USDA Forest Service

OMB 0596-0217
FS-1500-19

MODIFICATION OF GRANT OR AGREEMENT

PAGE	OF PAGES
1	9

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER:	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER:
21-LE-11040100-002		004

4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4):	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4):
U.S. Forest Service 324 25th Street Ogden, UT 84401	U. S. Forest Service, Ashley National Forest 355 N. Vernal Avenue Vernal, UT 84078
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county):	**7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):**
County of Daggett PO BOX 219 95 N 1ST W Manila, UT 84046	

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.
☐	CHANGE IN PERFORMANCE PERIOD:
☒	CHANGE IN FUNDING: Increase Obligations by $21,500.00
☒	ADMINISTRATIVE CHANGES: Update Forest Service administrative Contact to Sidney Larsen. See Box 9
☐	OTHER (Specify type of modification):

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):

Provisions of the Agreement are modified as follows:

Update Exhibit A for 2024 Operating and Financial Plan.

Update Principal U.S. Forest Service Administrative Contacts to:

Sidney Larsen
Grants Management Specialist
324 25th Street
Ogden, UT 84401
435-351-2893
sidney.larsen@usda.gov

10. ATTACHED DOCUMENTATION (Check all that apply):

☐	Revised Scope of Work
☐	Revised Financial Plan
☒	Other: Operating and Financial Plan and Addendum A.

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.COOPERATOR SIGNATURE (Signature of Signatory Official)	11.B. DATE SIGNED 1-30-24	11.C. U.S. FOREST SERVICE SIGNATURE (Signature of Signatory Official)	11.D. DATE SIGNED
11.E. NAME (type or print): MATT TIPPETS		11.F. NAME (type or print): KRISTY GROVES	
11.G. TITLE (type or print): Chairman, County Commission		11.H. TITLE (type or print): Acting Forest Supervisor, Ashley National Forest	
11.I. SHERIFF SIGNATURE (Signature of Signatory Official)	11.J. DATE SIGNED 1/25/24	11.K. U.S. FOREST SERVICE SIGNATURE (Signature of Signatory Official)	11.L. DATE SIGNED
11.M. NAME (type or print): ERIK BAILEY		11.N. NAME (type or print): LARRY HALL	
11.O. TITLE (type or print): Sheriff		11.P. TITLE (type or print): Acting Special Agent in Charge	

12. G&A REVIEW

12.A. **The authority and format of this modification have been reviewed and approved for signature by:** SIDNEY LARSEN Digitally signed by SIDNEY LARSEN Date: 2024.01.24 14:00:43 -07'00' SIDNEY LARSEN U.S. Forest Service Grants & Agreements Specialist	12.B. DATE SIGNED

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

FS Agreement No. 21-LE-11040100-002

Cooperator Agreement No. _____

EXHIBIT A

COOPERATIVE LAW ENFORCEMENT OPERATING & FINANCIAL PLAN
Between The
County of Daggett
And the
USDA, FOREST SERVICE
Ashley National Forest

2024 OPERATING AND FINANCIAL PLAN

This Financial and Operating Plan (Operating Plan), is hereby made and entered into by and between the County of Daggett , hereinafter referred to as "Cooperator," and the United States Department of Agriculture (USDA), Forest Service, Ashley National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #21-LE-11040100-002. This Operating and Financial Plan is made and agreed to as of the last signature date on the Cooperative Law Enforcement Agreement and is in effect through 9/30/2025, unless modified during the annual review.

Previous Year Carry-over: $43,000.00
Current 2024 Year Obligation: $21,500.00
Total Operating Plan: $64,500.00

I. GENERAL:

A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Erik Bailey Sheriff Daggett County Sheriff's Office P.O. Box 219 Manila, UT 84046 (435) 784-3255 (435) 784-3251 ebailey@daggettcounty.org	Katie Anderson Administrative Assistant Daggett County Sheriff's Office P.O. Box 219 Manila, UT 84046 (435) 784-3255 kanderson@daggettcounty.org

Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Ragan Hall Administrative Assistant Ogden, UT 84401 801-625-5780 Ragan.hall@usda.gov	Sidney Larsen Grants Management Specialist 324 25th Street Ogden, UT 84401 435-351-2893 Sidney.larsen@usda.gov

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

Vehicle mileage will be paid at the prevailing rate.

Wages at the prevailing rate plus applicable fringe benefits.

II. PATROL ACTIVITIES:

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both Cooperator and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

1. Patrol on following U.S. Forest Service roads:

East Side	West Side
Antelope Flat	**Lucerne Area**
Mustang Ridge Area	**Sheep Creek Loop**
Little Hole Area	**Deep Creek Road**
Spillway Area	**Browne Lk, Long Park, Spirit**
Swett Ranch	**Birch Creek**
Greendale	**Ute Tower**
Red Canyon Area	**Sheep Creek Boat Ramp**
Deer Lodge Summer Home Area	**Half Moon Park Home Area**

2. Patrol in the following campgrounds, developed sites, or dispersed areas:

East Side	West Side
Antelope	**Lucerne**
Mustang	**Willows**
Dripping Springs	**Deep Creek**

Arch Dam
Lodgepole
Skull Creek
Greens Lake
Canyon Rim
Red Canyon
Browne
Spirit Lake
Manns
Sheep Creek
Carmel
Stateline Cove
Boat in Campgrounds

Total reimbursement for this category shall not exceed the amount of: $21,500.00. Unused dispatch funds may be used for patrol activities, in which case the maximum reimbursement may not exceed the amount of: $0.00.

III. TRAINING:

See Cooperative Law Enforcement Agreement Provision IV-K for additional information.

Total reimbursement for this category shall not exceed the amount of: $0.00

IV. EQUIPMENT:

See Cooperative Law Enforcement Agreement Provisions IV-K, IV-L, and IV-M for additional information.

Total reimbursement for this category shall not exceed the amount of: $0.00

V. SPECIAL ENFORCEMENT SITUATIONS:

A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.

B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Operating Plan. The designated representative will then notify Cooperator whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Operating Plan.

1. Drug Enforcement: This will be handled on a case-by-case basis. The request will normally come from the patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.

2. Fire Emergency: During emergency fire suppression situations and upon request by the U.S. Forest Service pursuant to an incident resource order, the Cooperator agrees to provide special services beyond those provided under Section II-A, within the Cooperator's resource capabilities, for the enforcement of State and

local laws related to the protection of persons and their property. The Cooperator will be compensated at the rate specified in Section I-B; the U.S. Forest Service will specify times and schedules. Upon concurrence of the local patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Cooperator personnel assigned to an incident where meals are provided will be entitled to such meals.

3. Group Gatherings: This includes but is not limited to situations which are normally unanticipated, or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a U.S. Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

This includes but is not limited to situations which are normally unanticipated, or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.

VI. BILLING FREQUENCY:

See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.

A. The billing frequency is no more than quarterly and no longer than annually. Cooperator is approved to sumit lump sum billing once all expenditures are complete for the operating period. The U.S. Forest Service will make payment for project costs upon receipt of an invoice and completed Form FS-5300-5, Cooperative Law Enforcement Activity Report. Each correct invoice shall display Cooperator actual expenditures to date. The invoice should be forwarded as follows, with preference on e-mail:

Send Original Invoice(s) to:
USDA, Forest Service
Albuquerque Service Center
Payments - Grants & Agreements
Phone:(877)372-7248
Fax: (877)687-4894
Email: SM.FS.ASC_GA@USDA.GOV

Copy to:
Ragan Hall
Ragan.hall@usda.gov

B. The following is a breakdown of the total estimated costs associated with this Operating Plan.

Category	Estimated Costs	Not to Exceed by %
Patrol Activities	$21,500.00	
Training		
Equipment		
Special Enforcement Situations		
Total	**$21,500.00**	

C. Any remaining funding in this Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. *See Cooperative Law Enforcement Agreement Provision IV-C.*

Addendum A

U.S. Forest Service Fire Emergency Language & Billing Protocol
Coop Law Enforcement Agreements / Operating & Financial Plan

Fire Emergencies:

During fire emergencies, the U.S. Forest Service will reimburse the County for actual costs incurred while the County is providing assistance requested by either the Agency Administrator or Incident Commander.

Reimbursement for personnel wages and services are based upon the information in the resource order and must identify the number of roadblocks, number of personnel required, hours and time frame required and must be ordered by the Incident Commander or Agency Administrator. A copy of the resource order generated for the request for assistance will be provided by the U.S. Forest Service dispatch to the County. It is critically important that the Incident Management Team, Agency Administrator, and the Sheriff /County Official agree to what emergency services are needed and listed in the Resource Order and Incident Action Plans for each day until this resource is no longer required.

Upon request of the Agency Administrator or Incident Commander, a County designated Liaison(s) to the fire incident(s) may be established. The liaison will be requested via an incident resource order. The liaison(s) primary duties, on behalf of the County Sheriff, will be to attend public meetings, planning and Incident Command meetings. Eligible costs for reimbursement will include personnel time.

If meals and lodging are required for county officials, authorization must be documented using the standard fire meals and lodging authorization forms provided by the host fire unit. Cooperator personnel directly assigned to the incident by a resource order will be entitled to meals that are provided on the incident.

Administrative support (e.g. posting incident time, delivering meals, bill preparation, etc.) will be reimbursed on an actual cost basis. The County will prepare and submit an itemized accounting of actual cost as part of the reimbursement request.

What is not eligible for reimbursement?
1. Law enforcement duties that are within the normal jurisdictional responsibilities such as enforcement, patrols, evacuation. 2. Automotive repairs, tires, and services are covered in the prevailing wage rate as identified in the OP Provision I. B.

Billing Protocol:
Documentation required to be submitted by the County to the FS for payment processing:

- Resource Order. Resource order will state what kind of assistance is ordered, how many people requested, and the time period for the services as ordered by the IC or Agency Administrator.
- Copy of Cooperative Law Enforcement Agreement and Operating & Financial Plan.
- UEI number.
- Active status in System for Award Management (SAM).
- Tax ID number.
- Breakout of actual costs:
    - Salary – Daily Crew Time Reports, Payroll summary by hours per day or timesheets of personnel.
    - Supplies – Copies of receipts with date and description of items purchased and FS authorization (S# or FS Signature) for purchase.
    - Mileage – Summary by day by vehicle and personnel using the vehicle.

- Incident Action Plans – copies of plans that document assignment to that incident.
- Map of roadblock locations.

BILLINGS ARE NOT TO BE SUBMITTED TO THE SM.FS.ASC_GA@USDA.GOV UNDER THE OBLIGTION ESTABLISHED THROUGH THE COOPERATIVE LAW ENFORCEMENT AGREEMENT.

Please coordinate remittance of billings to the Albuquerque Service Center, Incident Finance Branch through the local Fire Incident Business Specialist,

Sheila Malone
Incident Business Management Specialist
355 North Vernal Ave
Vernal, UT 84078
Sheila.malone@usda.gov
435-650-5511

Invoices must include the information identified above in the Billing Protocol section in order to be processed in a timely manner.

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