

# Appendix I: SRFB Amendment Request Authority Matrix<sup>1</sup>

Sponsors may appeal any decision to the SRFB. Use the [amendment request template](#) to submit a request to an RCO grants manager.

Consult means the lead entity obtains a decision from its technical and citizens committees. Puget Sound lead entities must consult the Puget Sound Partnership for cost increases using Puget Sound Acquisition and Restoration funds.

Amendment Request	Lead Entity	RCO Director	SRFB Subcommittee	SRFB Technical Review	SRFB
<b>All Project Types</b>					
<b>Request: Increase project funds due to project overruns<sup>2</sup></b>					
Example: The site had different soil types than expected and it cost more than anticipated to do the geotechnical analysis, design, and install the culvert. Sponsor now requests an increase in SRFB funds.	Consult	May approve or recommend	May approve or recommend	Available to review change	May approve

<sup>1</sup>Adopted June 9, 2005, revised December 8, 2011

<sup>2</sup>Cost increases may be granted only if funding is available.

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Amendment Request	Lead Entity	RCO Director	SRFB Subcommittee	SRFB Technical Review	SRFB
<b>Request: Increase/decrease project scope (no funding change)</b>					
<p>Example: Sponsor planted 3,000 trees and shrubs on 3 acres of riparian habitat, as outlined in the contract. Funds remain and the sponsor wants to plant an additional 100 trees and shrubs on adjacent acres.</p> <p>Sponsor plans to replace two barrier culverts. After designing the project, sponsor only has funds to install one culvert. Sponsor requests a scope reduction, but still need to use all the funds.</p>	Consult	May approve or recommend	May approve or recommend	Available to review change	May approve
<b>Request: Change project type</b>					
<p>Example: Sponsor proposed to purchase floodplain or riparian habitat and reconnect a side channel on a portion of the site. Sponsor now proposes to purchase the land only.</p>	Consult	May approve or recommend	May approve or recommend	Available to review change	May approve
<b>Request: Transfer sponsorship</b>					
<p>Example: Original sponsor is unable to start or complete the work and requests a different sponsor finish the project.</p>	Consult	May approve			
<b>Request: Reduce match</b>					
<p>Example: Sponsor received \$75,000 from SRFB and provided \$33,000 (30 percent) in match for a total project cost of \$108,000. Later, the sponsor could raise only</p>	Consult	May approve or recommend	May approve or recommend	Available to review change	May approve

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\$14,000 (15 percent) in match for a total project cost or \$89,000. Sponsor requests a match reduction of 57 percent (\$19,000/\$33,000) and corresponding scope reduction.					
<b>Acquisition Projects</b>					
<b>Request: Change site to a contiguous site</b>					
Example: Sponsor proposed to purchase six parcels. One of the parcels is not available, and sponsor asks to buy a different contiguous site.	Consult	May approve site add/change		Available to review change	
<b>Request: Change site to a non-contiguous site</b>					
Example: Sponsor proposed to purchase four parcels. One of the parcels is not available, and sponsor asks to buy a different site on a different part of the river.	Consult	May approve or recommend	May approve or recommend	Available to review change	May approve
<b>Request: Pay more than fair market value (no increase in funding)</b>					
Example: Sponsor is unable to replace a culvert at the proposed location and asks to replace a culvert on another river, Water Resource Inventory Area, or to benefit different fish.		May approve up to 10 percent	May approve over 10 percent		May approve more than 20 percent
<b>Restoration Projects</b>					
<b>Request: Significant change in the project location</b>					
Example: Sponsor is unable to replace a culvert at the proposed location and asks to replace a culvert on another river, Water Resource Inventory Area, or to benefit different fish.	Consult	May approve or recommend	May approve or recommend	Available to review change	May approve

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<b>Study and Assessment Projects</b>					
<b>Request: Significant change in the location of study</b>					
Example: Sponsor proposed to inventory barriers on a specific river and later asks to inventory another river, Water Resource Inventory Area, or to benefit different fish.	Consult	May approve or recommend	May approve or recommend	Available to review change	May approve
<b>Request: Change type of study</b>					
Example: Sponsor proposed to do an assessment on forage fish but after more research determines an inventory of barriers is more important.	Consult	May approve or recommend	May approve or recommend	Available to review change	May approve