

EXHIBIT A SCOPE OF WORK

1. Tasks of the Grantee

The Grantee shall perform the following tasks and provide the following services relative to this grant agreement for the specific purpose of reducing nonpoint source water pollution or water quality management. The Grantee shall develop a watershed management plan for Cedar Creek and conduct an outreach and education program.

Task: A The Grantee shall produce a watershed management plan (WMP) for the Cedar Creek, Hydrologic Unit Code (HUC) *0410000306 and 0410000307*. The watershed plan shall include all elements listed in the State's *Watershed Management Plan Checklist* (updated 2009). The WMP must be designed to achieve the reduction in pollutant loads called for in the nonpoint source St. Joseph Watershed Indiana TMDLs.

The Grantee shall submit drafts of the WMP to the State for review and comment in accordance with the schedule set out in Exhibit C. The State will consider the Grantee's submittal of any draft WMP to be substantially performed only if that draft WMP contains all applicable elements listed in the State's WMP checklist. The State may retain up to 10% of the Grant amount each time the Grantee does not submit the WMP (draft or final) within the timeframe specified in Exhibit C.

The Grantee shall submit the *Watershed Management Plan Checklist* with each draft WMP indicating where in the plan each checklist element may be found. The Grantee shall provide no less than one (1) editable electronic copy of each draft WMP to the State. The Grantee shall provide one (1) hard copy and (1) compact disc (CD) of the final WMP to the State. The Grantee shall also make copies available to local libraries, local officials, land use planners in the watershed, and others upon request.

The Grantee shall develop a steering committee of local stakeholders to guide the development of the watershed management plan. This committee shall meet no less than quarterly. Steering committee meetings shall be advertised in the local media and open to the public.

All Geographic Information System data created or modified by the Grantee for delivery to the State shall meet the Indiana State Agencies Arc/Info Data Collection Standards except for metadata. Metadata shall meet the Federal Geographic Data Committee (FGDC) standard called the Content Standard for Digital Geospatial Metadata. Any deviation from either standard must have prior written approval from IDEM. All Global Positioning System data collected by the Grantee for delivery to the State shall include IDEM's Method Accuracy Description Codes. Any deviation from this requirement must have prior written approval from IDEM. The Grantee shall submit a copy of GIS layers to the State.

Task: B The Grantee shall develop a Quality Assurance Project Plan (QAPP) for the monitoring activities and submit it to the State for approval at least one (1) month prior to initiating monitoring activities. The Grantee shall conduct all monitoring activities and submit all data in accordance with the approved QAPP.

The Grantee shall conduct a monitoring program to establish data for baseline loading rates on tributaries throughout the watershed. No less than eleven (11) sites will be monitored at

least bi-weekly between March and October (35 weeks) for DO, pH, temperature, flow, TSS, turbidity, total phosphorus, DRP, nitrate+nitrite, and *E. coli* for one year. Biological and habitat monitoring will occur once at eleven (11) sites the first year. Biological monitoring will include an assessment of macroinvertebrates, mussels, and fish. QHEI will be calculated at the eleven (11) sites. The exact locations of the monitoring sites shall be specified in the QAPP to be approved by the State.

Task: C The Grantee shall conduct an education and outreach program designed to bring about behavioral changes that will lead to reduced nonpoint source pollution in the watershed. The Grantee shall at a minimum:

- Develop and distribute six (6) news articles to educate the public on water quality issues. The articles can be distributed through newspapers, SWCD or partnering organizational newsletters, websites, and social media.
- Host no less than one (1) agriculture field day annually (2 total). Field day topics may include soil health, conservation tillage, and stream buffers.
- Host two (2) public meetings to discuss project, gather stakeholder concerns, present findings, and answer questions.
- Present the Cedar Creek project at no less than two (2) community events a year (4 total).
- Develop one (1) tabletop display about the project and water issues within Cedar Creek to be used at field days and events.
- Develop and distribute two (2) fact sheets about the Cedar Creek WMP project and water quality issues within Cedar Creek watershed.
- Develop a webpage for the project on the St. Joseph River Watershed Initiative website and update the website a minimum of eight (8) times during the project period.
- Host two (2) rain barrel make-n-take workshops annually (4 total).
- Host two (2) workshops on water quality and land use resources.
- Host two (2) Hoosier Riverwatch trainings in the Cedar Creek watershed that are facilitated by a Certified Hoosier Riverwatch trainer.
- Promote and distribute “Where my River Runs” curriculum for local schools, SWCDs, after school programs, and summer camps.
- Develop and distribute eight (8) press releases.
- Track stakeholder attendance at meeting and events.

Task: D The Grantee shall prepare and submit an electronic copy of a progress report to the State with each invoice, on at least a quarterly basis. A total of no less than seven (7) quarterly progress reports shall be prepared and submitted by the Grantee to the State. The Grantee shall prepare and submit one (1) electronic copy and one (1) hard copy of a final written summary project report to the State by the close of this project, including an electronic copy of all products produced as a result of this project.

EXHIBIT B
TOTAL ESTIMATED PROJECT EXPENSE BUDGET

The Grantee will be reimbursed by the State for expenses in the following areas not to exceed the indicated amounts. Payment of up to \$125,624.00 will be made in arrears, upon submittal of an invoice and progress reports to the State, for the specified purposes. Funds cannot be released by the State until the work has been completed and the appropriate invoice and progress reports have been submitted to the State.

Type of Expenditure	Amount
Task: A	\$75,450.00
Task: B	\$25,574.00
Task: C	\$24,600.00
Task: D	\$0.00
TOTAL	\$125,624.00

Each invoice submitted by the Grantee shall be accompanied by a statement indicating that sufficient non-federal funds, either in-kind services or cash match, have been expended within the invoice period. The non-federal matching funds provided by the Grantee and expended under this contract shall total \$0.00.

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