Seller to perform work as described herein for the agency named in item 6a.					
SEE INSTRUCTIONS ON PAGE 2					
2. Common Document Number (Agreement Number)		3. Check appropriate box			
L05PG04854 Page 1 of 4		<input type="checkbox"/> Original <input checked="" type="checkbox"/> Modification No. 0003			
4. Under the authority of (Cite authorities):					
<input type="checkbox"/> 43 U.S.C. 1701 et seq. (F.LPMA) <input type="checkbox"/> Working Capital Fund (WCF)					
<input type="checkbox"/> Service First, Title IV, Section 428 <input checked="" type="checkbox"/> Southern Nevada Public Land Management Act					
<input type="checkbox"/> 31 U.S.C. 1535 (the Economy Act)					
5. Description of Work: De-obligate funds and close IAA. See Articles. PROJECT TITLE: "Ground Water Hydrologic Model for Northeast Clark County" (Priority 5-1, Project# NP12)					
Buyer			Seller		
6a. Agency: Bureau of Land Management Address: 1340 Financial Blvd. Reno, NV 89502 Finance POC: Angela Hitt, Contract Specialist Email: ahitt@blm.gov Phone: (775) 861-6592 Fax: (775) 861-6634 Technical Point of Contact: Kelly Ross, SNPLMA Program Manager Email: Kelly_Ross@blm.gov Phone: (702) 515-5120 Fax: (702) 515-5110			6b. Agency: National Park Service, Lake Mead NRA Address: 601 Nevada Way Boulder City, NV 89005 Finance POC: Scott Briggs, Budget Officer Email: Scott_Briggs@contractor.nps.gov Phone: (702) 293-8687 Fax: (702) 293-8763 Technical Point of Contact: Kate Hanson Email: Kate_Hanson@nps.gov Phone: (702) 293-8951 Fax: (702) 293-8936		
ACCOUNT DATA					
BUYER			SELLER		
7. Agency Location Code			7b. 14-11-0008		
8. BPN Number (DUNS #) FSN			8b. 084359236		
9. Treasury Account Symbol (TAFS)			9a. 14X5232		
10. Standard General Ledger			10b.		
11. Cost Structure/Account			11a. LLNVS00550- L58610000-PH00000- LXSNNP126100-253G.00		
12. Business Event Type Code			12b.		
13. Requisition Number for Buyer/Project Account for Seller			13b.		
14. Contract Line Number for Buyer/ Proposal Number or other data for Seller			14b.		
15. Buyer provide Expiration of Funding Source (Date or indefinite)			15a. 12/31/2012		
15b. NOTE: Seller, ensure project completion by this date (Seller must not incur additional costs) See Block 15a					
16. Amount Obligated by Buyer			17. Bill To (Name and Address, including zip code of Finance Office):		
a. Initial or current obligation: \$ 1,238,600.00			Name: OCK22-Payments Section, Bureau of Land Management		
b. Modification Amount (check one): (\$38,193.04)			Address: Denver Federal Center, Bldg. 50, POB 25047		
<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease			Denver, CO 80225		
c. Total obligation: \$ 1,200,406.96					
18. Billing for Federal Agencies and DOD will be processed via IPAC. (billing will be done: <input type="checkbox"/> bi-weekly <input type="checkbox"/> monthly <input checked="" type="checkbox"/> quarterly <input type="checkbox"/> in advance)					
Upon Approval, this agreement constitutes an obligation against Buyer requesting the work, or authority to proceed with work by Seller for the herein named agency in anticipation of reimbursement.					
19. Approved for Buyer: <i>Kendra C. Tucker</i> (Contracting Officer or other Authorized Signature) *other only for WCF			20. Approved by Seller: <i>Shirley L. Walk</i> (Seller's Authorizing Signature)		
19a. Name (Type): Kendra C. Tucker			20a. Name (Type):		
19b. Title: Chief of Contracting			20b. Title: Administrative Officer		
19c. Date: 3/14/2013			20c. Date: 3/18/2013		

Example Inter-Agency Agreement



What Does it Take to Set Up an IAA?

1

- Entity submits a written request to the SNPLMA Division to initiate project funding

2

- SNPLMA Program Manager requests establishment of a project-specific WBS element from SNPLMA Accountant at the NOC

3

- SNPLMA Program Manager creates a purchase requisition in FBMS

4

- SNPLMA Program Manager drafts the IAA and forwards it to the BLM Nevada State Office (NSO) Contracting Division

5

- BLM NSO Contracting Specialist forwards final version of IAA to the requesting entity for signature

6

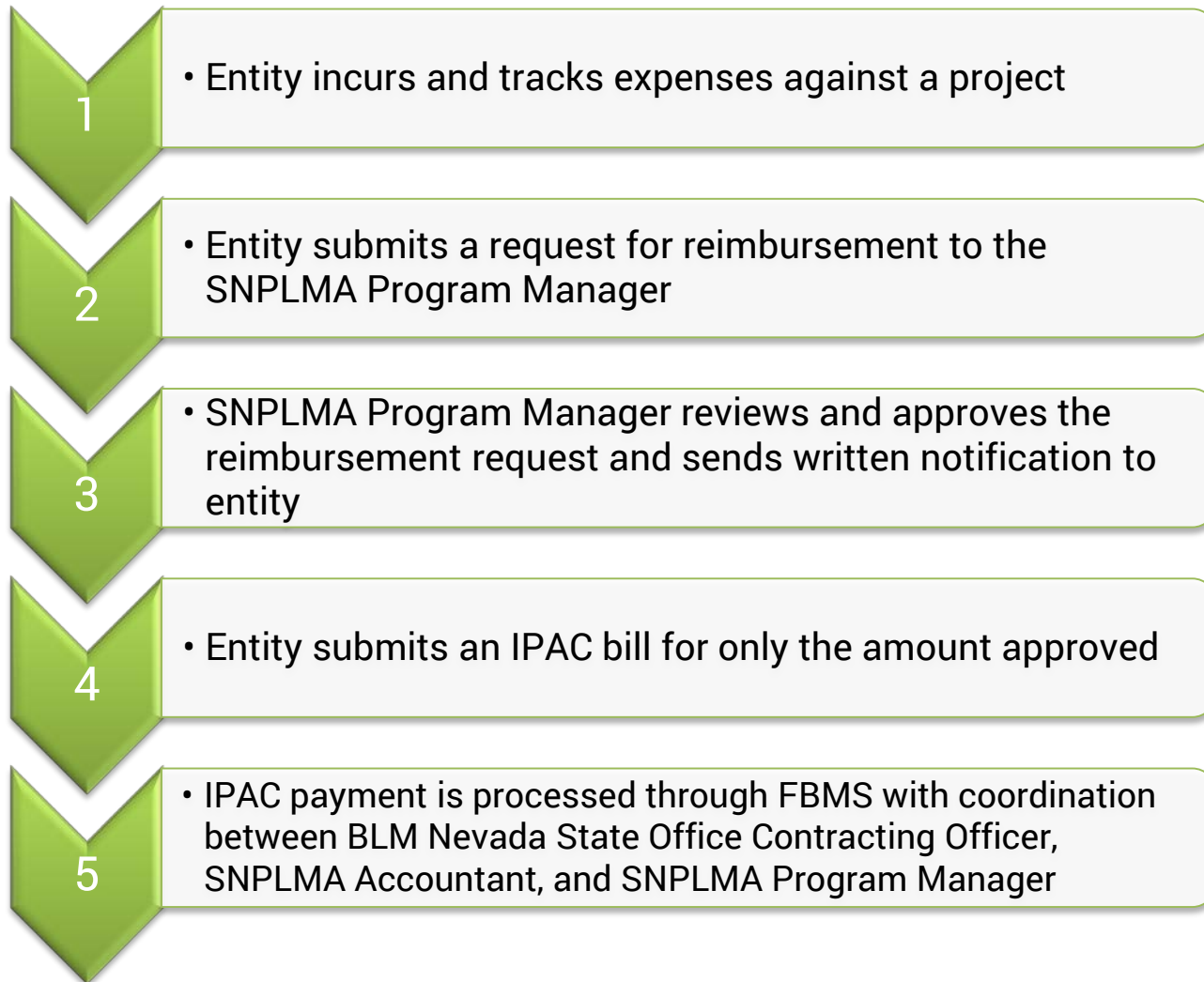
- Requesting entity signs IAA and sends it to the BLM NSO Contracting Specialist

7

- BLM NSO Contracting Officer signs the IAA and a fully executed agreement is distributed to the requesting entity, the SNPLMA Program Manager, and the SNPLMA Accountant



Inter-Agency Agreement Payments





IAA's and the Reimbursement Process

DO

- Submit reimbursement requests quarterly
- Include a consolidated financial report (financial summary) showing obligations and expenditures for the project
- Ensure that **ALL** backup documents for expenditures (invoices, contracts, receipts, etc.), with the exceptions noted, are retained in the project file for SNPLM Program Manager project reviews and formal audit purposes.
- Excepted from the Project File: Credit card statements, travel vouchers, time sheets, and vehicle logs/reports should be maintained in other appropriate agency files as dictated by agency's policy; annotate financial reports in the project file to explain these costs.
- Include a list of staff working on and charging labor to the project in the project file.

DON'T

- Take longer than 60 days to sign and return the IAA to the BLM NSO Contracting Specialist
- Submit every invoice, receipt, contract, credit card statement, time sheet, travel voucher, vehicle log or other backup documentation with your reimbursement request
- Let expenditures pile up and wait too long to submit a reimbursement request
- Use contingency funds obligated on the initial IAA until use of those contingency funds has been approved by the SNPLMA Division in writing (*Round 10 and later projects only*)
- Expend or obligate funds beyond the expiration date of the IAA until and unless an approved time extension is documented in a modification to the IAA



Just in case you forget all of this, you can refer to Section VIII.C or Appendix J , J-1, and L of the SNPLMA Implementation Agreement for a detailed explanation of the IAA and Reimbursement Process.





Eligibility

The BLM is the only entity eligible to receive funds through a Task Order (TO).

Form 1681-3
(May 1998)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

1. Fiscal Year(s)
(Period of Fund Availability)

REIMBURSABLE WORK AUTHORIZATION (RWA), INTER/INTRA-AGENCY AGREEMENT (IA)

☐ REIMBURSABLE WORK AUTHORIZATION (BLM to perform work as described herein for the agency named in item 6)
☐ INTER-AGENCY/INTRA-AGENCY AGREEMENT (To have work performed for BLM by the agency named in item 6a)

NO YEAR FUNDS

2. BLM RWA Project No./BLM IA No.
Implementation Agreement, 7/2007

3. Check appropriate box: ☐ Original ☒ Modification No. 2 ☐ Task Order LXSBNL606100

4. Under the authority of (Cite authorities):
☐ 43 U.S.C. 1701 et seq. (FLPMA) ☐ 31 U.S.C. 1535 (the Economy Act) ☐ Department of the Interior Appropriation Act for FY ☒ Other PL 105-263 and PL 107-282

5. Description of work (If more space is needed, attach additional sheets): EVALUATION OF BASIN FILL AQUIFERS IN SOUTHERN SPRING AND SNAKE VALLEYS AND THEIR CONNECTION WITH SURFACE-WATER RESOURCES AND WITH THE REGIONAL CARBONATE-ROCK AQUIFER (Priority 8-1, BL60). This is a Task Order Modification to close and de-obligate the project. ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

6. BLM Office SNPLMA
Address 4701 N. Torrey Pines Drive,
Las Vegas, NV 89130
Organization NV-055 Project Manager: Kelly Ross
Phone (include area): 702-515-5120

6a. Participating Agency Bureau of Land Management
Address HC 33, Box 33500, Ely, NV 89301
Finance POC: John Vest Phone (include area code) 303-236-9359
Project Manager: Mark D'Aversa Phone (include area code) 775-289-1895

BILLING DATA		BLM	PARTICIPATING AGENCY
7. Agency Location Code	7a. 14-11-0008	7b. 14-11-0008	
8. Fund Account Symbol	8a. 14X5232	8b. 14X5232	
9. Account/Cost Structure	9a. 2009 LLNVSD00550 253G.00 LS86100000.PH0000 LX.SN.BL606100	9b. LLNVL000000 LS8610000.MU0000 LX.SN.BL606100	
10. Procurement Document Number	10a. LXSBNL606100	10b. LXSBNL606100	

11. For RWA: Participating Agency's \$ Amount Obligated		12. For IA's: Amount Obligated by BLM	
a. Current amount		a. This obligation	(\$ 6,289.80)
b. Modification: Amount of Increase or Decrease (circle one)		b. Previous obligation	\$37,950.00
		c. Total obligation	\$31,660.20
c. Total amount available		d. Amount Obligated by BLM for this Action Not to Exceed	\$31,660.20

d. Over-run allowed: _____ % or \$
Billing for Federal Agencies will be processed via OPAC. DOD bills will be processed on a SF-1080. "Automatic" billing will be done quarterly by the National Business Center unless specified: Other (identify) _____


13. Method of Payment: (Applies to IAs only)
☐ Advance ☐ Reimbursement ☐ Progress

14. Bill To (Name and Address including zip code of Finance Office):
Bureau of Land Management, Division of SNPLMA Acquisition, Improvement & Conservation Programs (NV-055)
4701 N. Torrey Pines Drive
Las Vegas, NV 89130

Upon approval, this agreement constitutes an obligation against BLM if requesting the work, or authority to proceed with work by BLM for the herein named agency in anticipation of reimbursement.

15. Approved for the Bureau of Land Management by:

(Authorized Signature)

16. Approved for BLM Ely District Office by:

(Participating Agency Signature)

15a. Name (Type) Kelly Ross

16a. Name (Type) Rosemary Thomas

15b. Title Program Manager,
Conservation Initiatives, SNPLMA

16b. Title BLM Ely District Manager

15c. Date 4/17/13

16c. Date 17 April 2013

Example of BLM Task Order



Form 1001.3
(May 1999)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

REIMBURSABLE WORK AUTHORIZATION (RWA), INTER-INTRA AGENCY AGREEMENT (IAA)

☐ REIMBURSABLE WORK AUTHORIZATION
(BLM to perform work as described herein for the agency named in item 6)

☒ INTER-AGENCY/INTRA-AGENCY AGREEMENT
To have work performed for BLM by the agency named in item 6a)

1. Fiscal Year(s)
(Period of Fund Availability)

NO YEAR MONEY

2. BLM EWA Project No./BLM EA No.
Implementation Agreement, 10/2007

3. Check appropriate box: ☒ Original ☐ Modification No. 0 ☐ Task Order LXSNBL525200

4. Under the authority of (circle authority):
☐ 43 U.S.C. 1701 et seq. (DLPLMA) ☐ 31 U.S.C. 1255 (the Economy Act) ☐ Department of the Interior Appropriation Act for FY ☒ Other PL 105-263 and PL 107-282

5. Description of work (If more space is needed, attach additional sheets)
Lincoln County Partners Non-Motorized Multipurpose Trail System, Phase II (priority 16-3, project #BL52):
The purpose of this notification is to obligate funding for the subject project as approved by the Secretary of the Interior on December 6, 2016, and confirmation of the period of performance, beginning on March 28, 2017 and extending through March 27, 2023.

SEE THE ATTACHED TERMS AND CONDITIONS.

6. BLM Office SNPLMA		6a. Participating Agency	
Address: 4701 N. Torrey Pines Drive, Las Vegas, NV 89130		Address: HC33, Box 33500 Ely, NV 89130	
Organization: NV-055 Project Manager: Robert Taylor		Finance POC: John Vest Phone (include area code): 303-236-9359	
Phone (include area): 702-515-5139		Project Manager: Jett Prescott Phone (include area code): 775-726-8144	

BILLING DATA		PARTICIPATING AGENCY	
7. Agency Location Code	7a. 14-11-0008	7b. 14-11-0008	
8. Fund Account Symbol	8a. 14X5232	8b. 14x5232	
9. Account/Cost Structure	9a. LLNV800550 158520000 IB0000 IX.SN.BL525200 253000	9b. LLNVL00000 158520000 IB0000 IX.SN.BL525200 253000	
10. Procurement Document Number	10a. LXSNBL525200	10b. LXSNBL525200	

11. For RWA: Participating Agency's \$ Amount Obligated		12. For IAA: Amount Obligated by BLM	
a. Current amount		a. This obligation	\$1,119,683.00
b. Modification: Amount of Increase or Decrease (circle one)		b. Previous Obligation	\$0.00
c. Total amount available		c. Total obligation	\$1,119,683.00
d. Over-run allowed: 0, % or \$ <u>0.00</u>		d. Amount obligated by BLM for this Action Not to Exceed:	\$1,119,683.00

13. Method of Payment: (Apply to IAA only)
☐ Advance ☒ Reimbursable ☐ Progress

14. Bill To (Name and Address including zip code of Payee Office):
Bureau of Land Management
Division of SNPLMA Acquisition, Improvement & Conservation Programs (NV50055)
4701 N. Torrey Pines Drive
Las Vegas, NV 89130

Upon approval, this agreement constitutes an obligation against BLM if requesting the work; or authority to proceed with work by BLM for the herein named agency in anticipation of reimbursement.

15. Approved for the Bureau Of Land Management by:
(Authorized Signature)

16. Approved for: BLM Ely District Office by:
(Participating Agency)

15a. Name (Type): Robert Taylor

15b. Title: Capital Improvement Program Manager, SNPLMA

15c. Date:

16a. Name (Type): Michael J. Herder

16b. Title: BLM Ely District Manager

16c. Date:

NO YEAR funding only refers to the SNPLMA program

Purpose and Period of Performance is taken from the nomination and work plan

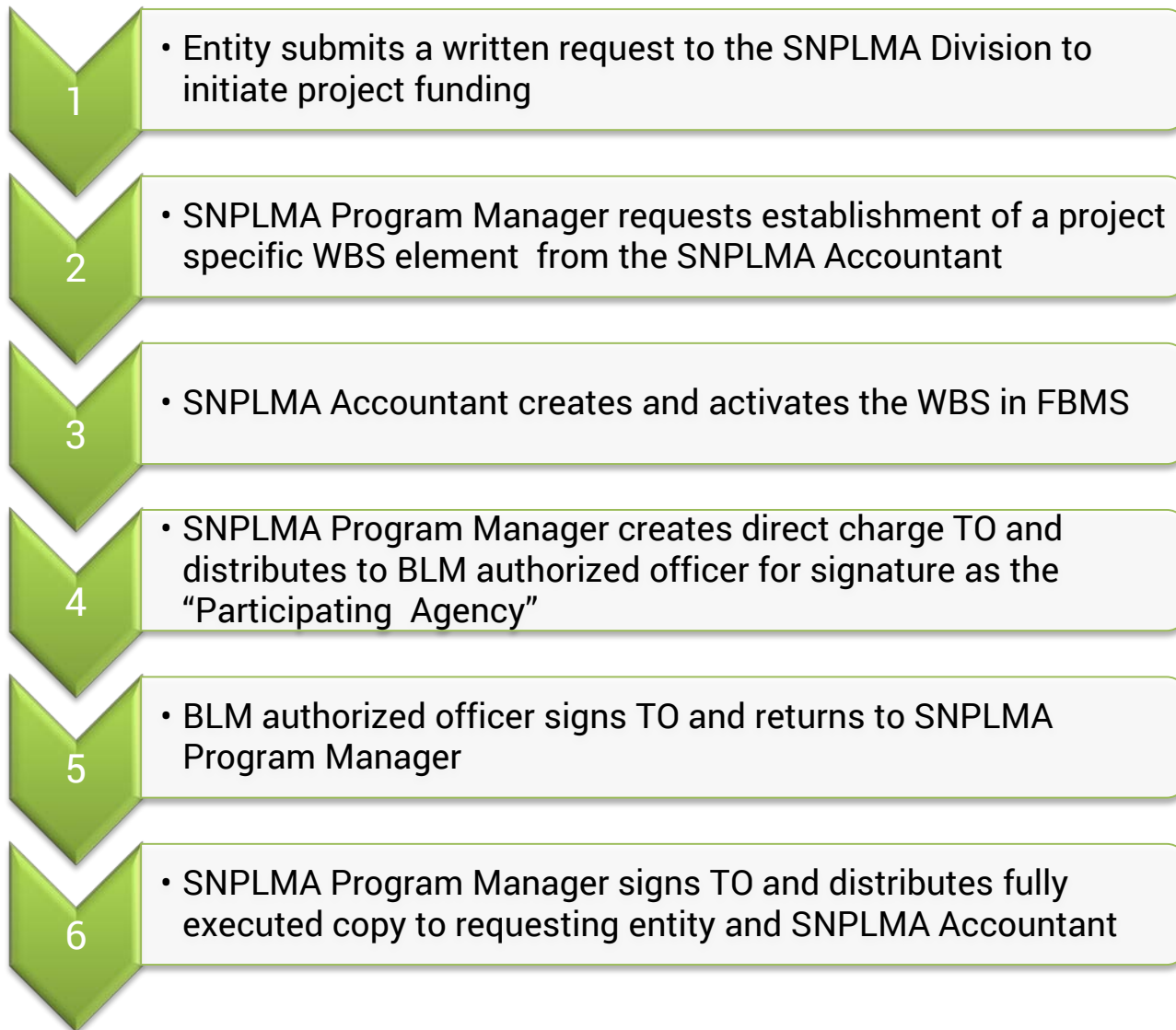
Funding Code

Total appropriation for the project

District Manager signature is required

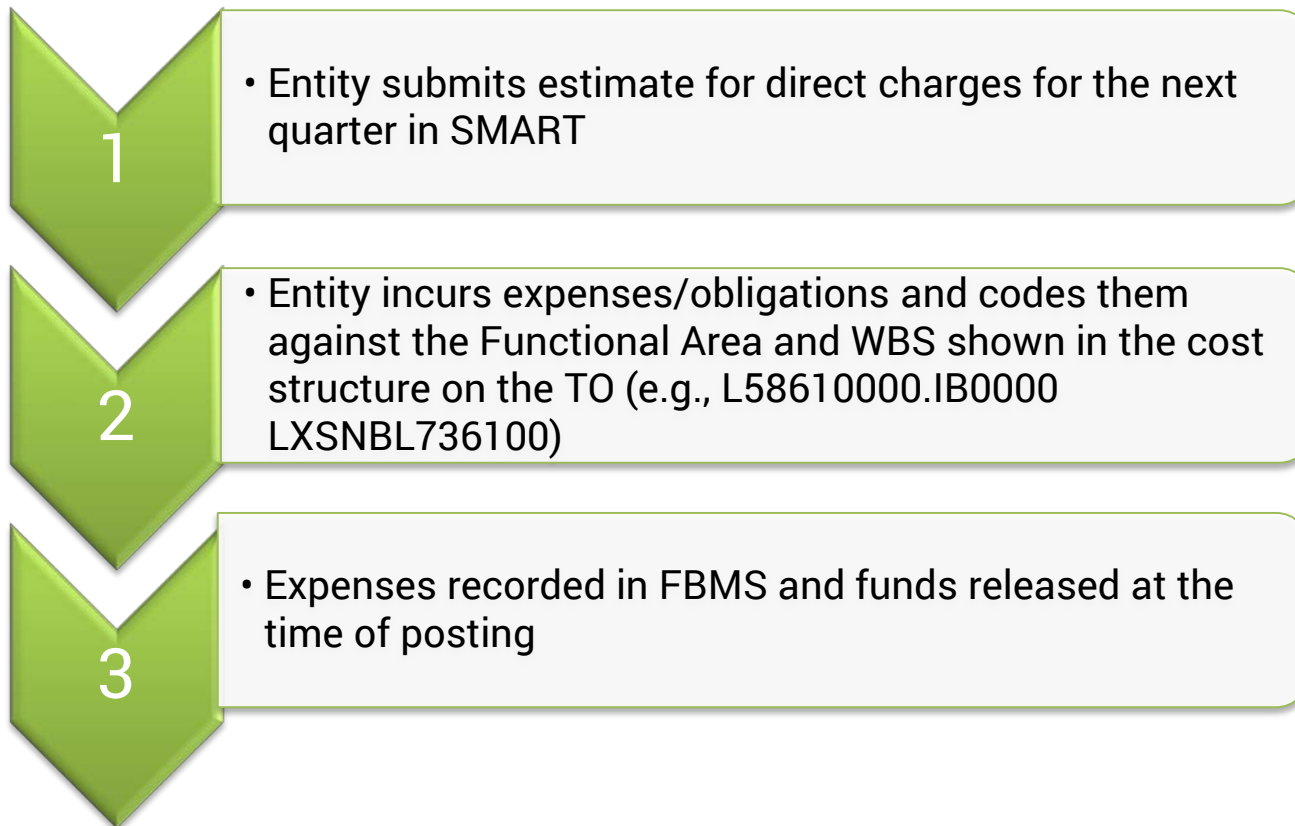


Setting Up a BLM Task Order





Direct Charge Projects





DO

- Record direct charge estimates and reimbursement requests for the quarter in SMART.
- Ensure that ALL backup documents for expenditures (invoices, contracts, receipts, etc.), with the exceptions noted, are retained in the project file for SNPLM Program Manager project reviews and formal audit purposes.
- Excepted from the Project File: Credit card statements, travel vouchers, time sheets, and vehicle logs/reports should be maintained in other appropriate agency files as dictated by agency's policy; annotate financial reports in the project file to explain these costs.
- Include a list of staff working on and charging labor to the project in the project file.

DON'T

- Charge directly to reimbursable projects!
- Mix up the numbers in your WBS - otherwise charges will post to the wrong project and possibly in the wrong category.
- Include contingency funds on the original TO for projects approved in Round 10 and later; once use of contingency funds has been approved, the TO can be modified to add those funds.
- Expend or obligate funds beyond the expiration date of the TO until and unless an approved time extension is documented in a modification to the TO.



Just in case you forget all of this, you can refer to Section VIII.D or Appendix J-1, J.3 and L of the SNPLMA Implementation Agreement for a detailed explanation of the Task Order Process.





Ensure ALL documents in support of project expenditures are retained in the agency/entity project file for SNPLMA Division project reviews and formal audit purposes. A project file should contain the following documents:

1. Nomination
2. Notice of Availability of Funds
3. Project Initiation Letter
4. Funding Instrument/Mods
5. Quarterly Funding Request Letters
6. Approved Workplan
7. Contracts, if applicable
8. Staff List (Personnel working on/charging to project)
9. Invoices/Receipts
10. Funding/Spending Tracking Spreadsheet
11. Special Correspondence (emails with decisions or notifications, etc.)

Credit card statements, travel vouchers, time sheets, and vehicle logs/reports should be maintained in other appropriate entity/agency files as dictated by entity's/agency's policy; however, the annotated financial reports explaining the expenditures should be retained in the project file (see IA Part 2, Sections D.3.b and F.2.c.).



Your workplan is approved, your funding instrument is in place, and you know how to request funds – you're ready for project implementation! Just remember:

1. You must retain all backup documentation for expenditures (purchase orders, purchase requisitions, invoices, contracts, receipts, etc.), with the noted exceptions, in the project file for interim file reviews, review at project close-out, or formal audits.
2. Credit card statements, travel vouchers, time sheets, and vehicle logs/reports are excepted for retention in the project file, but must be retained in other appropriate entity files as dictated by entity policy; annotate financial reports in the project file to explain these costs.
3. All costs must be in accordance with the Necessary Expense Doctrine.
4. Your funding instrument is your authorization for project implementation – over the course of your project check to make sure that your funding instrument is accurate in regards to the amount and start/end dates, and that it is updated as project changes are approved.

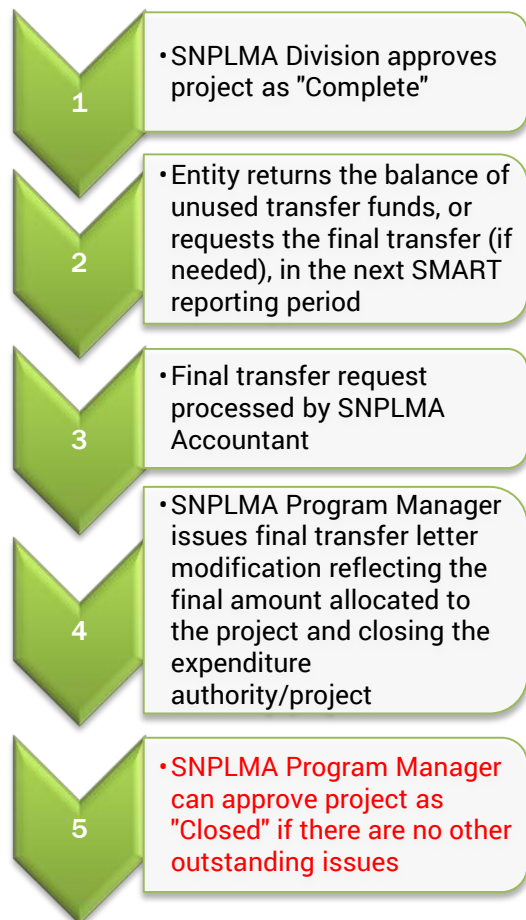
Just as your project cannot begin without a funding instrument, your project cannot be officially closed until your funding instrument is closed.



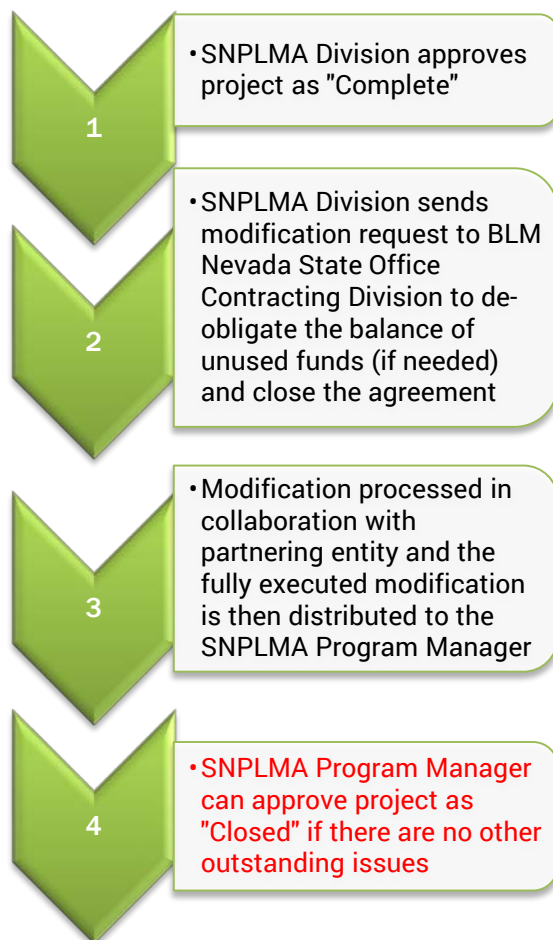
How to Get from “Completed” to “Closed”

Your project may be completed, but it's not closed until the funding instrument is closed.

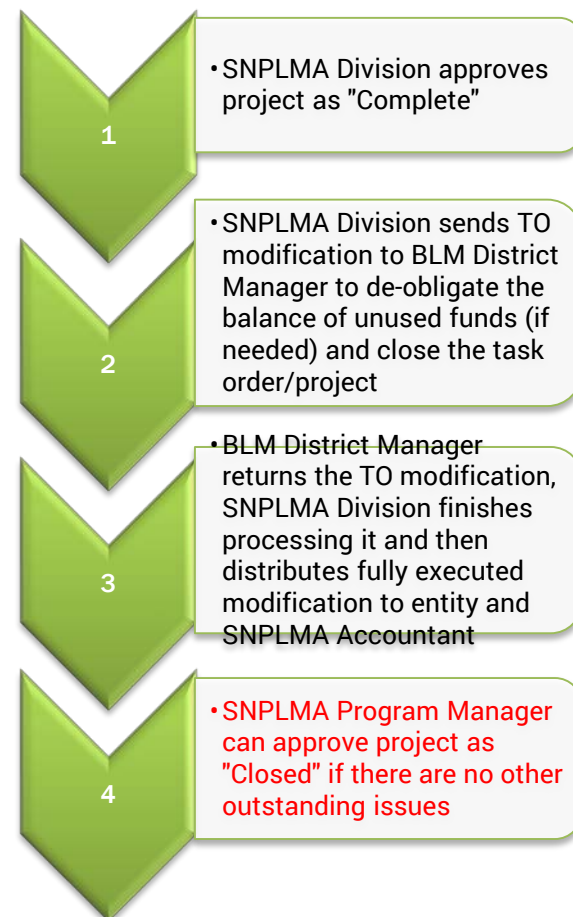
Transfer Letters



AA's and IAA's



Task Orders





- Project was nominated by the agency/entity and approved by the Secretary of the Interior – *Nomination Process*
- Workplan in SNPLMA Database is approved – *Funding Process*
- Financial instrument approved/awarded – *Funding Process*
 - Task Order
 - Cooperative Agreement (Assistance Agreement)
 - Inter-agency Agreement (IAA)
 - 1151 Direct Transfer



SNPLMA 101

Program Overview

SNPLMA 201

Project Nomination

SNPLMA 301

Approval & Funding

SNPLMA 401

Implementation

SNPLMA 501

Closeout

SNPLMA 601

Questions & Answers

**RED ROCK CANYON
NATIONAL CONSERVATION AREA**
BUREAU OF LAND MANAGEMENT



- SNPLMA Program has four core processes – Nomination, Approval and Funding, Implementation, and Closeout.
- This course will focus on the **Implementation** process.
- Within the Implementation process, the emphasis will be on:
 - Project purpose, time, and amount
 - SNPLMA program and partner audits – lessons learned
 - Quarterly Status Reporting in the SNPLMA online database (SMART)
 - SNPLMA project file review



- **SNPLMA Implementation Agreement** contains the business rules for core project processes.
- **SNPLMA funds are appropriated funds** and must be expended in accordance with Appropriations Law principles (*Solicitor's Opinion, Feb-2005*)
- **Appropriations Law** introduces the concept of availability, which includes purpose, time, and amount. All three must be observed for an expenditure to be legal.



- **Purpose** = Scope, what's in and what's out. The purpose statement is both inclusive and exclusive, meaning, a purpose statement to plan for hazardous fuels treatments can include the NEPA and clearances without directly stating so, but at the same time it excludes implementation-type activities.
- **Purpose of the project** is: Who will do What, Where and Why.
- How the purpose is accomplished is less significant because there are multiple ways to accomplish the same purpose.



- The purpose of the project is derived through the common meaning of the words in the nomination.
 - The nomination criteria, package requirements, work plan, and other available information will be used to determine the project's purpose.
 - The nomination will state the deliverables or products resulting from the project.



Specific vs. General:

- An appropriation for a specific object is available for that object to the exclusion of a more general appropriation, which might otherwise be considered available for the same object, and the exhaustion of the specific appropriation does not authorize charging any excess payment to the more general appropriation, unless there is something in the general appropriation to make it available in addition to the specific appropriation.



Specific vs. General:

- Although rare, there are situations in which either of two appropriations can be construed as available for a particular object, but neither can reasonably be called the more specific of the two.
- The rule in this situation is: Where two appropriations are available for the same purpose, the agency may select which one to charge for the expenditure in question. Once that election has been made, the agency must continue to use the same appropriation for that purpose.



Knowledge Check:

- FS has a SNPLMA project to construct the Cold Creek trail from point A to point B.
- Work has started but it is costing more than anticipated, and the trail is not likely to get finished without a significant bump in funding.
- Annual funding from Congress to the FS includes funding for the construction and maintenance of recreational trails in the Forest.



- **Answer: No.**
- This is not a case of two appropriations for the same purpose.
- FS has already elected a more specific appropriation with the nomination and receipt of SNPLMA funding (*remember SNPLMA funds are appropriated funds*).



Key principle: The meaning of the words cannot be expanded or different definitions used to justify desired implementation actions.

- Consequences of not being familiar with the purpose of the project could be costly.
- Do you have the budget to repay the SNPLMA account for not understanding the purpose of your project?



*"It is expected that approved projects will be implemented in accordance with the **project purpose** and **deliverables** stated in the nomination and within the **timeframe** specified in the project nomination, with appropriate time allocated for project startup and closeout as agreed upon in the work plan approved by the BLM.*

***Time extension** requests should be considered exceptions to the expected practice of timely implementation of projects and therefore limited in number and scope."*

– SNPLMA Round Decision Document





- SNPLMA's designation as a "no year fund" for appropriation purposes does not mean time is not limited for specific projects.
- This "no year" designation effectively removes the requirement for Congress to appropriate SNPLMA funds every year and delegates the Secretary of the Interior the authority to make future "appropriations" through project approval until all funds in the Special Account are expended.
- Time differs by the category and entity receiving the funds.
- A federal agency cannot begin work on a project until funds are in hand.



- However, due to extenuating circumstances, an entity operating under an assistance agreement can request and receive authorization from the grants officer to begin work before the agreement is executed.
- **Assistance agreements allow up to 90 days after** the project / agreement **expiration** to submit closeout documentation and process final charges.



- The timeframe is a performance period not a payment period.
- Payments can occur on expired projects as long as they are for work / obligations that was incurred during the performance period.
- Timeframes include start-up and closeout.



- **Timeframe** of a project is determined in the nomination or derived from the supporting budget and documentation, such as the deliverables or the **Estimated Necessary Expense Form** (Appendix B-1 or B-2) or Expanded Budget.
- **Timeframe** is calculated from the earliest starting action to the latest finishing action.
 - **A project begins with the receipt of the signed financial instrument and ends with a project closeout letter from the respective SNPLMA Program Manager.**



- **Time Extensions**

- Use form Appendix L (Refer to IA, Part Two, pg. 57)
- Submit at least 120 days before expiration of the period of performance.

- **Time extensions are limited to one year beyond the standard timeframe**

- Anything more than one year is a waiver of business rules and will require more information for justification
- Unless there is a construction component or outside delay agent, the time extension beyond one year will not be considered.



- The SNPLMA Assistant District Manager can approve up to a one-year time extension beyond the standard timeframe.
- In addition, a one-time 90-day time extension for closeout of the project can be approved, regardless of and above any previous time extensions granted.
 - This request must be made to your SNPLMA Program Manager no later than 30 days prior to expiration of the project.



- The initial amount of funding is authorized by the **Secretary of the Interior's Decision Document(s)**.
- Each Round, the Secretary of the Interior authorizes an amount of funding for the **Special Account Reserve (SAR)** for distribution by the Executive Committee as they determine necessary.



Moving funding from one project to another project in the same category and agency is ***not allowed*** – even if it is a related project (e.g., Phase I to Phase II).

New rules for using contingency funds. If authorized by the Secretary, the agency/entity must demonstrate to the SNPLMA Division why the funds are needed and receive approval in writing.





- Funding is authorized for “**necessary expenses**” to carry out the purpose of the project, which means expenditures must:
 - Bear a direct relationship to carrying out the purpose of the project;
 - Not be prohibited by law; and
 - Not be covered by a more specific source of funding.
- **Indirect cost** rates are not allowed unless authorized by other laws or regulations, as in the case of grants and assistance agreements.



- **Overhead charges** are best as direct charges; however, they may be allocated as a percentage of the total workload.
 - For example: The SNPLMA projects for the Get-R-Done District are 25% of the total workload for the District Manager and the support staff, therefore it is reasonable to charge labor and operations at a 25% rate in a corporate budget scenario. This is not a flat rate. It must be adjusted based on current workload.
 - This can be calculated using hours, percentage of burden, etc.
 - Should be re-examined and adjusted, as appropriate, at least each year or at logical stages in your agency's/entity's budget cycle.
 - It is important to document what method and rationale the management team is using to justify overhead charges and to be consistent.
 - Standard indirect overhead charges are not allowed. It is your responsibility to get a waiver from your management to not assess standard indirect cost charges.



- The SNPLMA Program has undergone multiple audits and reviews by various levels of government accountability offices, including...
 - the Office of Inspector General (OIG),
 - the Office of Management and Budget (OMB), and
 - the Secretary of the Interior Office of Policy Analysis (PPA).
- SNPLMA fund recipients may also undergo audits or be required to submit annual audits under the Single Audit Act.



Lessons Learned:

- **Finding:** Labor charged to the project is not specifically attributed to the purpose.
 - Charge where you work; not where you are budgeted.
 - Documentation to support direct labor charges has to include specific actions, or deliverables the personnel performed to carry out the purpose.
 - Not good enough to simply annotate John Doe as a Wildlife Biologist on a labor report. What did John do to contribute to the purpose? This is especially important when the persons job title is not readily apparent or logical to the purpose of the project.
- **Finding:** Expenditures occurring before or after the performance period of the project.
 - SNPLMA projects have a performance period and not a payment period.
 - Payments can occur after the project expires as long as the obligation was created and the work was performed within the performance or active period of the project.



Lessons Learned continued:

- Funding from one project cannot be used to supplement another, even if they are similar in scope and purpose.
- Funding from one project cannot advance the funding for a future project even though the original account will be repaid.
- SNPLMA funding cannot be “pooled” or co-mingled together with other grant funding or agency funding.
 - Separate accounting and scope accountability is required when more than one line of funding is used on contracts or agreements, etc.
- Project equipment/supplies/materials, etc., must be consumed by the project.
 - “Stocking the cache” is strictly prohibited.
 - The length of time or amount of use should be a factor in the purchase of equipment.



- The legislation requires “the Secretary, in cooperation with the Secretary of Agriculture, shall submit to the Committee on Energy and Natural Resources of the Senate and the Committee on Resources of the House of Representatives an **Annual Report** on all transactions under this Act.”
- BLM interprets the phrase “***all transactions under this Act***” to mean the projects (i.e., land sales, affordable housing reservations, R&PP actions)
- **OIG audits** have emphasized the need for BLM to have tight controls over project and administrative expenditures.
- The direction to use the “1151 transfer” process requires more oversight on the use of the funds.



Each quarter you must complete the following in the **SNPLMA Management and Reporting Tool (SMART)** on-line database:

- **Quarterly Status Update**
 - Overall project complete percentage
 - Actual Start Dates and Percent Complete for deliverables where work has begun
 - Status (progress/accomplishments) for all deliverables not 100% complete
- **Funding Process**
 - Amount requested for the quarter (transfer, reimbursement, and estimated ASAP drawdowns and direct charge amounts)
 - Enter Total Funds Expended/Obligated Thru XX/XX/XXX (for projects funded by transfer, direct charge TO, and reimbursement by IAA)
 - Less than 95% spent justification for transfer projects, as necessary
 - Funding comment explaining purpose/need for amount requested
- **Work Plan / Project Contact Updates**
 - If a modification was approved a work plan update may be required
 - Project contacts must be kept current



SMART Quarterly Reporting Demonstration

S – SNPLMA

M – Management

A – and

R – Reporting

T - Tool

SMART is accessed online via the SNPLMA website under “Reporting Tools” at <https://www.blm.gov/programs/lands-and-realty/nevada/snplma>

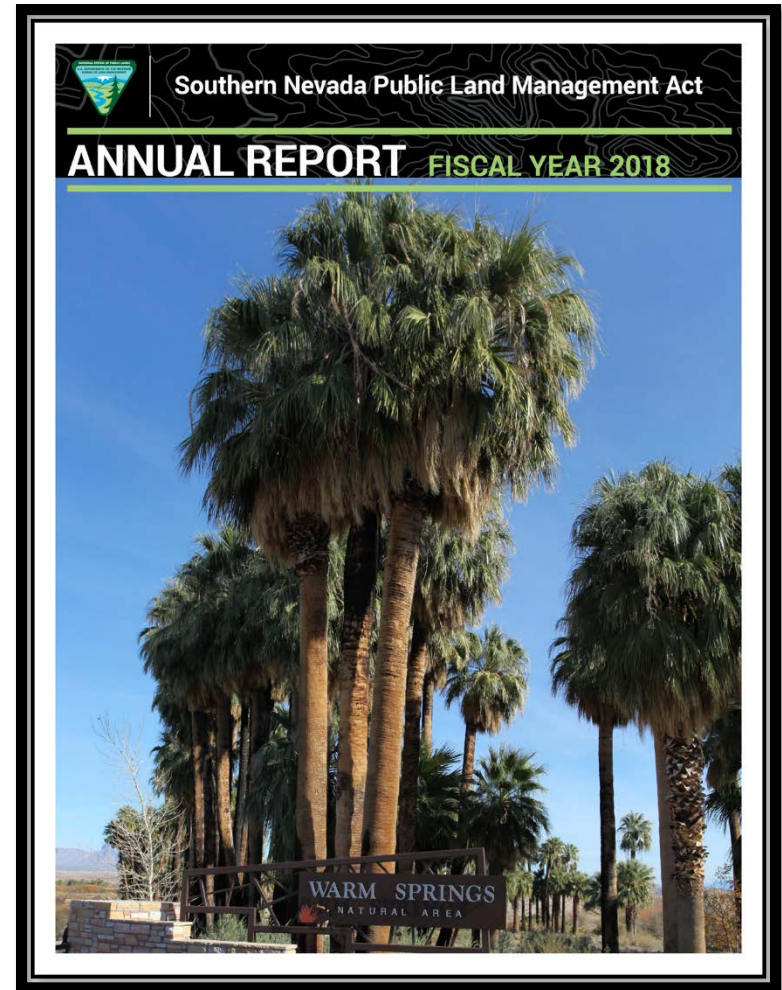


- **Reporting** is used by the SNPLMA Division to determine if progress is sufficient to justify the transfer of additional funds, ASAP drawdown, anticipated direct charges, or reimbursement request.
- SNPLMA Program Managers will use quarterly reporting data (time, scope, funding input) to determine if a project is on the Executive Committee's **Project of Concern (POC)** list and the color.
 - Not reporting or inadequate reporting during a year can render your entity ineligible for future funding.
 - Failure to report or inadequate progress towards completion may also place a project on the Executive Committee's FOCUS list.
- Two consecutive quarters of no reporting can lead to recommendation for project termination.



SNPLMA Quarterly Reporting

- SNPLMA Division prepares an **Annual Report to Congress** to highlight the recently closed projects for the previous fiscal year.
- The **Quarterly Reporting Database** helps the BLM achieve this without burdening the agency/entity with meeting this requirement.





What is the Project of Concern (POC) list and how does it affect eligibility?

- The POC list was created in 2011 during the SNPLMA Round 12 Final Recommendation meeting as a result of a program review by the DOI Office of Policy Analysis (PPA).
- The PPA report concluded that projects are taking too long to complete and program changes are necessary to close projects in a more timely fashion.
- The PPA closely follows SNPLMA's progress through regular data calls and the Annual Report to Congress.



Projects of Concern (POC)

- The SNPLMA Division uses the POC list as a tool to monitor the progress of projects.
- The POC list is designed to draw attention to issues that must be addressed because they are affecting the project's time, scope, or funding.
- Use of the POC list has become more integral with entities qualification and recommendations for future funding.
- POC "colors" are selected by the SNPLMA Program Manager and the entity can provide comments or information for the Program Manager's consideration.





All active projects (i.e., status of FA, TO, EX, CM) are assigned a color of concern.

The SNPLMA Division uses a four color system (IA, Part One, pg. 65)

- **Green:** no concern, project is moving forward as planned.
- **Yellow:** (low risk) issue exists, or an approved modification warrants closely watching.
- **Orange:** (moderate risk) serious issues affecting project constraints. The project is out of sync with time/progress/deliverables/cost variables.
- **Red:** (high risk) issues so great the project may be recommended for termination or the project is expired for more than 90 days without an acceptable closeout package submitted to the SNPLMA Division.



Projects of Concern (POC)

- The POC list and process for coming on or going off the list was added to the SNPLMA Implementation Agreement in January 2014.
- The POC list may be a factor in funding.



- Use **Appendix J** of the *SNPLMA Implementation Agreement* as a guide to proper project documentation.
- Contact your SNPLMA Program Manager for guidance on certain decision points, like:
 - equipment purchases,
 - scope clarifications,
 - requests for additional SAR funding,
 - cost sharing principles, etc.
- **Document, document, document.** The decisions we make should be documented. An agency's discretion to take a course of action is given considerable weight, but is not unlimited. Documentation can help frame and provide context to expenditures, scope implementation, time, etc.



SNPLMA 101
Program Overview

SNPLMA 201
Project Nomination

SNPLMA 301
Approval & Funding

SNPLMA 401
Implementation

SNPLMA 501
Closeout

SNPLMA 601
Questions & Answers



Within the **Closeout process**, the

- Documentation requirements
- Site visit and file review
- Annual/Final Accomplishment statement
- Return transfer/de-obligation of funds





Nomination and Secretary Approval Process

- Project was nominated by the agency/entity
- Subgroups score, rank and recommend nominations to the PWG
- PWG develops preliminary recommendation (includes comment period)
- EC develops final recommendation to the Secretary for approval

Funding Process

- Work plan developed in SMART by agency/entity, and approved by the SNPLMA Program Manager
- Funding instrument is approved/awarded – Task Order, 1151 Direct Transfer, Assistance Agreement, or Inter-agency Agreement (IAA)

Implementation Process

- Agencies/Entities are implementing according to purpose, time, amount
- Agencies/Entities are reporting in SMART – SNPLMA Quarterly Reports and Annual Accomplishment Statements



SNPLMA Implementation Agreement (IA) contains ***business rules*** for our four core project processes. Latest version is November 20, 2018.

- EC approved decision memorandums modified the IA since February 2013
- Current IA has two parts – Part Two are the business rules “Appendices”
- The IA is posted on the SPLMA website under “Implementation”

Constantly improving and refining the Implementation Agreement as new information is available from...

- SNPLMA program or project audits
- Solicitor Opinions on specific project implementation issues
- OMB Circular guidance, and regulations, etc.



SNPLMA IA, Part Two - **Appendix J** (Part F) “Closeout Requirements”

- Once an agency/entity has terminated or completed a project it will submit a letter requesting **project closeout** along with **required documentation** to the BLM SNPLMA Division.
- Completing a project includes
 - finalizing all contract closeouts
 - conducting final inspections or reviews, and
 - reconciling financial records for necessary expenses.
- Before requesting closeout for a terminated project all steps necessary to cease project work and close down contracts, as well as reconcile financial records must be completed.



Documentation Requirements

- Project file must document the relationship of expenditures to the **purpose**.
- Documentation must also show how the expenditure was made within the appropriate **timeframe** and within the **amount** available.
- Documentation can be in many formats, i.e.;
 - financial print-outs
 - excel spreadsheets
 - handwritten notes
 - Invoices
 - receipts, etc.
- If multiple funding sources were used, the percentage or designated **amount** of each fund source must be explained.





- **Project file** should contain supporting documentation of the expenditures or a document to indicate what records are kept separately from the project file.
 - Credit card statements, travel vouchers, time sheets, and vehicle logs/reports are excepted from retention in project files, but should be maintained in other appropriate entity files as dictated by entity policy; annotate financial reports in the project file to explain these costs
- Confirmation statements in **Appendix J** or the fact that SNPLMA does not perform a detailed receipt review does not relieve the agency/entity from knowing where the documents are kept and if the expenditures are valid.
- The entity manager is responsible for certifying the expenditures were made within the project purpose, time, and amount.
- You are preparing your management for the next audit.



- **Standard timeframe** of a project depends on the program category:
 - Environmentally Sensitive Land Acquisitions: 3 years
 - PTNA, CIP, MSHCP, and CI projects: 5 years
 - ENLRP: 4 years
 - Hazardous Fuels: 6 years
 - LTRA Projects: 5 years for capital projects; 3 years for science projects; and 6 years for Hazardous Fuels projects
- Timeframes include start-up and a minimum of 90 days for closeout.



- All expenditures must have occurred within the timeframe on the funding instrument (authorization to expend project funds).
- A contract and/or agreement to do project work cannot exceed the time of the project (i.e. performance period in the funding instrument).
 - DO NOT issue a contract, subcontract, or agreement to expire at the same time as your project.
 - If SNPLMA funding is on a programmatic long-term contract or agreement make sure the SNPLMA portion can closeout without waiting for the master contract/agreement to finish.
 - Allow a minimum of 3 months, within the project work plan and the approved POP, to complete the documentation package for inspection at project closeout.



- The **purpose** and **function** of each person charging to the project must be annotated. This includes direct and contract labor.
 - In few instances the title of the position is self explanatory, for example, a Law Enforcement Ranger charging labor to a Law Enforcement Conservation Initiative, or a fire crew charging against a hazardous fuels project.
 - Descriptions and/or documentation of the implementation process reaffirms the labor and contracted labor expenditures.
- Service level agreements with your service center should be shown as a contract cost.
- Specific audits have required stronger documentation in this area.
 - What specifically did each person contribute towards the project purpose; what “project work” was performed.



- Audits will look at the number of hours charged in a pay period.
 - For example, an employee and their relationship to the project.
- This is especially true for “indirect” or overhead personnel.
- The labor should sync with the reported progress
 - If progress reports indicate “no progress this quarter” but thousands of dollars in labor funding is expended, the appearance is that labor was charged where programmed rather than where worked.
- Overhead labor, e.g., managers, administrative assistants, time keepers, etc., still must be allocable to the purpose of the project.



Documenting the Purpose/Scope

- **Purpose** of the project is established in the nomination and then further explained in detail in the SNPLMA project work plan.
- **Workplan** establishes the steps (deliverables with associated tasks and subtasks) and timeframe for completing the purpose.
- A complete and detailed workplan coupled with thoughtful and detailed quarterly status reporting and annual accomplishments will suffice for most projects.
- Extra documentation will be needed when implementation appears to deviate from, or a set of actions do not appear logical to the purpose of the project.



Documenting the Purpose/Scope

Example: A hazardous fuels project is funded to treat 3,000 acres for \$1,000,000. At project close-out 0 acres are treated and a road with a fancy retaining wall is built for access into the treatment area for the same money instead.

- This is a real example of why documentation is so crucial to the SNPLMA program, and all federal accounts as well.
- Don't let a permitting requirement, partnerships, or other contributed funding change the scope of the project.



Documenting the Purpose/Scope

- The **location** of the project is embedded in the **purpose** of the project and now is often explicitly stated in the SNPLMA nomination.
- **Changing the location without prior approval** from the SNPLMA Executive Committee could result in all associated expenditures deemed to not be necessary expenditures and your agency may have to repay SNPLMA.



- Projects funded through SNPLMA amount to an appropriation under Federal law.
- The amount of funding provided is intended to fulfill the purpose.
- If combining funding from other sources, ratchet-up the level of documentation.
 - Documentation should show how both funding sources are appropriate for the same purpose or how each funding will accomplish a portion of the total purpose and how that it appropriate. (This goes back to the general vs. specific section of Appropriations Law Principles – Volume 1.)



- Funding is authorized for “**necessary expenses**” to carry out the purpose of the project.
- All **expenditures** must pass the **three part test** to be considered a necessary expense:
 1. Must bear a direct relationship to carrying out the purpose of the project;
 2. Must not be prohibited by law; and
 3. Must not be covered by more specific source of funding.
- This is true for all Federal funds not just SNPLMA.



- USFS Inspector General performed an audit that was initially an investigation about unfair contracting practices by a recipient of SNPLMA funds.
 - The IG uncovered other issues, including co-mingling of funding and unsupported expenditures well over \$2 million.
 - At the time of the audit the documentation retained by the audited agency could not support the expenditures and may be required to repay all the misappropriated funds.
- This audit has triggered another audit with the BLM regarding SNPLMA funding.
- An audit won't necessarily look at only what you think is the problem.



- The SNPLMA Division will conduct periodic project inspections at logical phases of your project.
 - SNPLMA Division will make at least one visit/review, generally at project closeout.
- The file review consists of making sure the proper level of documentation is being retained. It may lead to additional documentation or including or excluding certain expenditures.
 - For example, explain why the project consumed 20 shovels, 1000 gallons of gas not purchased on a vehicle credit card, or deer repellent for a Mojave restoration project.
- For excepted documents (slide 132) follow your existing record keeping retention policies. However, it is important to know where the files are stored in case of an audit, FOIA request, etc.



Prior to a SNPLMA file review consider these questions:

- Is the expenditure logical to the purpose of the project?
 - Document the connection.
- How did attending training help the individual accomplish the purpose of the project?
 - Was the training necessary to accomplish the purpose of the project?
 - Who was trained?
- Why was travel necessary? If the travel is for training then the training explanation may suffice. Document all travel expenditures by name, title/position, role on the project, and purpose.
- Document that purchases.
 - What was purchased the date purchased, quantity purchased, the total cost, and the purpose.
- CIP and PTNA projects cannot exceed the 27% limitation on planning and environmental costs.



- The SNPLMA Program Manager review is not an audit. The completion of a SNPLMA review does not protect or defend an agency/entity from an audit or audit finding.
- Our goal is to help make a strong documentation package and to ensure the expenditures are documented for the authorized purpose according to the nomination approved by the Secretary.



- Set-up a schedule with the SNPLMA Division (Program Manager and/or Project Manager) to conduct multiple project reviews for multiple agencies/entities in the same visit.
- Field visits should be done when possible or practical. However, take lots of pictures of implementation activities to show progress and before and after.
 - Pictures can tell the story of project implementation and possibly serve as a surrogate to a field visit.
 - Submit photos (jpg format) with your closeout report.



**Bureau of
Land
Management**

SNPLMA 101
Program Overview

SNPLMA 201
Project Nomination

SNPLMA 301
Approval & Funding

SNPLMA 401
Implementation

SNPLMA 501
Closeout

SNPLMA 601
Questions & Answers





The Secretary of the Interior has approved funding for your project.

You will probably have a lot of questions.?

So, when will we get the funding?

Can I begin to work on the project now?

Can I be reimbursed for work already done?

Are there any limits on what I can spend it on?

What if we change the scope of the project?

How long do I have to complete the project?

Can I get all of the money right away?

How do I report progress?





United States Department of the Interior

BUREAU OF LAND MANAGEMENT
Southern Nevada District Office
4701 N. Torrey Pines Drive
Las Vegas, NV 89130
<http://www.blm.gov/nv/st/en/fo/lyfo.1.html>



In Reply Refer To:
2710 (NVS00550)

To: Eligible Federal Agencies, Local and Regional Governments, and Other Non-Federal Entities (See Distribution List)

From: Robert C. Wandel
Acting Assistant District Manager, SNPLMA Division

Subject: Round 16B Southern Nevada Public Land Management Act (SNPLMA)
Special Account Funds Notice

This memorandum provides formal notification that funds are available from land sale revenues to proceed with projects funded under SNPLMA Round 16B. **Please consider Tuesday January 3, 2017 to be the official funding notification date. The funding notification date initiates a one-year (1 year) time frame to begin working on the project.**

Before beginning work on a project, the agency/entity must complete several steps, including receipt of this notice, submittal of a letter requesting project initiation, approval of a project work plan, and receipt of an executed financial instrument (assistance agreement, interagency agreement, BLM task order, or 1151-direct transfer funds expenditure letter). Recipient agencies and entities should refer to the instructions and requirements for initiating project funding in the *SNPLMA Implementation Agreement, Part Two* (IA Part Two), Appendix J posted on the SNPLMA website at <http://www.blm.gov/snplma>.

The time required to fully execute a financial agreement varies depending on the nature of the agreement as well as workloads both within BLM and within the requesting agency/entity. Therefore, it is recommended that requests to initiate funds be submitted within the next six months to ensure the financial instrument is executed in time for work to begin before Tuesday January 2, 2018.

The approved projects will be entered into the SNPLMA Management and Reporting Tool (SMART) and work plan development can commence on January 1, 2017. The Fiscal Year 2017 second quarter reporting cycle will be open from January 1 through February 10, 2017.

No contingency funding was approved for Round 16B projects. Budget reallocation between projects or within the categories is no longer authorized, except as provided in the Round 16B Decision Document for the City of Henderson Union Pacific Railroad (UPRR) Trail projects. With the exception of the Lake Tahoe Restoration category, all unused funding from completed and terminated projects is returned to the SNPLMA Special Account. Requests for additional funds for approved projects will be considered only for funding from the Special Account Reserve (SAR).

In the Round 16B Secretary's Decision Document, the Secretary directed:

- All project funds not expended to complete the project shall be returned to the SNPLMA Special Account for future rounds, the Special Account Reserve, and other authorized purposes. No reallocation of excess funds by the Executive Committee to new or previously approved projects is authorized.
- Authorization for expenditures for projects submitted in Round 16B as set forth in this Decision Document will not be construed as a final approval for any particular expenditure. The amounts authorized herein are not approved for expenditure unless and until all requisite procedures are followed as outlined in this document and in the SNPLMA Implementation Agreement.
- For Federal projects, no amount authorized herein will be considered to be an amount approved for expenditure until the following have been met:
 - 1) A notice of availability of funding has been issued.
 - 2) A work plan has been submitted by the proponent and accepted by the Bureau of Land Management (BLM). The work plan will set forth a schedule of milestones with associated expenditures.
- For non-Federal projects, no amount authorized herein will be considered to be an amount approved for expenditure until all of the following have been met:
 - 1) A notice of availability of funding has been issued.
 - 2) A cooperative agreement or grant between the recipient entity and the BLM or other Federal agency has been fully executed.
 - 3) A work plan has been submitted by the proponent and accepted by the BLM or other Federal agency. The work plan must set forth a schedule of milestones with associated expenditures.
 - 4) The starting point for an identified deliverable and its associated funding start date has been reached.
- Approved projects will be implemented in accordance with the project purpose and deliverables and within the timeframe specified in the project nomination, with appropriate time allocated for project startup and closeout as agreed upon in the work plan approved by the BLM. Time extension requests should be considered exceptions to the expected practice of timely implementation of projects and therefore limited in number and scope.

If an agency or entity has not made the request to initiate a project and begun implementation of the project (i.e., conducting project work) by **Tuesday January 2, 2018**, the SNPLMA Division will¹ recommend termination of the project. The termination would be recommended through a decision memorandum and sent to the SNPLMA Executive Committee for a final decision.

The table below reflects the projects approved in each category by priority and includes the total approved funding, the SNPLMA administrative project number, and the BLM 12-digit work breakdown structure (WBS) numbers from BLM's FBMS financial management system, where applicable. Correspondence

¹ The Executive Committee approved a change to the IA language regarding circumstances that would lead to a SNPLMA Division recommendation to terminate a project from "termination may be recommended" to "will be recommended" in a decision memorandum (DM) signed on January 15, 2014. The revisions in the DM became effective upon signature of the DM by the Executive Committee Chair.



Bureau of Land Management

with this office should reflect the priority number, SNPLMA project number, and the WBS where applicable. Financial instruments will include the WBS number in the funding account information. If you have any questions about your project, please contact your SNPLMA Program Manager.

SNPLMA ROUND 16B APPROVED PROJECTS

SNPLMA ROUND 16B PROJECT NUMBER REQUESTS					
Priority	Project Name	Requesting Entity	SNPLMA Project Number	WBS	Designated Amount
Parks, Trails, and Natural Areas (Jeff Wilbanks, Program Manager: 702-515-5160)					
2	Las Vegas Wash Enhancement and Stabilization	Southern Nevada Water Authority	WA09	LXSNWA095600	\$4,000,000
6	McGill Dill Park Upgrade Phase II	White Pine County	WP10	LXSNWP105600	\$996,199
8	Northern Nevada Historic Railroad Museum Interpretive Trail Phase II	White Pine County	WP11	LXSNWP115600	\$1,287,999
9	Carson River Trail System Phase II - Ranch Connection	Carson City	CR03	LXSNCR035600	\$1,843,685
10	Kiel Ranch Historic Park 6.81 Acre Acquisition	City of North Las Vegas	NL25	LXSNNL255600	\$1,520,700
11	Robert E. "Bob" Price Park Improvements	Clark County	CC67	LXSNCC675600	\$2,348,173
12	Southwest Ridge Park/Trailhead Phase I	Clark County	CC68	LXSNCC685600	\$1,876,966
17	Craig Ranch Regional Park 5.34 Acre Acquisition	City of North Las Vegas	NL26	LXSNNL265600	\$3,824,600
18	Craig Ranch Regional Park 20.37 Acre Acquisition	City of North Las Vegas	NL27	LXSNNL275600	\$4,025,000
PTNA Total					\$24,723,322
Capital Improvements (Robert Taylor, Program Manager: 702-515-5139)					
1	Colorado Rover Heritage Trail - Arizona	BOR	BR10	Transfer -- No WBS	\$5,999,773
2	Water in the Desert: Water Conservation Delivery System	FW3	FW39	Transfer -- No WBS	\$1,308,514
3	Lincoln County Partners Non-Motorized Multipurpose Trail System, Phase II	BLM	BL52	LXSNBL525200	\$1,119,683
4	Reconstruct and Restore the Historic Wheeler Peak Campground	NPS	NP99	Transfer -- No WBS	\$1,438,406
5	Hoover Dam Visitor Center Theater Level Refurbishment	BOR	BR11	Transfer -- No WBS	\$2,702,471
6	Rehabilitate Boulder Beach Campground North Loop	NPS	NI00	Transfer -- No WBS	\$1,451,701
8	Hilltop Campground Reconstruction Project	FS	FS45	Transfer -- No WBS	\$5,286,300
					\$22,306,848

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SNPLMA ROUND 16B PROJECT NUMBER REQUESTS (continued)					
Priority	Project Name	Requesting Entity	SNPLMA Project Number	WBS	Designated Amount
Conservation Initiatives (Cynthia Poff, Program Manager: 702-515-5120)					
1	Can land managers prevent the "inevitable collapse" of bats in the western US?	NPS	NP83	Transfer -- No WBS for NP, DL WBS is LXSNBL336100	\$1,193,632
2	Building Stewardship of Public Lands with Displaced User Groups	NPS	NP84	Transfer -- No WBS (for FS, NP, and FW), BL WBS is LXSNBL846100	\$2,978,100
3	Protecting Gold Butte's Cultural Heritage	BLM	BL85	LLXSNBL856100	\$1,749,218
4	Butterfly Autecology Phase IV	FS	FS79	Transfer -- No WBS	\$1,608,015
5	Protection, Stabilization, and Restoration of the Lehman Caves Historic Area	NPS	NP79	Transfer -- No WBS	\$926,597
6	Endemic and Sensitive Species Biological Mitigations for Spring Mountains National Recreation Area Capital Improvement Projects	FS	FS80	Transfer -- No WBS	\$734,200
					\$9,189,762
Environmentally Sensitive Land Acquisitions (Robert Wandel, Acting Program Manager: 702-515-5116)					
1	Jacks Valley Ranch Conservation Easement	FS	FS63	Transfer -- No WBS	\$12,419,000
					\$12,419,000
Eastern Nevada Landscape Restoration Project (Robert Wandel, Program Manager: 702-515-5116)					
1	Atlanta Road Sage Grouse Habitat Improvement Continuation	BLM	B014	LXSNB0146800	\$566,000
2	Sagebrush Habitat Restoration	FS	F017	Transfer -- No WBS	\$1,185,520
3	Elly District Noxious and Invasive Weeds: Inventory, Treatment, Restoration, and Education	FS	F018	Transfer -- No WBS	\$920,560
4	South Spring and Humboldt Valley Watershed Restoration Plan	BLM	B015	LXSNB0156800	\$350,000
5	Forgotten Grasslands: Restoration of Basin Wildlife Ecosystems on Great Basin National Park	NPS	N007	Transfer -- No WBS	\$320,950
					\$2,343,030
Multi-species Habitat Conservation Plan (Jeff Wilbanks, Program Manager: 702-515-5160)					
1	Desert Tortoise Connectivity	Clark County	CC72	LXSNCC725700	\$2,448,000
2	Riparian Restoration - Mudly River Riparian Reserve Unit	Clark County	CC73	LXSNCC735700	\$2,770,000
					\$5,218,000
				All Categories Total	\$77,199,962
				Special Account Reserve	\$2,800,000
				Round 16B Total Budget	\$79,199,962



Getting down to business

*So, when will we get the funding?
Can I begin to work on the project now?
Can I be reimbursed for work already done?
Are there any limits on what I can spend it on?
What if we change the scope of the project?
How long do I have to complete the project?
Can I get all of the appropriation up front?
How do I report progress?*





There are four methods, each with its own financial instrument format, used to provide funds for approved projects. The method used depends primarily upon which agency or entity is the recipient of the funding.

- **Authorization to Expend Transferred Funds Letter:** Certain Federal agencies are eligible to receive project funding by “1151” direct transfer of project funds.
- **Assistance Agreement:** Non-Federal recipients (e.g., local and regional governmental entities) receive project funds pursuant to a cooperative agreement/assistance agreement between the BLM and the local or regional governmental entity or other non-Federal entity.
- **Inter-agency Agreement:** Some Federal projects receive project funding by reimbursement pursuant to the Economy Act (31 U.S.C. 1535) utilizing an IAA (formerly referred to as Intergovernmental Order or IGO). This is not used anymore, if possible
- **BLM Task Order:** BLM receives project funds utilizing an internal management document referred to throughout this IA as a “BLM task order.” BLM projects approved prior to Round 6 were funded using internal reimbursable task orders; projects beginning with some in Round 6 and all projects in Round 7 and forward are funded by direct charge to the SNPLMA Special Account financial sub-activity for the applicable project category following execution of the BLM Task Order.



Getting down to business

*So, when will we get the funding?
Can I begin to work on the project now?
Can I be reimbursed for work already done?
Are there any limits on what I can spend it on?
What if we change the scope of the project?
How long do I have to complete the project?
Can I get all of the appropriation up front?
How do I report progress?*





Bureau of Land Management

Task Order (BLM only)

Form 1681-3
(May 1998)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

1. Fiscal Year (s)
(Period of Fund Availability)

☐ REIMBURSABLE WORK AUTHORIZATION
(BLM to perform work as described herein for the agency
named in item 6)

☒ INTER-AGENCY/INTRA-AGENCY AGREEMENT
To have work performed for BLM by the agency named in
item 6a

NO YEAR MONEY

2. BLM RWA Project No./BLM IA No.
Implementation Agreement, 10/2007

3. Check appropriate box: ☒ Original ☐ Modification No. 0 ☐ Task Order LXSNBL525200

4. Under the authority of (Cite authority):
☐ 43 U.S.C. 1701 et seq. (OLPMA) ☐ 31 U.S.C. 1535 (the Economy Act) ☐ Department of the Interior Appropriation Act for FY ☒ Other PL 105-263 and PL 107-282

5. Description of work (If more space is needed, attach additional sheets):
Lincoln County Partners Non-Motorized Multipurpose Trail System, Phase II (priority 16-3, project #BL52):
The purpose of this notification is to obligate funding for the subject project as approved by the Secretary of the Interior on December 6, 2016, and confirmation of the period of performance, beginning on March 28, 2017 and extending through March 27, 2023.

SEE THE ATTACHED TERMS AND CONDITIONS.

6. BLM Office SNPLMA		6a. Participating Agency Bureau of Land Management, Ely District Office	
Address 4701 N. Torrey Pines Drive, Las Vegas, NV 89130		Address HC33, Box 33500 Ely, NV 89130	
Organization NV-055 Project Manager: Robert Taylor		Finance POC: John Vest Phone (include area code) 303-236-9359	
Phone (include area): 702-515-5130		Project Manager: Jon Prescott Phone (include area code) 775-726-8144	

BILLING DATA		BLM	PARTICIPATING AGENCY
7. Agency Location Code	7a.	14-11-0008	7b. 14-11-0008
8. Fund Account Symbol	8a.	14XS232	8b. 14XS232
9. Account/Cost Structure	9a.	LLNVS000550 L58520000 IB0000 LX SN BL525200 253G00	9b. LLNVL000000 L58520000 IB0000 LX SN BL525200 253G00
10. Procurement Document Number	10a.	LXSNBL525200	10b. LXSNBL525200

11. For RWA: Participating Agency's \$ Amount Obligated		12. For IA's: Amount Obligated by BLM	
a. Current amount		a. This obligation	\$1,119,683.00
b. Modification: Amount of Increase or Decrease (circle one)		b. Previous Obligation	\$0.00
c. Total amount available		c. Total obligation	\$1,119,683.00
d. Over-run allowed: 0 % or \$ 0.00		d. Amount desobligated by BLM for this Action Not to Exceed:	\$1,119,683.00

Billing for Federal Agencies will be processed via OPAC. DOD bills will be processed on a SF-1080. "Automatic" billing will be done quarterly by the National Business Center unless specified. Other (identify)

13. Method of Payment: (Applies to IAs only)
☐ Advance ☒ Reimbursable ☐ Progress

14. Bill To (Name and Address including zip code of Finance Office):
Bureau of Land Management
Division of SNPLMA Acquisition, Improvement & Conservation Programs (NVS0055)
4701 N. Torrey Pines Drive
Las Vegas, NV 89130

Upon approval, this agreement constitutes an obligation against BLM if requesting the work; or authority to proceed with work by BLM for the herein named agency in anticipation of reimbursement.

15. Approved for the Bureau Of Land Management by: (Authorized Signature)	16. Approved for: BLM Ely District Office (Participating Agency) by: (Signature)
--	--

15a. Name (Type) Robert Taylor	16a. Name (Type) Michael J. Herder
15b. Title Capital Improvement Program Manager, SNPLMA	16b. Title BLM Ely District Manager
15c. Date	16c. Date

NO YEAR funding only refers to the SNPLMA program

Purpose and Period of Performance is taken from the nomination and work plan

Funding Code

Total appropriation for the project

District Manager signature is required



Transfer Authorization (Federal only)



United States Department of the Interior

BUREAU OF LAND MANAGEMENT
Southern Nevada District
4701 N. Torrey Pines Drive
Las Vegas, NV 89130
<http://www.blm.gov/nv/st/en/fo/lvfo.1.html>



In Reply Refer To:
2710 (NVS0055)

To: Marc Maynard
Chief, Resource Management Office

From: Robert Taylor
Capital Improvements Program Manager, SNPLMA Division

Subject: Notification of Authorization to Expend Southern Nevada Public Land Management Act (SNPLMA) Project Funds Provided by 1151 Direct Transfer and Confirmation of Period of Performance

Initial agency notification to request funding for the project

SNPLMA Implementation Agreement Date: Reissue 01/2014	Check appropriate box: <input checked="" type="checkbox"/> Original Notification <input type="checkbox"/> Modification Notification #: <u>N/A</u>
Under the authority of: <input checked="" type="checkbox"/> DOI Secretary Decision Document Approving Project Dated <u>January 6, 2016</u> <input checked="" type="checkbox"/> PL 105-263, SNPLMA <input checked="" type="checkbox"/> Other: OMB Circular A-11	
Hoover Dam – Memorial Bridge Plaza Upgrades and Safety Enhancements SNPLMA Priority 15-5 SNPLMA Project # BR09	
The purpose of this notification is to initiate direct transfer funding to accomplish the purpose of the subject project as described in the nomination approved by the Secretary of the Interior and further detailed in the SNPLMA project work plan. The purpose of the project is to provide safety enhancements to the subject project.	
The scope of work and deliverables to be completed are: 1) Planning and design of a safety railing system for the Memorial Bridge Plaza trail system 2) Contract for the fabrication, installation of the railing.	
Capital Improvements Projects are allowed 5 years from the date of the initial funding approval for completion; additional time beyond the approved completion date, shown in the funding authorization, must be requested at least 120 days prior to the approved expiration date of the project. This notification advises regarding the requirements for expenditure of funds as detailed below, the amount of funding available, and the start and end dates of the project.	

Project title, Round and priority, and SNPLMA project number.

Scope of Work to be completed, taken from the nomination and the work plan.



Hoover Dam – Memorial Bridge Plaza Upgrades and Safety Enhancements
(SNPLMA Priority 15-5, Project # BR09)
Recipient Agency: Bureau of Reclamation
Notification of Authorization to Expend Funds & Period of Performance

SECRETARY REQUIREMENTS FOR EXPENDITURE OF FUNDS: The National Park Service (NPS) has requested a direct transfer of funds for the SNPLMA project described above. Upon approval by the Secretary of the Interior, SNPLMA funds are appropriated for the approved project and are to be expended in conformance with appropriation law including the "purpose statute" and "necessary expense" doctrine. The Secretary's decision document includes requirements applicable to Federal projects as a prerequisite before funds are "authorized for expenditure." These requirements are:

1. adherence to all requisite procedures . . . in the SNPLMA Implementation Agreement;
2. workplans to be submitted and accepted by the BLM; and
3. workplans that include a schedule of periodic expenditures reflecting logical phases of the project and "associated deliverables."
4. ". . . projects will be implemented within the time frame specified in the project nomination, with appropriate time allocated for project startup and closeout as agreed upon in the work plan approved by the BLM. The Executive Committee will determine an appropriate process to approve exceptions to the timeframes specified in the nomination where special circumstances warrant a time extension. Such extension requests should be considered exceptions to the expected practice of timely implementation of projects and therefore limited in number and scope."

Funding is provided by the BLM to the recipient agency as requested on a quarterly basis. Supplemental or off-cycle transfers will be done on a case-by-case basis, and subject to the agencies compliance with the aforementioned requirements. This direct transfer documentation will be updated each time the subject project is modified through an approved decision memorandum for a change in time, scope, or funding.

Total funding made available through the Secretary's decision and other processes contained in the SNPLMA Implementation Agreement (IA) is:

a.	Total Amount Approved and Allocated to the Project:	\$570,167.00
b.	Approved Contingency:	\$0.00
c.	SNPLMA Funding Available for Transfer NOT TO EXCEED	\$570,167.00

Construction is to be complete by July 15, 2018 and the period of performance and authorization to expend SNPLMA project funds expires January 1, 2019.

Period of Performance: Start Date: 11/21/2016 End Date: 01/01/2019

THE BLM CONFIRMS THAT:

- The recipient Federal agency has complied with the Secretarial requirements listed above.

Agency requirements to accept the appropriation

Projects are to be completed and closed out within the timeframe in the approved work plan

Approved appropriation for the project.

Period of performance is taken from the nomination and work plan



Hoover Dam – Memorial Bridge Plaza Upgrades and Safety Enhancements
(SNPLMA Priority 15-5, Project # BR09)
Recipient Agency: Bureau of Reclamation
Notification of Authorization to Expend Funds & Period of Performance

- The BLM accepts the project workplan submitted for the subject project as (1) accurately reflecting the purpose of the project and project deliverables as described in the nomination and approved by the Secretary, (2) containing target start and end dates for deliverables that will lead to completion of the project within the timeframe specified in the nomination as reflect by the start and end dates above, and (3) containing sufficient detail in terms of tasks and subtasks for the deliverables.
- Funds will be provided through the direct transfer process outlined in the IA.
- Because the Secretary's requirements have been met and the workplan has been accepted by BLM as confirmed above, **funds are, therefore, authorized for expenditure upon the agency's receipt of funds from the U.S. Treasury.**
- The start date of the project's period of performance is the date the BLM SNPLMA Division signs the transfer request document and submits the request to the BLM's National Operations Center.
- The end date of the project's period of performance is derived from the duration of the project as contained in the project nomination submitted by the agency and approved by the Secretary of the Interior.
- The BLM will diligently carry out its oversight duties and responsibilities for implementation of the SNPLMA program.
- The BLM shall adhere to all policies, procedures, and business rules in the SNPLMA Implementation Agreement as currently written and as revised from time to time by approval of the Executive Committee, and in compliance with other applicable Federal laws and regulations.

BY ACCEPTING THE PROJECT FUNDS THE RECIPIENT AGENCY AGREES:

- To adhere to all policies, procedures, and business rules in the SNPLMA Implementation Agreement as currently written and as revised from time to time by approval of the Executive Committee.
- To implement and complete the project as described in the project nomination approved by the Secretary of the Interior generally in the manner detailed in the project workplan accepted by BLM.
- To the accuracy of the amount of funding available outlined above.
- That the period of performance accurately reflects the duration of the project as described in the approved nomination and reflected in the project workplan.
- To report quarterly and annually on the project accomplishments as approved in the SNPLMA work plan.
- To provide documentation that 95% of all previous funding transferred is spent or a justification is provided, before requesting additional transfer funding.
- That all funds will be expended in accordance with appropriations law and regulations, including the necessary expense doctrine, for those costs necessary to complete the project as described in the nomination approved by the Secretary subject to any approved changes in scope.
- That funds will be expended in accordance with Federal Acquisition Regulations (FAR), agency contracting and construction policies; in the case of projects in the Lake Tahoe Basin with the agency "Memorandum of Understanding concerning SNPLMA Lake Tahoe Restoration Projects"; and, in the case of environmentally sensitive land



Quarterly and Annually reporting
95% rule



Hoover Dam – Memorial Bridge Plaza Upgrades and Safety Enhancements
(SNPLMA Priority 15-5, Project # BR09)
Recipient Agency: Bureau of Reclamation
Notification of Authorization to Expend Funds & Period of Performance

acquisitions, with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (PL-91-646), and all other applicable agency real property acquisition policies.

- That obligations and expenditures which are determined by the SNPLMA Division not to meet the criteria of a “necessary expense” or which otherwise do not adhere to appropriations law and regulations will be rejected and any funds already reimbursed, transferred, drawn down, or charged directly to the SNPLMA special account subactivity for inappropriate charges must be returned by the agency/entity.
- Unresolved disputes between the BLM SNPLMA Division and the recipient agency over whether or not a specific cost qualifies as a “necessary expense” to complete the project or whether a specific cost adheres to appropriations law and regulations will be resolved by the SNPLMA Executive Committee.
- Agency funds expended after Secretarial approval, but prior to meeting the three requirements in the Secretary’s decision memo, including approval of the project workplan are not reimbursable by SNPLMA.
- As of January 1, 2011, no obligations and expenditures for project work will be reimbursed by SNPLMA if created or incurred outside the period of performance defined in this memorandum or defined in an approved time extension, if the project is in on-hold status, or if the obligation or expenditure is for work outside the purpose of the project in advance of approval of a change of scope. If any transferred funds are obligated or expended by the agency prior to obtaining an approved time extension, project reactivation, or change in scope, the amount so expended must be offset by other allowed expenses, offset against future transfer needs, or be returned to the SNPLMA special account by the agency.
- Requests for time extensions will be submitted at least 120 days in advance of the expiration date of the period of performance to ensure a decision regarding the request can be processed prior to the expiration date.
- Requests for use of contingency funds for projects in Round 10 and beyond, if provided for in the Secretarial decision, will be requested at least 120 days in advance of the agency’s need to obligate or expend funds in accordance with the requirements in the IA.

Necessary Expense Rule

Obligations or expenditures incurred prior to approval are not reimbursable

Time Extension requests



Request to Initiate Assistance Agreement



Department of Comprehensive Planning

500 S Grand Central Pky • Box 551744 • Las Vegas NV 89155-1744
(702) 455-4314 • Fax (702) 455-3271

Nancy A. Amundsen, Director



January 12, 2017

Jeff Wilbanks, Program Manager
Parks, Trails and Natural Areas
BLM Southern Nevada District Office
4701 North Torrey Pines Drive
Las Vegas, NV 89130

RECEIVED DLM
SOUTHERN NEVADA
DISTRICT OFFICE
2017 JUN 12 P 2:17

Request for Initiation of SNPLMA Funding CC68 Southwest Ridge Park/Trailhead Phase I Project (Priority #16-7)

Dear Jeff:

Clark County is formally requesting initiation of funding through an assistance agreement for the above referenced SNPLMA project. The County has submitted the project work plan to initiate the CC68 Southwest Ridge Park/Trailhead Phase I project in the amount of \$4,876,966.00. We understand that SNPLMA funding for the CC68 Southwest Ridge Park/Trailhead Phase I project will not be provided until the project work plan is approved, and an assistance agreement has been executed and received by Clark County. Furthermore, we understand that information about the project scope, deliverables and available budget will be shared with the public via the SNPLMA website.

By this letter, we confirm the CC68 Southwest Ridge Park/Trailhead Phase I project will be carried out in compliance with the policies, procedures, and guidelines in the current SNPLMA Implementation Agreement, the terms and conditions of the assistance agreement, Federal Acquisition Regulations, and agency contracting and constructing policies.

Further, all funds provided will be expended only for the project approved by the Secretary of the Department of the Interior and as described in the nomination. Funds provided will be allocated and accounted for by project.

We understand that Federal regulations require retention of records that document expenditures of funds against funding provided (e.g., receipts, invoices, inspection reports, etc.). Clark County will retain supporting documentation and expenditure records in the project file as expenses are incurred and will make them available for periodic project review and for project closeout or termination by SNPLMA as well as for formal audit purposes.

BOARD OF COUNTY COMMISSIONERS
STEVE SISOLAK, Chairman • CHRIS GIUNCHOLIAN, Vice Chair
SUSAN BRAGER • LARRY BROWN • MARILYN KIRKPATRICK • MARY BETH SCOW • LAWRENCE WEEKLY
YOLANDA T. KING, County Manager

We confirm that the financial reports retained in the project file will be annotated to explain expenses for documents excepted from retention in the project file by SNPLMA policies and that the excepted documents are retained in agency files as dictated by agency policy and procedures and acknowledge that Clark County could be asked to produce these documents for formal audit proceedings.

We also confirm that a list of staff charging payroll to the project and the function/role of each in carrying out the project will be included in the project file.

If you have any questions relating to this correspondence, feel free to contact Ron Gregory, SNPLMA Administrator, at (702) 455-3121 or rgv@clarkcountynv.gov.

Sincerely,

Nancy A. Amundsen, Director
Authorized Certifying Official



Assistance Agreement (Non-Federal)



United States Department of the Interior

BUREAU OF LAND MANAGEMENT
Nevada State Office
1340 Financial Boulevard
Reno, Nevada 89502-7147
<http://www.blm.gov/nv>
June 30, 2017



In Reply Refer To:
NV955-1511

VIA EMAIL 6/30/2017

Ron Gregory
Principal Planner
County of Clark, Nevada
500 South Grand Central Parkway, 1st Floor
Las Vegas, NV 89155-1745

Re: Funding Opportunity L17AS00048 BLM NV Clark County Southwest Ridge Park/Trailhead
Phase 1 SNPLMA Round 16 CC68

Dear Mr. Gregory

I am pleased to notify you that your application and proposal for assistance for the above referenced program has been approved in the amount of \$4,876,966.00. Attached is the Assistance Agreement L17AC00040 which sets forth the terms and conditions. Acceptance of a financial assistance award from the Bureau of Land Management (BLM) carries with it the responsibility to be aware of and comply with the terms and conditions of award. Awards are based on the application submitted to, and as approved by the BLM and are subject to the terms and conditions incorporated therein either directly or by reference.

Please carefully read the entire agreement and take special note of the performance goals and measures, the period of performance, the payment process, reporting requirements and due dates, and any Special Terms & Conditions. Annual submission of Financial Reports (SF-425) and Performance Reports are required under the Terms and Conditions of this agreement. Please contact your BLM Program Officer (PO) with any questions (contact information is listed on the award cover sheet).

Sincerely,

Susan Kaller

Susan Kaller
Grants Management Officer

cc: Jeff Wilbanks, Program Officer



Assistance Agreement (Non-Federal)

Page 1 of 22

Grant and Cooperative Agreement				CHOOSE ONE: <input checked="" type="checkbox"/> COOPERATIVE AGREEMENT <input type="checkbox"/> GRANT	
CHOOSE ONE: <input type="checkbox"/> EDUCATION <input type="checkbox"/> FACILITIES <input type="checkbox"/> RESEARCH <input type="checkbox"/> SDCR <input type="checkbox"/> TRAINING					
1. GRANT/COOPERATIVE AGREEMENT NUMBER L11AC20153		2. SUPPLEMENT NUMBER		3. EFFECTIVE DATE 06/23/2011	
4. COMPLETION DATE					
5. ISSUED TO NAME/ADDRESS OF RECIPIENT (No., Street, City/County, State, Zip) COUNTY OF CLARK Attn: ATTN GOVERNMENT POC 500 S. GRAND CENTRAL PARKWAY, SUITE 3012 LAS VEGAS NV 89106-1741		6. ISSUED BY BLM NV-STATE OFC BGT&FIN SVC (NV955) Mailing Address: 1340 FINANCIAL BLVD. RENO NV 89520			
7. TAXPAYER IDENTIFICATION NO. (TIN)		8. PRINCIPAL INVESTIGATOR/ORGANIZATION'S PROJECT OR PROGRAM MGR. (Name & Phone) Ron Gregory 702-455-4181			
9. COMMERCIAL & GOVERNMENT ENTITY (CAGE) NO.					
10. RESEARCH, PROJECT OR PROGRAM TITLE Mountain's Edge Regional Park SNPLMA Priority 11-6 Project CC61					
11. PURPOSE To provide funds in the amount of \$7,727,273.00 for the purpose of implementing the first pl of the Mountain's Edge Trail project per the attached agreement.					
12. PERIOD OF PERFORMANCE (Approximate) 06/23/2011 through 06/22/2016					
13A. AWARD HISTORY		13B. FUNDING HISTORY			
PREVIOUS \$0.00		PREVIOUS \$0.00			
THIS ACTION \$7,727,273.00		THIS ACTION TOTAL \$7,727,273.00			
CASH SHARE \$0.00					
NON-CASH SHARE \$0.00					
RECIPIENT SHARE \$0.00					
TOTAL \$7,727,273.00					
14. ACCOUNTING AND APPROPRIATION DATA					
01					
PURCHASE REQUEST NO.		JOB ORDER NO.		AMOUNT STATUS	
D020001485					
15. POINTS OF CONTACT					
NAME		MAIL STOP		TELEPHONE E-MAIL ADDRESS	
TECHNICAL OFFICER					
NEGOTIATOR					
ADMINISTRATOR					
PAYMENTS					
16. THIS AWARD IS MADE UNDER THE AUTHORITY OF: Southern Nevada Public Land Management Act of 1998 P.L. 105- 263, as amended					
17. APPLICABLE STATEMENT(S), IF CHECKED: <input type="checkbox"/> NO CHANGE IS MADE TO EXISTING PROVISIONS <input type="checkbox"/> FDP TERMS AND CONDITIONS AND THE AGENCY-SPECIFIC REQUIREMENTS APPLY TO THIS GRANT			18. APPLICABLE ENCLOSURE(S), IF CHECKED: <input type="checkbox"/> PROVISIONS <input checked="" type="checkbox"/> SPECIAL CONDITIONS <input type="checkbox"/> REQUIRED PUBLICATIONS AND REPORTS		
UNITED STATES OF AMERICA			COOPERATIVE AGREEMENT RECIPIENT		
CONTRACTING/GRANT OFFICER Susan Kaller		DATE 7/8/11		AUTHORIZED REPRESENTATIVE Therese [Signature] DATE 7/5/2011	



Getting down to business

So, when will we get the funding?
Can I begin to work on the project now?
Can I be reimbursed for work already done?
Are there any limits on what I can spend it on?
What if we change the scope of the project?
How long do I have to complete the project?
Can I get all of the appropriation up front?
How do I report progress?





NO!



Getting down to business

So, when will we get the funding?
Can I begin to work on the project now?
Can I be reimbursed for work already done?
Are there any limits on what I can spend it on?
What if we change the scope of the project?
How long do I have to complete the project?
Can I get all of the appropriation up front?
How do I report progress?





For a cost to be considered a necessary expense of the project it must meet the following three criteria:

- The expenditure must “make a direct contribution to carrying out the appropriation” which in the case of SNPLMA are expenditures within the project categories authorized by Congress in SNPLMA as reflected in the projects approved by the Secretary of the Interior;
- The expenditure must not be prohibited by law; and
- The expenditure must not be covered by another more specific source of funding, i.e., the specific approved project or acquisition and associated necessary expenses must not be provided for in another appropriation or statutory funding scheme.

Necessary expense cost categories applicable to all categories can be found in Appendix B, sample estimated necessary expense forms in Appendix B-1 and B-2, and examples of “Other Necessary Expenses” permitted for payment from SNPLMA by the EC in Appendix B-3.



Necessary Expense Rule

In addition to evaluating project expenditures based on the above requirements, the following SNPLMA rules regarding necessary expenses also apply to all projects:

- Expenses charged by the agencies/entities must be tied to a specific project and tracked by project.
- The EC has implemented a policy whereby Federal agencies and local and regional governmental entities shall not seek, and the SNPLMA will not pay, the recipient agency/entity's standard overhead percent based on the total project cost.
- SNPLMA will pay all necessary expenses to complete approved projects in all categories or, if a project has to be terminated, all necessary expenses up to the point that a determination to terminate is made, plus the costs to shut down the project and prepare the closeout package.
- Agencies/entities may pay, and be reimbursed by SNPLMA, for charges under agreements or contracts with another federal agency that operates on a cost center basis, or an agreement with a university or a commercial contract to do project work where the university or company charges indirect costs including overhead as a percent of the total of the agreement or contract.
- Indirect costs for expenses such as utilities, rent, cleaning, etc., though they may contribute to being able to complete the project(s), may not meet criteria number three which states the expenditure must not be funded through another appropriation.
- Monetary awards may be granted for significant work performed by agency/entity personnel in carrying out a SNPLMA project provided such awards are issued for exceptional performance on an individual basis.



Changes to the Approved Scope

So, when will we get the funding?
Can I begin to work on the project now?
Can I be reimbursed for work already done?
Are there any limits on what I can spend it on?
What if we change the scope of the project?
How long do I have to complete the project?
Can I get all of the appropriation up front?
How do I report progress?





Bureau of
Land
Management

Modification to the Approved Scope





So, when will we get the funding?
Can I begin to work on the project now?
Can I be reimbursed for work already done?
Are there any limits on what I can spend it on?
What if we change the scope of the project?
How long do I have to complete the project?
Can I get all of the appropriation up front?
How do I report progress?





What was requested in the nomination?

- Avoid scope creep

What was approved by the Secretary?

- What was the period of performance requested in the nomination and approved by the Secretary.
- If the period of performance requested is less than the standard, you will be expected to complete the project within the timeframe approved.



Money, Money, Money

*So, when will we get the funding?
Can I begin to work on the project now?
Can I be reimbursed for work already done?
Are there any limits on what I can spend it on?
What if we change the scope of the project?
How long do I have to complete the project?
Can I get all of the appropriation up front?
How do I report progress?*





What do you think?



What was Done Last Quarter

*So, when will we get the funding?
Can I begin to work on the project now?
Can I be reimbursed for work already done?
Are there any limits on what I can spend it on?
What if we change the scope of the project?
How long do I have to complete the project?
Can I get all of the money right away?
How do I report progress?*





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Congressional Employee Express Decision Memos SMART SNPLMA Front Page SNPLMA Project search

SNPLMA Management And Reporting Tool

Financial Input: FY 2018 Qtr 3 / Status Input: FY 2018 Qtr 2 Project Reports Admin Logout

TRANSFER REQUEST: (BR08, 14-1, HOOVER DAM - REPLACE DECAYING TIMBER BRIDGE)

Be sure to input a current Expended/Obligated dollar figure.

Status :	<input type="text" value="Pending"/>
Entity Project/Accounting Number :	<input type="text"/>
Amount Available to Transfer :	<input type="text" value="\$0.00"/>
Total Transferred Funds Expended/Obligated Thru 3/31/2018 :	<input type="text" value="\$269,253.92"/>
Amount Transferred Thru 3/31 :	<input type="text" value="\$269,253.92"/>
% of Funds Expended/Obligated :	<input type="text" value="100.00"/>
Prior Transfer Requests	
Q4, 2017 :	<input type="text" value="\$0.00"/>
Q1, 2018 :	<input type="text" value="\$-7,951.76"/>
Q2, 2018 :	<input type="text" value="\$-185.32"/>
Current Transfer Request :	<input type="text" value="\$0.00"/>
Balance Available for Next Transfer :	<input type="text" value="\$0.00"/>
Final Transfer Closeout :	<input type="checkbox"/>
Current Financial Quarter :	<input type="text" value="6/30/2018"/>
Off Cycle Request :	<input type="checkbox"/>
Transfer Comments :	<div><div></div></div>
<input type="button" value="Save"/> <input type="button" value="Cancel"/>	

Include contract costs that you have committed to/submitted for a PR here as well

Funding requested for the quarter in which it is needed

Justification of what the funding will be used for is required. Also justify carryover funds to be used.



Deliverable Progress Reporting

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SNPLMA Management And Reporting Tool

Financial Input: FY 2018 Qtr 4 / Status Input: FY 2018 Qtr 3 Project Reports Admin Logout SMART PRODUCTION

Projects [collapse]
Capital Improvements
Conservation Initiatives
Eastern Nevada Landscape Restoration Project
Environmentally Sensitive Land Acquisitions
Hazardous Fuels Reduction Plans and Wildlife Prevention Projects
Lake Tahoe Restoration Projects
Multi-Species Habitat Conservation Plans
Parks, Trails, and Natural Areas
Pre-Proposal Planning (PPP)
Santini-Burton
Virgin River Habitat Conservation Restoration Plan and Ground Water Monitoring

Project Menu
QUARTERLY STATUS: (NP97, 15-4, STARGAZING THEATER, SCIENCE CAMP, AND DAY USE AREA REFURBISHMENT)
Create New Quarterly Status

Current Statuses
Please enter Overall Project Complete Percentage Overall Project Complete Percentage: 30 % Save

4 items found, displaying all items.

Deliverable #:	Target Start Date	Target End Date	Actual Start Date	Actual End Date
Deliverable #1: IGO, Task Order, or Initial Funding Transfer	04/01/2016	06/30/2016	02/10/2016	02/18/2016
Current Quarterly Status Percent Complete: 100% Previous Quarterly Status Work plan approved 2/10/2016 and authorization to expend SNPLMA project funds and confirmation of period of performance approved 2/18/2016				
Deliverable #2: National Environmental Policy Act Analysis (EA or EIS)	06/15/2016	06/15/2017	05/11/2016	
Current Quarterly Status Percent Complete: 95% Previous Quarterly Status No activity to report on second quarter January - March 2018. Site is not accessible due to snow and all work is curtailed during the winter.				
Deliverable #3: Other: Contracting and construction through full build-out, release of lien, and payment of all invoices.	08/15/2017	01/01/2020	09/01/2017	
Current Quarterly Status Percent Complete: 10% Previous Quarterly Status Construction started on sections that had NEPA and Section 106 completed.				
Deliverable #4: Project Closeout	02/01/2020	06/01/2020		
Current Quarterly Status Percent Complete: Previous Quarterly Status -No Previous Quarterly Status-				

< Back :: Top ^

Progress should be commensurate with the expenditures and/or the period of performance that has expired.

Select Add to report progress on completing a deliverable. Once you report a deliverable is complete, do not add additional comments in a future quarter. If no work has been completed in the quarter due to weather, or other issues, state the reason why nothing was done on a deliverable that is already started.



Deliverable Status Reporting

CREATE QUARTERLY STATUS: (BL82, 14-6, BASIN AND RANGE NATIONAL MONUMENT: EDUCATION, ENGAGEMENT AND RESOURCE PROTECTION(SAR PROJECT))

[List Quarterly Statuses](#)

Work Plan Deliverable *: # 1. IGO, Task Order, or Initial Funding Transfer

Actual Start Date *: 06/03/2016

Actual End Date : 06/03/2016

Percent Complete *: 100

Quarterly Status Update Detail *:

**REQUIRED: YOU MUST ENTER DATA IN THE REQUIRED FIELDS.
IF YOU DO NOT, ANY DETAIL ITEMS YOU ENTERED WILL NOT BE SAVED!
(0% IS A VALID PERCENT COMPLETE TO USE SHOULD YOU NEED TO DO SO.)**

Date that you actually began work on this deliverable

Date that the deliverable is complete.

Once this is 100% complete, you do not have to enter and additional information for the deliverable.

A short description of what was done in the previous quarter for this deliverable.



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Congressional Employee Express Decision Memos SMART SNPLMA Front Page SNPLMA Project search

SNPLMA Management And Reporting Tool

Financial Input: FY 2018 Qtr 3 / Status Input: FY 2018 Qtr 2 | Project Reports Admin Logout | SMART PRODUCTION

Project Menu

QUARTERLY STATUS: (BR08, 14-1, HOOVER DAM - REPLACE DECAYING TIMBER BRIDGE)

Create New Quarterly Status

Current Statuses

Please enter Overall Project Complete Percentage: **Overall Project Complete Percentage: 100 %** Save

5 items found, displaying all items.

Deliverable #	Description	Target Start Date	Target End Date	Actual Start Date	Actual End Date
Deliverable # 1	IGO, Task Order, or Initial Funding Transfer				
		03/01/2014	03/30/2017	02/15/2014	02/15/2014
Current Quarterly Status	Percent Complete: 100%				Add
Previous Quarterly Status	Authorization to expend project funds and confirmation of period of performance approved March 1, 2014. Initial Funding Transfer submitted in SMART FY14-Q3 database on January 24, 2014.				Add/Edit
Deliverable # 2	Conceptual Design/Public Scoping				
		03/01/2014	10/15/2015	05/01/2013	10/15/2014
Current Quarterly Status	Percent Complete: 100%				Add
Previous Quarterly Status	Completed engineering review and recommended design to include flood protection.				Add/Edit
Deliverable # 3	Contract for Engineering/Construction				
		06/30/2014	09/30/2017	04/09/2014	08/01/2016
Current Quarterly Status	Percent Complete: 100%				Add
Previous Quarterly Status	Substantial Complete				Add/Edit
Deliverable # 4	Final Construction/Build-out				
		09/30/2017	11/30/2017	09/30/2014	09/30/2017
Current Quarterly Status	Percent Complete: 100%				Add
Previous Quarterly Status	Work completed, received revised 100% As Builts and DI-137 (Release of Claims.) Submitted transfer to plant report to Reclamation.				Add/Edit
Deliverable # 5	Project Closeout				
		11/30/2017	03/30/2018	08/01/2017	03/12/2018
Current Quarterly Status	Percent Complete: 100%				Add
Previous Quarterly Status	Final SNPLMA site inspection completed 11/30/2017. SNPLMA file inspection and approval of project expenditures complete on 12/21/2017. Project complete as of 1/16/2018. Close out pending return of unexpended funds in FY18-Q2. No further action required of the BOR.				Add/Edit



So, we're done!

Right?





Performance Measures and Close Out

SNPLMA Management And Reporting Tool

Financial Input: FY 2019 Qtr 1 / Status Input: FY 2018 Qtr 4 Project Uploads Reports Admin Logout SMART PRODUCTION

Projects [collapse]
Capital Improvements
Conservation Initiatives
Eastern Nevada Landscape Restoration Project
Environmentally Sensitive Land Acquisitions
Hazardous Fuels Reduction Plans and Wildfire Prevention Projects
Lake Tahoe Restoration Projects
Multi-Species Habitat Conservation Plans
Parks, Trails, and Natural Areas
Pre-Proposal Planning (PPP)
Santini-Burton
Virgin River Habitat Conservation Restoration Plan and Ground Water Monitoring

ANNUAL ACCOMPLISHMENTS: (BR08, 14-1, HOOVER DAM - REPLACE DECAYING TIMBER BRIDGE)

Please Note: Your target audience for this report is the public and Congress. This is NOT for reporting to SNPLMA on your individual deliverable accomplishments. Your Quarterly Status Updates are SNPLMA's tool for monitoring your accomplishments on deliverables. The Annual Accomplishment input that you enter here will be placed on the SNPLMA website for public viewing and included in the SNPLMA Annual Report to Congress.

Fiscal Year : 2017

Annual Accomplishments : Completed demolition of old, decaying wood bridge, constructed concrete retaining wall, drainage system, backfilled, and paved road with concrete. Installed safety barriers at BOR expense for safety. All work completed prior to FY18-Q1.

Maximum 3,000 characters.

Final Overall Accomplishment : ☒

Save Cancel

Deliverables

5 items found, displaying all items.

Deliverable #	Description	Target Start Date	Target End Date
1	IGO, Task Order, or Initial Funding Transfer	03/01/2014	03/30/2017
2	Conceptual Design/Public Scoping	03/01/2014	10/15/2015
3	Contract for Engineering/Construction	06/30/2014	09/30/2017
4	Final Construction/Build-out	09/30/2017	11/30/2017
5	Project Closeout	11/30/2017	03/30/2018

Performance Measures

One item found.

Fiscal Year	Performance Measure Code	Quantity	Unit of Measure	Comments	Actions
FY18	R4 -Constructed or Improved # Miles of Recreational Roads, Trails, or Routes	200	linear feet	Removed old, decaying bridge and replaced with approximately 200 feet of filled road and paved with concrete.	Edit

Add

What was finally completed. Keep it simple, a paragraph or two at the most.

Enter the Performance Measures here.



[Return to Project Search Results](#) | [Fund Summary](#) | [Project Menu](#)

TRANSFER REQUEST: (FS42, 14-2, TIMBER CREEK CAMPGROUND IMPROVEMENTS)

Be sure to input a current Expended/Obligated dollar figure.

Status : Pending

Entity Project/Accounting Number :

Amount Available to Transfer : \$ 0.00

Total Transferred Funds Expended/Obligated Thru 9/30/2019 : \$ 258,625.31

Amount Transferred Thru 9/30 : \$ 268,525.00

% of Funds Expended/Obligated : 96.31

Prior Transfer Requests

Q2, 2019: \$ 0.00

Q3, 2019: \$ 0.00

Q4, 2019: \$ 0.00

Current Transfer Request : \$ -9,899.69

Balance Available for Next Transfer : \$ 9,899.69

Final Transfer Closeout : ☐

Current Financial Quarter : 12/31/2019

Off Cycle Request : ☐

Transfer Comments:

Project expired 08/18/2019; BLM confirmed project complete on 8/20/2019; returning remaining funds.

Final total project
expenditures

Transferred funds to be
returned (*negative request*)



Now you're done.



What if you need help?





Bureau of
Land
Management

Team SNPLMA

