

**From:** [Gerry McChesney](#)  
**To:** [Brad Keitt](#)  
**Subject:** Re: Coop Agreement and SF 424  
**Date:** 07/26/2010 05:08 PM  
**Attachments:** [Island Conservation Agreement 2010 DRAFT2.doc](#)

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Brad,

Thanks for your prompt attention to the draft agreement. Attached is draft final. I accepted nearly all of your's and Stacey's comments. A few comments:

- I'm out of town tomorrow and Wed so am forwarding this to my Admin officer today to get it on her plate. We're nearing the end of the fiscal year and she has quite a backlog of these.
- Agreement end date will be August 31, 2015 (5 years), which is maximum allowed. Please change that in your SF424.
- CFDA number is 15.658; Title = Natural Resource Damage Assessment, Restoration and Implementation. Please add that to line 10 of the SF424. For more info on this, see: <https://cfda.symlicity.com/index?s=program&mode=form&tab=step1&id=2529c9955fa83f210929df6356e547e4>
- Please add "San Francisco County" to line 11 of SF424.

In the Agreement, I cleaned up section IX. Reporting Requirements by deleting the annual report in addition to periodic progress reports (redundancy was basically an error in the first draft). Now just an annual progress report. Annual progress draft report to be due March 31 of each year; this will be good timing to assess work conducted in Nov-Dec to permit discussion for next stages.

I left the budget detail as it was in the budget to the Council. I always provide at least as much detail in coop agreement or contract budgets as in NRDA council budgets, if not more. If funds need to be juggled in some way, we can discuss the appropriate permissions needed.

After you revise the SF424, please print, sign, scan and email, fax, or put in mail ASAP.

You also need to sign the SF424B, Assurances for Non-construction projects and return that to me. Get a copy at:  
<http://www.acf.hhs.gov/programs/ofs/grants/sf424b.pdf>

If you have anything we need to discuss before I get back, call me on my cell and I'll get back to you as soon as I can. Otherwise, shoot me an email and I'll get it when I return Thursday.

Thanks again!  
Gerry



[Island Conservation Agreement 2010 DRAFT2.doc](#)

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Gerry McChesney

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cc

07/23/2010 04:58 PM

Subject Coop Agreement and SF 424

Gerry,

Attached is an edited Agreement and a SF 424.

It is much simpler to have a budget low in detail as I have submitted here. If more detail is needed I suggest we provide the detailed Excel sheet as a sample budget. This will allow us to adjust costs as needed between categories and not worry about revising the agreement and providing written justification. This is the level of detail we have provided for the much larger San Nic project for the modifications on that agreement.

I am around all next week to discuss,

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[attachment "Island Conservation\_Agreement\_2010\_DRAFT1\_SB EDIT\_BK  
EDIT.doc" deleted by Gerry McChesney/SFBAY/R1/FWS/DOI] [attachment "revised  
sf-424\_SEFI.pdf" deleted by Gerry McChesney/SFBAY/R1/FWS/DOI]