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May 1, 2008

DECISION MEMORANDUM

TO: Council members

FROM: Mark Fritsch, project implementation manager

SUBJECT: Fish and Wildlife Program Budget Tracking

PROPOSED ACTION: The Council approve adjustments to the budget-tracking process, including a threshold for contract management, as revised and supported by Committee members.

SIGNIFICANCE: This mid-course adjustment to the criteria used to screen within-year budget adjustments is intended to reduce the number of requests that would be brought forward by BOG to decision-makers.

BACKGROUND

Council members are interested in reducing the number of requests that are brought forward through the Budget Oversight Group (BOG) process. Council members also wish to clarify the criteria that are currently used to confirm decisions that are made in the original funding recommendation.

To assist the BOG in providing a more thorough review and consideration of requests, the request form was modified in February 2008 to provide province and subbasin context and documentation of past actions prior to bringing budget requests to the Council. This was accomplished by including links on the request form to CBFWA's Status of the Resource website and Bonneville's report center associated with PISCES websites.

To further minimize requests that would be brought forward by BOG to the Council, the following criteria are proposed to provide additional screening of within-year budget adjustments. These criteria were supported by the Fish and Wildlife Committee at their April 30, 2008 meeting in Spokane.

- Only true emergencies (defined in the BOG process as Category 1) will be handled through an expedited process. "Urgent" (but not "Emergency") should no longer be a criteria for getting expedited treatment outside of the quarterly sequence.

- Requests denied by the Council and Bonneville may not be brought forward again for reconsideration during the current funding cycle unless; (1) significant and compelling information is first presented by the sponsor to Bonneville and the Council, and (2) a minimum of two members of the Council's Fish and Wildlife committee agree to reconsider the request for funding.
- Threshold for contract management - If the BOG determines the sponsor's project budget adjustment request is within the scope of the recommended project and is within 10 percent of the approved budget and is less than \$75,000, the adjustment can be made at Bonneville's discretion. This threshold would only be applied once for a project during the funding recommendation cycle. If a request does qualify for the use of this criteria, approval would be reviewed by the BOG Management Group.