

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

PROJECT NAME: Siskiyou County Collaborative Prescribed Burn Association and Demonstration Project

SUBGRANTEE NAME: Shasta Valley Resource Conservation District

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 objective of the Siskiyou Prescribed Burn Association and Demonstration Project is to develop a formal Prescribed Burn Association (PBA) among landowners of the Shasta and Scott Valleys of Siskiyou County. The PBA model is a well proven method of partners working together to bring native burning back to the landscape and reestablish more resilient ecosystem conditions. This project seeks to provide a framework to help focus the mounting interest in developing a PBA in Siskiyou.

The Shasta Valley Resource Conservation District (SVRCD) intends to support initial development of a PBA through leadership, training, and facilitation of one to two demonstration burns that will enable PBA members to gain first-hand experience with prescribed fire applicable to future burns on their own land. SVRCD will partner with the Scott River Watershed Council (SRWC), Quartz Valley Indian Tribe (QVIR), and the Mid Klamath Watershed Council (MKWC) in developing a scalable and replicable demonstration project.

The SVRCD will provide a project leader with experience in community building and with fire expertise to help form the PBA, continue the outreach and recruitment effort to build strong collaboration, instruct the participants in burning techniques, manage the CEQA process if necessary, implement pre-treatment measures, organize the burning, and conduct the monitoring and reporting of treatment effectiveness. QVIR will lend their traditional ecological knowledge (TEK) and expertise into the planning and implementation of the burns. The Shasta Tribe will also be invited to participate. MKWC will be responsible for providing equipment, training, implementation support, and a burn boss. SRWC will primarily provide assistance with outreach and will continue to support the PBA beyond the life of this project.

The project will test several methods of pre-treatment intended to increase the success of the prescribed burns in meeting ecosystem restoration targets. Similarly, the project will seek to strike a balance between fuel reduction objectives and ecosystem restoration targets through testing of different implementation methods. The data collected through this effort, in addition to the lessons learned during the formation of the PBA, will be integrated with the Regional Priority Plan and shared broadly with other groups seeking to expand the use of prescribed fire using the PBA model.

In addition to the training opportunities afforded by this project, the demonstration burns are expected to provide benefits including, but not limited to, reestablishment of the native vegetation, improved water yield, improved forage production, meadow restoration, fuel reduction, fire prevention, community protection, endangered species protection, job creation, and efficacy testing of the treatment options. This project will also help complete the Shasta Valley Resource Conservation District FY 19/20-21/22

outfitting of a burn trailer that will be used for the demonstration burns and future burns conducted by the newly formed PBA.

The demonstration burns will be located in both Shasta and Scott Valleys. Specific communities served will include Yreka, Weed, Fort Jones, Etna, agricultural landowners in the Shasta and Scott Valleys and the greater Klamath communities including tribal and disadvantaged communities.

Task 5.1 Project Management

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

Task 5.1.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 5.1.B Sub-grantee Agreement Execution and Management

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

Deliverables:

- Fully Executed Sub-Grantee Agreement

Task 5.1.C Invoicing

Compile invoices including relevant supporting documentation. Submit invoices to COUNTY according to the Subgrantee schedule presented in Table 3 below 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 5.1.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 below for review and inclusion in the master progress report

Deliverables:

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

Task 5.1.E Environmental Compliance Documentation and Permitting

Obtain all necessary federal, state, and local permits including Siskiyou County Air Quality Board permit/approval and other applicable permits, as described in the County of Humboldt Environmental Compliance

Checklist. Additionally, provide documentation of CEQA compliance for each demonstration site prior to pre-treatment or burn implementation.

Deliverables:

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

Task 5.1.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 5.1.G Contractor Acquisition and Management

Sub-contractors of the sub-grantee (SVRCD) have been named in the agreement, in compliance with SVRCD's bid/contractor policies wherein the Board of SVRCD may award contracts less than \$100,000 non-competitively under certain circumstances. These sub-contractors will be contracted under standard agreements to provide services as follows:

Mid Klamath Watershed Council will be contracted to provide technical expertise (assist in developing burn plan), equipment, and a certified burn boss for demonstration burns.

Scott River Watershed Council (SRWC) will be contracted to serve as a partner in the development of the Siskiyou County Collaborative Prescribed Burn Association.

Quartz Valley Indian Reservation will be contracted to serve as a partner in the development of the Siskiyou County Collaborative Prescribed Burn Association.

Deliverables:

- Sole source justification for inclusion of pre-determined sub-contractors
- Documentation of subcontractor insurance, upon request

Task 5.2 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 meetings as needed to ensure integration of the demonstration project results.

Task 5.2.A Project Reporting

Develop a section for inclusion in the RPP that describes the project, outcomes and project applicability to the North Coast region.

Develop a PBA framework document outlining the structure, function, roles etc. of the PBA. Include tools for success and lessons learned/pitfalls to avoid in development of a PBA.

Develop a Project Monitoring Plan to guide evaluation of project effectiveness. Incorporate guidance provided by, but not limited to, the Siskiyou County CWPP, CAL FIRE Vegetation Management Program, CA Natural Resources Agency photo monitoring protocol, and USFS FFI (FEAT/FIREMON Integrated) monitoring protocol.

Conduct quantitative analyses of demonstration burns consistent with Monitoring Plan that include data on relative effectiveness of the various treatment types employed.

Collaborate, and periodically meet with, other RFFC subgrantees to share information, tools, and resources relevant to implementation of the demonstration projects and their incorporation into the Regional Priority Plan.

Deliverables:

- Applicable data and project-related documents (maps, charts, etc.)
- Project Monitoring Plan
- PBA Framework Document
- Project Final Report including a summary of project accomplishments and lessons learned to be integrated into the RPP

Task 5.3 Project Activities

Develop a prescribed burn association in Siskiyou County and implement demonstration burns to serve as both a training opportunity for PBA members, and an opportunity to test and develop effective methods for meeting fuel reduction and ecosystem restoration goals. Build the capacity of the PBA through substantive outreach and outfitting of a burn trailer. When planning for meetings described below, COVID guidelines will need to be considered. Remote virtual meetings may be an alternative to holding them in person.

Task 5.3.A Collaborative Prescribed Burn Association Development

Develop Siskiyou County Collaborative Prescribed Burn Association among landowners in the Scott and Shasta Valleys. Convene project partners including SVRCD, Scott River Watershed Council, Mid Klamath Watershed Council, and the Quartz Valley Indian Tribe to develop a replicable PBA framework. Host workshops open to tribes, landowners, and the wider community in each valley. The SVRCD and partner SRWC will host initial stakeholder meetings to establish the structure of the PBA including the creation and distribution of necessary documents (by-laws, membership, release of liability, etc.). The SVRCD and SRWC will then host community-wide, inclusive workshops and PBA meetings through the contract term, prior to- and after the demonstration burn(s). The PBA workshops and meetings will include distribution of prescribed burn educational material and demonstrations of proper safety protocol during burns.

Deliverables:

- Agenda and sign-in sheet for each of three (3) PBA framework development meetings
- Agendas, sign-in sheets, and meeting materials for two (2) workshops and two (2) PBA meetings, which may coincide with each other.
- Outreach materials, including press releases, developed or distributed
- List of PBA members and members of the Board of Directors
- Itemized list of Burn Trailer supplies purchased

Task 5.3.B Demonstration Prescribed Burn Planning

Prioritize treatment areas, determine appropriate pre-treatment methods, and select methods to test for effectiveness. Develop a burn plan for each planned burn.

Deliverables:

- Burn Plan for each burn
- Copy of all planning documents and reports

Task 5.3.C Demonstration Prescribed Burn Implementation

Conduct site visits with interested landowners to review potential burn areas and sign land access agreements. Implement necessary pre-treatment of units selected for burning on private lands within the Scott Valley, Shasta Valley or Mid-Klamath region within the RCD's district boundary. Conduct a minimum of one (1) demonstration prescribed burn (approximately 10-20 acres) on prioritized units. Oversee appropriate on-the-ground implementation of burns plans developed for each demonstration burn.

Deliverables:

- Copy of signed land access agreements
- Map(s), photos, and other documentation of pre-treatment(s) and completed burn(s)

Task 5.4 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