



O'ahu Resource Conservation & Development Council

99-193 Aiea Heights Dr., Ste. 111, Aiea, HI 96701 • (808) 483-8600 ext 112 • www.oahurcd.org

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April 14, 2011

Mr. Alec Y. Wong, Professional Engineer, Chief
Clean Water Branch
919 Ala Moana Boulevard, Rm 301
Honolulu, HI 96814-4920

ASO Log No. 10-140

Dear Mr. Wong,

Enclosed please find the quarterly status report for O'ahu Resource Conservation & Development Council's project entitled "Conservation on Agricultural Lands in the Honouliuli Watershed." This report covers activities completed between January 1, 2011 and March 31, 2011.

The O'ahu RC&D appreciates the opportunity to work with the Department of Health and our partners in the Honouliuli Watershed to improve water resources.

If you have any questions or concerns, please don't hesitate to call me or contact Project Manager Jean Brokish.

Sincerely,

Diana King
Executive Director

cc: Greg Takeshima, Environmental Health Specialist (via email)

Department of Health
Clean Water Branch - Polluted Runoff Control Program

Quarterly Status Reporting Form
Clean Water Act 319(h) NPS Implementation Program

Quarterly Status Reports are required per contract terms. If no work was done during the reporting period, the CONTRACTOR must provide an explanation of the circumstances.

This Quarterly Status Report is for the period indicated below (check only one and insert year):

- January 1 - March 31, 2011 (Due April 15th)
 April 1 - June 30, _____ (Due July 15th)
 July 1 - September 30, _____ (Due October 15th)
 October 1 - December 31, _____ (Due January 15th)

Project Title: Conservation on Agricultural Lands in the Honouliuli Watershed

Project Start/Completion Date: May 13, 2010 / May 13, 2012

Estimated % of Project Completed: 12 %

Estimated % of Grant Funds Previously Requested: 6 %

Quarterly Status Report Number: 4

Name, telephone number, and e-mail of person to be contacted for questions regarding this report:
Jean Brokish, 808-483-8600, ext. 123; jean.brokish@oahurcd.org

Please provide the following information for this reporting period. Additional sheets may be attached:

1. Progress/tasks started and/or completed as defined in the Contract's Scope of Services during current reporting period.

a) Summary of work completed (list all tasks and deliverables)

See attached table and narrative description of tasks completed to date.

b) GRTS Load Reductions - none at this time

	Estimated Load Reduction
Nitrogen (lbs / yr)	
Phosphorus (lbs / yr)	
Sediment (tons / yr)	

c) Narrative Progress Report

Application forms were received from 6 landowners / operators in the watershed. Four applicants were selected for funding, with contracts being developed and signed. (*A copy of the application packet and the evaluation / selection criteria is attached.*) The Watershed Advisory Committee conducted site visits to each applicant location and assisted with the evaluation / selection process. Total obligated amount per selected applications equals \$226,215. Remaining amount will be made available in the second application round scheduled for May 2011.

Large rains in December 2010 created significant erosion in farm fields. Conservation planning needs are being adjusted per observations.

A Field Day was held at Kunia Loa Ridge on February 5, 2011. The field day highlighted site preparation techniques, conservation practices and resources for beginning farmers. Thirty two people attended the field day, and an additional 22 people attended a pre-field day planning workshop (*summary of field day and photos attached*).

Farm visits / consultations were conducted with Emma and Nestor Barbaran, HARC, Monsanto, Syngenta, Pioneer, Thomas Law, Larry Jefts, Kunia Ag Park, Kunia Loa Ridge, and Ag Development Corporation (Waiahole Ditch). An updated Conservation Plan for HARC was approved by the West SWCD Board.

Carolyn Unser joined Oahu RC&D as a part-time watershed planner. She is focusing on developing the watershed based management plan.

The first draft of the Watershed Characterization was submitted to DOH on 3/30/11.

Project updates were given at the West SWCD meeting on 1/25 and 3/22.

- 2. Description of any major issues/problems encountered and/or resolved that may affect the Contractor's ability to complete the project as required (i.e., weather, personnel, equipment, etc.). If there is a change in the project timeline or budget, provide an explanation, revised timeline, budget, and completion schedule. (Please note that no-cost extensions must be applied for through the Department, and will only be granted when the Contractor has demonstrated unforeseeable setbacks.)**

No significant delays at this time.

- 3. Description of any significant findings, results, or conclusions. If none, please indicate so.**

None at this time.

- 4. Based on the Scope of Services, a description of tasks expected to be completed in the next reporting period.**

Implementation of funded BMP contracts will begin by May 2011. Estimated load reductions (RUSLE2) will be reported for implemented practices.

Additional meetings with stakeholders will be held to identify specific opportunities. A public meeting will be scheduled once a better understanding of the stakeholders exists.

Work to further characterize and assess watershed conditions, and to identify pollutant causes and data gaps will be completed.

An additional application and selection round will be held.

Complete	Task / Deliverable	Timeline	Due Date	Status / Date Task Completed / Deliverable Submitted
Note: Items in bold are newly completed.				
x	Submit names and credentials of personnel hired	QSR 1	Jun 2010	Bob Maglasang hired as Conservation Specialist (conservation planning) - resume sent to DOH 10/6/10; Carolyn Unser hired to assist with watershed plan - resume sent to DOH 1/18/11.
x	Issue the first press release	QSR 1	Jun 2010	press release issued and published via web, email and newsletter Nov 2010.
	Submit draft informational materials	NTP+5 Months	Oct 2010	
x	Notify PRCP of public meeting	NTP+5 Months	Oct 2010	PRCP notified of landowner / stakeholder mtg on 11/1/10.
ongoing	begin updating conservation plan	NTP+6 Months	Nov 2010	on-going dialog to update plans
x	hold first public meeting	NTP+6 Months	Nov 2010	held stakeholder meeting (with landowners) on 11/19/10. Minutes submitted to DOH 11/23/10.
x	begin activities to characterize and assess watershed conditions	NTP+6 Months	Nov 2010	GIS analysis and mapping, review of existing plans, and field visits initiated during recent quarter (Mar-Jan 2011)
x	begin using RUSLE2 to compare baseline soil loss with soil loss after BMP installation	NTP+6 Months	Nov 2010	initial analysis of before / after scenarios used in planning process
	report estimated load reductions	NTP+6 Months	Nov 2010	pending selection / implementation of practices
x	submit invitation list for first conservation field day	NTP+8 Months	Jan 2011	notified PRCP of conservation field day scheduled for Feb 5 - target audience is owners of Kunia Loa Ridge parcels, invitations distributed.
	Notify PRCP of public meeting	NTP+8 Months	Jan 2011	
	hold public stakeholder meeting	NTP+9 Months	Feb 2011	meeting one-on-one with stakeholders
x	host first conservation field day	NTP+9 Months	Feb 2011	Field day held 2/5/11 at Kunia Loa Ridge. Highlighted site preparation techniques for new owners. 32 people attended.
x	submit interim milestones for characterization: summary of results and knowledge gained from previous planning and implementation efforts; and description and mapping of physical characteristics	NTP+9 Months	Feb 2011	initial draft submitted 3/30/11
x	Continue using RUSLE2 to compare soil loss	NTP+9 Months	Feb 2011	initial analysis of before / after scenarios used in planning process
	report estimated load reductions	NTP+9 Months	Feb 2011	pending selection / implementation of practices

Complete	Task / Deliverable	Timeline	Due Date	Status / Date Task Completed / Deliverable Submitted
	submit interim milestones for characterization: identify pollutant causes and sources that need to be controlled to achieve load reductions; identify important gaps in data knowledge bases and suggestions for additional information needs and priorities	NTP+12 Months	May 2011	
	submit draft characterization and assessment report portion of the WBMP	NTP+12 Months	May 2011	
	Continue using RUSLE2 to compare soil loss	NTP+12 Months	May 2011	
	report estimated load reductions	NTP+12 Months	May 2011	
	submit the Identification of Pollution Control Strategies section of WBMP	NTP+15 Months	Aug 2011	
	Continue using RUSLE2 to compare soil loss	NTP+15 Months	Aug 2011	
	report estimated load reductions	NTP+15 Months	Aug 2011	
	submit the Implementation Plan section of the WBMP	NTP+18 Months	Nov 2011	
	Present the project at one or more State or Regional conferences	NTP+18 Months	Nov 2011	
	submit invitation list for second conservation field day	NTP+20 Months	Jan 2012	
	host second conservation field day	NTP+21 Months	Feb 2012	
	submit the Evaluation/ Monitoring Plan section of the WBMP	NTP+21 Months	Feb 2012	
	Submit copies of the draft WBMP	NTP+21 Months	Feb 2012	
	Submit draft Final Report	NTP+22 Months	Mar 2012	
	issue the second press release	NTP+22 Months	Mar 2012	
	submit final WBMP	NTP+23 Months	Apr 2012	
	Submit Final Report	NTP+24 Months	May 2012	



Honouliuli Watershed Project Request for Applications

The O'ahu Resource Conservation and Development Council (O'ahu RC&D) is now accepting applications from landowners, land managers and operators within the Honouliuli Watershed for the implementation of conservation practices that address soil erosion and related resource concerns. Funding comes from the Department of Health – Clean Water Branch through a grant from the US Environmental Protection Agency. The O'ahu RC&D administers the project, with direction provided by its Watershed Advisory Committee and partner support from the West Oahu Soil and Water Conservation District and the Natural Resources Conservation Service.

The program is intended to fund conservation practices that reduce soil erosion and protect water quality in Pearl Harbor. The following are examples of practices eligible for funding:

- Cover Crops
- Vegetative Barriers – e.g. vetiver grass
- Terraces
- Sediment Basins
- Grassed Waterways
- Repair / Renovations to Access Roads
- Windbreaks
- Other practices that positively impact water quality will be considered, and may be selected if funds are available and there is a demonstrated water quality benefit.

Eligible expenses include seed, site prep, fertilizer and irrigation necessary to establish vegetation, equipment (rental or operation only), and related labor.

Approximately \$324,000 is available for funding. The initial maximum award for an individual entity is \$75,000. Each award requires a cash match of *at least* 1:1 (for each \$1 requested, at least \$1 of local contribution is required). Preference will be given to applications offering a higher matching contribution.

**Applications must be received by 3:00 pm
January 31, 2011**

For additional information contact:

Jean Brokish, Project Manager
Phone: (808) 483-8600 ext. 123
Fax: (808) 483-8619
Email jean.brokish@oahurcd.org

Helpful Information

Application Deadline

Completed applications must be received by 3:00 pm Monday, January 31, 2011. If possible, please save your documents as pdf files and email them to: jean.brokish@oahured.org. You may also mail or hand deliver them to:

Jean Brokish
O'ahu RC&D
99-193 Aiea Heights Drive, Suite 111
Aiea, HI 96701

Grant Period

We expect to make selections by February 18, 2011, and anticipate contracts will be signed by mid March. At present, all work must be completed by March 31, 2012, giving applicants a 12 month period to complete installation of the conservation practices. Please prepare your application accordingly.

Pr-award Activities

Grantees who choose to incur any costs toward the matching contribution prior to the execution of a contract DO SO AT THEIR OWN RISK. These expenditures, however, may be allowable toward the required contribution if they are incurred after the issuance of the formal Award Letter and are consistent with the provisions of the agreement. Contact O'ahu RC&D if you are unclear about this provision.

Application Outline

All applicants are required to use the provided template for the Application. An electronic copy will be provided upon request. Please use a readable font; Times New Roman, 12 point typeface is recommended for the Word documents.

Responsibilities of the Parties

The selected applicant(s) will be expected to:

1. Sign a formal agreement as to the terms of the award.
2. Allow scheduled site visits by O'ahu RC&D to evaluate project progress.
3. Pay all initial project costs, and submit receipts and Requests for Reimbursement no more than monthly, in accordance with the terms of the agreement.

O'ahu RC&D will:

1. Work with grantees as needed to help them complete their projects.
2. Process requests for reimbursements in a timely manner, and provide all reimbursements within 75 days from receipt of completed requests.
3. Provide technical support to applicants with conservation planning and implementation, as appropriate.

Evaluation Criteria. Applications will be evaluated using the following criteria:

Project contribution to improving water quality – To what extent are the identified activities expected to reduce soil erosion and protect water quality.

Project contribution towards overall watershed health – Does the proposed conservation practice(s) fit into a broader context of water quality improvements in the watershed? Can it serve as a model for other watersheds in Hawaii?

Demonstrated commitment by applicant – Does applicant have a Conservation Plan? To what extent have conservation practices been integrated into current operations?

Ability to commit resources and provide needed matching contributions – Applicants must cover at least 50% of project cost. Applicants with higher contributions will be given preference.

Selection Process

Applications will be reviewed by the Watershed Advisory Committee, which consists of members of the O‘ahu RC&D Council, NRCS, EPA and the Oahu Community. The Watershed Advisory Committee may subject the applications to technical reviews, the results of which will serve as input during the deliberations of the review panel. After projects have been ranked for funding, the O‘ahu RC&D Council will determine the project(s) and amounts to be funded based on evaluations and availability of funds.

Required Certifications & Review

Selected applicants will be required to sign a Certification Regarding Debarment, as required by Executive Order 12549, Debarment Suspension, 7 CFR Part 3017, Section 3017.510. This document simply indicates that the applying entity is not debarred, suspended, ineligible, or excluded from receiving federal contracts, subcontracts or Federal assistance and benefits.

Selected applicants may be requested to give the O‘ahu RC&D access to and the right to examine all records, papers, or documents related to this agreement.

Other requirements may be specified on the Contract Agreement, to be signed by both parties upon acceptance of this application.

Application for the Honouliuli Watershed Project

All information is required.

Name:	Farm / Business Name:
Mailing Address:	Property Address:
Telephone: Cell Phone:	Email:
Location (Legal Description or TMK Number):	

THIS APPLICATION IS FOR AN (check one):

Individual

Entity (Corporation, Limited Partnership, Trust, Estate, etc.). Please enter entity's name and tax identification number:

Name: _____ Federal Tax Number: _____

Joint Operation (General Partnership, Joint Venture). Please enter operation's name and tax identification number:

Name: _____ Federal Tax Number: _____

Be prepared to show documentation that allows you to sign or commit on behalf of the entity/ operation.

OWNERSHIP OF THE LAND IS HELD BY:

Myself

State Government: DOA _____ DLNR _____ DHHL _____

Other: _____

PROOF THAT I CONTROL THE LAND:

Deed or other evidence of land ownership

Written lease agreement through _____ (year)

Other agreement or legal conveyance through _____ (year)

Be prepared to show a copy of the agreement proving control of the land.

(over)

This Project has been jointly funded by the U.S. Environmental Protection Agency (EPA) under Section 319(h) of the Clean Water Act, and the Hawaii State Department of Health, Clean Water Branch. Although the information in this document has been funded wholly or in part by a Federal Grant to the Hawaii State Department of Health, it may not necessarily reflect the views of the EPA and the Hawaii State Department of Health and no official endorsement should be inferred.

PROPOSED CONSERVATION PRACTICES AND BUDGET:

List conservation practices that you would like to implement in the next 12-14 months. Provide estimated costs, and indicate the amount requested from the grant funds and the amount you are able to contribute as match. *List only practices that can feasibly be accomplished by March 31, 2012.*

Item	Estimated Cost	Requested Grant Funds	Matching contribution
<i>Ex: vetiver planting, 2500 lin ft</i>	<i>\$7,500</i>	<i>\$3,500</i>	<i>\$4,000</i>
TOTAL			

TIMELINE:

Indicate each step of your project and put an X in the time period you expect to complete that step. An example is provided.

Action	Apr-Jun 2011	Jul-Sept 2011	Oct-Dec 2011	Jan-Mar 2012
<i>Rent equip to grade land</i>		<i>X</i>		
<i>Plant vegetation</i>			<i>X</i>	

PERMITS:

What permits, if any, would you need to complete your project?

WATER QUALITY IMPROVEMENTS:

Please comment on how the proposed activities contribute to water quality improvements. If possible, also indicate how these activities contribute to improved health of the Honouliuli Watershed.

DEMONSTRATION PROJECTS:

Are you willing to host a field day, conservation tour or other informational event for the public? Yes ____ No ____

ACKNOWLEDGEMENT:

I agree to participate in the Honouliuli Watershed Project if my application for financial assistance is accepted by the O’ahu Resource Conservation & Development Council. I will allow access to my farm to complete a Conservation Plan and determine appropriate conservation practices. I understand that work completed before receiving a signed contract from O’ahu RC&D may not be eligible for reimbursement.

Signature: _____

Date: _____

Print Name: _____

Title: _____

Return application to:
Jean Brokish
O’ahu RC&D
99-193 Aiea Heights Dr. Ste 111
Aiea, HI 96701

email: jean.brokish@oahurcd.org
fax: 483-8619



Honouliuli Watershed Project Evaluation Criteria

Farm Name: _____ Reviewed by: _____
Recommendation: ____ fully fund ____ partially fund ____ no funds
If partial, indicate amount and / or which activities merit funding:

The O'ahu Resource Conservation and Development Council (O'ahu RC&D) is accepting applications from landowners, land managers and operators within the Honouliuli Watershed for the implementation of conservation practices that address soil erosion and related resource concerns. **This document is intended to outline the process for evaluating applicants.** Four broad evaluation categories are outlined, with possible scores identified. Guiding questions for each category have been provided. Please also provide any general comments, as appropriate.

1. **0 – 40 points: Project contribution to improving water quality** – To what extent are the identified activities expected to reduce soil erosion and protect water quality. Refer to quantitative data provided for each application, showing the number of practices, acres treated, and NRCS Quality Criteria Score per practice.
Guiding Questions: Is there a water quality benefit – does the proposed activity reduce soil erosion? Does the proposed activity address the resource concern(s)?

Score: _____

Reviewer comments:

2. **0-20 points: Project contribution towards overall watershed health** – Does the proposed conservation practice(s) fit into a broader context of water quality improvements in the watershed? Can it serve as a model for other watersheds in Hawaii?
Guiding Questions: Is this a holistic or piecemeal approach? Can the project serve as a demonstration or open other opportunities? Do the proposed activities complement efforts on neighboring properties?

Score: _____

Reviewer comments:

3. **0-20 points: Demonstrated commitment by applicant** – Does applicant have a Conservation Plan? To what extent have conservation practices been integrated into current operations?
Guiding Questions: Does the farm have a Conservation Plan? Is it being implemented? Is farm currently a working ag operation? Longevity of operation – term of lease, other outside factors? Any record of violations with Dept of Permitting and Planning?

Score: _____

Reviewer comments:

4. **0-20 points: Ability to commit resources and provide needed matching contributions** – Applicants must cover at least 50% of project cost. Applicants with higher contributions will be given preference.
Guiding Questions: Does it leverage other resources (what ratio of match to grant funds)?

Score: _____

Reviewer comments:

Background info:

Funding for BMP implementation comes from the Department of Health – Clean Water Branch through a grant from the US Environmental Protection Agency. The O‘ahu RC&D administers the project, with direction provided by its Watershed Advisory Committee and partner support from the West Oahu Soil and Water Conservation District and the Natural Resources Conservation Service.

Approximately \$324,000 is available for funding. The initial maximum award for an individual entity is \$75,000. Each award requires a cash match of *at least* 1:1 (for each \$1 requested, at least \$1 of local contribution is required). Preference will be given to applications offering a higher matching contribution.

Eligible expenses include seed, site prep, fertilizer and irrigation necessary to establish vegetation, equipment (rental or operation only), and related labor.

For additional information contact:

Jean Brokish, Project Manager
Email jean.brokish@oahurcd.org

Phone: (808) 483-8600 ext. 123
Fax: (808) 483-8619

Site Preparation Field Day – February 5, 2011

Kunia Loa Ridge Farmlands, Kunia

Oahu RC&D held a Field Day at Kunia Loa Ridge in Kunia on Saturday February 5, 2011. The field day was scheduled from 8:30am – 11:30am.

A brief welcome was given by Jean Brokish, who explained the primary non-point source pollution concerns as they related to farms in Kunia Loa Ridge.

The Mendoza Family hosted the field day at their five-acre farm. The site had been cleared with a grader / dozer in December and the rains caused serious erosion. Chad Kacir led the group on a walking tour of the site, noting natural drainage features and areas more prone to serious erosion. (see photo below)

Discussion focused on simple techniques that can be used when preparing a site that will help reduce the risks of erosion. Primary messages: minimize the amount of open soil at any one time (prep only the area you are going to plant); don't use a grader/dozer; establish ground covers between cropped areas; protect vegetation in existing drainage ways; and follow the general contour of the land.

Five key practices were highlighted: ground cover, grassed waterway, vetiver barriers, contour farming and inter-cropping. Informational sheets were provided for each, and hands-on activities demonstrated how to plan / install each practice.

A variety of other resources were made available to field day attendees: soil testing information, calculators to determine square footage, CTAHR publications, cover crop planting guides, seed sources, etc.

Chad Kacir and other NRCS staff assisted with planning the field day.

Refreshments were provided by the Kunia Loa Ridge Association.



December 2010 storms created gullies 2-3 feet deep in newly graded field.



Participants learned how to identify the slope using simple survey equipment, and also using a string and level.



Vetiver strips were planted across concentrated flow areas.

Quarterly Status Reporting Form

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ASO LOG NO. 10-140

Qtr 4 Jan 1, - Mar 31, 2011

Grant Funds

No.	Description	Original Contract Amount	Revised Contract Amount After Previous Quarterly Status Reports	Expenditures during this Quarterly Reporting Period	Remaining Contract Amount
A.	Personnel Services	\$157,913.00	\$147,731.00	12,697.08	\$135,033.92
B.	Travel	\$1,360.00	\$1,272.55	91.30	\$1,181.25
C.	Operating Expenses	\$11,052.00	\$10,834.20	0.00	\$10,834.20
D.	Equipment	\$1,300.00	\$1,300.00	1,179.01	\$120.99
E.	Professional Services	\$349,300.00	\$348,950.00	5,907.92	\$343,042.08
F.	Construction Materials and Supplies	\$932.00	\$932.00	181.44	\$750.56
G.	Other Misc. Expenses	\$700.00	\$525.00	0.00	\$525.00
	TOTAL	\$522,557.00	\$511,544.75	\$20,056.75	\$491,488.00

In-Kind Contributions (Matching Funds)

No.	Description	Original Contribution Amounts	Revised Contribution Amounts After Previous Quarterly Status Reports	Contributions reported during this Quarterly Reporting Period	Remaining In-kind Contribution Amounts
A.	Personnel Services	\$8,729.00	8,527.40	2,758.56	\$5,768.84
B.	Travel	\$0.00	0.00	0.00	\$0.00
C.	Operating Expenses	\$192.00	192.00	0.00	\$192.00
D.	Equipment	\$0.00	0.00	0.00	\$0.00
E.	Professional Services	\$654,050.00	653,412.50	1,500.00	\$651,912.50
F.	Construction Materials and Supplies	\$288.00	288.00	0.00	\$288.00
G.	Other Misc. Expenses	\$0.00	0.00	0.00	\$0.00
	TOTAL	\$663,259.00	\$662,419.90	\$4,258.56	\$658,161.34