

# **Watershed Agricultural Program Guideline**

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## **2.1.04**

### **AGRICULTURAL BMP SUBSEQUENT FUNDING APPROVAL PROCEDURE**

This procedure describes the approval authority for decision making related to approval of cost overruns of specific agricultural Best Management Practice (BMP) implementation projects, subsequent to approval of Whole Farm Plans (WFP) and the Average BMP Cost (ABC). This procedure supersedes all prior WAC policy/procedures related to subsequent approval decision making authority and process.

All affirmative subsequent approval decisions will be reported to the respective Program Committee for information purposes on a quarterly basis.

1. Subsequent funding requests not to exceed \$10,000.00, or 25% of the current ABC:

- WAP Contract & Procurement Coordinator and Technical Coordinator have the authority to approve.

2. Subsequent funding requests > \$10,000.00 up to \$30,000.00 and is not greater than 50% over the current ABC or the total prior BMP funds approved:

- WAP Manager has the authority to approve. Authority may be delegated to subordinate staff to facilitate decision making on time sensitive projects.

3. Subsequent funding requests  $\geq$  \$30,000.00 up to \$50,000.00, and are not greater than 50% of the current ABC:

- WAC Executive Director has the authority to approve. Authority may be delegated to subordinate staff to facilitate decision making on time sensitive projects.

4. Subsequent funding requests  $\geq$  \$50,000.00 or greater than 50% of the current ABC:

- Respective Program Committee (WoH and EoH), Executive Committee or Council of Directors has the authority to approve.

### **In-Field Contract Modifications**

This procedure describes the approval authority for decision-making related to approval of Subsequent Funding for Contract Modifications.

1. Not to exceed 50% of current ABC, or \$10,000.00
  - WAP Contract & Procurement Coordinator and Technical Coordinator approval.
2. > \$10,000.00, not to exceed 50% of the current ABC, or the total prior BMP funds approved or up to \$30,000.00
  - WAP Manager has the authority to approve. Authority may be delegated to subordinate staff to facilitate decision making on time sensitive projects.
3.  $\geq$  \$30,000, or 50% of the current ABC, up to \$50,000.00:
  - WAC Executive Director has the authority to approve. Authority may be delegated to subordinate staff to facilitate decision making on time sensitive projects.
4.  $\geq$  \$50,000.00, or 50% of the current ABC:
  - Respective Program Committee (WoH and EoH), Executive Committee or Council of Directors approve.

Approved 3-13-2018