

**INTERLOCAL AGREEMENT  
BETWEEN THE CITY OF EVERETT  
AND SNOHOMISH CONSERVATION DISTRICT**

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This Interlocal Agreement (this “**Agreement**”) is entered into as of the date of last signature, by and between the CITY OF EVERETT, a Washington municipal corporation (the “**City**”) and SNOHOMISH CONSERVATION DISTRICT, a political subdivision of the State of Washington (the “**District**”).

**RECITALS**

- A. The City desires to work with the District to provide support to the Regreen Everett Behavior Change Campaign grant received by City from the Washington Department of Fish & Wildlife (**WDFW**), funded by the U.S. Environmental Protection Agency (the “**Grant**”). The District was listed as the coalition partner on the Grant application. The Grant is effective August 2, 2023 until June 30, 2027.
- B. The purpose of this Agreement is to establish the work the District will undertake pursuant to the Grant.
- C. The parties desire to enter into this Agreement to provide for the administration of the District’s work, pursuant to the Grant and the Interlocal Cooperation Act, chapter 39.34 RCW.

**AGREEMENT**

For good and valuable consideration, the receipt and sufficiency of which is acknowledged, the parties agree as follows:

- 1. The Project. The District agrees to provide the services described in the attached “Exhibit A - Scope of Work and Budget” in a competent and professional manner. The Scope of Work so identified is hereafter referred to as the “**Work**”. In accordance with the Grant, the City agrees to pay the District for the services as described in the budget in the attached “Exhibit A - Scope of Work and Budget.”
- 2. Reporting. The District shall prepare and submit a quarterly invoice in accordance with Exhibit A. The invoices will summarize the Work performed and expenditures incurred by the District under this Agreement during the preceding quarter. These quarterly invoices will be submitted no later than April 10 for Quarter 1, July 10 for Quarter 2, October 10 for Quarter 3 and January 10 for Quarter 4. The City will pay invoices within 30 days after receipt.
- 3. Duration. This Agreement shall commence on the date of mutual execution of this Agreement and terminate on June 30, 2027, unless otherwise modified or terminated in accordance with the terms of this Agreement.
- 4. Modifications to Scope of Work. And Budget. The City and District may modify the Scope of Work and Budget attached as Exhibit A. Any such modification must be in writing and must be pre-approved by WDFW and signed by the Director of Public Works on behalf of the City and by an authorized representative of the District.
- 5. Termination. The parties agree to the following termination provisions:
  - A. Any party may, subject to the terms and conditions of the Grant, terminate this Agreement at any time, with or without cause, upon not less than thirty (30) days written notice to the other party.

B. This Agreement is contingent upon grant funding. In the event that funding from any source is withdrawn, reduced, limited, or not appropriated after the effective date of this Agreement and prior to normal completion, this Agreement may be terminated by any party immediately upon written notice to the other party.

C. Upon termination of this Agreement as provided in this section or elsewhere, the District shall be paid only for work performed or expenses incurred prior to the effective date of termination in accordance with the Grant. No payment shall be made for any expense incurred or work done following the effective date of termination unless authorized in writing by the City and in accordance with the terms of the Grant.

6. Compliance with Grant / Applicable Law. The City will comply with all Grant requirements and obligations applicable to the City. The District will comply with all Grant requirements and obligations applicable to the District. The District has received a copy of the Grant terms and conditions. The Grant terms and conditions are incorporated into this Agreement. Both City and District will comply with all applicable law.

7. General Provisions.

A. Administration. Each party to this Agreement shall serve as an administrator of this Agreement for the purposes of compliance with RCW 39.34.030 for each party's respective actions in performance of this Agreement. No separate administrative entity is created by this Agreement. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by either party in connection with its performance under this Agreement will remain the sole property of such party, and the other party shall have no interest therein.

B. Governing Law. The laws of the State of Washington, without giving effect to principles of conflict of laws, govern all matters arising out of or relating to this Agreement.

C. Venue. The parties shall bring any litigation arising out of or relating to this Agreement only before the Snohomish County Superior Court.

D. Complete Agreement. This Agreement constitutes the entire agreement of the parties relating to the subject matter of this Agreement. This Agreement supersedes and replaces all other written or oral agreements thereto.

E. Waiver. No waiver of satisfaction of any condition or nonperformance of an obligation under this Agreement will be effective unless it is in writing and signed by the party granting the waiver, and no such waiver will constitute a waiver of satisfaction of any other condition or nonperformance of any other obligation.

F. Severability. If any provision of this Agreement is unenforceable to any extent, the remainder of this Agreement, or the application of that provision to any persons or circumstances other than those as to which it is held unenforceable, will not be affected by that unenforceability and will be enforceable to the fullest extent permitted by law.

G. Notice. For a notice under this Agreement to be valid, it must be in writing and the sending party must use one of the following methods of delivery: (A) personal delivery to the address stated below; (B) first class postage prepaid U.S. Mail to the address stated below; or (C) nationally recognized courier to the address stated below, with all fees prepaid.

Notice to City	Notice to District
City of Everett, Public Works Attn: Apryl Hynes 3200 Cedar Street Everett, WA 98201	Snohomish Conservation District Attn: Linda Lyshall 528 91 <sup>st</sup> Avenue, Ste. A Lake Stevens, WA 98258

A Party may change its address by delivering written notice to the other parties of the new address.

J. No Third-Party Beneficiaries. The provisions of this Agreement are for the sole benefit of the parties to this Agreement. No other persons have any rights or remedies under this Agreement.

K. Compliance with the Washington State Public Records Act. The parties acknowledge they are subject to the Public Records Act, chapter 42.56 RCW. Both parties shall cooperate with each other so that each may comply with all of their obligations under the Public Records Act.

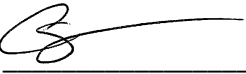
L. Recording of this Agreement. This Agreement shall be recorded or otherwise made available to the public in accordance with RCW 39.34.040.

M. Signatures. This Agreement will be signed with AdobeSign, which is fully binding.


***[signatures on following pages]***

The parties have executed this Agreement as of the date of last signature.

**CITY OF EVERETT**

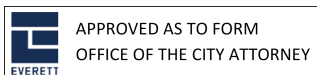
By:   
Cassie Franklin,  
Mayor

**SNOHOMISH CONSERVATION DISTRICT**

By:   
Name: Mark Craven  
Its: Board Chair

ATTEST:

  
Office of the City Clerk



## Exhibit A

### Scope of Work and Budget

Snohomish Conservation District (the District) will provide support to the City of Everett (the City) to implement almost all aspects of the Regreen Everett Behavior Change Campaign, for the entire performance period, commencing on 8/1/2023 and terminating 6/30/2027. The target completion dates listed in tables below are from the original Scope of Work from the WDFW contract #: 23-23154 therefore some flexibility is allowable through the pass-through entity (the City) and their coalition partner (the District) in the execution of these tasks.

#### GOALS & MEASURABLE OBJECTIVES

The goal of this project is to incorporate social marketing principles to strategically address local stream water quality degradation and elevate the wellbeing of its residents living in high-growth areas by pinpointing opportunities where property owners can restore riparian areas. The key objective is to design a campaign that addresses the motivations and barriers this audience may have to implementing habitat protection on their property. Once the pilot campaign is executed, the effectiveness of the incentive-based pilot will be evaluated and then modified with the goal of increasing participation the following year. This secondary effort will enhance the campaign's reach by not only retaining previous successful campaign elements but amplifying the momentum from word-of-mouth and neighborhood visibility of the pilot campaign. This will improve the likelihood of contiguous tree canopy and vegetation along multiple, clustered properties in riparian areas of North and Swamp creek.

#### The desired outputs for this campaign include:

- A successful pilot campaign that identifies and addresses at least some of the barriers and motivators to property owners installing and planting trees on their properties.
- Amplified participation in the second year of the campaign to increase clustering of riparian buffering.
- Increased vegetation in North and Swamp creek riparian management zone.
- Expanded tree canopy and riparian forest cover in local urban streams.

#### The desired outcomes for this campaign include:

- Increased awareness of local water quality concerns.
- Increased government engagement in overburdened communities.
- Improved community engagement with local water quality issues.
- Increased watershed resilience to impacts from climate change including stream flow and water temperature.

#### TASKS & DELIVERABLES

### TASK 1. Project Development

This task must be completed before initiating any other work under this subaward. The city will take lead on Task 1 with input and support from the District. Work completed on other tasks prior to completion of Task 1 may be ineligible for reimbursement.

## **1.2 CULTURAL RESOURCE REVIEW**

Prior to ground disturbing work or alteration of a potentially historic or culturally significant structure, or release of final payments on an acquisition, the City with assistance from the District must provide HSIL documentation from the state or federal land managing agency's cultural resources responsible official demonstrating compliance with all applicable cultural resource laws and regulations.

The District shall follow HSIL guidance and directives to assist it with such review as may apply. Both the City and the District will work with the HSIL subaward manager to fulfill cultural resource review requirements.

Task 5 may not begin until the required consultation and review processes and documentation have been approved by the HSIL in coordination with the WDFW Cultural Resources Division.

No work shall commence in the project area until the HSIL has provided a notice of cultural resources completion. The HSIL may require on-site monitoring for impacts to cultural resources during any demolition, construction, land clearing, restoration, or repair work, and may direct that work stop to minimize, mitigate, or avoid impacts to cultural resource impacts or concerns. All cultural resources requirements for non-ground disturbing projects (such as acquisition or planning projects) must be met prior to final reimbursement.

At all times, the District shall take reasonable action to avoid, minimize, or mitigate adverse effects to cultural resources in the project area, and comply with any HSIL direction to manage adverse effects such as project re-design, relocation, or mitigation.

All federal or state cultural resources requirements under Governor's Executive Order 21-02 and the National Historic Preservation Act, and the State Environmental Policy Act and the National Environmental Policy Act, and any local laws that may apply, must be completed prior to the start of any work on the project site. The District must agree to indemnify and hold harmless the State of Washington in relation to any claim related to historical or cultural artifacts discovered, disturbed, or damaged due to the project funded under this Agreement. The District shall comply with RCW 27.53, RCW 27.44.055, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting cultural resources and human remains.

HSIL retains the right to terminate a project due to anticipated or actual impacts to cultural resources.

### **INADVERTENT DISCOVERY PLAN**

Using the WDFW-provided template or a modified template for non-ground disturbing work, the City will adopt an Inadvertent Discovery Plan (IDP), similar to the one Snohomish Conservation District will be using in their WD1-9 Forestry HSI. If the District uses a template approved for their organization, they will work with the City to ensure the template contains all information required by WDFW Cultural Resources Division. The District is required to keep a copy of the IDP at all the project sites at all times.

If any archaeological or historic resources are found while conducting work under this Agreement, the District shall immediately stop work and notify the City who will then contact:

HSIL/WDFW: HSIL subaward manager

DAHP: Dr. Lance Wollwage - 360-586-3064

HSIL/WDFW will contact any affected Tribe. Immediately stop any activity that may cause further disturbance to the archeological or historic resources.

If ground disturbing activities encounter human skeletal remains during construction, then all activity will cease that may cause further disturbance to those remains. The area of the find will be secured and protected from further disturbance until the State provides notice to proceed. The finding of human skeletal remains will

be reported to the county medical examiner/coroner and local law enforcement in the most expeditious manner possible. The remains will not be touched, moved, or further disturbed. The county medical examiner/coroner will assume jurisdiction over the human skeletal remains and make a determination of whether those remains are forensic or non-forensic. If the county medical examiner/coroner determines the remains are non-forensic, then they will report that finding to the Department of Archaeology and Historic Preservation (DAHP) who will then take jurisdiction over the remains. The DAHP will notify any appropriate cemeteries and all affected tribes of the find. The State Physical Anthropologist will make a determination of whether the remains are Indian or Non-Indian and report that finding to any appropriate cemeteries and the affected tribes. The DAHP will then handle all consultation with the affected parties as to the future preservation, excavation, and disposition of the remains (RCWs 68.50.645, 27.44.055, and 68.60.055).

## **INADVERTENT DISCOVERY PLAN TRAINING**

The District staff participating in initial site visits will take an IDP training from a resource approved by the HSIL subaward manager. The District will submit documentation via email of IDP training completion including the type of training (in-person or virtual), the provider of training, training date, and staff trained to the City.

### **Additional Cultural Resources Review and Consultation upon Work Zone Identification**

When specific project “work zones” are identified, the District will assist the City to meet the following requirements

1) HSIL will require the City to provide written documentation that project review and consultation has occurred as provided for in applicable local, state, and federal laws and regulations and that no adverse impacts/effects have been identified or agreement to mitigation has been reached. This documentation will be provided by a person meeting the Secretary of the Interior’s qualifications for professional archaeologist and approved by the WDFW Cultural Resources Division.

- OR -

2) HSIL will continue consultation to identify whether any archaeological or historic archaeological site, historic building/structure or traditional/sacred place studies are needed before a project may proceed, as provided in EO 21-02. The City may need to provide supplemental information may include maps, monitoring, surveys, or other requirements contingent on consultation with tribes and the Department of Archaeology and Historic Preservation (DAHP).

The following process will be followed by the City, with assistance from the District, where applicable:

- i. The City will submit the WDFW Cultural Resources Intake Form and provide a map or shapefile (polygons) of the project location(s).
- ii. Additionally, the City may provide written documentation that project review and consultation has occurred as provided for in applicable local, state, and federal laws and regulations and that no adverse impacts/effects have been identified or agreement on mitigation has been reached
- iii. WDFW will review the information submitted in (i) and (ii) and make one of the following determinations:
  - a. The City has provided sufficient documentation per (i) and (ii) may proceed or,
  - b. Project-specific consultation should be initiated with a specific supplementation information recommendation.
- iv. If a project-specific consultation is recommended, HSIL will initiate a project-specific consultation with the affected Tribes and Department of Archeological and Historic Preservation.

- v. Following the initial consultation, HSIL will confirm with subrecipient the required supplemental information required as deliverables under this Task.
- vi. Required supplemental information will be provided to HSIL for WDFW approval and communication to consulting parties.
- vii. Work may begin on related tasks when HSIL provides a notice to proceed.

Deliverable Number	Deliverable	Target Completion Date
1.2b	Documentation via email of IDP training completion	January 10, 2024
1.2c-ii	Written documentation that project review and consultation has occurred	October 10, 2025
1.2c-iii	Supplementation information to be specified	January 10, 2026

**TOTAL ESTIMATED COST FOR TASK 1: \$5,590**

## **TASK 2. Project Administration and Reporting**

### **2.1 PROGRESS REPORTING AND INVOICING**

The District will submit quarterly progress reports by the specified target completion dates to the City.

Quarterly reporting periods are:

- Quarter 1 reporting period: January 1 – March 31
- Quarter 2 reporting period: April 1 – June 30
- Quarter 3 reporting period: July 1 – September 30
- Quarter 4 reporting period: October 1 – December 31

Progress reports shall include:

A description of:

- Work completed for each task/deliverable during the reporting period, including what deliverables were completed and submitted during the reporting period.
- Success measures or storytelling metrics completed during the reporting period.
- Status for ongoing project tasks.
- Challenges affecting task-specific or overall project completion date(s), scope of work, or costs.



### 2.3 CONTRACTS AND SUBAWARDS

The City will pass-through funds through subawards to applicant coalition partner, the District, to achieve the goals of this subaward. The City will provide copies of the final pass-through agreement to the Department of Natural Resource grant manager.

### 2.4 CLOSE-OUT REPORT

The District will complete a final Close-out report using a template provided by the City. The Close-out report will summarize methods, results, analyses, lessons learned, success of achieving success measures and recommendations for future work.

Deliverable Number	Deliverable	Target Completion Date
2.1	Quarterly progress reporting, including update on undergrad student work.  (Quarter 1) (Quarter 2) (Quarter 3) (Quarter 4)	Annually on April 10 Annually on July 10 Annually on October 10 Annually on January 10
2.3	Copy of executed pass-through agreements	January 10, 2024
2.4	Complete a close-out report	May 1, 2027

**TOTAL ESTIMATED COST FOR TASK 2: \$20,580**

## TASK 3. Broader Impacts and Communication

The District will communicate project outcomes, lessons learned, and recommendations for next steps. The District will co-present at the Salish Sea Ecosystem Conference. The District will also assist with the completion of the neighborhood workshops and presentations at other conferences, whenever possible and as budget allows.

### 3.2 SALISH SEA ECOSYSTEM CONFERENCE (SSEC) ATTENDANCE AND PRESENTATION

The District is required to attend the Salish Sea Ecosystem Conference and assist City with submittal of an abstract for an oral or poster presentation. Conference registration documentation and, if accepted, a copy of the conference abstract and presentation, will be provided as deliverables.

### 3.4 PRESENTATIONS AND WORKSHOPS

The City and the District will present on project outcomes, recommendations, lessons learned and the results at one or more relevant conference(s) (e.g. Municon or STORM symposium) and a habitat restoration, behavior change or environmental justice focused conference or symposium (e.g. SPARKS conference). The HSIL will be notified one month prior to the presentation to allow adequate time for

the HSIL to distribute to the list serve of the upcoming presentation. The City will seek pre-approval from the subaward manager for conference participation expenses proposed to be charged to this task. The City and the District will also conduct at least annually a neighborhood education and outreach workshop and submit any workshop materials developed (attendance sheet, factsheet, brochures, postcards etc.). It is recommended that the subrecipients present after the Task 5 pilot is complete to solicit feedback to incorporate into the Task 6 “relaunch”.

Deliverable Number	Deliverable	Target Completion Date
3.2a	SSEC conference registration	April 10, 2026
3.2b	SSEC submitted conference abstract or documentation of “non-acceptance”	April 10, 2026
3.2c	If SSEC abstract accepted, copy of poster or presentation.	July 10, 2026
3.4a	Conference abstracts and presentations	April 10, 2027
3.4b	Workshop material developed	October 10, 2025

**TOTAL ESTIMATED COST FOR TASK 3: \$ 7,597**

## **TASK 4. Social Marketing Research & Survey Development**

The City will perform formative social marketing research, a situational analysis, and audience surveys to shape the development of the Regreen Everett behavior change campaign. A cross-sectional advisory group of city staff, stakeholders, and partners will advise on the development of Task 4 to ensure equity and inclusion. The District will be a part of the advisory group.

### **4.1 SOCIAL MARKETING RESEARCH**

The social marketing research will identify property owners and local stakeholders to ascertain the barriers, benefits, and motivators to planting and maintaining trees and other vegetation on their properties to increase riparian buffer widths and functions. This research will inform the campaign’s design elements. The City will convene a cross sectional advisory group of city staff and partners to conduct a situational analysis, assessing the internal and external strengths, weaknesses, opportunities, and threats.

### **4.2 SURVEY DEVELOPMENT**

Utilizing the information collected in task 4.1, the City will develop, with input from the District, an online survey to collect information from property owners as well as an in-depth stakeholder questionnaire to collect key insights to identify and weigh areas of conflict, motivators, barriers (real or perceived) to adopting said behavior.

### 4.3 LANDOWNER OUTREACH PLAN & MATERIALS

Based on the results of the survey implemented in Task 4.2, an incentive-based program and communication plan will be developed by the coalition partners that breaks down the design campaign elements, logistics of recruitment and planting, roles, responsibilities and timeline, key messaging and details of workshop components. The plan will be consistent with the WDFW Riparian Ecosystems, Volume 2: Management Recommendations. A portfolio of education and outreach materials will be developed in partnership with City and SCD staff that includes all produced education pieces, participant evaluation/feedback form, translated materials, and engagement and education strategies (postcards, tree planting guide, etc.). The City will take lead on development of communication plan. SCD has a wealth of experience and existing outreach materials that will assist in completing the following tasks:

- Homeowner packet (on-site permission letter, maintenance agreement, participation feedback form).
- Training module for staff who might canvas in selected neighborhoods.

Deliverable Number	Deliverable	Target Completion Date
4.1d	Advisory group meeting agendas, attendance, copies of presentations, meeting notes	Annually on April 10 Annually on July 10 Annually on October 10 Annually on January 10
4.2a	Landowner survey and stakeholder questionnaire	October 10, 2024
4.3b	Draft outreach materials	January 10, 2025
4.3c	Final outreach materials	April 10, 2025
4.3d	Homeowner packet	April 10, 2025
4.3e	Training module	April 10, 2025

**TOTAL ESTIMATED COST FOR TASK 4: \$ 6,638**

## TASK 5. Implementation

The coalition partners will implement an incentive-based, behavior change campaign using a social marketing framework, developed through formative research in task 4 that identified drivers of decisions and the needs of the target audience. The task team will create a detailed campaign program plan that addresses the educational and behavior change priorities set forth from the research phase. They will recruit and work with interested private property owners. Implementation will include site visits, stream workshops, developing riparian planting plans, establishing landowner agreements, purchasing native trees and shrubs/vegetation, site preparation, plant installation documentation, and any additional assistance. Translated education outreach materials and guides will be used, as needed.

### 5.1 LANDOWNER OUTREACH

Using the marketing and educational materials developed in task 4, launch the outreach and education campaign to include workshops, mailers, and other outreach tactics to outreach to riparian management zone property owners/managers. Site visits will be conducted to provide technical assistance and follow up with technical assistance letters and development of riparian planting plans. Collaborate with willing

property owners on a riparian buffer planting project and request feedback on the participation process. Site visit logs including summary of site areas and outcomes will be submitted quarterly.

## 5.2 RIPARIAN PLANTINGS

The subrecipient will work with at least five interested private property owners to design site specific planting plans and landowner agreements, purchase native trees and shrubs/vegetation, site preparation, plant installation, installation documentation, and development of maintenance agreements and/or assistance. Maintenance agreements will include information on how to maintain plantings and prevent invasive species. Planting plans and maintenance agreements will be consistent with the WDFW Riparian Ecosystems, Volume 2: Management Recommendations. Cultural resource consultation will be completed for each site. Plantings will be implemented utilizing a combination of property owner labor, restoration field crew labor, and community volunteer events.

Deliverable Number	Deliverable	Target Completion Date
5.1b	Site visit logs	Annually on April 10 Annually on July 10 Annually on October 10 Annually on January 10
5.2a	Documentation of landowner agreements & long-term maintenance agreement	April 10, 2026
5.2b	Documentation of cultural resource consultation and approval for each site.	January 10, 2026
5.2c	Before and after photos	July 10, 2026
5.2d	Documentation of invasive species removal and site preparation	July 10, 2026
5.2e	Riparian planting plan / site map	July 10, 2026
5.2f	Maintenance Plan	July 10, 2026

**TOTAL ESTIMATED COST FOR TASK 5: \$ 66,632**

## TASK 6. Evaluation & Adaptive Management

The District will implement survey tools to track impacts and outcomes of tasks using social marketing and survey guidelines. The survey tools will be developed by the coalition team.

### 6.1 TRACK & EVALUATE OUTCOMES

The City, with assistance from the District will develop an evaluation report that will debrief and evaluate how the pilot campaign went to determine what worked well and what improvements can be made. It will also report on lessons learned and opportunities for improvement. The subrecipient will also assess how task 5 implementation went and where there were identified opportunities to create regreen clusters. A campaign redesign memo will be completed that outlines what components of the pilot will be revised based on lessons learned and participant evaluations.

## 6.2 REFINE & RELAUNCH CAMPAIGN

Based on the evaluation report, the campaign will be relaunched where opportunities were identified to create regreen clusters. Relaunch deliverables include summary of site locations and outcomes, copy of planting plans and landowner agreements. Post-planting monitoring and maintenance will be completed for property owners participating in the incentive program. Site visit log including summary of site visits and outcomes will be submitted quarterly. Documentation of cultural resource consultation and approval for each site including intake form and map or shape file will be submitted as deliverables.

Deliverable Number	Deliverable	Target Completion Date
6.1 c	Campaign redesign memo	July 10, 2026
6.2a	Site visit log	Annually on April 10 Annually on July 10 Annually on October 10 Annually on January 10
6.2b	Documentation of landowner agreements & long-term maintenance agreement	April 10, 2027
6.2c	Documentation of cultural resource consultation	January 10, 2027
6.2d	Before and after photos	June 1, 2027
6.2e	Documentation of invasive species removal and site preparation	June 1, 2027
6.2f	Riparian planting plans / site maps/maintenance plans	June 1, 2027

**TOTAL ESTIMATED COST FOR TASK 6: \$ 72,440**

## Summary of budget by task

TASK	DELIVERABLE	TASK TOTAL
Task 1.2	Cultural resource review	\$ 5,590
Task 2.1/2.4	Quarterly progress reports and close-out report	\$13,410
Task 2.3	Contracts and subawards	\$ 7,170
Task 3.2	Salish Sea Ecosystem conference	\$ 3,565
Task 3.4	Presentations and workshops	\$ 2,002
Task 3.5	Website and story map	\$ 2,030
Task 4.1	Social marketing research	\$ 1,200
Task 4.2	Survey development	\$ 1,230
Task 4.3	Landowner outreach plan & materials	\$ 4,208
Task 5.1	Landowner outreach	\$34,312
Task 5.2	Riparian plantings	\$32,320
Task 6.1	Track and evaluate outcomes	\$ 1,564
Task 6.2	Refine and relaunch outcomes	\$70,876
<b>TOTAL</b>		<b>\$179,477</b>

## Exhibit A

### EPA requirements for pass-through entities (City of Everett) and subrecipient (Snohomish Conservation District)

#### 2 CFR 200.332: requirements for pass-through entities.

- i. **Subrecipient name:** City of Everett
- ii. **Subrecipient unique entity identifier:** LVPSLN4A2LF6
- iii. **Federal Award Identification Number (FAIN):** WDFW contract #: 23-23154
- iv. **Award date recipient:** August 1, 2023
- v. **Period of performance:** August 1, 2023 – June 30, 2027
- vi. **Budget period:** August 1, 2023 – June 30, 2027
- vii. **Amount of federal funds obligated by this action BY the pass-through entity TO the subrecipient:** \$440,020
- viii. **Total amount of the federal award committed to the subaward entity by the pass-through entity:** \$179,477
- ix. **Federal award project description:** This behavior change campaign will engage urban property owners at the headwaters of Lake Washington (Sammamish River watershed) to increase vegetation in riparian management zones in two city of Everett basins, Swamp and North creek thereby improving water quality and watershed resilience to climate change.
- x. **Federal awarding agency:** Environmental Protection Agency
- xi. **Original pass-through entity:** Washington Department of Fish & Wildlife  
**Subrecipient/Grantee/Pass-through entity for subaward:** City of Everett  
**Subaward/Coalition partner:** Snohomish Conservation District  
**Awarding official of the pass-through entity:** Shaun Bridges, City of Everett, 3200 Cedar St, Everett WA 98201
- xii. **Assistance listings number and title:** 66.123 / Puget Sound Action Agenda: Technical Investigations and Implementation Assistance.
- xiii. **Identification of whether the award is R&D; and – NO R&D**
- xiv. **Indirect cost rate for the Federal award:** 10% or the current agreed upon Federal indirect rate.











# Snoh Conservation Dist-Regreen Evt Behavior Change Champaign-ILA-AH-rev.SD

Final Audit Report

2024-02-14

Created:	2024-02-13
By:	Marista Jorve (mjorve@everettwa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAS5llwYnPdTcYHQBrSK6XWbZ7QSBogqA3

## "Snoh Conservation Dist-Regreen Evt Behavior Change Champaign-ILA-AH-rev.SD" History

-  Document created by Marista Jorve (mjorve@everettwa.gov)  
2024-02-13 - 6:34:33 PM GMT
-  Document emailed to Apryl Hynes (ahynes@everettwa.gov) for approval  
2024-02-13 - 6:35:16 PM GMT
-  Email viewed by Apryl Hynes (ahynes@everettwa.gov)  
2024-02-13 - 6:35:32 PM GMT
-  Document approved by Apryl Hynes (ahynes@everettwa.gov)  
Approval Date: 2024-02-13 - 6:35:47 PM GMT - Time Source: server
-  Document emailed to oldhalloween@yahoo.com for signature  
2024-02-13 - 6:35:49 PM GMT
-  Email viewed by oldhalloween@yahoo.com  
2024-02-13 - 7:15:47 PM GMT
-  Signer oldhalloween@yahoo.com entered name at signing as Mark Craven  
2024-02-13 - 8:47:41 PM GMT
-  Document e-signed by Mark Craven (oldhalloween@yahoo.com)  
Signature Date: 2024-02-13 - 8:47:43 PM GMT - Time Source: server
-  Document emailed to Tim Benedict (TBenedict@everettwa.gov) for approval  
2024-02-13 - 8:47:44 PM GMT
-  Email viewed by Tim Benedict (TBenedict@everettwa.gov)  
2024-02-13 - 9:11:08 PM GMT





Document approved by Tim Benedict (TBenedict@everettwa.gov)

Approval Date: 2024-02-13 - 9:11:24 PM GMT - Time Source: server



Document emailed to Cassie Franklin (cfranklin@everettwa.gov) for signature

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