



**Delta  
Stewardship  
Council**

A CALIFORNIA STATE AGENCY

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## **DELTA RESEARCH AWARDS - CONDITIONS OF AWARD**

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[UNIVERSITY TERMS AND CONDITIONS \(UTC-220\)](#)

[ADDITIONAL TERMS AND CONDITIONS](#)

[AWARD ADMINISTRATION](#)

The Delta Research Awards are funded by the Delta Stewardship Council, led by the Council's Delta Science Program (DSP), and administered in partnership with the University of California San Diego, California Sea Grant (Sea Grant).

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### **UNIVERSITY TERMS AND CONDITIONS (UTC-220)**

All entities will be required to fulfill the award conditions of the [University Terms & Conditions \(UTC-220\)](#).

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### **ADDITIONAL TERMS AND CONDITIONS**

The following terms and conditions will be incorporated into all agreements in addition to terms and conditions required by UC San Diego (University; e.g., University Terms and Conditions UTC-220). *Please note "subawardee" and "subcontractor" are used interchangeably in these terms and conditions.*

#### **Waiver of claims for payment:**

The awardee waives all claims for payment against the Council arising out of the awardee's Agreement with the University or services provided as a result of the Solicitation.

#### **Commencement of Work:**

All Subawards shall be identified through an amendment of the UC's agreement with the Council and subject to Council approval. The Council shall not reimburse any expenses for subawards who are not identified by an amendment.

#### **Liability:**

The Subawardee agrees to indemnify, defend, and hold harmless the State of California, the State and its officers, agents, and employees from any and all liabilities, losses, claims, demands, damages, or costs, including without limitation litigation costs and attorney's fees,

resulting from or arising out of the Subawardee's performance under its agreement with the University, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of the Subawardee, its respective officers, agents, subcontractors, or employees. The foregoing does not limit any breach of contract action that the State may have against the University.

**Budget Contingency:**

- 1) If the Budget Act of the current year and/or any subsequent years covered under the University's Agreement with the State does not appropriate sufficient funds for the program, the Agreement shall be of no further force and effect. In this event, the State will have no liability to pay any funds whatsoever to the University or to furnish any other considerations under its Agreement with the University and the University shall not be obligated to perform any provisions of its Agreement with the State.
- 2) If funding for any fiscal year is reduced or deleted by the Budget Act for purposes of this program, the State will have the option to either: cancel its Agreement with the University with no liability occurring to the State or offer an Agreement Amendment to the University to reflect the reduced amount. The University shall be reimbursed for any completed work or work in progress at the time of termination of the agreement if approved by the State.

**Subcontractor Budget:**

Annual Budget Flexibility (lesser of % or Amount): Prior approval required for budget changes between approved budget categories above the thresholds identified. 75% or Amount: \$55,000.

Budget revisions between identified budget categories that are within the total Agreement amount, comply with the Prior Approval Requirements, and do not change the Scope of Work or substitute Key Personnel, as defined in this Agreement, are allowed as described below:

- 1) Up to 75% of each annual budget amount or \$55,000, whichever is less, is allowed. No additional funds are allowed to the subcontractor category. The amounts set forth in this provision supersede the amounts set forth in UTC-220 Section 15 (Prior Approvals – Budget Flexibility), subsection B (Budget Flexibility) of Exhibit C.

Budget transfers that would cause any portion of the funds to be used for purposes other than those consistent with the original intent of this Agreement are not allowed.

**Recognition of Funding Source:**

The awardee is responsible for assuring that an acknowledgment of support from the Delta Stewardship Council's Delta Science Program is made:

- 1) In any publication (including online webpages) of any material based on or developed under this project, in the following terms: "This material is based upon work supported by the Delta Stewardship Council's Delta Science Program, under the 2025 Delta Research Awards."

- 2) Delta Stewardship Council's Delta Science Program support also must be orally acknowledged during all news media interviews, including popular media such as radio, television, and news magazines.

**Copyright (for non-UC created product):**

All rights in copyright works created by awardee in the performance of work under this Agreement are the property of the Delta Stewardship Council (Council). The Council will grant awardee a royalty-free, non-exclusive, non-transferable, irrevocable license to reproduce, prepare derivative works, and distribute copies of deliverables so long as such deliverables are used for government, and not commercial, purposes.

**Subcontractor Deliverables:**

The awardee shall complete all reports and deliverables, including final deliverables in the form of a peer-reviewable product, pursuant to the agreement with the University. All reports or other such deliverables as identified for each award are subject to the verification by the Council that the deliverables are complete prior to payment. Such deliverables must be confirmed as complete by the Council in writing before the payment for a deliverable is issued by the Council or the University.

**Confidentiality: Rights in and Ownership Generated Data/Data Archive/Storage:**

If the project is based on traditional and tribal knowledge or requires the provision of third-party confidential information to either the Council or University, awardee and the University shall enter into a confidentiality and data sharing Confidentiality Nondisclosure Agreement (CNDA) to define how the information, project results and deliverables shall be used, in alignment with the CARE data principles and existing law. Each such CNDA shall be entered into as part of and incorporated into the awardee's Agreement with the University and shall be subject to Council review and written approval prior to the execution of the awardee's agreement with the University. The CNDA shall be incorporated and made part of the awardee's Agreement with the University as Exhibit A7 to the Agreement.

**Labor and employment law compliance:**

Any awardee or awardee's subcontractor personnel included under this Agreement shall be properly classified as employees as applicable in compliance with all federal and state labor laws.

**Subcontractor progress reports and final reporting deliverables:**

Awardee shall provide to the University deliverables specified in the Agreement with the University, including quarterly and annual project progress reports. The University shall provide quarterly and annual project progress reports to the Council and ensure all deliverables are provided for each project in a timely manner as specified in the Agreement (e.g., list of presentations, media coverage, and any other products; revised Data Management Plan; community engagement plan; and final progress report). See additional details in Award Administration.

**Compliance with laws/permits:**

Awardee and its subcontractors are solely responsible for compliance with all applicable laws and regulations, including the Delta Reform Act (Water Code Section 85000 et seq.), and obtaining all permits necessary in the performance of and to complete project work, including all associated costs. Scientific studies that involve the collection of fish, wildlife, or endangered or rare plants must have a valid Scientific Collecting Permit or Plant Voucher Collection Permit.

**Generative Artificial Intelligence Technology Use & Reporting**

a. The following terms are in addition to the defined terms and shall apply to the Contract:

1) "Generative AI (GenAI)" means an artificial intelligence system that can generate derived synthetic content, including text, images, video, and audio that emulates the structure and characteristics of the system's training data. (Gov. Code § 11549.64.)

b. Subcontract shall immediately notify the University in writing if it: (1) intends to provide GenAI as a deliverable to the State; or (2), intends to utilize GenAI, including GenAI from third parties, to complete all or a portion of any deliverable that materially impacts: (i) functionality of a State system, (ii) risk to the State, or (iii) Contract performance. For avoidance of doubt, the term "materially impacts" shall have the meaning set forth in State Administrative Manual (SAM) § 4986.2 Definitions for GenAI.

c. Notification shall be provided to the State designee identified in this Contract.

d. At the direction of the State, the subcontractor shall discontinue the provision to the State of any previously unreported GenAI that results in a material impact to the functionality of the System, risk to the State, or Contract performance, as determined by the State.

e. If the use of previously undisclosed GenAI is approved by the State, then University will update the Deliverable description, and the Parties will amend the Contract accordingly, which may include incorporating the GenAI Special Provisions into the Contract, at no additional cost to the State.

f. The State, at its sole discretion, may consider subcontractor's failure to disclose or discontinue the provision or use of GenAI as described above, to constitute a material breach of Contract when such failure results in a material impact to the functionality of the System, risk to the State, or Contract performance. The State is entitled to seek any and all remedies available to it under law as a result of such breach, including but not limited to termination of the contract.

**Subcontractor Key Personnel**

The University shall process any changes to subcontractor Key Personnel with reasonable justification as deemed by University and after receiving approval in writing by Council contract manager with an informal amendment. See additional details in Award Administration.

**Confidential Non-disclosure Agreements**

Contractor agrees to secure a written non-disclosure agreement (NDA) with any Tribe or supplier of confidential information (other than information described in Exhibit A4 of DSC-23000) prior to the commencement of the work pursuant to this Agreement. No work pursuant to this Agreement may commence prior to the Contractor providing all such final NDAs to the University.

If no confidential information will be disclosed to Contractor by a Tribe or supplier of confidential information, the NDA will serve to confirm that: 1) no confidential information will be shared with Contractor, 2) all information shared may be public; and 3) any information shared may be included in any product developed pursuant to this Agreement, which will be considered a public document without need for redaction.

Failure of the Contractor to reach a written NDA with the sharing entity within 90 days of the effective date of this Agreement is grounds for termination of this Agreement for cause, with written notice from the University. Any work or expenses incurred in the negotiation of the NDA or prior to the completion of the requirements of this provision will not be reimbursed.

### **Informal Amendments**

The following adjustments to this subcontract do not need formal amendment provided that they are in writing and approved in advance by the Council's Contract Manager: key personnel, deliverables adjustments and dates (provided the final product/deliverable is not materially changed and the term of the agreement not affected), budgetary adjustments that do not affect the not to exceed total amount of the contract, and milestone dates (including the expected start date and end date for the work) within a subcontract provided that the start date meets all other the requirements to start work set forth in the applicable subcontract and the term of this Agreement and the subcontract is not changed. A change in the term or the not to exceed the total amount of this Agreement or a subcontract will require an amendment.

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## **AWARD ADMINISTRATION**

***NOTE:*** California Sea Grant reserves the right to withhold project funds if appropriate documentation or required reports are not provided by program deadlines.

### **Changes Relating to Key Personnel:**

Changes in key personnel, in their grantee organization, or in their percentage of time, require prior approval of the California Sea Grant Director and the State (see Additional Terms and Conditions). In addition, if key personnel are considering any type of leave (sabbatical or leave of absence) during the period of this award, please contact California Sea Grant immediately to describe and determine this action's impact on the research project.

### **Financial Reporting Requirements:**

The final expense report is due within 45 days following the completion of the project.

The department fiscal manager should submit the final expense report with cumulative ledgers (year-to-date details for supplies, travel, personnel, etc) through their institution's

grants management or extramural funds office. That office should then email ([sgfiscal@ucsd.edu](mailto:sgfiscal@ucsd.edu)) this report to California Sea Grant.

### **Invoicing Requirements:**

Invoices should be printed on official letterhead and signed by an authorized official, employee or agent certifying that the expenditures claimed represent actual expenses for the service performed under this award. Invoices must also include at a minimum the following information:

- Agreement Number
- Invoice Number
- Invoice Date
- Total dollar amount being billed for the statement period including the billing/performance period covered
- Description of the work performed as shown in the award
- A ledger detailing all expenditures incurred by the research project for the period during which work was performed and the project lead is now seeking reimbursement. This should be compiled in coordination with your campus and/or organization's grants administrator.
- Itemized receipts showing cost breakdown or any other source documents for all direct expenditures by the research project. When invoicing for labor costs please include staff position, hourly wage, number of hours, and the total costs.
- Travel Expense Claim forms and all receipts for travel expenses incurred by the research project. California Sea Grant will reimburse travel and related expenses in accordance with University of California regulations; reimbursement shall not exceed University of California-approved travel rates (published at UC Travel Policy) that are in effect at the time that the expense is incurred. Copies of all receipts for travel expenses including food expenses will be required. Lodging rates shall be reasonable.

Any invoices that significantly deviate from this format will not be paid. All invoices must be accompanied by ledgers and back-up documentation. Invoices must be submitted directly via email to [sgfiscal@ucsd.edu](mailto:sgfiscal@ucsd.edu).

### **Travel:**

The California Sea Grant Program shall ensure that travel expenses will be reimbursed under any and all sub-contracts in accordance with University of California approved travel rates (or your institution's rate if lower), published at: <http://policy.ucop.edu/doc/3420365/BFB-G-28>.

Out-of-state and foreign (international) travel must be pre-approved in the award allocation or a request for approval must be submitted to the Sea Grant Director no less than 60 days before the anticipated travel date.

Travel and other expenses exceeding what was awarded will not be the responsibility of the California Sea Grant Program or the Delta Stewardship Council.

### **Equipment Inventory Report:**

If the project team has purchased equipment with State funds, the California Sea Grant office requires that an Equipment Inventory Report be submitted within 45 days following the end of each award year. Equipment purchases shall comply with Department of

General Services State Contracting Manual (SCM) Section 7.29 – Equipment Purchases, if applicable.

**No-Cost Extensions:**

Investigators are expected to adhere to the project's approved timeline and to complete the project by the award's end date. The effective dates are specified on the award allocation issued by California Sea Grant. The duration of the awarded projects shall be up to three (3) years with an option to amend for an additional one (1) year "No Cost Extension" upon the approval of the Council.

In the event circumstances prevent completion of the project on time, an email request originating from the lead investigator must be submitted at least one month prior to the end of the project's expiration date. Please send your request to [sgfiscal@ucsd.edu](mailto:sgfiscal@ucsd.edu), address the email to the California Sea Grant Director, and include the following in your message:

- The relevant grant number (DSC23000);
- The Sea Grant project number (e.g., R/DRA-01);
- Your campus account and fund numbers and/or sub-award number;
- The current project end date and new requested end date;
- A justification for the need for additional time: describe how and why progress has been delayed, which objectives have not yet been completed and a new timeline for their activities;
- Indicate expected fund balance for each expense category, the reason for the balance, and an explanation of how the funds will be used (provide dollar amounts).

In order for a request to be reviewed, the project must be in compliance with all reporting deliverables. Please be aware that extensions do not extend the due date of quarterly or annual progress reports. In addition, an extension to the final year of a project necessitates the continued submission of quarterly and annual progress reports.

**Rebudget (Transfer of Funds):**

Prior approval from California Sea Grant and the State is required if cumulative transfers between categories exceed 75% or \$55,000 (whichever is lesser) of the originally approved total project costs or if funds are being transferred into any category where funds were not originally budgeted. Please send your request to [sgfiscal@ucsd.edu](mailto:sgfiscal@ucsd.edu), address the email to Dr. Shauna Oh, and include the following in your message:

- 1) The relevant grant number (DSC23000)
- 2) The project number (e.g., R/DRA-01)
- 3) Your campus account and fund numbers and/or purchase order number
- 4) The original and new budget by line item in spreadsheet format as follows:

Category	Budget	Rebudget	New Budget
Salaries	10,000	-2,000	8,000
Benefits	3,000	-750	2,250
Supplies	2,000	0	2,000
Travel	1,000	2,750	3,750

Other Direct Costs	45,000	0	45,000
Indirect Cost @ 35%	4,000	0	4,000
Total Costs	65,000	0	65,000

**Carryover:**

Subcontractors are not allowed to invoice for reimbursement of more than the annual approved total within a respective year. Subcontractors are allowed carryover for any budget category from one state fiscal year to a subsequent fiscal year without a formal amendment if the total amount requested to be carried forward is submitted to California Sea Grant and the Council and approved in writing.

The subcontractors must submit their budget request to Sea Grant by October 30 of each fiscal year. The approval of the Council's Contract Officer or delegee of the carryover must be in writing, which may be provided by email to Sea Grant and the subcontractor.

<b>Previous Fiscal Year</b>	<b>Current fiscal year to receive carry over</b>	<b>Deadline for contractor to notify Sea Grant</b>
2024/2025	2025/2026	October 30, 2025
2025/2026	2026/2027	October 30, 2026
2026/2027	2027/2028	October 30, 2027



## **Progress Reports:**

All awardees are responsible for completing quarterly and annual project progress reports by the stated deadlines. The quarterly and annual project progress reports shall be provided to the Delta Stewardship Council and are the primary mechanism to ensure all deliverables are provided for each project in a timely manner as specified in each scope of work (e.g., list of presentations, media coverage, and any other products; revised Data Management Plan; community engagement plan; and final progress report).

Awardees shall communicate any delays or issues encountered in implementing the awarded projects and be responsive in communications with California Sea Grant and the Delta Stewardship Council. The awardees shall also support California Sea Grant and Delta Stewardship Council outreach efforts including reviewing, developing, or distributing outreach materials related to funded projects.

All final reports or other such final deliverables as identified for each award are subject to the verification by the Council that the deliverables are complete prior to payment. Such final deliverables must be confirmed as complete by the Council in writing before the payment for a final deliverable is issued by the Council or California Sea Grant.

Awardees will complete all quarterly and annual progress reports via eSeaGrant. The awardees shall submit the following reports to California Sea Grant in accordance with their scope of work. Reports are due on the last day of the month following the end of the calendar quarter, *unless otherwise noted*:

- 1st Quarter Progress Report (January 1 – March 31) - Due April 30
- 2nd Quarter Progress Report (April 1 – June 30) - Due July 31
- 3rd Quarter Progress Report (July 1 – September 30) - Due October 31
- 4th Quarter / Annual Progress Report (October 1 – December 31) - Due January 31

The reporting templates are included below as a reference (*but are subject to change*).

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## **Award Reporting Templates**

*To be completed by all sub-contractors*

### **QUARTERLY PROGRESS REPORT #**

**Progress Report Completion Date:** MM/DD/YYYY

**Project Title:**

**Contract #:**

**Contract Term:** (Agreement Start Date MM/DD/YYYY – End Date MM/DD/YYYY)

**Report-Specific Performance Period:** (Start Date MM/DD/YYYY – End Date MM/DD/YYYY)

<b>Contractor Contact</b>	<b>Delta Stewardship Council</b>
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	<b>Contact</b>
<b>Principal Investigator</b>	
Name:	Name:
Institution:	Institution:
Address:	Address:
Phone:	Phone:
Email:	Email:

### **WORK PERFORMED FOR INVOICE PERIOD**

List all project goals or objectives. Project goals and objectives are derived from the contract. Provide a brief description of progress or delays (current or anticipated) toward achieving each goal/objective.

#### ***Goal/Objective #1:***

***Narrative Progress Summary, Achievements, and Unanticipated Delays:***

#### ***Goal/Objective #2:***

***Narrative Progress Summary, Achievements, and Unanticipated Delays:***

***...[list all]***

### **DELIVERABLES CURRENT STATUS**

In the deliverable column, list all contractual deliverables. For each deliverable provide the status. Include all deliverables with completed status from previous progress reports. For applicable statuses, specify and describe any current or anticipated delays. For each delay, explain how they will be resolved.

Project Information should be added to the [Delta Science Tracker](#) on an ongoing basis as soon as content is available throughout the course of the contract term.

Deliverable	Due Date	Status
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<p>1. Kickoff meeting with researchers and CA Sea Grant</p>	<p>Annually</p>	<p><i>Examples</i></p> <p>1. Completed</p> <p>1. Scheduled - anticipated annual meeting date dd/mm/yyyy</p> <p>1. (if delayed) Delayed – personnel on not available due to unanticipated reasons. We plan to reschedule annual meeting to dd/mm/yyyy.</p>
<p>1. Annual meeting #1 with DSC and CASG staff</p> <p>2. Annual meeting #2 with DSC and CASG staff</p> <p>...[list all]</p>	<p>Annually</p>	<p>1. Scheduled - anticipated annual meeting date dd/mm/yyyy</p> <p>1. (if delayed) Delayed – personnel on not available due to unanticipated reasons. We plan to reschedule annual meeting to dd/mm/yyyy.</p> <p>2. Status – explanation (if applicable)</p> <p>...[list all]</p>

<p>Quarterly progress report and quarterly invoices</p> <ol style="list-style-type: none"> <li>1. Quarterly Progress Report &amp; Invoice #1</li> <li>2. Quarterly Progress Report &amp; Invoice #2</li> </ol> <p>...[list all]</p>	<p>Quarterly</p>	<ol style="list-style-type: none"> <li>1. Quarterly Progress Report &amp; Invoice #1</li> <li>2. Quarterly Progress Reports &amp; Invoice #2</li> </ol> <p>...[list all]</p>
<p>Annual Progress Report</p> <ol style="list-style-type: none"> <li>3. Year 1 Progress report</li> <li>4. Year 2 Progress report</li> </ol> <p>...[list all]</p>	<p>April 30<sup>th</sup></p>	
<p>Project Information should be added to the <a href="#">Delta Science Tracker</a> on an ongoing basis as soon as content is available throughout the course of the contract term.</p> <ul style="list-style-type: none"> <li>· Add project</li> <li>· Output Type (e.g. Data spatial and non spatial, journal/news article, photo, videos, preprint, presentation, project fact sheet, report, website, other)</li> <li>· Final progress report, including lay-person or visual abstracts</li> <li>· Draft or final manuscripts</li> </ul>	<p>Add project within 1 year of start date</p> <p>Addition of project information to tracker: Ongoing -Throughout contract term</p>	
<p>Institutional Review Board approval or exemption, if</p>	<p>within 1 year of start date</p>	

applicable		
Revised Data Management Plan	within 1 year of start date	
Revised Engagement and Communication Plan	within 1 year of start date	
Mandatory participation in a theme-based engagement workshop focused on the science-policy interface hosted by the DSP and/or Sea Grant	Within contract term	
Participation in the development of communication products developed by DSP and/or Sea Grant to communicate outcomes of the project	Within contract term	
Final Progress Report	30 days before end of contract	

#### **BUDGET SUMMARY – Quarterly Expenditure Calculation**

<b>Budget Category</b> <i>(Use contract budget to accurately fill out summary)</i>	<b>Total Contract Budget</b>	<b>Amount Invoiced this Reporting Period (A)</b>	<b>Amount Invoiced to Date Prior to this Reporting Period (B)</b>	<b>Total Expenditures (A+B)</b>
<b>Personnel:</b> Salaries and Fringe Benefits	\$	\$	\$	\$
<b>Travel</b>	\$	\$	\$	\$
<b>Materials &amp; Supplies</b>	\$	\$	\$	\$
<b>Equipment</b>	\$	\$	\$	\$

<b>Subcontractor</b>	\$	\$	\$	\$
<b>Other Direct Costs</b>	\$	\$	\$	\$
<b>Indirect Costs</b> %__	\$	\$	\$	\$
<b>Total Cost</b>	\$	\$	\$	\$

### **ANNUAL PROGRESS REPORT**

**Progress Report Completion Date:**

**Project Title:**

**Contract #:**

**Contract Term:** (Agreement Start Date *MM/DD/YYYY* – End Date *MM/DD/YYYY*)

**Report Specific Performance Period:** (Start Date *MM/DD/YYYY* – End Date *MM/DD/YYYY*)

<b>Contractor Contact</b>	<b>Delta Stewardship Council Contact</b>
<b>Principal Investigator</b> Name: Institution: Address: Phone: Email:	Name: Institution: Address: Phone: Email:

### **WORK PERFORMED FOR INVOICE PERIOD**

List all project goals or objectives. Project goals and objectives are derived from the (contracts/proposals). Provide a brief description of progress or delays (current or anticipated) toward achieving each goal/objective.

***Goal/Objective #1:***

***Narrative Progress Summary, Achievements, and Unanticipated Delays:***

***Goal/Objective #2:***

***Narrative Progress Summary, Achievements, and Unanticipated Delays:***

***...[list all]***

## DELIVERABLES CURRENT STATUS

List the status of each deliverable for the past year. For applicable statuses, specify and describe any current or anticipated delays. For each delay, explain how they will be resolved.

Project Information should be added to the [Delta Science Tracker](#) on an ongoing basis as soon as content is available throughout the course of the contract term.

[Contractor to fill in deliverable description]

[illegible]

### **BUDGET SUMMARY – Annual Expenditure Calculation**

Add annual expenditure calculations to [Delta Science Tracker](#).

<b>Budget Category</b> <i>(edit these to exactly match contract budget)</i>	<b>Total Contract Budget</b>	<b>Amount Invoiced this Year (A)</b>	<b>Amount Invoiced to Date Prior to this Year (B)</b>	<b>Total Expenditures (A+B)</b>
<b>Personnel:</b> Salaries and Fringe Benefits	\$	\$	\$	\$
<b>Travel</b>	\$	\$	\$	\$
<b>Materials &amp; Supplies</b>	\$	\$	\$	\$
<b>Equipment</b>	\$	\$	\$	\$
<b>Subcontractor</b>	\$	\$	\$	\$
<b>Other Direct Costs</b>	\$	\$	\$	\$
<b>Indirect Costs %__</b>	\$	\$	\$	\$
<b>Total Cost</b>	\$	\$	\$	\$
<b>AMOUNT ROUNDED FOR BUDGET PURPOSES ONLY:</b>				

### **ANNUAL REPORT ADDITIONAL REQUIREMENTS:**

#### **Changes or Challenges**

Have there been any changes in your approach? Have there been actual or anticipated challenges or delays? Have there been changes that significantly impact expenditures? How did you overcome these challenges? Describe.

#### **Research Relevancy**

How does your work contribute to addressing gaps in the SAA (based on SA, MQ, and MN)?

#### **Research Highlight feature** (include photo(s) for social media/web)

In 1-2 paragraphs, summarize any key findings, results, outcomes, and other important project updates to date for a non-science audience.



## FINAL PROGRESS REPORT

Progress Report Completion Date: MM/DD/YYYY

**Project title:**

**Contract #:**

**Contract term:** (Agreement Start Date MM/DD/YYYY – End Date MM/DD/YYYY)

Contractor Contact	Delta Stewardship Council Contact
<b>Principal Investigator</b> Name: Institution: Address: Phone: Email:	Name: Institution: Address: Phone: Email:

## FINAL DELIVERABLES SUMMARY

List the final status of each deliverable. Include all deliverables and statuses from previous reports.

[Contractor to fill in deliverable description]

[illegible]


### **BUDGET SUMMARY – Final Expenditure Calculation**

<b>Budget Category</b> <i>(Use contract budget to accurately fill out summary)</i>	<b>Total Contract Budget</b>	<b>Total Expenditures</b>
<b>Personnel:</b> Salaries and Fringe Benefits	\$	\$
<b>Travel</b>	\$	\$
<b>Materials &amp; Supplies</b>	\$	\$
<b>Equipment</b>	\$	\$
<b>Subcontractor</b>	\$	\$
<b>Other Direct Costs</b>	\$	\$
<b>Indirect Costs %__</b>	\$	\$
<b>Total Cost</b>	\$	\$

### **FINAL REPORT ADDITIONAL REQUIREMENTS:**

- Two paragraph summary or abstract for a non-scientist audience
- Provide a thorough discussion of research findings
- Provide a thorough discussion of major contributions to the field(s)
- Provide a thorough discussion of management implications of project findings and link to SAA. List all science actions that are relevant and how your work contributes to addressing SAA.
- Provide photos and/or videos to highlight the project social media/web
- For each photo and video provide photo credit and alt text (one sentence description of photo or video)