

EXHIBIT A
Work Plan, Schedule and Budget
For Fiscal Years 2019-2020 through 2021-2022

PROJECT NAME: Prosper Ridge Prairie Restoration Project

SUBGRANTEE NAME: Mattole Restoration Council

PROJECT DESCRIPTION:

This demonstration project was selected to help the North Coast Resource Partnership (NCRP) realize the goals of the Regional Forest and Fire Capacity (RFFC) Program. Under the RFFC Program, the NCRP will develop a North Coast Regional Priority Plan (RPP). The RPP will include a comprehensive and integrated set of strategies, actions and projects to support forest and community health and long-term resilience to wildfire. The purpose of the demonstration projects selected by the NCRP is to model processes and on-the-ground projects designed to test concepts, methods, and innovative techniques to identify effective management practices for fuel load reduction and forest health that can be quantified and scaled up in the region and elsewhere. Data, performance measures, and project outcomes/lessons learned from this demonstration project will be documented and integrated into the RPP to ensure adaptive learning and information sharing throughout the region.

The Prosper Ridge Prairie Restoration Project represents Phase 7 of a coastal prairie restoration project aimed at restoring historic native grasslands on Prosper Ridge in the King Range National Conservation Area (KRNCA). The Project provides an innovative approach to grasslands restoration and fuels reduction because it targets both structural and functional restoration on the project sites. This will be achieved by restoring the historic ecosystem structure (grassland) through mechanical removal of vegetation, as well as the historic native plant species composition (native forbs and perennial grasses) through native plant installation. It is expected that this work will result in a more drought tolerant, fire adapted, native perennial grassland with high soil productivity, water holding capabilities, and other habitat and aesthetic benefits.

The Project specifically includes mechanical removal and pile burning of approximately 30 acres of encroaching Douglas-fir and coyote brush from historic grasslands and approximately 10 acres of vegetation along roads connecting the project area to adjacent neighborhoods. Pile burning and broadcast burning for grassland maintenance will be completed by BLM. Much of the encroaching vegetation removed will be replaced with native grasses and forbs propagated and installed, or seeded directly, by Mattole Restoration Council (MRC).

This Project will also support maintenance of areas restored in previous phases of the larger project through broadcast burning of approximately 200 acres. MRC will host a wildland fire certification for community members, volunteer firefighters, and staff members to help build local capacity to accomplish broadcast burning for maintenance of the work completed as part of this, and other grasslands restoration projects, as well as watershed-wide landscape level fuels reduction projects.

The methods and results of the Project will be shared with the public and restoration practitioners through a series of two workshops and presented in a manual on North Coast grasslands restoration. The manual will include information on pre-project planning, establishing and sourcing native plant materials, equipment selection, implementation production rates and costs, monitoring and maintenance, and adaptive management.

Implementation will take place primarily on Prosper Ridge within the King's Range National Conservation Area, managed by BLM. The expected benefits of enhanced ecosystem function, wildfire resiliency, and training will extend to the Prosper Ridge neighborhood (located adjacent to the project sites), visitors to the KRNCA, and the communities of Petrolia and Honeydew.

Task 2.1 Project Management

General project management, including compliance with subgrantee requirements, project planning and oversight, necessary meetings, as well as invoicing and reporting.

Task 2.1.A Demonstration Project Detailed Work Plan and Budget Development

Work with the NCRP staff team to develop a detailed work plan and budget based on the successful project concept proposal. This will include at least one strategic planning meeting with NCRP staff and may involve additional meetings with NCRP staff and consultants as well as other demonstration project sponsors.

Deliverable:

- Detailed work plan and budget

Task 2.1.B Subgrantee Agreement Execution and Management

Execute a subgrantee agreement with COUNTY for work to be completed on this project. Manage the subgrantee agreement including compliance with grant requirements, and preparation and submission of supporting grant documents.

Deliverables:

- Fully Executed Subgrantee Agreement

Task 2.1.C Invoicing

Compile invoices including relevant supporting documentation. Submit invoices to COUNTY according to the Subgrantee schedule presented in Table 3 of this exhibit for review and inclusion in the master invoice packet.

Deliverables:

- Invoices, provided in a format approved by, and including backup documentation as specified by COUNTY

Task 2.1.D Progress Reporting

Prepare progress reports detailing work completed during reporting period. Submit reports to COUNTY according to the Subgrantee schedule presented in Table 3 of this exhibit for review and inclusion in the master progress report.

Deliverables:

- Quarterly Project Progress Reports, using the format required by COUNTY

Task 2.1.E Environmental Compliance Documentation and Permitting

This project is fully permitted through EA# DOI-BLM-CA-N030-2013-0002. In addition, and as applicable, obtain or confirm acquisition of all necessary federal, state, and local permits.

Deliverables:

- Environmental Compliance Checklist, using the form provided by County
- Copy of applicable environmental documentation
- Copy of all required permits

Task 2.1.F Labor Compliance Program

Take all measures necessary to ensure compliance with applicable California Labor Code requirements including preparation and implementation of a labor compliance program or including any payments to the Department of Industrial Relations under Labor Code Section 1771.3.

Deliverables:

- Proof of labor compliance as applicable, upon request

Task 2.1.G Contractor Acquisition and Contract Management

As applicable and based on subgrantee purchasing policies, secure contractors and award contracts. This task may include contracts for vegetation removal, site preparation, wildland fire certification training, graphic design, and/or videography.

Deliverables:

- Bid/RFP documents or sole source justification, if required by purchasing policy
- Proof of advertisement
- Award of contract
- Documentation of subcontractor insurance, upon request

Task 2.2 Integration with NCRP Regional Priority Planning Process

This task will ensure that the project is well integrated into the RPP and NCRP planning processes for information sharing to other parts of the region. This will include at least one kickoff planning meeting with NCRP staff and subsequent as needed meetings to ensure integration of the demonstration project results.

Task 2.2.A Project Reporting

Collect pre-project plot data and drone photos on vegetation removal sites to determine stand characteristics, vegetation type and densities. Use this data in comparison with previous treatment data to develop per acre cost guidance for incorporation into North Coast Grasslands Restoration Manual and to inform the contractor bidding process for this project.

Collaborate with NCRP staff or technical consultants to develop a section for the RPP that describes the project, outcomes and project applicability to the North Coast region.

Collaborate with technical consultant videographer to capture workshops and/or on-the-ground implementation for to allow for wider distribution of content, pending future decisions about the NCRP RFFC program outreach and education strategies and budget.

Deliverables:

- Applicable data, documents, photos and/or videos, and reports on lessons learned to be integrated into the RPP.
- Documentation of data collection methodology

Task 2.2.B North Coast Grasslands Restoration Manual

Produce a manual on North Coast Grasslands Restoration that presents methods and techniques to implement landscape level grassland restoration projects. Discussion topics will include, but not be limited to pre-project planning, establishing and sourcing native plant materials, equipment selection, implementation production rates and costs, monitoring and maintenance, and adaptive management. Collaborate with NCRP graphic designer to develop the final product.

Deliverables:

- Manual outline, annotated outline, and drafts for NCRP staff review
- Professionally designed and produced manual on North Coast Grasslands Restoration that includes graphic elements and photographic illustrations of the methods and techniques presented

Task 2.2.C Education and Outreach

Host several different workshops aimed at sharing knowledge of, and increasing capacity for implementation of, restoration methods and techniques both locally and beyond. These workshops will also provide training for individuals working and/or living in a disadvantaged community.

When planning for meetings and workshops, COVID-19 guidelines will need to be considered. Remote virtual meetings and staging and videoing workshops may be an alternative to holding them in person.

Associated activities are as follows:

- Host a wildland fire certification for community members, volunteer firefighters, and staff members (S-130, S-190, L-180, IS-700A, Pack Test)
- Host on-site workshops for restoration practitioners on how to produce and source native plant materials for oak woodland and grasslands restoration projects.
- Host on-site workshops for community members and restoration practitioners on project methods, techniques, effectiveness, adaptive management, and how to scale restoration methods to other project areas.
- Advertise workshops and disseminate educational materials to all workshop participants through social media and email. Provide workshop information to NCRP to post to its calendar of events.
- Coordinate with consulting videographer to record workshop(s) and/or implementation activities, pending future decisions about the NCRP RFFC program outreach and education strategies and budget.

Deliverables:

- Agenda or Schedule and Sign-in Sheet from wildland fire certification
- Agendas, Meeting Materials, and Sign-In Sheets from one on-site workshop for restoration practitioners on producing and sourcing of native plant materials, as described above
- Agendas, Meeting Materials, and Sign-In Sheets from one on-site workshop for community members and restoration practitioners on project methods etc., as described above
- Completed feedback surveys from all workshops
- Copy of all outreach or educational material(s) shared or developed
- Link(s) to significant social media outreach

Task 2.3 Project Activities

Restore historic native grasslands through removal of encroaching vegetation and installation of propagated plugs and seed. Reduce the threat of severe wildfire through preemptive broadcast burning of areas restored in previous phases and mechanically thinning roadside vegetation connecting the project site to adjacent neighborhoods.

Task 2.3.A Planning and Construction Oversight

Design, plan, and oversee implementation of the project including site preparation, vegetation removal, pile burning, and broadcast burning. Coordinate with Bureau of Land Management project staff on burning, restoration species selection, seeding and propagation choices, treatment area prioritization, monitoring methods, Assistance Agreement support, and range user and interdisciplinary team coordination.

Deliverables:

- Copy of all planning documents, meeting notes, and reports

Task 2.3.B Removal and Maintenance of Encroaching Vegetation

Mechanically remove approximately 30 acres of encroaching vegetation, including Douglas-fir and coyote brush, from historic grasslands on Prosper Ridge. Prepare soils at grassland removal sites for native plant installation through grading and disking. Mechanically thin and remove approximately 10 acres of roadside vegetation along roads connecting the project site to adjacent neighborhoods. Pile cut material on-site for all vegetation removal activities and burn piles. BLM staff will conduct a broadcast burn of select areas treated in previous phases (approximately 200 acres).

Deliverables:

- Map(s), photos, and other documentation of approximately 30 acres of encroaching vegetation removal from historic grasslands
- Map(s), photos, and other documentation of approximately 10 acres of roadside vegetation removal
- Map(s), photos, and other documentation of approximately 200 acres of broadcast burning conducted by BLM

Task 2.3.C Native Plant Restoration

Propagate approximately 25,000 native grass and forb plugs at the MRC Native Plant Nursery; incorporate TEK into design of plant palettes. Remove invasive plants by hand. Install propagated plugs on-site. Install 1,000 pounds of native forb and grass seed on project sites through direct seeding. Conduct preliminary monitoring of restoration sites.

Deliverables:

- Documentation, including photos, of approximately 25,000 native grass and forbs plugs propagated at the MRC Native Plant Nursery and installed on-site
- Documentation, including photos, of approximately 1,000 pounds of native grass and forb seed installed on-site
- Monitoring Plan
- Preliminary Monitoring Report and Data

Task 2.4 Project Closeout

Compile a Project Closeout Packet including, but not limited to California Climate Investments (CCI) reporting metrics; a summary of contributions to NCRP goals and objectives; a section for the RPP that describes the project, outcomes and project applicability to the North Coast region; photographic documentation; final project location map, as applicable; and an RFFC Program feedback survey. Submit the packet to COUNTY according to the schedule presented in Table 3 below.

Deliverables:

- Project Closeout Packet, using the format required by COUNTY