

BUDGET NARRATIVE

The proposed Maunalua Bay Reef Restoration Project budget is guided by our experience in budgeting and managing NOAA-TNC partnerships, as well as our ongoing work with IAA removal and coral reef management projects. The costs associated with this project proposal have been estimated by TNC local staff, Malama Maunalua (MM) staff and board members, and in direct consultation from TNC’s Global Marine leads and TNC Grants Management staff managing other NOAA-TNC awards. We believe that our calculations provide a reasonable basis for identifying costs in each category. This budget reflects the individual line items consistent with the SF424a submitted with this application.

Budget	NOAA
Personnel	229,531
Fringe	91,812
Travel	16,105
Equipment	-
Supplies	5,125
Contractual	2,974,180
Construction	
Other	4,750
Total Direct	3,321,503
Indirect	87,345
TOTAL	3,408,848

Based on a NOAA funding level of \$3,408,848 our Maunalua Bay Reef Restoration project will commit \$3,321,114 of Federal funds toward on-the-ground implementation. The balance of Federal funds \$87,734 will be used to support award management activities.

The NOAA ARRA funds requested in this proposal leverage \$678,262 in additional project funding or in-kind services, significantly increasing the cost-effectiveness of this project.

PERSONNEL (Federal Share) - \$229,531

Proposed funding for personnel salaries would cover the costs of 5.7 FTE TNC staff positions for 24 months. All TNC staff are paid prevailing wages.

- 1.) Project manager (23 months) (proposed staff addition), would be dedicated (1.0 FTE) to directing all aspects of the project implementation and management on behalf of TNC Hawaii, and would serve as the single point-of-contact on behalf of the TNC team for the project with all project partner, contractor, governmental, and community representatives. **Total: \$92,922**
- 2.) Community-Based Program Manager (24 months), currently serves as the TNC point-of-contact and technical lead on community IAA removal efforts in Maunalua Bay, and oversees all TNC staff contributions in support of current efforts. Under the proposed project, this person would work half-time (0.5 FTE) serving as the technical lead from TNC in support of community IAA removal efforts and project impact monitoring, in direct support of the TNC Project Manager. This person’s time would be focused completely (100%) on delivering technical and logistical support during the project implementation process. **Total: \$56,160**
- 3.) Native Phycologist Specialist (24 months), would serve as a technical advisor regarding the biology and life history of invasive and native marine algae and seagrass species in the project area as a member of the Project Science Committee (0.3 FTE). This person would review, advise, and track the progress of the ecological and technical aspects of the project’s native algae and seagrass restoration efforts and related biological monitoring. **Total: \$25,918**
- 4.) Senior Marine Scientist (24 months), would serve as a scientific advisor regarding ecological recovery impacts and biological monitoring in the project area as a member of the Project Science Committee (0.1 FTE). This person would review, advise, and track the progress of the ecological and technical aspects of the project’s IAA removal efforts and biological monitoring of the project’s ecological impacts. **Total: \$11,580**

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5.) The NOAA ARRA Program Integrator will support all project teams with the initial start-up tasks (contracting, hiring, other administrative logistics) and help to create a portfolio of project fact sheets, web pages and other communications materials for promoting the projects throughout the implementation and post-restoration monitoring stages. The Integrator will conduct site visits with each project to provide additional on-site support for outreach, monitoring or other key documentation tasks at project-specific milestones. The Program Integrator will conduct monthly calls (or as needed) with project managers and travel to each site on at least a semi-annual basis in coordination with NOAA RC staff and others key participants, and provide additional on-sites technical support as needed (e.g., help with pre- and post-restoration monitoring and documentation of project milestones) The Project Integrator is a scientist working within the Global Marine Program at TNC, and is not a part of the indirect costs pool. This scientist is estimated to spend 455 hours (12.5% FTE a year for two years) @\$36.80/hour. **Total: \$16,740.**

6.) The Restoration Program Director will connect and promote the restoration projects both within and outside the Conservancy, and provide critical support as needed to each project by assisting with up-front contracting and staffing decisions to ensure an efficient start-up to each project. The Director will also work with TNC's Marketing Resource Center (MRC) and NOAA's Public Affairs staff to develop a coordinated outreach plan that incorporates each project's key project milestones. Through periodic conference calls and Web-based presentations, the Director will update TNC's senior management and others on key outcomes and milestones, and problem-solve any logistical challenges. The Director will synthesize and publicize outcome data across all projects – both ecological and economic - for reports to NOAA, TNC's Senior Management and Board of Directors, and the public in general. These results will be promoted at key national conferences (e.g., Society for Ecological Restoration, Coastal and Estuarine Research Federation), as well as in the media (including TNC's widely circulated membership magazine and web page) and within the conservation community. He will supervise the Program Integrator and lead the Central Support and Outreach Team. The Restoration Program Director is a scientist working within the Global Marine Program at TNC, and is not a part of the indirect costs pool. This scientist is estimated to spend 227.5 hours (6.25% FTE a year for two years) @\$41.63/hour. **Total: \$9,471.**

7.) The Pacific America Regional Marine Director will provide critical support to project managers for outreach and project-specific activities such as hiring staff, assisting with contract negotiations, and monitoring and documentation of project-specific milestones throughout each project's implementation phase. This will be accomplished through semi-annual site visits and calls on a weekly/semi-weekly basis with project teams. The Western Regional Marine Director is a technical expert working within TNC's Western U.S. Division and is not a part of the indirect costs pool. This position is estimated to spend 455 hours (12.5% FTE a year for two years) @\$36.80/hour. **Total \$16,740.**

PERSONNEL (Non-Federal Share) – None

FRINGE BENEFITS (Federal Share) - \$91,812

Fringe benefits are calculated at 40% for full-time regular employees and at 12% for short-term employees, and include the following costs: Accrued Vacation; Sick Leave; Holiday & Admin Leave Expense; Military Leave; Medical Insurance, Claims, Fees, and Premiums; Life Insurance; Accidental Death/Dismemberment Insurance; Disability Insurance; Workers' Compensation; FICA Tax; Pension Plans; State Unemployment; and Employee Relocation. This

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rate is evaluated and subject to change on a yearly basis as part of the Negotiated Indirect Cost Rate Agreement determined by the Department of Interior, our cognizant agency.

- 1.) Project Manager @ 40% - \$37,169
- 2.) Community-Based Program Manager @ 40% - \$22,464
- 3.) Native Phycologist Specialist @ 40% - \$10,367
- 4.) Senior Marine Scientist @ 40% - \$4,631
- 5.) Project Integrator @ 40% - \$6,696
- 6.) Restoration Program Director @ 40% - \$3,789
- 7.) Pacific America Regional Marine Director @ 40% - \$6,696

FRINGE BENEFITS (Non-Federal Share) - None

TRAVEL (Federal Share) - \$16,105

\$2,000 has been budgeted for Project Implementation Team travel costs, including TNC staff mileage for travel to and from the worksite.

\$11,105 has been budget for the Central Support Team's travel as it relates to this project with detail as follows:

NOAA ARRA Program Integrator travel will consist of an initial 3 day site visit and a follow up 4 day visit estimated at \$1,729 and \$2,038 for the second trip=\$3,767 (includes round trip airfare, per diem for 3 days for the initial site visit and 4 days for the follow up visit, plus car rental/taxi/tolls costs). Additional travel includes \$637 for a portion of the costs (registration, airfare, per diem costs, and local travel) to attend up to 3 national conferences to present findings and outreach on project and Conservancy progress and achievements. Total \$4,404

Restoration Program Director will make an initial site visit estimated at \$2,087 (includes round trip airfare, per diem for 3 days per trip. plus car rental/taxi/tolls costs). Additional travel includes \$636 for a portion of the costs (registration, airfare, per diem costs, and local travel) to attend up to 3 national conferences to present findings and outreach on project and Conservancy progress and achievements. Total \$2,723

The Western Regional Marine Director will make at three site visits during the project period estimated at \$1,429 for two 3-day trips and \$1,119 for one 2-day trip=\$3,978 (includes round trip airfare, per diem for 3 days for two trips and two days for one trip, plus car rental/taxi/tolls costs) to assist local staff in monitoring and follow-up on project milestones. Total \$3,978

Basis for travel costs is current price quotes collected via Orbitz, Carson Wagonlit and Expedia, assuming economy travel, lower-range estimates; per diem rate are 2009 GSA.gov, car rental and other costs are historical averages.

TRAVEL (Non-Federal Share) - None

SUPPLIES (Federal Share) - \$5,125

\$4,500 has been budgeted for the Project Implementation Team's supplies and materials including field supplies and general supplies.

Central support team supplies costs for \$625 for the project are included, estimated at 1/8 of the total cost of \$5,000 and based upon historical average costs, which will cover a portion of the field supplies for assisting with monitoring activities (\$1,200), a digital camera for documenting project milestones (\$300), supplies for presentations including easels, dry erase markers, flip

charts, notepads, pens, binders, folders, desk supplies for the NOAA ARRA program integrator (\$1,000), and a laptop computer, (\$2,500) for the NOAA ARRA Program Integrator (basis for cost is TNC's internal laptop standards).

SUPPLIES (Non-Federal Share) - None

CONTRACTUAL (Federal Share) - \$2,974,180

All contracted laborers will be paid prevailing wages.

1.) Large-Scale Invasive Alien Algae Removal Contract: TNC would advertise an RFP to identify and competitively select a qualified private contractor to hire 40 full- and 20 part-time unskilled laborers (IAA removal and disposal in situ) to complete the proposed large-scale IAA removal and disposal in Kuli'ou'ou. The contract deliverable would be at least 22 acres of *A. amadelpha* removed and disposed. Over the 14-month IAA removal period (50 work weeks), the 40 full-time laborers would be paid the prevailing wage rate of \$14.00/hour at 40 hours/week (\$1,568,000.00), while the 20 unskilled part-time laborers would be paid the same wage rate for only 20 hours/week (\$313,600.00). Subtotal labor: \$1,881,600. Labor-associated IAA removal and disposal supplies (including wetsuits, wading boots, work gloves, buckets, scales, burlap sacks, wheelbarrows, GPS units) are estimated at \$90,905.00. Costs of IAA removal and disposal equipment and fees (including extracted IAA biomass water transport, extracted biomass transfer machinery, disposal containers and transport costs, and disposal fees) are estimated at \$221,860.00. An additional 8% of the total estimated contract cost has been included to account for contractor profit margin (\$175,549). **Contract Total: \$2,369,914**

2.) Applied Research Science Contract: TNC would advertise an RFP to identify and competitively select a qualified team of applied scientists to address a set of management-related research questions regarding ecological impacts of IAA removal efforts on-site, including native and non-native species succession into cleared areas. The specific research questions would be identified and provided to the contractor by the Science Advisory Team at the start of the project. The contract would include 1.0 FTE in labor costs (\$100,000.00), inclusive of a principal investigator (0.50 FTE; \$50,000) and two research assistants (0.25 FTE each; \$25,000 each), representing a project contribution of 2000 labor hours. The contract would also include \$10,000 in research supplies and equipment. **Contract Total: \$110,000**

3.) High-Resolution Aerial Mapping Contract: of the project site (\$700 for each flyover * 12 flyovers + \$500 for the data analysis of each flyover). **Contract Total: \$14,400**

4.) Sub-Award to Community Links Hawaii: TNC would create a sub-award for Community Links Hawaii on behalf of Malama Maunalua (MM) to collaborate on most aspects of the project (see Section 4). A budget narrative for this sub-award follows. **Sub-Award Total: \$479,866**

3a.) Sub-Award Personnel: \$213,825. Proposed funding for personnel salaries would cover the costs of 3.0 FTE MM staff positions for 18 months, including:

- i. Project Co-Manager (1.0 FTE; proposed staff addition, 18 mo): Will work with & support Project Manager (TNCH), oversee performance of contractors (70% direct project mgmt, 30% award mgmt & reporting). Annual Salary \$50,000. Total: \$75,000.
- ii. Public Outreach and Education Team Leader (1.0 FTE; proposed staff addition, 18 mo): Will work with Outreach contractor to implement broad-based public outreach program. Annual Salary \$41,300. Total: \$61,950.

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- iii. Community Organizer/Trainer: (0.5 FTE; proposed staff addition, 18 mo): Set up 4 community sites, organize, train & manage community volunteers; coordinate disposal. Annual Salary \$30,000. Total: \$45,000.
 - iv. Volunteer/Events Coordinator (0.3 FTE existing, 18 mo): Will assist Community Organizer, engage, and track volunteers at community sites, and organize and manage events. Annual Salary \$38,500. Total: \$17,325.
 - v. Science Advisory Team (0.2 FTE existing, 18 mo). MM Coordinator will participate in the Science Advisory Team approximately 100 hours per quarter. Annual Salary \$48,500. Total: \$14,550.
- 3b.) Sub-Award Fringe Benefits: \$61,656. Includes health and dental, accrued vacation; sick leave; claims, fees, and premiums; disability insurance; workers' compensation; FICA; state unemployment. Rates are determined by Altres, the MM human resources provider.
- i. Project Co-Manager (1.0 FTE; proposed staff addition) – \$20,565.
 - ii. Public Outreach and Education Team Lead (1.0 FTE; proposed staff addition) – \$19,038.
 - iii. Community Organizer/Trainer (0.5 FTE; proposed staff addition) – \$14,769.
 - iv. Volunteer Events Coordinator (0.3 FTE; current staff position) – \$4,160.
 - v. Science Advisory Team Member (0.20 FTE; current staff position) – \$3,124.
- 3c.) Sub-Award Supplies: \$1,610. Costs for expendable office and field supplies including, display board, clipboards, field gear, and software.
- 3d.) Sub-Award Contractual: Total of two contracts amounts to \$100,000. The deliverables of these contracts would relate directly to required project implementation activities.
- i. GIS/Data Manager: (18 months) GIS specialist will design data management system and geospatial database structure, establish data standards and metadata, collect and analyze data from the restoration project. Total: \$25,000.
 - ii. Outreach Contractor: (18 months) Will develop and maintain a broad-based public information campaign with community, agencies, and coordinate media coverage of the project. Total: \$75,000.
- 3e.) Sub-Award Other Costs: \$53,322. Includes costs for printing/postage to reach 20,000 households (\$16,500); public access point signage (design, production, site survey, and installation; \$28,200); insurance (\$4,262); legal services (\$3,000); telecommunications and internet (\$1,360).
- 3f.) Sub-Award Indirect Costs: \$49,454. Community Links Hawaii indirect cost rate is 13%.

CONTRACTUAL (Non-Federal Share) - None

OTHER (Federal Share) \$4,750

Implementation Team other costs including telecommunications, printing/copying, workshop, training costs, and recruitment costs totaling \$1,470.

Project-related central support team costs of \$1,250 will cover a portion estimated at 1/8 of the total costs of \$10,000 of the costs of (1) publication of a portfolio of project fact sheets, reports, posters and other outreach materials, estimated at \$8,000, to be distributed to all sites for local and regional outreach and communications, (2) providing professional high-resolution photography services for documenting key outcomes and project milestones, estimated at \$1,000; and (3) publication of case studies for conveying lessons learned and best practices to facilitate future large-scale restoration efforts; \$700 for telecommunications costs including

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project-specific conference calls and WebEx meetings, and cellular for Program Integrator and \$300 for postage and mailing costs for shipping materials prepared for the project to local sites.

OTHER (Non-Federal Share) - None

INDIRECT COSTS (Federal Share) - \$87,345

TNC's currently negotiated Indirect Cost Rate is 23.05%. In this proposal, we are requesting 20% indirect cost recovery on all direct costs (direct cost total calculated to exclude subcontract costs in excess of \$25K per contract). The remaining un recovered ICR will be covered by TNC as a non-match contribution to the project as discussed in paragraph four of this narrative.

INDIRECT COSTS (Non Federal Share) - \$678,262

TOTAL DIRECT CHARGES:	Federal	\$3,321,503
TOTAL INDIRECT CHARGES:	Federal	\$87,345
TOTAL CHARGES:	Federal	\$3,408,848