

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

Sponsors may appeal any decision to the SRFB. Use the [amendment request template](#) to submit a request to a 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 PSAR funds.

## All Project Types

**Amendment Request:** Increase Project Funds Due to Project Overruns Amendment Request<sup>2</sup>

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.

<b>Lead Entity</b>	May consult
<b>RCO Director</b>	May approve or recommend
<b>SRFB Subcommittee</b>	May approve or recommend
<b>SRFB Review Panel</b>	Available to review change
<b>SRFB</b>	May approve

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

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

**Amendment Request:** Increase/decrease project scope (no funding change)

Example: Sponsor planted three thousand trees and shrubs on three acres of riparian habitat, as outlined in the contract. Funds remain and the sponsor wants to plant an additional one hundred trees and shrubs on adjacent acres.

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 needs to use all the funds.

<b>Lead Entity</b>	May consult
<b>RCO Director</b>	May approve or recommend
<b>SRFB Subcommittee</b>	May approve or recommend
<b>SRFB Review Panel</b>	Available to review change
<b>SRFB</b>	May approve

**Amendment Request:** Change Project Type

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.

<b>Lead Entity</b>	May consult
<b>RCO Director</b>	May approve or recommend
<b>SRFB Subcommittee</b>	May approve or recommend
<b>SRFB Review Panel</b>	Available to review change
<b>SRFB</b>	May approve

**Amendment Request:** Transfer sponsorship

Example: Original sponsor is unable to start or complete the work and requests a different sponsor finish the project.

<b>Lead Entity</b>	May consult
<b>RCO Director</b>	May approve

**Amendment Request:** Reduce match

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 \$14,000 (15 percent) in match for a total project cost of \$89,000. Sponsor requests a match reduction of 57 percent (\$19,000/\$33,000) and corresponding scope reduction.

<b>Lead Entity</b>	May consult
<b>RCO Director</b>	May approve or recommend
<b>SRFB Subcommittee</b>	May approve or recommend
<b>SRFB Review Panel</b>	Available to review change
<b>SRFB</b>	May approve

## Acquisition Projects

**Amendment Request:** Change site to a contiguous site

Example: Sponsor proposed to purchase six parcels. One of the parcels is not available and sponsor asks to buy a different contiguous site.

<b>Lead Entity</b>	May consult
<b>RCO Director</b>	May approve site add/change
<b>SRFB Review Panel</b>	Available to review change

Amendment Request: Change site to a non-contiguous site

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.

<b>Lead Entity</b>	May consult
<b>RCO Director</b>	May approve or recommend
<b>SRFB Subcommittee</b>	May approve or recommend
<b>SRFB Review Panel</b>	Available to review change
<b>SRFB</b>	May approve

**Amendment Request:** Pay more than fair market value (no increase in funding)

Example: Sponsor and landowner negotiate a purchase price above the fair market value.

<b>RCO Director</b>	May approve up to 10 percent
<b>SRFB Subcommittee</b>	May approve more than 10 percent
<b>SRFB</b>	May approve more than 20 percent

## Restoration Projects

Amendment Request: Significant change in the project location

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.

<b>Lead Entity</b>	May consult
<b>RCO Director</b>	May approve or recommend
<b>SRFB Subcommittee</b>	May approve or recommend
<b>SRFB Review Panel</b>	Available to review change
<b>SRFB</b>	May approve

## Studies and Assessment Projects

**Amendment Request:** Significant change in the location of study

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.

<b>Lead Entity</b>	May consult
<b>RCO Director</b>	May approve or recommend
<b>SRFB Subcommittee</b>	May approve or recommend
<b>SRFB Review Panel</b>	Available to review change
<b>SRFB</b>	May approve

**Amendment Request:** Change type of study

Example: Sponsor proposed to do an assessment on forage fish but after more research determines an inventory of barriers is more important

<b>Lead Entity</b>	May consult
<b>RCO Director</b>	May approve or recommend
<b>SRFB Subcommittee</b>	May approve or recommend
<b>SRFB Review Panel</b>	Available to review change
<b>SRFB</b>	May approve