

STATE OF CALIFORNIA
DEPARTMENT OF FISH AND WILDLIFE



GAVIN NEWSOM, Governor
MEGHAN HERTEL, Director

P.O. Box 944209
Sacramento, CA 94244-2090
wildlife.ca.gov

**PROPOSITION 68 RIVERS AND STREAMS RESTORATION GRANT
LAKE COUNTY 2026 HITCH BARRIER REMOVAL
GRANT AGREEMENT NUMBER – Q2696002**

GRANTOR: State of California, acting by and through the
California Department of Fish and Wildlife
P.O. Box 944209, Sacramento, CA 94244-2090

GRANTEE: Lake County Watershed Protection District
255 N Forbes St, Lakeport, CA 95453

SECTION 1 – LEGAL BASIS OF AWARD

The California Department of Fish and Wildlife (CDFW or Grantor) developed the Rivers and Streams Grant Program(s) in response to the California Drought, Water, Parks, Climate, Coastal Protection, And Outdoor Access For All Act Of 2018 (Proposition 68). Proposition 68 amended the California Water Code (CWC) to add Section 80132(d) authorizing the Legislature to appropriate funds to CDFW to fund projects to restore rivers and streams in support of fisheries and wildlife.

Pursuant to Fish and Game Code Section 1501.5(b), Grantor is authorized to enter into this grant agreement (Agreement) and to make an award to Lake County Watershed Protection District (Grantee) for the purposes set forth herein. Grantee accepts the grant on the terms and conditions of this Agreement. Accordingly, Grantor and Grantee (Parties) hereby agree as follows:

SECTION 2 – GRANT AWARD

2.01 Grant: In accordance with the terms and conditions of this Agreement, including Section 5.03 – General Terms and Conditions, Grantor shall provide Grantee with a maximum of \$613,709 (Grant Funds) to financially support and assist Grantee's implementation of Lake County 2026 Hitch Barrier Removal (Project).

2.02 Term: The term of this Agreement is upon Grantor approval, through March 1, 2029 (Agreement Term).

SECTION 3 – ELIGIBLE USES OF GRANT

Only Grantee expenditures that are necessary to implement the Project, comply with applicable federal and State of California law, and made in accordance with this Agreement are eligible for reimbursement from the Grant Funds.

SECTION 4 – GRANTEE’S REPRESENTATIONS AND WARRANTIES

Grantee represents and warrants to Grantor as follows:

- 4.01 Existence and Power:** Grantee is a public entity, validly existing and in good standing under the laws of California. Grantee has full power and authority to transact the business in which it is engaged and full power, authority, and legal right to execute and deliver this Agreement and incur and perform its obligations hereunder.
- 4.02 Binding Obligation:** This Agreement has been duly authorized, executed, and delivered on behalf of Grantee and constitutes the legal, valid, and binding obligation of Grantee, enforceable in accordance with the Agreement's terms.

SECTION 5 – GENERAL TERMS

- 5.01 Purpose:** This Agreement is entered into by the Parties for the purpose of providing financial support to Grantee to complete the Project, specifically the activities identified within Section 6 - Project Statement.
- 5.02 Project:** Grantee shall complete the Project as set forth in Section 6 - Project Statement.
- 5.03 General Grant Provisions:** Public Entities General Grant Provisions (Exhibit 1.a) and Notice of Economic Sanctions (Exhibit 3) is attached hereto and made a part of this Agreement.
- 5.04 Amendments; Personnel, Schedule, and Budget Revisions:** Grantee shall submit any request to amend any term of this Agreement in writing to the CDFW Grant Manager. Grantee must include an explanation of and justification for any such request. This Agreement may only be amended in accordance with Section 2 of Exhibit 1.a, except that the CDFW Grant Manager may approve via email the following types of requests:
1. Changes that do not alter the Project Description, Project Term, or Budget, including:
 - a. Substitution of personnel or subcontractors (Categories A and C, Line Item Budget, Section 9.01); and
 - b. Revision of estimated completion dates (Schedule of Due Dates and Deliverables, Section 6.03.5).

2. Proposed revisions to the Budget (Section 9.01) to shift funds between existing line items or categories when those proposed revisions meet all of the following requirements:
 - a. Are consistent with the Project as detailed in Section 6 - Project Statement;
 - b. Do not increase the total amount of Grant Funds;
 - c. Do not, in the aggregate, transfer more than 10% of the Grant Funds relative to the initial Budget in this Agreement or the Budget in an amendment to this Agreement executed in accordance with Section 2 of Exhibit 1.a. An amendment executed in accordance with Section 2 of Exhibit 1.a will reset the 10% threshold.

5.05 Acknowledgement of Credit: Grantee shall include signage, to the extent practicable, informing the public that the Project received funds through the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 (Proposition 68, PRC § 80132). Further, Grantee shall include appropriate acknowledgement of credit to the Rivers and Streams Restoration Grant Program and its implementing agency, CDFW, for Grantor's financial support when using any data and/or information developed under this Agreement (e.g., in posters, reports, publications, presentations).

5.06 Notice to Proceed and Landowner Access: Grantee must not proceed with Tasks 7 and 8 (as defined in Section 6.03.4 of this Agreement) until it has received a Notice to Proceed from the CDFW Grant Manager. The CDFW Grant Manager will not issue a Notice to Proceed until Grantee has completed and submitted engineered planning documents, secured all required permits, provided copies of such permits to the CDFW Grant Manager, and secured Project Site Access (as defined in Section 6.03.2 of this Agreement) that the CDFW Grant Manager determines is adequate.

5.07 Long-Term Maintenance: Grantee shall ensure that the Project and Project Site are properly operated, used, and maintained consistent with the purposes (as stated in Section 6.01 – Introduction) and objectives (as stated in Section 6.02 – Objectives) of the Project for five years after the end of the Agreement Term. Grantor will not fund long-term maintenance activities outside of the Agreement Term.

SECTION 6 – PROJECT STATEMENT

6.01 Introduction:

The project aims to restore fish passage in four Clear Lake tributaries that provide essential spawning habitat for the threatened Clear Lake Hitch. Sediment buildup, vegetation overgrowth, and channel disconnection have created seasonal barriers that restrict migration, reduce spawning success, and increase mortality.

The project will improve hydrologic connectivity by removing excess sediment, managing obstructive vegetation, and re-establishing continuous low-flow channels. These targeted actions address key limiting factors and are expected to deliver immediate ecological benefits.

6.02 Objectives: Specific objectives of this Project are to:

- Restore uninterrupted upstream and downstream migration pathways
- Remove sediment and vegetation barriers that impede flow and fish movement
- Reconnect fragmented stream segments to prevent seasonal isolation
- Improve spawning habitat conditions and juvenile survival
- Enhance overall tributary function and watershed resilience

6.03 Project Description:

6.03.1 Location: The Project is located on approximately seven (7) acres of streambed along four tributaries of Clear Lake in Lake County, California – Middle Creek, Victoria Creek, Thompson Creek, and Scotts Creek. Each of these streambed segments traverses or abuts between five (5) and 29 private properties. Additional information is provided in the table below.

Location Name	Landowners	Acres	Lat/Long
Middle Creek ("Big Loop"), Upper Lake	14*	2.753596	39.155171, -122.915002
Victoria Creek, Lucerne	29	0.552715	39.093225, -122.79291
Thompson Creek, City of Lakeport	5	1.144953	39.018858, -122.892695
Upper Scotts Creek, Lakeport area	7	2.495782	39.093197, -122.955136

**State easement provided along levee system; therefore, private access to streambed does not require private property entry.*

6.03.2 Project Site Access: Grantee shall cause the Landowner(s) to give Grantor and their employees and agents written permission to access the Project Site at least once every 12 months from the date of Grantor's Notice to Proceed until 10 years after the end of the Agreement Term for purposes of inspections and

monitoring (Project Site Access). Such access shall be reasonably acceptable to the Landowner(s) and the requester following written or verbal request to Grantee.

6.03.3 Materials and Equipment: Equipment purchases must comply with Section 19 of Exhibit 1.a.

Equipment

- 1) A Devastator attachment for a Skid Steer to use for vegetation management at a cost of approximately \$40,000.
- 2) Small mowing equipment including, but not limited to, a weed eater, for maintenance, at a cost of approximately \$4,148.

Materials and Supplies

- 1) Mini-Excavator with mulcher, approximately \$20,000 for rental and \$1,000 for transportation.
- 2) Field supplies including, but not limited to, field measures, boots, and waders.

Subcontractors will provide the remaining equipment required to complete their work.

6.03.4 Project Implementation: Consistent with Grantee's proposal for the Project, Grantee will complete the following tasks in accordance with Section 6.03.5 – Schedule of Due Dates and Deliverables:

Task 1 – Project Management and Administration

Grantee will provide technical and administrative services associated with implementation of the Project, including managing this Agreement, assuring all permits are finalized, securing Project Site Access, administering subcontracts, invoicing and payments, drafting and finalizing progress and final reports, and data management.

Subtask 1.1 – Monthly or Quarterly Progress Reports

Grantee shall prepare and submit Progress Reports to CDFW Grant Manager not less frequently than quarterly as scheduled in Section 6.03.5 - Schedule and Deliverables and specified in Section 8 - Reports.

Subtask 1.2 – Monthly or Quarterly Invoices

Grantee shall prepare and submit Invoices to CDFW Grant Manager, not more frequently than monthly and not less frequently than quarterly, using instructions detailed in Section 9.02 - Payment Provisions.

Subtask 1.3 – Executed Subcontracts

Grantee may award subcontracts to qualified entities, agencies, or consultants. Grantee shall prepare a legally enforceable contract between the Grantee and the selected subcontractors.

Grantee shall submit copy(ies) of executed subcontract(s) to CDFW Grant Manager as scheduled in Section 6.03.5 - Schedule and Deliverables. Subcontractor activities will be documented in subsequent Progress Reports.

Subtask 1.4 – Data Management

Grantee will coordinate data management activities. Grantee shall submit a Data Management Plan. The CDFW Grant Manager will provide Grantee with the Data Management Plan form upon request.

Grantee and its subcontractors and/or collaborators are responsible for ensuring that Project data are collected using peer-approved methods, undergo a quality control and accuracy assessment process, include metadata that meet CDFW's minimum standards (<https://www.wildlife.ca.gov/Data/BIOS/Metadata>) and include documentation of the methods and quality assessments utilized, and are properly stored and protected until the Project has been completed and data have been delivered as required under this Agreement.

All scientific data collection efforts are required to include metadata files or records indicating at a minimum:

1. Who collected the data;
2. When the data was collected;
3. Where the data was collected;
4. How the data was collected (description of methods and protocols);
5. The purposes for which the data was collected;
6. Definitions of variables, fields, codes, and abbreviations used in the data, including units of measure;

7. The terms of any landowner access agreement(s), if applicable;
8. References to any related CDFW permits or regulatory actions;
9. Peer review or statistical consultation documentation; and
10. Data licensing and disclaimer language.

All data and associated metadata collected by or created under this Agreement are a required deliverable of this Agreement. All data deliverables should be budgeted for and included in the Project timeline as a part of this Agreement. A condition of final payment on this Agreement shall include the delivery of all related data assets. Geospatial data must be delivered in an industry-standard geospatial data format where applicable and documented with metadata in accordance with the CDFW Minimum Metadata Standards.

Data related to observation, occurrence or distribution of state or federal special status species or California Native Plant Society listed species shall be reported to the California Natural Diversity Database (CNDDDB) using the online field survey form or other digital method.

The following Project information shall be uploaded by Grantee to Project Tracker (<http://ptrack.ecoatlas.org/>) in EcoAtlas (<http://www.ecoatlas.org/>): Project name, Project proponent and contact information, Project boundary [GIS polygon], Proposition 68 and Proposition 1 funding details, pertinent dates, activity type, and habitat types and amounts. The CDFW Grant Manager will provide data submission instructions. Grantee shall submit data to Project Tracker as scheduled in 6.03.5 Schedule of Due Dates and Deliverables and provide proof of data submission to the CDFW Grant Manager. Grantee shall update relevant data and provide proof of data submission to the CDFW Grant Manager prior to submitting a Final Invoice.

Water quality data generated by the Project will be collected in a manner that is compatible and consistent with the California Environmental Data Exchange Network (CEDEN, <http://www.ceden.org/>) (CWC § 79704). Grantee shall upload relevant data to CEDEN and provide a receipt of successful data submission, generated by CEDEN, to the CDFW Grant Manager prior to submitting a Final Invoice.

Fish passage improvement and water diversion screening project data shall be submitted to the California Fish Passage Assessment Database (PAD) <https://nrm.dfg.ca.gov/PAD/>. Data required includes name and type of barrier or diversion, geographic location, stream name, structure owner,

species and life stages benefited from remediation, description of remediation, photos, and pre- and post-treatment biological monitoring data.

Grantor and Grantee agree to use best efforts to ensure that the reporting requirements of this section are met in a way that does not require the publication of sensitive information regarding traditional cultural practices of the Sherwood Valley Band of Pomo Indians.

Subtask 1.5 – Draft Final Project Report

Grantee shall prepare and submit a Draft Final Report to CDFW Grant Manager as scheduled in Section 6.03.5 - Schedule and Deliverables and specified in Section 8 - Reports.

Subtask 1.6 – Final Project Report

Grantee shall prepare and submit a Final Report to CDFW Grant Manager as scheduled in Section 6.03.5 - Schedule and Deliverables and specified in Section 8 - Reports.

Task 2 – Project Work Plan

Grantee will submit a Project Work Plan that includes a detailed schedule for Tasks 3 to 6, including obtaining landowner access agreements, permitting, monitoring, subcontracting, and implementation activities.

A draft and final Project Work Plan, and work plan updates, will be submitted to CDFW Grant Manager as scheduled in Section 6.03.5 - Schedule and Deliverables.

Task 3 – Engineering Design Plans

Grantee will complete design plans for Upper Lake – Middle Creek, Lucerne – Victoria Creek, Lakeport – Scotts Creek, and Lakeport – Thompson Creek. Plans for Middle Creek Upper Lake are already complete.

Design plans will be submitted to the CDFW Grant Manager for review by the Grant Manager and CDFW Engineer as scheduled in Section 6.03.5 - Schedule and Deliverables.

Task 4 – Project Initiation, Site Verification & Coordination

Grantee will conduct site visits, confirm sediment and vegetation barriers, finalize treatment areas, coordinate with partners, and obtain Right-of-Entry (ROE) agreements.

Final site list and maps, site assessment summaries, and executed ROEs will be submitted to the CDFW Grant Manager as scheduled in Section 6.03.5 - Schedule and Deliverables.

Task 5 – Environmental Compliance & Permitting and Cultural Consultations

Grantee shall coordinate with Lake County Community Development Department to complete CEQA documentation (if required); coordinate with agencies; develop and implement BMPs. Grantee and Biological Subcontractor will conduct required biological surveys including but not limited to rare plant and nesting bird surveys.

Grantee will consult with local Tribes and hire a Tribal Cultural Consultation and Monitoring Subcontractor(s) to oversee Tasks 6 and 7.

Biological survey reports, CEQA documentation, required permits/authorizations, and a Best Management Practices plan will be submitted to the CDFW Grant Manager as scheduled in Section 6.03.5 - Schedule and Deliverables.

Task 6 – Sediment Removal & Channel Reconnection

Grantee and Vegetation and Gravel Removal Subcontractor(s) 1, 2, and 3, in coordination with Tribal Cultural Consultation and Monitoring Subcontractor(s), will remove accumulated sediment; restore channel depth and alignment; re-establish low-flow channels; improve connectivity for the Clear Lake Hitch; and implement BMPs.

Implementation summary and before/after photo documentation of treated stream segments will be submitted to the CDFW Grant Manager as scheduled in Section 6.03.5 - Schedule and Deliverables.

Task 7 – Vegetation Removal & Debris Clearing

Grantee and Vegetation and Gravel Removal Subcontractor(s) 1, 2 and 3, in coordination with Tribal Cultural Consultation and Monitoring Subcontractor(s), will remove dense vegetation restricting flow, cut woody vegetation (less than 6 inches diameter), clear debris jams and fallen trees, and restore flow paths.

Implementation summary and before/after photo documentation of cleared channel segments will be submitted to the CDFW Grant Manager as scheduled in Section 6.03.5 - Schedule and Deliverables.

Task 8 – Project Monitoring

Grantee will prepare a Monitoring and Long-term Management Plan (Monitoring Plan), conduct site inspections during and after project activities, and document progress (photos, field notes);

A Draft and Final Monitoring Plan, and comprehensive Final Monitoring Report will be submitted to the CDFW Grant Manager as scheduled in Section 6.03.5 - Schedule and Deliverables.

6.03.5 Schedule of Due Dates and Deliverables:

<u>Task</u>	<u>Description</u>	<u>Deliverables</u>	<u>Estimated Completion Dates</u>
1	Project Management and Administration	Monthly or Quarterly Progress Reports	Due with each submitted invoice and no less frequently than quarterly.
		Quarterly or Monthly Invoices	Due no more frequently than monthly and no less frequently than quarterly following grant execution.
		Copies of Executed Subcontracts	Within 30 days following Subcontract execution.
		Submit Data Management Plan	September 30, 2026
		Submit Project Description Data to EcoAtlas Project Tracker	September 30, 2026

<u>Task</u>	<u>Description</u>	<u>Deliverables</u>	<u>Estimated Completion Dates</u>
		Final Project Tracker update	January 15, 2029
		Submit Project Data	January 15, 2029
		Draft Final Progress Report	January 15, 2029
		Final Progress Report	March 1, 2029
		Final Invoice	April 15, 2029
2	Project Work Plan	Draft Work Plan	September 30, 2026
		Final Work Plan	October 30, 2026
3	Engineering Design Plans	30% Design Plans	December 31, 2026
		60% Design Plans	February 28, 2027
		100% Design Plans	April 30, 2027
4	Project Initiation, Site Verification & Coordination	Final Site List and Site Maps	November 30, 2026
		Site Assessment Summaries	November 30, 2026
		Executed Right of Entry	January 31, 2027
5	Environmental Compliance & Permitting and Cultural Consultations	Biological survey reports	November 30, 2026
		CEQA documentation	November 30, 2026
		Permits / Authorizations	January 31, 2027
		BMP plan	February 28, 2027
6	Sediment Removal & Channel Reconnection	Implementation summary and photo documentation	With subsequent progress reports
7	Vegetation Removal & Debris Clearing	Implementation summary and photo documentation	With subsequent progress reports

<u>Task</u>	<u>Description</u>	<u>Deliverables</u>	<u>Estimated Completion Dates</u>
8	Project Monitoring	Draft Monitoring Plan	August 31, 2026
		Monitoring Plan	February 28, 2027
		Monitoring Summaries	Submitted with subsequent progress reports.
		Final Comprehensive Monitoring Report	March 1, 2029

SECTION 7 – CONTACTS

A point of contact may be changed at any time by either party by providing a 10-day advance written notice to the other party. The Parties hereby designate the following points of contact during the Agreement Term:

CDFW Grant Manager:		Grantee Project Manager:	
Name:	Hildie Spautz	Name:	Tyler Lindberg
Title:	Senior Environmental Scientist	Title:	Water Resources Coordinator
Address:	P.O. Box 944209 Sacramento, CA 94244-2090	Address:	255 N Forbes Street Rm.309, Lakeport, CA 95453
Phone:	(916) 594-5364	Phone:	(707) 263-2344
Email:	Hildegard.Spautz@wildlife.ca.gov	Email:	Tyler.Lindberg@lakecountycalifornia.gov

Direct all administrative inquiries to:

CDFW Grant Coordinator:		Grantee Project Coordinator:	
Name:	Ariel Boone-Worthman	Name:	Tyler Lindberg
Title:	Assoc Govt Program Analyst	Title:	Water Resources Coordinator
Address:	P.O. Box 944209 Sacramento CA 94244-2090	Address:	255 N. Forbes Street Rm. 309, Lakeport, CA 95453
Phone:	(916) 594-3724	Phone:	(707) 263-2344
Email:	Ariel_Boone- Worthman@Wildlife.ca.gov	Email:	Tyler.Lindberg@lakecountyca.gov

SECTION 8 – REPORTS

8.01 Progress Reports: Grantee shall submit Progress Reports with each invoice and at least quarterly that comply with the requirements below to the CDFW Grant manager. The CDFW Grant Manager will provide Grantee with a progress report template.

Requirements:

1. Grantee name, the Project title, this Agreement number, and dates progress report covers;
2. Activities and tasks performed and/or completed, a summary of progress to date including progress since the last report, and a brief outline of upcoming work scheduled for the subsequent period;
3. Documentation of all subcontractor activities;
4. Updates on progress towards meeting Project objectives, output and outcome performance measures;
5. Document delivery of any intermediate work products;
6. Costs incurred during the subject period, total of costs incurred to date, and the remaining balance;
7. Any problems encountered while performing the tasks and proposed solutions, timeline for resolution, and status of previously unresolved problems; and
8. Grantee must submit Progress Reports electronically in PDF or Microsoft Word compatible format and conform to the templates provided by the CDFW Grant Manager.

8.02 Final Progress Report: Grantee must submit Final Progress Report electronically to the CDFW Grant Manager by the dates listed in Section 6.03.5 – Schedule of Due Dates and

Deliverables. The Final Progress Report must summarize the life of the Agreement and describe the work and results pursuant to Section 6 - Project Statement, as well as summarize the Project's accomplishments consistent with the project's objectives. Grantee shall include a Final Invoice (as defined in Section 9.02.2 of this Agreement) with the Final Progress Report. The CDFW Grant Manager will provide Grantee a final progress report template.

- 8.03 Document Accessibility:** Grantee must submit all documentation required as part of this agreement to the CDFW Grant Manager in a format that meets web content accessibility standards (<https://www.wildlife.ca.gov/Accessibility>).

SECTION 9 – BUDGET AND PAYMENT

- 9.01 Budget Details and Funding Summary:** Grantor will provide an amount not to exceed \$613,709 as detailed in the Line Item Budget Detail (Budget) below. Grantee will provide \$0 in funds or in-kind services as cost share to complete the tasks described in Section 6 – Project Statement. Other funders will provide up to \$0 in funds or in-kind services as cost share to complete tasks described in Section 6 - Project Statement. Grantee will provide Grantor accurate records of all cost share with the Final Invoice.

Line Item Budget Detail	
A. PERSONNEL SERVICES	
Project Coordinator	\$18,600
Field Technicians	\$42,970
Accountant	\$3,360
Subtotal Personnel Services	\$64,930
Staff Benefits	\$42,205
Subtotal Personnel Services	\$107,135
B. OPERATING EXPENSES: GENERAL	
General Expenses (postage, office supplies, etc.)	\$3,000
Field Supplies	\$5,000
Permit Fees	\$50,000
Outreach Supplies (brochures, fact sheets, reproduction, fliers, signs)	\$1,000
Equipment transport	\$1,000
Rental Mini-Excavator/Excavator with Mulcher	\$20,000
Subtotal Operating Expenses: General	\$80,000
C. OPERATING EXPENSES: SUBCONTRACTORS	
Tribal Cultural Consultation and Monitoring Subcontractor(s)	\$20,000

Line Item Budget Detail	
Biological Subcontractor(s)	\$5,000
Vegetation and Gravel removal Subcontractor 1	\$100,000
Vegetation and Gravel removal Subcontractor 2	\$100,000
Vegetation and Gravel removal Subcontractor 3	\$100,000
Subtotal Operating Expenses: Subcontractors	\$325,000
D. OPERATING EXPENSES: EQUIPMENT	
Mulcher Devastator Attachment for Skid Steer	\$40,000
Small mowing and vegetation management equipment	\$4,148
Subtotal Operating Expenses: Equipment	\$44,148
E. INDIRECT COSTS	
Indirect Charge Rate up to 20% (Applies to Sections A + B, and the first \$25K of each subcontractor)	\$57,426
F. GRAND TOTAL (A+B+C+D+E)	\$613,709

9.02 Payment Provisions

- 9.02.1 Disbursements:** Grantor will disburse Grant Funds to Grantee not more frequently than monthly and not less frequently than quarterly in arrears, upon receipt of an original itemized invoice and any required mandatory documentation as identified in Section 6.03.5 – Schedule of Due Dates and Deliverables. All invoices shall be accompanied by a monthly or quarterly progress report covering the time period billed on the invoice.

Disbursements will be mailed to the following Grantee address:

Grantee Name:	Lake County Watershed Protection District
Attention:	Jacqueline Storrs
Address:	255 N. Forbes Street Rm. 309 Lakeport, Ca 95453

- 9.02.2 Invoice Documentation:** Each invoice for payment must be accompanied by a written description, not to exceed two pages in length, of Grantee's performance under this Agreement since the time the previous such report was prepared. The report shall describe the types of activities and specific accomplishments during the period for which the payment is being made rather than merely listing the number of hours worked during the reporting period. The report may be in the form of a Monthly or Quarterly Progress Report.

The final invoice must include a budget summary of all cost share expenditures by fund source, as applicable (Final Invoice). The CDFW Grant Manager will provide Grantee with a sample invoice template. The Final Invoice is due in accordance with Section 6.03.5 – Schedule of Due Dates and Deliverables. The invoice package must be submitted electronically to the CDFW Grant Manager.

Requirements: The invoice shall contain the following information:

1. The word "Invoice" should appear in a prominent location at the top of the page(s);
2. Printed name of Grantee on company letterhead;
3. Grantee's business address, including P.O. Box, City, State, and Zip Code. If the remittance address is different than the Grantee's business address, the remittance address should be included and clearly identified as this is where the warrant will be mailed;
4. Name the CDFW Watershed Restoration Grants Branch as the entity being billed;
5. The invoice date and the time period covered; i.e., the term "from" and "to";
6. This Agreement number and the sequential number of the invoice (i.e., Q2696002-Invoice 1);
7. The invoice must be itemized using the categories and following the format of the Budget;
8. The total amount due. This should be in a prominent location in the lower right-hand portion of the last page and clearly distinguished from other figures or computations appearing on the invoice. The total amount due shall include all costs incurred by Grantee under the terms of this Agreement;
9. The signature of Grantee; and
10. Grantee must provide supporting documentation for the invoice.

Q2696002

LAKE COUNTY WATERSHED PROTECTION DISTRICT

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of Grantor date set forth below the signature.

AUTHORIZED AGENT FOR GRANTEE

By:

Signature: _____

Printed Name: Pawan Upadhyay

Title: Water Resources Director

Date: _____

CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE

By:

Signature: _____

Printed Name: Matt Wells

Title: Chief, Watershed Restoration Grants Branch

Date: _____

This Agreement is exempt from DGS-OLS approval, per SCM 4.06.