



MODIFICATION OF GRANT OR AGREEMENT

PAGE 1 OF PAGES 2

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 12-PA-11090700-014		2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: 02
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Cathy Ansami, Lake States Acquisition Team E6248 US Highway 2, Ironwood, MI 49938		5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): Ian Shackleford, Ottawa National Forest E6248 US Highway 2, Ironwood, MI 49938	
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): Houghton Keweenaw Conservation District 711 W. Lakeshore Drive, Unit A Houghton, MI 49931		7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):	

8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input checked="" type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD: Extend the expiration date to 1/31/2017
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Additional GLRI funding for use in 2014, 2015, and 2016. NFXF0P13 \$25,000
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:
<input checked="" type="checkbox"/>	OTHER (Specify type of modification): New Houghton Keweenaw Conservation District address.

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.

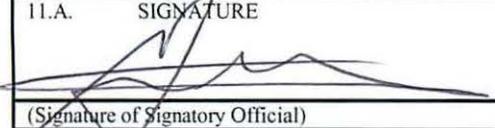
9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):
Provide additional GLRI funding to continue invasive species KISMA work through 2016.

10. ATTACHED DOCUMENTATION (Check all that apply):

<input type="checkbox"/>	Revised Scope of Work
<input checked="" type="checkbox"/>	Revised Financial Plan
<input type="checkbox"/>	Other:

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. SIGNATURE  (Signature of Signatory Official)	11.B. DATE SIGNED 8-4-2014	11.C. U.S. FOREST SERVICE SIGNATURE  (Signature of Signatory Official)	11.D. DATE SIGNED 8/7/14
11.E. NAME (type or print): GINA NICHOLAS		11.F. NAME (type or print): STEPHEN LENZO	
11.G. TITLE (type or print): Chairperson		11.H. TITLE (type or print): Acting Forest Supervisor	

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by:  CATHY ANSAMI U.S. Forest Service Grants Management Specialist	12.B. DATE SIGNED 7/31/14
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**Burden Statement**

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AVAILABILITY OF FUNDS. U.S. Forest Service funds in the amount of **\$25,000.00** are currently available for performance of this agreement through **01/31/2017**. The U.S. Forest Service's obligation for performance of this agreement beyond this date is contingent upon the availability of appropriated funds from which payment can be made. No legal liability on the part of the U.S. Forest Service for any payment may arise for performance under this agreement beyond **01/31/2017** until funds are made available to the U.S. Forest Service for performance and until the Cooperator receive(s) notice of availability to be confirmed in a written modification by the U.S. Forest Service

Attachment: A

USFS Agreement No.: 12-PA-11090700-014
Cooperator Agreement No.:

Mod. No.: 2

Note: This Financial Plan may be used when:
 (1) No program income is expected and
 (2) The Cooperator is not giving cash to the FS and
 (3) There is no other Federal funding

Agreements Financial Plan (Short Form)

Financial Plan Matrix: Note: All columns may not be used. Use depends on source and type of contribution(s).

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
Direct Costs					
Salaries/Labor	\$0.00	\$23,288.00	\$0.00	\$6,765.00	\$30,053.00
Travel	\$0.00	\$1,006.00	\$0.00	\$0.00	\$1,006.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$706.00	\$0.00	\$0.00	\$706.00
Printing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other					\$0.00
Subtotal	\$0.00	\$25,000.00	\$0.00	\$6,765.00	\$31,765.00
Coop Indirect Costs		\$0.00	\$0.00		\$0.00
FS Overhead Costs	\$0.00				\$0.00
Total	\$0.00	\$25,000.00	\$0.00	\$6,765.00	\$31,765.00
Total Project Value:					\$31,765.00

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 78.70%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 21.30%
Total (f+g) = (h)	(h) 100.00%

WORKSHEET FOR

FS Cash to the Cooperator Cost Analysis, Column (b)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor

Standard Calculation

Job Description	Cost/Day	# of Days	Total
HKCD Administrator 2016	\$162.00	9.00	\$1,458.00
KISMA Coordinator 2015	\$270.00	9.00	\$2,430.00
KISMA Coordinator 2016	\$270.00	70.00	\$18,900.00

\$0.00

Non-Standard Calculation

KISMA Coordinator: An additional \$500 for 2014 work.	\$500.00
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Total Salaries/Labor

\$23,288.00

Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
Mileage		\$0.56	1000.00	\$560.00
				\$0.00

Non-Standard Calculation

Lodging in Marquette, MI (2016 UP Invasive Species meeting; 1 X \$77)	\$77.00
Meals & incidental expenses in Marquette, MI (\$34.50 X 2)	\$69.00
Lodging in Midwest city (Upper Midwest Invasive Species Conference 2016)	\$200.00
Meals & expenses in Midwest city (Upper Midwest Invasive Species Conf. 2016)	\$100.00

Total Travel

\$1,006.00

Equipment

Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00

Non-Standard Calculation

Total Equipment		\$0.00
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Supplies/Materials			
Standard Calculation			
Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00
			\$0.00
Non-Standard Calculation			
Invasive plant educational materials, tools, safety equipment			\$606.00
Photocopies invasive species educational materials			\$100.00
Total Supplies/Materials			\$706.00

Printing			
Standard Calculation			
Paper Material	# of Units	Cost/Unit	Total
			\$0.00
Non-Standard Calculation			
Total Printing			\$0.00

Other Expenses			
Standard Calculation			
Item	# of Units	Cost/Unit	Total
			\$0.00
			\$0.00
Non-Standard Calculation			
Total Other			\$0.00

Subtotal Direct Costs	\$25,000.00
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Cooperator Indirect Costs			
Current Overhead Rate	Subtotal Direct Costs		Total
	\$25,000.00		\$0.00
Total Coop. Indirect Costs			\$0.00

TOTAL COST	\$25,000.00
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WORKSHEET FOR

Cooperator In-Kind Contribution Cost Analysis, Column (d)

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix.
 NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor

Standard Calculation					
Job Description		Cost/Hour	# of Hours		Total
Volunteer work 2015		\$22.55	100.00		\$2,255.00
Volunteer work 2016		\$22.55	200.00		\$4,510.00
					\$0.00
					\$0.00
					\$0.00

Non-Standard Calculation

Total Salaries/Labor	\$6,765.00
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Travel

Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

Non-Standard Calculation

Total Travel	\$0.00
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Equipment

Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00
					\$0.00
					\$0.00
					\$0.00

\$0.00

Non-Standard Calculation

Total Equipment \$0.00

Supplies/Materials

Standard Calculation

Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

Non-Standard Calculation

Total Supplies/Materials \$0.00

Printing

Standard Calculation

Paper Material	# of Units	Cost/Unit	Total
			\$0.00

\$0.00

Non-Standard Calculation

Total Printing \$0.00

Other Expenses

Standard Calculation

Item	# of Units	Cost/Unit	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

Non-Standard Calculation

Total Other \$0.00

Subtotal Direct Costs

\$6,765.00

TOTAL COST

\$6,765.00