



FS Agreement No. _____
Cooperator Agreement No. _____

**PARTICIPATING AGREEMENT
INTERPRETIVE SERVICES
Between The
GREAT BASIN INSTITUTE,
AND
WASHOE COUNTY REGIONAL PARKS AND OPEN SPACE
And The
USDA, FOREST SERVICE
HUMBOLDT TOIYABE NATIONAL FOREST**

This PARTICIPATING AGREEMENT, is hereby made and entered into by and between the Washoe County Regional Parks and Open Space and Great Basin Institute, hereinafter referred to as "County and Association," and the United States Department of Agriculture (USDA), Forest Service, Humboldt-Toiyabe National Forest hereinafter referred to as the "U.S. Forest Service," under the provision of the Cooperative Funds and Deposits Act of 1978, Public Law 94-148 as amended, 16 U.S.C. 565a1.

Background: The Galena Creek Visitor Center was constructed in cooperation with Washoe County Regional Parks and Open Space and the U.S. Forest Service. A special use permit was issued to the County for the operation and maintenance of the Galena Creek Visitor Center and Recreation Area in 2009. The Center and Recreation Area opened in July 2010. The Great Basin Institute has staffed and operated the Center, including the bookstore and interpretive programs through an agreement between the County, Great Basin Institute and U.S. Forest Service.

The cooperative relationship established between County and Association and the U.S. Forest Service will assist the U.S. Forest Service in making available to Forest visitors interpretive, educational and informational materials and programs that will add to the visitors' enjoyment and understanding of the natural, cultural, historic, and recreational resources of the National Forests.

Section 426 of the Consolidated Appropriations Act of 2014 broadened the U.S. Forest Service's authority for working with partners under the Cooperative Funds and Deposits Act of 1975. This expanded authority improves the Agency's ability to engage new partners in addition to work with existing partners, such as interpretive associations. Under this expanded authority, the Agency can enter into an agreement with Federal, State, or local governments; Tribes; or nonprofit entities to:

- A. Develop, produce, publish, distribute, or sell educational and interpretive materials and products;
- B. Develop, conduct, or sell educational and interpretive programs and services;



- C. Construct, maintain, or improve facilities not under the jurisdiction, custody, or control of the General Services Administration (GSA), on or in the vicinity of National Forest System (NFS) lands for the sale or distribution of educational and interpretive materials, products, programs, and services;
- D. Operate facilities (including providing the incidental services of U.S. Forest Service employees to staff facilities) in any public or private building or on land not under the jurisdiction, custody, or control of GSA for the sale or distribution of educational and interpretive materials, products, programs, and services pertaining to NFS lands, private lands, and lands administered by other public entities;
- E. Sell health and safety products, visitor convenience items, or other similar items (as determined by the U.S. Forest Service) in facilities not under the jurisdiction, custody, on or control of GSA or in the vicinity of a National Forest Service facility;
- F. Collect funds on behalf of County and Association from the sale of the materials, products, programs, and services listed above, when the collection of funds is incidental to the other duties of U.S. Forest Service employees.

Such a relationship allows the U.S. Forest Service to provide high quality customer service by allowing County and Association staff and volunteers to sell items, such as guide books, visitor maps, conservation and forestry related books, textiles, handicrafts, interpretive and educational materials, and other theme-related products to the public at U.S. Forest Service facilities or those co-managed by the U.S. Forest Service (e.g., centers shared with the Bureau of Land Management, National Park Service, counties, etc.). County and Association may also assist the U.S. Forest Service with public educational or interpretive programming.

Title: Galena Creek Visitor Center 

I. PURPOSE:

The purpose of this agreement is to establish a formal arrangement with County and Association to assist the U.S. Forest Service in furthering customer service, interpretation, and conservation of public lands on the Humboldt Toiyabe National Forest. This can be accomplished by developing, producing, publishing, distributing or selling appropriate interpretive or educational materials, health and safety products, visitor convenience items or other similar items and by developing, conducting or selling programming and services in accordance with the following provisions and hereby incorporated Operating and Financial Plans.

II. STATEMENT OF MUTUAL BENEFITS AND INTERESTS:

It is mutually beneficial to enter into this agreement to establish a framework for the parties to work together on projects to accomplish their mutual goals.

The U.S. Forest Service is responsible for developing the National Forest resources for sustained yields of products and service in the best combination for the use, enjoyment, and education of



the American people. The U.S. Forest Service, within this mandated responsibility, provides facilities within National Forests for outdoor recreational and educational activities for the public. Both the U.S. Forest Service and County and Association deem it desirable to provide educational and interpretive information, programs and services about the forest resources, natural phenomena, local history, and similar matters. Both also have as a purpose the promotion of the educational, historical, scientific, and other values of the National Forests. County and Association does this by assisting with educational and interpretive activities of the U.S. Forest Service.

This agreement includes the construction, maintenance or improvement of (named) facility located on NFS lands for the sale or distribution of educational and interpretive materials, products, programs and services.

In consideration of the above premises, the parties agree as follows:

III. THE County and Association SHALL:

- A. LEGAL AUTHORITY. County and Association shall have the legal authority to enter into this agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the nonfederal share of project costs, when applicable.
- B. BUILDING AND COMPUTER ACCESS BY NON-U.S. FOREST SERVICE PERSONNEL. County and Association may be granted access to U.S. Forest Service facilities and/or computer systems to accomplish work described in the Operating Plan or Statement of Work. All non-government employees with unescorted access to U.S. Forest Service facilities and computer systems must have background checks following the procedures established by USDA Directives 3505 and Departmental Manual 4620-02. Those granted computer access must fulfill all U.S. Forest Service requirements for mandatory security awareness and role-base advanced security training and sign all applicable U.S. Forest Service statements of responsibilities.

The U.S. Forest Service may provide County and Association with computer profile(s), access, and software to allow rapid exchange of data between County and Association and the U.S. Forest Service. This software shall be provided for electronic mail only on computer equipment located in U.S. Forest Service facilities. No licenses shall be provided for software not used as part of the U.S. Forest Service corporate software image. This access will be used for communicating between County and Association sites located on U.S. Forest Service facilities and U.S. Forest Service employees, other County and Association employees and other partner agencies of County and Association. All security and use guidelines, which apply to U.S. Forest Service employees, shall apply to County and Association member using these profiles. The U.S. Forest Service reserves the right to remove any profile, access or software license at any time, with two weeks' notice to County and Association.

**C. Sales Items**

1. County and Association may sell interpretive and educational items, such as publications, maps, visual aids, handicrafts and other objects directly related to the interpretive and education theme of the Forest and U.S. Forest Service as well as health and safety products, visitor convenience items or other similar items as outlined in the attached Operating Plan's Scope of Sales.
2. County and Association shall not sell artifacts protected by the Antiquities Act of 1906 (P.L. 59-209), the Archeological Resources Protection Act of 1979 (P.L. 96-95), and the Alaska Historic Preservation Act of 1971, as amended.
3. County and Association is not by this Agreement granted the right to sell items which infringes on applicable contract rights of a concessionaire.
4. County and Association shall maintain a high standard of quality in all items produced or sold.
5. County and Association shall not sell any item that has not been approved by the U.S. Forest Service as explained in the Scope of Sales. County and Association shall allow publications to be reviewed by the U.S. Forest Service on editorial and design quality.
6. County and Association shall sell items at fair market value, provided that such prices shall be approved in advance by the U.S. Forest Service at the Forest level.
7. County and Association shall display the sale items in good taste and in keeping with the general design and décor of the U.S. Forest Service facilities at that location County and Association may provide furnishings necessary to support, store, or display sale items, such furnishing is to be approved by the U.S. Forest Service.
8. U.S. Forest Service employees may collect funds on behalf of County and Association from the sale of materials, products, programs, and services, when the collection of funds is incidental to the duties of U.S. Forest Service employees.
9. County and Association and the U.S. Forest Service shall prepare an Operating and Financial Plan that will delineate hours of operation, rates and price, standards of service, merchandise to be sold, and other items needing clarification during the year.
10. Direct support/financial aid will be documented in associated the Operating Plan.

D. Programs



1. Programs shall be defined as personal (in-person direct communication with the public, i.e., amphitheater talk, educational program, guided hike, etc.) and non-personal (indirect communication through brochures, videos, books, digital apps, etc.).
2. County and Association shall outline their programming plans for the year in the Operating Plan in cooperation with the U.S. Forest Service. All programming shall be in line with the unit interpretive plan and be accessible.
3. All programming and personnel (whether staff or volunteer) shall be trained in interpretive techniques as approved or provided by the U.S. Forest Service. The National Association of Interpretation (NAI) Certified Interpretive Guide (CIG) program shall serve as the standard for training.
4. All educational programming, typically presented to school groups, shall follow accepted state educational standards of the state presented in.
5. All developed non-personal interpretation shall be of the best quality possible and produced in conjunction with and approved by the U.S. Forest Service.
6. County and Association may charge a nominal fee for personal interpretation activities to cover expenses. Program fees shall be posted on-line or via newsletter beforehand.

F. Facilities

1. County and Association may use facilities for the sale of educational and interpretive items for the benefit of the visiting public, and for County and Association meetings and events as approved by the Forest Supervisor. (*See Section IV. Provision A.3. U.S. Forest Service Owned Facilities*).
2. County and Association may not perform maintenance on facilities under the jurisdiction, custody, or control of the GSA. Maintenance is defined as facility cleaning, repair, or trash collection.
3. Federal facilities will not be used for non-educational or non-interpretive purposes except through a special use permit.
4. County and Association may construct, maintain, or improve facilities not under the jurisdiction, custody, or control of the of the GSA on or in the vicinity of NFS lands for the sale or distribution of educational and interpretive materials, products, programs, and services.
5. County and Association may remodel or renovate existing U.S. Forest Service owned sales facilities (visitor center, ranger district offices, supervisors' offices and so forth) at its own expense, as necessary, including renovation of display



structures, furnishings, equipment, signing, display lighting, and lighting in the immediate area of the facility, provided that all plans are approved in advance by the U.S. Forest Service. Any permanent redesigned and renovated property will remain in U.S. Forest Service ownership upon termination/expiration of this Agreement. The U.S. Forest Service reserves the right to design and construct any new facilities, and shall allow County and Association to review and comment on any plans therefore.

The U.S. Forest Service shall provide County and Association with incidental utility services at each assigned facility, including water, electricity, heat, air conditioning (if available), to the extent these utilities are required for the operation of the building for Governmental purposes. The U.S. Forest Service shall provide all general maintenance and repair services for the Government-owned buildings.

6. County and Association may operate facilities in any public or private building or on land not under the jurisdiction, custody, or control of the GSA for the sale or distribution of educational and interpretive materials, products, programs, and services, pertaining to NFS lands, private lands, and lands administered by other public entities.
7. County and Association shall maintain facilities in clean and presentable condition at all times.

G. Donation Boxes

1. The use of a donation box will be discussed and agreed upon by both parties to the agreement. The responsibility of safeguarding protocol, tracking use of funds, and management and collection of the funds shall be specified in the Supplemental Project Agreement.
2. Donation boxes are permitted in sales outlet areas provided the donated funds are used to support interpretive/educational activities at the unit.
3. Donation boxes will also be posted with a size-appropriate sign that states "Your kind contribution will be used to support the interpretive and educational activities on the Humboldt Toiyabe National Forest."
4. Where there is an obligation, donation box dollars will be considered program income. If not, the parties agree on how it will be added to the overall value of the partnership.

H. Accounting Records

1. County and Association will be solely responsible for the financial arrangements for work under this Agreement, including costs of obtaining and storing an inventory of County and Association sales materials and for the receipt and



disposition of monies from sales, and will hold harmless the U.S. Forest Service or its officers responsible for loss of County and Association materials or money from sales, or for any other financial loss incurred as the result of this Agreement.

2. County and Association will keep appropriate financial books, records, and accounts pertaining to this Agreement to standards acceptable to the U.S. Forest Service or generally acceptable accounting practices.
3. County and Association will allow authorized officials or agents of the U.S. Forest Service, or any other Federal agency authorized to do so, to examine such financial books, records, and accounts of County and Association, as deemed necessary by the U.S. Forest Service, or other authorized Federal agency, and that these records and accounts will be retained by County and Association and kept available for three years after termination/expiration of this Agreement, unless disposition is otherwise authorized in writing by the U.S. Forest Service. Such books, records, and accounts may be examined at any reasonable and convenient time during such periods.
4. County and Association shall provide an annual narrative accomplishment report and financial statement for the calendar year by April 15 of the following year to the U.S. Forest Service contact identified in *Section V. of this agreement*.
5. Give the U.S. Forest Service of Comptroller General, through any authorized representative, access to and the right to examine all books, papers, or documents related to this document.
6. Bill the U.S. Forest Service for their prorated share of actual costs incurred to date, less program income and other Federal and nonfederal cash contributions, excluding any previous U.S. Forest Service payment(s) made on this agreement to date of the invoice.
7. Pursuant to the Debt Collection Improvement Act of 1996, as amended by P.L. 104-134, furnish their tax identification number upon execution of this agreement. County and Association also agrees that notice of the U.S. Forest Service's intent to use such number for purposes of collection and reporting on any delinquent amounts arising out of such person's relationship with the Government, has hereby been given.

I. Personnel

1. County and Association shall provide such personnel as is reasonably necessary to operate sales facilities as indicated by the level of gross sales, or any other personnel to carry out the activities and programs as described in the Operating Plan. These personnel may include, as necessary, a central business office staff, local facility managers, interpreters, volunteers, and sales clerks. U.S. Forest Service personnel may not act on behalf or as a representative of County and



Association. However, as an incidental part of their duties, approved U.S. Forest Service personnel may offer sales items to the public provided the proceeds be properly accounted for as County and Association funds.

2. County and Association shall designate a member or employee who is authorized to act as liaison with the U.S. Forest Service.
3. County and Association employees involved in visitor contacts shall be oriented in the U.S. Forest Service administrative unit's Interpretive Services programs and shall be approved by a U.S. Forest Service designee before assuming such responsibilities.
4. A distinct separation, evident to the public, shall be maintained between the activities and management of County and Association and those of the U.S. Forest Service.
5. County and Association personnel are not Government employees and are not authorized to undertake any Governmental function or activity on behalf of the U.S. Forest Service beyond routine visitor information services and participation in museums, living history, or like programs. County and Association employees shall not engage in activities that would reasonably lead to visiting public to conclude that they are Government employees. No County and Association employee shall wear a U.S. Forest Service or other Government uniform. All County and Association employees shall wear some easily observable and readily identifiable indication of County and Association affiliation while conducting County and Association business on the NFS lands. A sign will be posted at each sales outlet identifying County and Association mission and how the funds will be used.

J. **Approvals**

1. Hours of operation, rates and prices, standards of service, and merchandise to be sold shall be subject to the approval of the U.S. Forest Service and stated in the Operating Plan. Publications and sales items will adhere to the established scope of sales will be approved by the Forest Supervisor.
2. County and Association may at any time make a written request for such necessary approvals. Requests shall be made to the Forest Supervisor.

K. **Interpretive Activities**

1. Interpretive activities engaged in by County and Association must meet U.S. Forest Service standards and be approved by the Forest Supervisor or delegated to another line officer, such as a District Ranger, as defined in the Operating Plan.



2. County and Association personnel shall be available only for the purposes of County and Association 's interpretive activities.

L. Indemnification and Insurance

1. County and Association shall indemnify, save and hold harmless, and defend the United States against all fines, claims, damages, losses, judgments, and expenses arising out of or from any omission or activity of County and Association in connection with activities under this Agreement.

County and Association shall procure public and employee liability insurance with a minimum coverage of \$100,000.00 for any number of claims from any one incident, with respect to the activities of the County and Association and its employees. The United States of America shall be named as an additional insured on all such policies. All such policies specify that the insurer shall not hold the United States liable or in any way responsible for payment of any premiums or deductibles thereunder and such insurance policies shall be assumed by, credited to the account of, and undertaken at the County and Association sole risk. This is the minimum amount of insurance allowable. A determination for additional coverage amounts should be evaluated based on project activities.

M. Organization

1. County and Association's Articles of Incorporation and County and Association's By-Laws shall comply with requirements of the state in which County and Association is incorporated. Non-profit status 501(c) (3) must be maintained in accordance with Federal and state laws, and County and Association will make available for inspection, at the request of the U.S. Forest Service, documents demonstrating non-profit status. This Agreement will automatically terminate if non-profit status is lost.
2. County and Association recognizes that U.S. Forest Service employees may be members of County and Association, but they shall not be County and Association officers, employees, or members of the Board of Directors.
3. County and Association shall not allow U.S. Forest Service Employees to represent County and Association in any matter between County and Association and the U.S. Forest Service. County and Association shall make all decisions concerning the relationship of County and Association and the U.S. Forest Service, including, but not limited to, executing or negotiating contracts, signing checks, or hiring or firing employees.

IV. THE U.S. FOREST SERVICE SHALL:



- A. Allow County and Association to use those facilities that are designated in the Operating Plan for the sale of education and interpretive items for the benefit of the visiting public.

1. Sales Items

The U.S. Forest Service shall cooperate with County and Association in the planning and design of merchandise appropriate for sale by County and Association at an agreed upon facility.

2. Programs

The U.S. Forest Service shall cooperate with County and Association in the planning and development of interpretive and educational programming on or off-site. The U.S. Forest Service shall also cooperate with County and Association to present any needed training required for County and Association staff and volunteers.

3. U.S. Forest Service Owned Facilities

The U.S. Forest Service shall provide County and Association with such sales and other facilities as may hereafter be deemed necessary or desirable by the U.S. Forest Service. The U.S. Forest Service reserves the right to relocate or withdraw any such facilities in order to meet needs of the U.S. Forest Service upon reasonable notice. The U.S. Forest Service shall have emergency access to all facilities, and may make such surveys and inspections, as the U.S. Forest Service deems necessary.

4. Personnel

The U.S. Forest Service shall designate an employee as a Coordinator. This person will serve as a liaison to County and Association. The role of the Coordinator (Liaison) is to represent the interests of the U.S. Forest Service and to provide assistance to County and Association; hence, he or she shall not be an officer, board member, or trustee of County and Association. His or her scope of County and Association responsibility shall be limited to ensuring that the spirit and intent of this Agreement are fulfilled and to provide expertise on partnerships of this nature.

U.S. Forest Service employees may collect funds on behalf of County and Association from the sale of materials, products, programs, and services, when the collection of funds is incidental to the duties of the approved U.S. Forest Service employees.

V. WASHOE COUNTY REGIONAL PARKS AND OPEN SPACE SHALL:

1. Facilities



The County shall operate and maintain the Galena Creek Visitor Center and Recreation Area as set forth in the Special Use Permit.

2. Personnel

The County shall designate an employee as Interpretive Association coordinator. This person will serve as a liaison to the Association and Forest Service. The role is to represent interest of the County, provide assistance to the Association and Forest Service, hence; ho or she will not be a board member or trustee of the Association.

3. Interpretive Activities

The County may work with the Association to develop and conduct interpretive activities meeting the U.S. Forest Service standards and approved by the Forest Supervisor or delegated to another line officer, such as a District Ranger.

VI. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

- A. **PRINCIPAL CONTACTS.** Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

Principal Cooperator Contacts:

Great Basin Institute Program Contact	Cooperator Administrative Contact
Name: Kevin Dose Address: 16750 Mt. Rose Hwy City, State, Zip: Reno, NV 89511 Telephone: 775-674-5497 FAX: 775-674-5499 Email: kdose@thegreatbasininstitute.org	Name: Jerry Kier Address: 16750 Mt. Rose Hwy City, State, Zip: Reno, NV 89511 Telephone: 775-846-9310 FAX: 775-674-5499 Email: jkier@thegreatbasininstitute.org
Washoe County Parks and Open Space Contact	
Name: Colleen Wallace Barnum Park Operations Superintendent Address: 3101 Longley Lane City, State, Zip: Reno, NV 89502 Telephone: 775-328-2181 FAX: Email: CWallace@washoecounty.us	



Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Name: Brian Hansen Address: 1536 S. Carson Street City, State, Zip: Carson City, NV 89701 Telephone: 775-884-8140 FAX: 775-884-8199 Email: brian.c.hansen@usda.gov	Name: Tim Wagoner Address: 324 25 th St. City, State, Zip: Ogden, UT 84404 Telephone: 801-625-5796 FAX: Email: timothy.wagoner@usda.gov

- B. **ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENCY STATUS FOR CORPORATE ENTITIES.** This agreement is subject to the provisions contained in the Department of Interior, Environment, and Related Agencies Appropriations Act, 2012, P.L. No. 112-74, Division E, Section 433 and 434 as continued in the Consolidated Appropriations Act, 2016, P.L. No. 114-113, Division E, Title VII, General Provisions Section 745 and 746 respectively regarding corporate felony convictions and corporate federal tax delinquencies. Accordingly, by entering into this agreement County and Association acknowledges that it: 1) does not have a tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and (2) has not been convicted (or had an officer or agent acting on its behalf convicted) of a felony criminal violation under any Federal law within 24 months preceding the agreement, unless a suspending and debarring official of the United States Department of Agriculture has considered suspension or debarment is not necessary to protect the interests of the Government. If County and Association fails to comply with these provisions, the U.S. Forest Service will annul this agreement and may recover any funds County and Association has expended in violation of sections 433 and 434.
- C. **OPERATING PLAN.** The parties will make themselves available annually by April 1st, to discuss the conditions covered by this Agreement and to coordinate any activities including preparing and updating the Operating Plan if necessary.
- D. **AVAILABILITY FOR CONSULTATION.** Both parties agree to be available at mutually agreeable times, for continuing consultation to discuss the conditions covered by this agreement and agree to actions essential to fulfill its purposes.
- E. **SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM).** County and Association shall maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or agreement term(s). For purposes



of this agreement, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.

- F. NOTICES. Any communications affecting the operations covered by this agreement given by U.S. Forest Service or County and Association are sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the U.S. Forest Service Program Manager, at the address specified in the agreement.

To County and Association, at County and Association's address shown in the agreement or such other address designated within the agreement.

Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

- G. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts the U.S. Forest Service or County and Association from participating in similar activities with other public or private agencies, organizations, and individuals.
- H. ENDORSEMENT. Any of County and Association's contributions made under this agreement do not by direct reference or implication convey U.S. Forest Service endorsement of County and Association's products or activities.
- I. USE OF U.S. FOREST SERVICE INSIGNIA. In order for County and Association to use the U.S. Forest Service Insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the U.S. Forest Service's Office of Communications. A written request must be submitted and approval granted in writing by the Office of Communications (Washington Office) prior to use of the insignia.
- J. NON-FEDERAL STATUS FOR COOPERATOR PARTICIPANTS. County and Association agree(s) that any of County and Association's employees, volunteers, and program participants shall not be deemed to be Federal employees for any purposes including Chapter 171 of Title 28, United States Code (Federal Tort Claims Act) and Chapter 81 of Title 5, United States Code (OWCP), as County and Association has hereby willingly agreed to assume these responsibilities.

Further, County and Association shall provide any necessary training to County and Association's employees, volunteers, and program participants to ensure that such personnel are capable of performing tasks to be completed. County and Association shall also supervise and direct the work of its employees, volunteers, and participants performing under this agreement.



- K. MEMBERS OF U.S. CONGRESS. Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this agreement, or benefits that may arise therefrom, either directly or indirectly.
- L. NONDISCRIMINATION. 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 a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, and so forth.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.
- M. ELIGIBLE WORKERS. County and Association shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 USC 1324a). County and Association shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any contract awarded under this agreement.
- N. STANDARDS FOR FINANCIAL MANAGEMENT.

1. Financial Reporting

County and Association shall provide complete, accurate, and current financial disclosures of the project or program in accordance with any financial reporting requirements, as set forth in the financial provisions.

2. Accounting Records

County and Association shall continuously maintain and update records identifying the source and use of funds. The records shall contain information pertaining to the agreement, authorizations, obligations, unobligated balances, assets, outlays, and income.

3. Internal Control

County and Association shall maintain effective control over and accountability for all U.S. Forest Service funds, real property, and personal property assets. County and Association shall keep effective internal controls to ensure that all United States Federal funds received are separately and properly allocated to the activities described in the agreement. County and Association shall adequately



safeguard all such property and shall ensure that it is used solely for authorized purposes.

4. Source Documentation

County and Association shall support all accounting records with source documentation. These documentations include, but are not limited to, cancelled checks, paid bills, payrolls, contract and subgrant/contract documents, and so forth.

O. PROGRAM INCOME – PARTNERSHIP AGREEMENTS.

1. County and Association shall apply the standards set forth in this Provision to account for program income earned under the agreement.
2. If any program income is generated as a result of this agreement, the income must be applied using the deduction alternative. The deduction alternative means that program income must be deducted from total allowable costs to determine the net allowable costs, unless otherwise approved by the signatory official. Program income must be used for current costs unless the Federal agency authorizes otherwise. Program income which County and Association did not anticipate at the time of the award must be used to reduce the Federal agency and County and Association's contributions rather than to increase the funds committed to the project.
3. Unless the terms and conditions of the agreement provide otherwise, County and Association shall have no obligation to the U.S. Government regarding program income earned after the end of the project period.
4. Costs incident to the generation of program income may be deducted from gross income to determine program income; provided these costs have not been charged to the agreement and they comply with the Cost Principles, if applicable.
5. Unless the terms and conditions of the agreement provide otherwise, County and Association shall have no obligation to the U.S. Government with respect to program income earned from license fees and royalties for copyrighted material, patents, patent applications, trademarks, and inventions produced under an award. However, Patent and Trademark Amendments (35 U.S.C. 18) apply to inventions made under an experimental, developmental, or research awards.

P. AGREEMENT CLOSEOUT. County and Association shall close out the agreement within 120 days after expiration or notice of termination.

Any unobligated balance of cash advanced to County and Association shall be immediately refunded to the U.S. Forest Service, including any interest earned in accordance with 7 CFR 3016.21, 7 CFR 3019.22, or other relevant law or regulation.



Within a maximum of 120 days following the date of expiration or termination of this agreement, all financial performance and related reports required by the terms of the agreement shall be submitted to the U.S. Forest Service by County and Association.

If this agreement is closed out without audit, the U.S. Forest Service reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted later.

- Q. PROGRAM MONITORING AND PROGRAM PERFORMANCE REPORTS. The parties to this agreement shall monitor the performance of the agreement activities to ensure that performance goals are being achieved.

Performance reports must contain information on the following:

- A comparison of actual accomplishments to the goals established for the period. Wherever the output of the project can be readily expressed in numbers, a computation of the cost per unit of output, if applicable.
- Reason(s) for delay if established goals were not met.
- Additional pertinent information.

County and Association shall submit annual performance reports to the U.S. Forest Service Program Manager. These reports are due 30 days after the reporting period. The final performance report must be submitted either with County and Association's final payment request, or separately, but not later than 120 days from the expiration date of the agreement.

- R. RETENTION AND ACCESS REQUIREMENTS FOR RECORDS. County and Association shall retain all records pertinent to this agreement for a period of no less than 3 years from the expiration or termination date. As used in this provision, "records" includes books, documents, accounting procedures and practice, and other data, regardless of the type or format. County and Association shall provide access and the right to examine all records related to this agreement to the U.S. Forest Service Inspector General, or Comptroller General or their authorized representative. The rights of access in this section must not be limited to the required retention period but must last as long as the records are kept.

If any litigation, claim, negotiation, audit, or other action involving the records has been started before the end of the 3-year period, the records must be kept until all issues are resolved, or until the end of the regular 3-year period, whichever is later.

Records for nonexpendable property acquired in whole or in part, with United States Federal funds must be retained for 3 years after its final disposition.



County and Association shall provide access to any project site(s) to the U.S. Forest Service or any of their authorized representatives. The rights of access in this section shall not be limited to the required retention period but shall last as long as the records are kept.

- S. FREEDOM OF INFORMATION ACT (FOIA). Public access to agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552). Requests for research data are subject to 2 CFR 215.36.

Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2008 Farm Bill).

- T. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All County and Association, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.
- U. PUBLIC NOTICES. It is U.S. Forest Service's policy to inform the public as fully as possible of its programs and activities. County and Association is encouraged to give public notice of the receipt of this agreement and, from time to time, to announce progress and accomplishments. Press releases or other public notices should include a statement substantially as follows:

"The Recreation, Heritage and Wilderness Resource Management of the U.S. Forest Service, Department of Agriculture Great Basin Institute is the Interpretive Association that operates the Galena Creek Visitor Center."

County and Association may call on the U.S. Forest Service's Office of Communication for advice regarding public notices. County and Association is requested to provide copies of notices or announcements to the U.S. Forest Service Program Manager and to the U.S. Forest Service's Office of Communications as far in advance of release as possible.

- V. PROPERTY IMPROVEMENTS. Improvements placed on National Forest System land, at the direction or with the approval of the U.S. Forest Service becomes, property of the United States. These improvements are subject to the same regulations and administration of the U.S. Forest Service as would other National Forest improvements. No part of this agreement entitles County and Association to



any interest in the improvements, other than the right to use them under applicable U.S. Forest Service Regulations.

- W. **GOVERNMENT-FURNISHED PROPERTY.** County and Association may only use U.S. Forest Service property furnished under this Agreement for performing tasks assigned in the Agreement. County and Association shall not modify, cannibalize, or make alterations to U.S. Forest Service property. A separate document, Form AD-107, must be completed to document the loan of U.S. Forest Service property. The U.S. Forest Service shall retain title to all U.S. Forest Service-furnished property. Title to U.S. Forest Service property must not be affected by its incorporation into or attachment to any property not owned by the U.S. Forest Service, nor must the property become a fixture or lose its identity as personal property by being attached to any real property.

Cooperator Liability for Government Property.

1. Unless otherwise provided for in the agreement, County and Association shall not be liable for loss, damage, destruction, or theft to the Government property furnished or acquired under this contract, except when any one of the following applies—
 - a. The risk is covered by insurance or County and Association is otherwise reimbursed (to the extent of such insurance or reimbursement).
 - b. The loss, damage, destruction, or theft is the result of willful misconduct or lack of good faith on the part of the County and Association managerial personnel. County and Association's managerial personnel, in this clause, means County and Association's directors, officers, managers, superintendents, or equivalent representatives who have supervision or direction of all or substantially all of County and Association's business; all or substantially all of County and Association's operation at any one plant or separate location; or a separate and complete major industrial operation.
2. County and Association shall take all reasonable actions necessary to protect the Government property from further loss, damage, destruction, or theft. County and Association shall separate the damaged and undamaged Government property, place all the affected Government property in the best possible order, and take such other action as the Property Administrator directs.
3. County and Association shall do nothing to prejudice the Government's rights to recover against third parties for any loss, damage, destruction, or theft of Government property.
4. Upon the request of the Grants Management Specialist, County and Association shall, at the Government's expense, furnish to the Government all reasonable assistance and cooperation, including the prosecution of suit and the execution of agreements of assignment in favor of the Government in obtaining recovery.



- X. U.S. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIOVISUALS AND ELECTRONIC MEDIA. County and Association shall acknowledge U.S. Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this agreement.
- Y. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. County and Association shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any federal funding.

"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)"

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

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text:

"This institution is an equal opportunity provider."

- Z. REMEDIES FOR COMPLIANCE RELATED ISSUES. If County and Association materially fails to comply with any term of the agreement, whether stated in a Federal statute or regulation, an assurance, or the agreement, the U.S. Forest Service may take one or more of the following actions:
1. Temporarily withhold cash payments pending correction of the deficiency County and Association or more severe enforcement action by the U.S. Forest Service;
 2. Disallow (that is, deny both use of funds and matching credit for) all or part of the cost of the activity or action not in compliance;
 3. Wholly or partly suspend or terminate the current agreement for County and Association's program;
 4. Withhold further awards for the program, or
 5. Take other remedies that may be legally available, including debarment procedures under 2 CFR part 417 and 48 CFR subpart 9.4.



AA. TERMINATION. This agreement may be terminated, in whole or part, as follows:

1. When the U.S. Forest Service and County and Association agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated.
2. By 30 days written notification by County and Association to the U.S. Forest Service setting forth the reasons for termination, effective date, and in the case of partial termination, the portion to be terminated. If the U.S. Forest Service decides that the remaining portion of the award/agreement does not accomplish the purpose for which the award/agreement was made, the U.S. Forest Service may terminate the award upon 30 days written notice in its entirety.

If, in the case of a partial termination, the U.S. Forest Service determines that the remaining portion of the agreement will not accomplish the purposes for which the agreement was made, the U.S. Forest Service may terminate the agreement in its entirety.

Upon termination of an award/agreement, County and Association shall not incur any new obligations for the terminated portion of the award/agreement after the effective date, and shall cancel as many outstanding obligations as possible. The U.S. Forest Service shall allow full credit to County and Association for the U.S. Forest Service share of obligations that cannot be cancelled and were properly incurred by County and Association up to the effective date of the termination. Excess funds must be refunded within 60 days after the effective date of termination.

BB. ALTERNATE DISPUTE RESOLUTION – PARTNERSHIP AGREEMENT. In the event of any issue of controversy under this agreement, the parties may pursue Alternate Dispute Resolution procedures to voluntarily resolve those issues. These procedures may include, but are not limited to conciliation, facilitation, mediation, and fact-finding.

CC. DEBARMENT AND SUSPENSION. County and Association shall immediately inform the U.S. Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal government according to the terms of 2 CFR Part 180. Additionally, should County and Association or any of their principals receive a transmittal letter or other official federal notice of debarment or suspension, then they shall notify the U.S. Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.

DD. PROHIBITION AGAINST INTERNAL CONFIDENTIAL AGREEMENTS. All non federal government entities working on this agreement will adhere to the below provisions found in the Consolidated Appropriations Act, 2016, Pub. L. 114-113, relating to reporting fraud, waste and abuse to authorities:



- (a) The recipient may not require its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
- (b) The recipient must notify its employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (a) of this award provision are no longer in effect.
- (c) The prohibition in paragraph (a) of this award provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information.
- (d) If the Government determines that the recipient is not in compliance with this award provision, it:
 - (1) Will prohibit the recipient's use of funds under this award, in accordance with sections 743, 744 of Division E of the Consolidated Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law; and
 - (2) May pursue other remedies available for the recipient's material failure to comply with award terms and conditions.



EE. **COPYRIGHTING.** County and Association is granted sole and exclusive right to copyright any publications developed as a result of this agreement. This includes the right to publish and vend throughout the world in any language and in all media and forms, in whole or in part, for the full term of copyright and all renewals thereof in accordance with this agreement.

No original text or graphics produced and submitted by the U.S. Forest Service shall be copyrighted. The U.S. Forest Service reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use the work for federal government purposes. This right must be transferred to any sub-agreements or subcontracts.

This provision includes:

- The copyright in any work developed by County and Association under this agreement.
- Any right of copyright to which County and Association purchases ownership with any federal contributions.



- FF. PUBLICATION SALE. County and Association may sell any publication developed as a result of this agreement. The publication may be sold at fair market value, which is initially defined in this agreement to cover the costs of development, production, marketing, and distribution. After the costs of development and production have been recovered, fair market value is defined in this agreement to cover the costs of marketing, printing, and distribution only. Fair market value must exclude any in-kind or federal government contributions from the total costs of the project.
- GG. MODIFICATIONS. Modifications within the scope of this agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least  days prior to implementation of the requested change. The U.S. Forest Service is not obligated to fund any changes not properly approved in advance.
- HH. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of the last signature and is effective through  at which time it will expire. The expiration date is the final date for completion of all work activities under this agreement.
- II. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In Witness Whereof, the parties hereto have executed this agreement as of the last date written below.

JERRY KEIR, DIRECTOR
Great Basin Institute



Date

DAVE SOLARO, DIRECTOR
Community Services Department, Washoe County

Date


MARY FARNSWORTH, Regional Forester
U.S. Forest Service, Intermountain Region



Date



Recommended by:


BILL DUNKELBERGER, Forest Supervisor
U.S. Forest Service,
Humboldt Toiyabe National Forest



Date

The authority and format of this agreement have been reviewed and approved for signature.


TIM WAGONER
U.S. Forest Service Grants Management Specialist



Date

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 4 hours 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.

- - -

Cooperator Agreement No.

EXHIBIT A

OPERATING PLAN



I. PURPOSE:

The purpose of this Operating Plan is to identify procedures of managing interpretive material sales on the Humboldt-Toiyabe National Forest.



II. INTERPRETIVE SCOPE OF SALES OPERATING GUIDELINE:

A. County and Association may conduct business on the U.S. Forest Service sites described below:

Galena Creek Visitors Center



B. Hours and Season of Operation:

1. County and Association sales area will be open May 1st through October 15th, 0am-530pm, Tuesday thru Sunday. October 15th through April 30th, 9am-4pm, Friday through Sunday at each location listed in Section II-A of the Operating Plan. Special Events or Programs may occur outside of the Visitor Center hours, as identified above. Each sales location will operate with a full inventory of materials supplied by County and Association.

C. Merchandise and Prices:

1. Sales items will be subject to the approval of the Forest Supervisor or their designee and County and Association Executive Director, or their designee.
2. All sales items will be educational and interpretive in nature and fit into the theme(s) of County and Association and the U.S. Forest Service. A scope of sales will be developed between the U.S. Forest Service and County and Association to identify appropriate items and will be made part of this Operating Plan.
3. County and Association and the U.S. Forest Service will have available a price list of the merchandise being sold at each sales location for use by County and Association and U.S. Forest Service personnel.



4. No artifacts protected by the Antiquities Act of 1906 (Pub. L. 59-209), the Archeological Resources Protection Act of 1979 (Pub. L. 96-95), and the Alaska Historic Preservation Act of 1971, as amended, will be sold.

D. Inventory Maintenance and Responsibilities:

1. County and Association will coordinate with a publishing company(s) (e.g., Globe Pequot, Falcon, or others) to provide inventory and stocking services. County and Association may special order specific titles and other products that will further the goals of the U.S. Forest Service promoting educational, interpretive, cultural, and scientific program needs.
2. U.S. Forest Service personnel will be responsible for contacting County and Association when additional inventory is needed.
3. County and Association will deliver and pick up inventory from U.S. Forest Service locations, unless other arrangements are made (i.e. mail delivery, delivery to one sales location for distribution at other locations).
4. County and Association will provide a receiving report with each inventory shipment. The report will list the items delivered. The U.S. Forest Service will reconcile the report and inventory to ensure accuracy and provide it to County and Association.
5. County and Association personnel will take inventory of sales stock when necessary throughout the year. U.S. Forest Service personnel shall allow County and Association personnel access to the inventory upon request.

E. Financial Reporting:

1. U.S. Forest Service personnel at each location will be provided with and assure proper management of County and Association's cash-on-hand fund. The cash-on-hand fund is to be used to make change during sales transactions and be retained in the safe/box provided by County and Association. The cash-on-hand fund will be returned to County and Association upon termination of this agreement. The cash-on-hand is the property of County and Association and County and Association personnel shall be allowed access to these monies upon request.
2. U.S. Forest Service personnel who assist County and Association with sales will maintain a daily sales report. It is the responsibility of U.S. Forest Service personnel to know County and Association's procedures for sales transactions.
3. Periodically, or when inventory is delivered, County and Association personnel will pick-up sales income at each location, or make other arrangements for delivery of proceeds, and return them to the main County and Association office for deposit processing. County and Association and the U.S. Forest Service will reconcile sales



income and the daily sales reports upon transfer of sales income from the U.S. Forest Service to County and Association.

F. Contributions:

1. All proceeds from the sales authorized by this agreement shall be retained by the County and Association and used for mutually agreed upon interpretive project(s) either approved under this agreement when no exchange of funds is necessary; or in a separate agreement(s) when exchange of funds is necessary to complete mutually agreed upon project(s).

- a. Direct Support/Financial Aid:

Mutually agreed upon projects shall be documented in this Operating Plan and identified if funded in whole or in part with either financial aid funds and/or with competitive project funds:

- b. Financial Aid Funds:

Financial Aid is a percentage of net unit profits and is determined by the Board of Directors. The financial aid return to the U.S. Forest Service units shall be a minimum of 10 percent of net unit profits and a maximum not to exceed 25 percent of net unit profits. Financial aid will be awarded during County and Association's annual meeting. Profit is figured by beginning inventory plus purchases, plus transfers-in, minus transfer-out, minus ending inventory, which equals cost of sales; Gross sales minus misc. (taxes and non-sufficient funds returns), minus cost of sales, which equals the profit; the profit times 20-25 percent (average rate of net unit profits) equals financial aid return.

Requesting Funds: to obtain/use funds from your Financial Aid account, send a letter to County and Association, signed by the Forest Supervisor or their designee, requesting the use of these funds along with an invoice issued by the third party for the approved project. County and Association will pay the invoice using funds from the units Financial Aid account. Or, send a letter to County and Association, signed by the Forest Supervisor requesting the funds along with a Collection Agreement stating what the funds will be used for.

- c. Competitive Project Funds:

In addition to Financial Aid funds, for the remaining balance of proceeds, the Forest covered under this Operating Plan, is allowed to submit two Project Fund Applications per year. Applications are to be submitted by the end of February each year to meet the deadline for County and Association's board members' review.

To receive consideration, projects must be appropriate to County and Association's mission and purpose. Examples include major publications, exhibits, hiring of frontline staff at visitor centers, seasonal interpreters, and



purchase of equipment that would aid interpretation, signing, and the development of interpretive programs.

G. Mutually agreed upon projects:

Community Programs:

Guided Hikes

Galena Evening Series: The Truckee

Galena Toddlers

Environmental Drama

Mark Twain at Lake Tahoe

Kids Scavenger Hunt

Reptiles

Avalanche Awareness

Seismology

Mountain photographs

BBBS Guided hike


Astronomy Night

Winter Photography workshop

Art on the Rocks

Snowmobile Avalanche Awareness

Mountain Navigation with GPS

Virginia City-History 

Astronomy Presentation

Climate Change in the Great Basin

A short History of Reno Images

Summer Birds of Galena Forest

Nature Art Class

Mummified Forests in Arctic

Astronomy Countdown to Pluto

Mining the Past

4H Clover buds

Saturday Hike

NAS Fallon Cyp Guided Hike

Campfire Friday

Galena Fest

Hawk Identification Workshop

Galena Evening Series

Astronomy Program

Bird Hike

Hands on Holidays

School Field Studies:

Jr. Ranger – Snow

Winter survival

Insect Hotel/Pollinator Garden



Discover the Forest
Air Quality
Animal Adaptations
Wilderness Survival
Earth's Erosion
Forest Birds and Trees
Biomimicry
Ecosystem Interdependence: Animals
Discover the Forest
Insect Planet
Earth Keepers
Ecosystem Interdependence
Forest Life
Native Plants and Animals
Water Studies
Water Studies (extended day)
Meet Jeff
Wilderness Survival (extended day)
Truckee River Snapshot Day
Food Webs
Forest Discoveries
Wilderness Survival
Forest Animals
ROS: Ecosystem Interdependence
Ecosystem Interdependence (extended day)
Insect Planet
Forest Adventures: 3d/2n residential
Nature's Transformers (UW)
Outside In: Outdoor Science for Indoor Teacher
Galena Rocks
Galena Rocks: erosion
Forest Life
Birds
Habitat
EPA Climate Change: Forest Field Study #1
Ecosystem Interdependence: Animals
Animal Adaptations
EA Climate Changes: Forest FS #2
Nature's Transformers: UW
Animal Adaptations
Winter Birds

School Break Camps:


Outdoor Exploration
Destination Wilderness
Destination Wilderness II




- Forest Adventures
- Art in Nature
- Homestead in Nevada
- Flyers: Bats, bugs, birds
- Galena Rocks!
- Water Journeys
- Nevada History and Culture

III. APPROVAL:



AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In Witness Whereof, the parties hereto have executed this agreement as of the last date written below.

_____ 
 JERRY KEIR, DIRECTOR Date
 Great Basin Institute

_____ Date
 DAVE SOLARO, DIRECTOR
 Community Services Department, Washoe County

_____ 
 MARY FARNSWORTH, Regional Forester Date
 U.S. Forest Service, Intermountain Region

The authority and format of this agreement have been reviewed and approved for signature.

_____ 
 KEVIN NEELY  Date
 U.S. Forest Service Grants Management Specialist



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