

QUARTERLY/ANNUAL PERFORMANCE REPORT NARRATIVE

Cooperative Agreement #: CA_P13AC01266
Award Recipient: White Clay Watershed Association
Project/Program Title: Wild & Scenic River Funding
Date: July 1, 2017
Period Covered by Report: April 1, 2017- June 30, 2017
Funds expended during this reporting period: \$22,131.47
Submitted by: Shane Morgan, Management Plan Coordinator
Submitted to: National Park Service – Partnership Wild & Scenic Rivers

Summary of work performed during the period covered by the report:

Administration \$18, 587.15

Participated in several watershed wide meetings throughout the quarter: Christina Watershed Partnership (formerly known as CTIP), Healthy Water Fund, Stroud Water Research Center Enviro DIY Training, Christina Basin Task Force, individual meetings with various stakeholders, and several Board of Supervisors meetings. Maintained and updated program fiscal records and worked with committee members to finalize budget for FY17. Administration support and review of several watershed projects including exposed sewer line in Mill Creek, proposed cell tower in New Garden Township, proposed floodplain reconnection project in West Marlborough/London Grove Townships.

Education (\$ 155.29)

School Programs: Nothing new to report this quarter.

Creek Fest:

- Attended 2 planning meetings and 1 post festival meeting.
- Maintained task list for planning committee with tasks listed by person.
- Managed communications with vendors and exhibitors
- Worked with City of Newark to create a new pre-fest activity, a tour of the Newark Reservoir
- Worked with designer to develop new postcard, water bottle art, banners, and other public relations materials.
- Updated and managed sponsors, entertainment acts, and food vendor forms and fees.
- Updated web site with the 2017 Creek Fest schedule
- Sourced and purchased creek fest supplies (educational give aways and promotional materials)
- Hosted event on May 6 with approximately 900 attendees and 30 exhibitors.

Community Outreach:

- Website stats: 511 average visits (unique user with several page views)/month, 988 unique page views/month, 399 unique visitors/month.
- Mail Chimp Newsletter stats: 36.7% average open rate (19.9% industry average), 7.5% click rate (industry average 2.2%)
- Completed final draft of the new interpretive signage for the Newark Reservoir with the City of Newark and Crowl Advertising and Design.
- Provided information to Franklin Township for their website and newsletter on the Catch the Rain program.

Restoration (\$ 3,389.03)

Stream Monitoring Projects:

- Continued to meet with Jinjun Kan and Dave Bressler (Stroud) to finalize proposal and scope of work for 2017 bacteria sampling.
- Ordered bacteria sampling supplies for Stroud and Delaware Nature Society for this year's monitoring work.
- Met in April with Dave Bressler to walk selecting monitoring sites. Obtained permissions to install sensors on Broad Run (in White Clay Preserve), and Egypt Run (New Garden Township). Installed two stream sensors, collected initial data and recorded flow measurements on May 26 with Marion Waggoner (SOW volunteer lead), Dave Bressler, and Shannon Hicks.
- Took flow measurements with Marion Wagoner and John Riabov (volunteers) and checked on continuous sensors.
- Visited and took samples from all PA bacteria sites with Stroud and new intern from West Chester University. Selected 5 new sampling sites upstream from the two continuous sensors.
- Visited and took samples from all DE bacteria sites, located new site on Pike Creek with Delaware Nature Society and new intern. Did recon for Mill Creek continuous stream sensor and set deployment date with Stroud and DNS. Kristen Travers located a dedicated volunteer to take on the management of the Delaware sensor and potential help with data management.

Christina Watersheds Municipal Partnership (formally known as the Christina Basin TMDL Implementation Partnership:

- Continued to meet with township managers and engineers to develop and coordinate efforts towards a unified TMDL implementation plan for the East Branch pilot area.

- Met with Ken Battin (London Grove Township Manager) and Ron Ragan (London Grove Township Engineer), and Tom (?) (Golf Course Manager) to look at potential BMPs at Inniscrone Golf Course. Visited tributary off of Clay Creek Road south of golf course, and Goddard Park to look for other potential BMPs that could be included in their TMDL plan.
- Attended monthly meetings with the Christina Watersheds Municipal Partnership (CWMP) to develop strategy and resource materials to be used in all three pilot areas of the Christina Basin.
- Worked with Andrew Homsey (UDWRA) to develop additional maps of the pilot area and calculation tables based on GIS information and potential project sites.
- Received third installment of \$2500 from the BRCA to support the work of the White Clay Pilot Lead (Ellen Kohler). Total received to date (\$12,500)
- Hosted meeting for White Clay pilot engineers to select best strategy for calculating load reductions. Each municipality must use the same methodology if they want to collaborate on any projects.
- Attended all five Board of Supervisor meetings (May-June) to provide updates on the pilot project. At this point, there will be no collaboration since four of the five municipalities have met their TMDL reduction requirements (based on their updated sewershed mapping, and the Christina Mapshed Model Load Calculation Methodology). Only West Grove will be putting together a plan including BMP implementation. The townships will be sending in individual plans, but we have laid the groundwork for future collaboration including collaboration on Operations and Maintenances and Administration. We are still pursuing a potential collaboration on BMP operations and management, permit administration, and TMDL education for the MS4 municipalities.

Catch the Rain Program:

- Continued to meet periodically with Beth Burnam to develop the Catch the Rain pilot program materials and discuss future program needs and potential partnership with Gateway Garden Center and North Creek Nurseries.
- Visited with six new applicants and provided accompanying site reports. 25 applicants total to date (since program started in September 2016)
- Revised and resent initial reports with plant selections included to try to incentive homeowners to take the next step.
- To date one tree planting (Vennard), and 7 rain barrels have been installed.
- Aided Brandywine Conservancy in submitting final grant paperwork to Dockstader.

Franklin Preserve Reforestation and Land Stewardship:

- Met with Rob Daniels and Meredith Mayer (both of Brandywine Conservancy) to walk the Franklin Preserve site with Greg Gagliano (Red Tail Restoration). Discussed year

two of land stewardship and obtained funding to continue with invasive species management and tree tending. Completed new contract with Red Tail Restoration to continue with this work.

New Garden Park Stream Restoration:

- Coordinated with Landstudies to replace dead and damaged trees in April, re-staked trees, and provided additional deer protection to planted shrubbery. Landstudies will selectively mow in June and will continue to manage the buffer for invasive species through the fall, when it will turn over to the township. Guidance will be provided to the township by Landstudies.
- Submitted final close out report to PA DEP.

Land Preservation (\$0)

Update on current Natural Lands Trust Projects:

- Sinclair Morris: The conservation and trail easements are finalized, the mortgage subordination is approved, and the closing date should be this summer.
- St. Anthony's: moving forward, awaiting clean up responsibility and details.
- Reynolds: still held up in Orphans' Court but New Garden Township has agreed to an extension.
- Two other potential projects in New Garden Township. The Christie property wants to add 4 more acres to an existing easement on their land, and another 20 acre property near New Garden Township Park where the neighbor is interested in buying the neighboring property and then selling an easement on it.

Update on current Brandywine Conservancy Projects:

- Since the last meeting, the Wild and Scenic Committee approved and reserved \$2500 in support of agricultural BMPs on the Hutchinson property. The landowner agreed to fund the remaining match amount (@\$3000). The Healthy Water Fund is also pursuing this project as their pilot project in the White Clay.
- Attended meeting with the Healthy Water Fund (HWF) Committee, John Goodall, DNREC, and City of Newark. The City of Newark has agreed to put \$20,000 of their Source Water Protection Funds into the Hutchinson property which has been selected as a pilot project for the HWF.

Federal Financial Report

(Follow form Instructions)

OMB Number: 4040-0014
Expiration Date: 01/31/2019

1. Federal Agency and Organizational Element to Which Report is Submitted <input style="width: 90%; height: 20px;" type="text" value="National Park Service"/>		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) <input style="width: 90%; height: 20px;" type="text" value="P13AC01266"/>	
3. Recipient Organization (Name and complete address including Zip code) Recipient Organization Name: <input style="width: 95%; height: 20px;" type="text" value="White Clay Watershed Association"/> Street1: <input style="width: 95%; height: 20px;" type="text" value="PO Box 10"/> Street2: <input style="width: 95%; height: 20px;" type="text"/> City: <input style="width: 30%; height: 20px;" type="text" value="Landenberg"/> County: <input style="width: 40%; height: 20px;" type="text" value="Chester (PA) / New Castle (DE)"/> State: <input style="width: 45%; height: 20px;" type="text" value="PA: Pennsylvania"/> Province: <input style="width: 45%; height: 20px;" type="text"/> Country: <input style="width: 45%; height: 20px;" type="text" value="USA: UNITED STATES"/> ZIP / Postal Code: <input style="width: 45%; height: 20px;" type="text" value="19350-0010"/>			
4a. DUNS Number <input style="width: 90%; height: 20px;" type="text" value="094577926"/>	4b. EIN <input style="width: 90%; height: 20px;" type="text" value="23-7116453"/>	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment) <input style="width: 95%; height: 20px;" type="text"/>	
6. Report Type <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input type="checkbox"/> Final	7. Basis of Accounting <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual	8. Project/Grant Period From: <input style="width: 80%; height: 20px;" type="text" value="9/10/2013"/> To: <input style="width: 80%; height: 20px;" type="text" value="9/30/2018"/>	9. Reporting Period End Date <input style="width: 90%; height: 20px;" type="text" value="6/30/2017"/>
10. Transactions (Use lines a-c for single or multiple grant reporting)			Cumulative
Federal Cash (To report multiple grants, also use FFR attachment):			
a. Cash Receipts			<input style="width: 80%; height: 20px;" type="text" value="\$211,397.66"/>
b. Cash Disbursements			<input style="width: 80%; height: 20px;" type="text" value="\$233,529.13"/>
c. Cash on Hand (line a minus b)			<input style="width: 80%; height: 20px;" type="text" value="(\$22,131.47)"/>
(Use lines d-o for single grant reporting)			
Federal Expenditures and Unobligated Balance:			
d. Total Federal funds authorized			<input style="width: 80%; height: 20px;" type="text" value="\$294,600.00"/>
e. Federal share of expenditures			<input style="width: 80%; height: 20px;" type="text" value="\$211,397.66"/>
f. Federal share of unliquidated obligations			<input style="width: 80%; height: 20px;" type="text" value="\$22,131.47"/>
g. Total Federal share (sum of lines e and f)			<input style="width: 80%; height: 20px;" type="text" value="\$233,529.13"/>
h. Unobligated balance of Federal Funds (line d minus g)			<input style="width: 80%; height: 20px;" type="text" value="\$61,070.87"/>
Recipient Share:			
i. Total recipient share required			<input style="width: 80%; height: 20px;" type="text" value="\$0.00"/>
j. Recipient share of expenditures			<input style="width: 80%; height: 20px;" type="text"/>
k. Remaining recipient share to be provided (line i minus j)			<input style="width: 80%; height: 20px;" type="text"/>
Program Income:			
l. Total Federal program income earned			<input style="width: 80%; height: 20px;" type="text" value="\$0.00"/>
m. Program Income expended in accordance with the deduction alternative			<input style="width: 80%; height: 20px;" type="text"/>
n. Program Income expended in accordance with the addition alternative			<input style="width: 80%; height: 20px;" type="text"/>
o. Unexpended program income (line l minus line m or line n)			<input style="width: 80%; height: 20px;" type="text"/>

11. Indirect Expense						
a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
g. Totals:				<input type="text"/>	<input type="text"/>	<input type="text"/>

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:

13. Certification: By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil or administrative penalties. (U.S. Code, Title 18, section 1001)

a. Name and Title of Authorized Certifying Official

Prefix: First Name: Middle Name:
 Last Name: Suffix:
 Title:

b. Signature of Authorized Certifying Official	c. Telephone (Area code, number and extension)
<input type="text" value="David R Hawk"/>	<input type="text" value="309-314-0642 (use email)"/>

d. Email Address	e. Date Report Submitted	14. Agency use only:
<input type="text" value="dhawk@ccil.org"/>	<input type="text" value="6/30/2017"/>	

The following shows the current status of the budget(s):

	Total Budgeted	Previously Reported Expenditures	Expenditures This Report	Amount Remaining
Budget Year: 2015				
Admin				
Contractual	\$9,440.00	(\$9,440.00)	\$0.00	\$0.00
Other	\$2,600.00	(\$2,600.00)	\$0.00	\$0.00
Personnel	\$40,945.68	(\$42,305.73)	\$0.00	(\$1,360.05)
Supplies	\$1,250.00	(\$1,062.64)	\$0.00	\$187.36
Travel	\$1,500.00	(\$1,500.00)	\$0.00	\$0.00
Education				
Contractual	\$19,184.32	(\$6,523.43)	\$0.00	\$12,660.89
Supplies	\$1,080.00	(\$464.97)	(\$68.95)	\$546.08
Restoration				
Contractual	\$15,500.00	(\$15,364.84)	\$0.00	\$135.16
Supplies	\$3,500.00	(\$1,946.80)	(\$1,553.20)	\$0.00
Subtotal:	<u>\$95,000.00</u>	<u>(\$81,208.41)</u>	<u>(\$1,622.15)</u>	<u>\$12,169.44</u>
Budget Year: 2016				
Admin				
Contractual	\$8,000.00	(\$275.53)	(\$8,000.00)	(\$275.53)
Indirect Costs	\$3,101.00	(\$251.26)	(\$52.74)	\$2,797.00
Other	\$2,600.00	(\$2,283.82)	\$0.00	\$316.18
Personnel	\$40,946.00	(\$22,042.11)	(\$10,220.34)	\$8,683.55
Travel	\$1,920.00	(\$358.27)	(\$314.07)	\$1,247.66
Education				
Contractual	\$3,200.00	(\$375.00)	\$0.00	\$2,825.00
Other	\$654.00	\$0.00	(\$86.34)	\$567.66
Open Space				
Contractual	\$5,312.00	\$0.00	\$0.00	\$5,312.00
Land Transactions	\$7,454.00	\$0.00	\$0.00	\$7,454.00
Travel	\$221.00	\$0.00	\$0.00	\$221.00
Restoration				
Contractual	\$13,580.00	\$0.00	\$0.00	\$13,580.00
Other	\$8,012.00	(\$3.26)	(\$1,835.83)	\$6,172.91
Subtotal:	<u>\$95,000.00</u>	<u>(\$25,589.25)</u>	<u>(\$20,509.32)</u>	<u>\$48,901.43</u>
Total Reimbursement:			(\$22,131.47)	

The ledger for the expenditures in these reports is as follows:

Date	Bank/ Chk#	WCWA Trans#	To/From	Amount	Balance
					(\$21,797.70)
04/05/17	WA	3502	nps	\$6,045.54	(\$15,752.16)
			nps reimbursement		
04/05/17	WA	3503	nps	\$15,752.16	\$0.00
			nps reimbursement		
04/28/17	RA/1034	3512	Shane Morgan	(\$79.98)	(\$79.98)
			reimburse expenses		
05/01/17	WA/1331	3504	Shane Morgan	(\$768.69)	(\$848.67)
			Administration Services, general		administration work
05/01/17	WA/1331	3504	Shane Morgan	(\$480.44)	(\$1,329.11)
			Administration Services, work on		Community Outreach pro
05/01/17	WA/1331	3504	Shane Morgan	(\$1,479.14)	(\$2,808.25)
			Administration Services, work on		Ecological Restoration
05/01/17	WA/1331	3504	Shane Morgan	(\$32.03)	(\$2,840.28)
			Administration Services, work on		Open Space Preservation
05/19/17	WA/1350	3523	IDEXX Laboratories	(\$3,389.03)	(\$6,229.31)
05/31/17	RA/1040	3526	Shane Morgan	(\$171.10)	(\$6,400.41)
			reimburse expenses		
06/01/17	WA/1357	3525	Shane Morgan	(\$1,439.94)	(\$7,840.35)
			Administration Services, general		administration work
06/01/17	WA/1357	3525	Shane Morgan	(\$844.10)	(\$8,684.45)
			Administration Services, work on		Community Outreach pro
06/01/17	WA/1357	3525	Shane Morgan	(\$1,779.95)	(\$10,464.40)
			Administration Services, work on		Ecological Restoration
06/05/17	RA/1039	3528	Shane Morgan	(\$117.85)	(\$10,582.25)
			creek fest display and activity supplies,		facebook ads
06/29/17	RA/1042	3536	Shane Morgan	(\$153.17)	(\$10,735.42)
			reimburse expenses		
06/30/17	WA/1359	3534	Shane Morgan	(\$1,072.73)	(\$11,808.15)
			Administration Services, general		administration work
06/30/17	WA/1359	3534	Shane Morgan	(\$138.42)	(\$11,946.57)
			Administration Services, work on		Community Outreach pro
06/30/17	WA/1359	3534	Shane Morgan a	(\$2,184.90)	(\$14,131.47)
			Administration Services, work on		Ecological Restoration
06/30/17	WA/1360	3535	University of Delaware	(\$8,000.00)	(\$22,131.47)
			grad student and tech assistance from WRA		

Bank Codes:

RA - River Administrator's checking account

WA - White Clay Watershed Association's checking account

WS - WCWA Wild & Scenic checking account