



VENTURA
PORT DISTRICT
Established 1952

BOARD OF PORT COMMISSIONERS

NOVEMBER 14, 2018

CONSENT AGENDA ITEM E

**ACCEPTANCE OF \$169,860 SEA
GRANT SUB-AWARD FOR THE
VENTURA SHELLFISH ENTERPRISE
PROJECT**

VENTURA PORT DISTRICT
BOARD COMMUNICATION

CONSENT AGENDA ITEM E
Meeting Date: November 14, 2018

TO: Board of Port Commissioners
FROM: Brian Pendleton, Deputy General Manager
SUBJECT: Acceptance of \$169,860 Sea Grant Sub-Award for the Ventura Shellfish Enterprise Project

RECOMMENDATION:

That the Board of Port Commissioners authorize the General Manager to sign the Cost Reimbursement Research Sub-award Agreement and related documents for \$169,860 which reflects the terms and conditions of the grant agreement for year one.

SUMMARY:

The grant is for a two year period on a one-plus-one yearly basis and second year grant funds is contingent upon funding availability. The year one grant period is from September 1, 2018 to August 31, 2019. The total two-year sub-award is approximately \$266,660.

BACKGROUND:

Increasing the supply of safe, sustainably produced domestic seafood is a priority for NOAA and the Department of Commerce. The Ventura Shellfish Enterprise (VSE) is a multi-stakeholder initiative that seeks to permit a commercial shellfish culture, which is technically proven as a method for the production of high value seafood with limited environmental impacts. However, the permitting process in California for such production is uncertain and not adequately developed to attract participation. The VSE project, now sited for regulatory review in federal waters proximate to Ventura Harbor, seeks to address several regulatory and planning challenges that create impediments to the expansion of a domestic marine shellfish culture industry in California. The key objectives of the 2018 Sea Grant include:

- Permit Assignment Strategy
- Environmental Review Seafood Safety and Quality
- Grower/Producer Compliance Training Program and Information Dissemination
- Project Summary

FISCAL IMPACT:

The grant requires a cost-share in the amount of \$136,105 for Year 1. The cost-share is achieved through in-kind contributions of time by Port District staff and volunteer participants.

Additionally, the Board approved \$80,000 in FY18/19 for project related professional services and expenses for the VSE project. Of the \$80,000, staff anticipated utilizing \$45,000 in Dudek and other VSE related consulting expenses, \$34,000 in legal expenses with Plauché & Carr, LLP and \$1,000 in miscellaneous costs such as meeting room rentals, etc.

Unknown to staff at this time is whether federal or state agencies tasked with project review (e.g. U.S. Army Corps of Engineers "USACE"; California Coastal Commission) will require additional information, studies, reports or additional levels of environmental review, above what has already been completed or has been anticipated. Staff will track these issues and report to the Board.

ATTACHMENT:

Attachment 1 - CA Sea Grant College Program – 2018 Award Allocation



CALIFORNIA SEA GRANT COLLEGE PROGRAM
9500 GILMAN DRIVE, 0232
LA JOLLA, CALIFORNIA 92093-0232

PHONE: (858) 534-4440
FAX: (858)-534-2231
<https://caseagrants.ucsd.edu>

To: Sea Grant Project Leaders
Administrative Contacts

From: Rose Madson, California Sea Grant College Program

RE: 2018 California Sea Grant Program Award Allocation

Note: Whenever communicating with California Sea Grant, please include the following information.

Project Title: *Ventura Shellfish Enterprise: Implementing an Integrative Model for New Shellfish Aquaculture Permitting and Production in Federal Waters Proximate to Ventura, California*

Project Number: R/AQ-141B

Grant Number: NA18OAR4170327

Amount Awarded Research: \$ 266,660

Amount Awarded Traineeship Stipend/Fees: \$ 0

Cost Share (Ventura Port): \$ 272,210

Budget Period: 9/1/2018 to 8/31/2020

Project Leader: Brian PENDLETON

PO Number (if any): Pending

Institution: Ventura Port District

UCSD Internal Index Number: SEA5442-21D0FA

This is your copy of the Federal Sea Grant Allocation for your research project. The approved budget is attached and shows the source of funds for your project.

Sea Grant Conditions of Award:

For the use of grant funds and reporting requirements, including how to request a no-cost extension or rebudget, please review the Sea Grant Conditions of Award: <https://caseagrants.ucsd.edu/sites/default/files/CA-Sea-Grant-Conditions-of-Award-2018.pdf>.

Financial Reporting Requirements:

Financial reports for your federal award (including the Cost Share report, Equipment Inventory report, Patent report, and Expense report) are required at the end of each grant year. The Final Expense report is due at the termination of the research. These forms are available on our website. If subsequent project years are funded under the same award number (NA18OAR4170327), the project funding can be added to the first year's account. The project leader or administrative contact should submit the reports of expense through their institution's grants management or extramural funds office. That office should then submit these reports to: California Sea Grant College Program, University of California, San Diego, 9500 Gilman Drive Dept. 0232, La Jolla, California 92093-0232 and submitted electronically to: sgfiscal@ucsd.edu. These forms are available on our website: <https://caseagrants.ucsd.edu/reporting/california-sea-grant-core-awards>.

Research and Reporting Requirements:

The project leader is required to complete an annual progress report at the end of every year. This report is due 30 days after each award year, regardless of extensions. For terminating projects, a final progress report is due 30 days after the termination of the project. An online Progress report must be completed at https://eseagrants.ucsd.edu/RFP/proposals/rep_login.php.

In addition, each year a traineeship appointment form for the trainee(s) associated with your research project must be completed and returned to the Sea Grant office. At this time, the trainee must receive a copy of the traineeship guidelines that can be found on our website: https://caseagrants.ucsd.edu/sites/default/files/TR_Guidelines_2016.pdf. Please make sure that the traineeship award is set-up within thirty (30) days of receipt of this allocation and is overhead free.

ATTACHMENT 1

Sea Grant Publication Reporting Requirements:

California Sea Grant is required by the National Sea Grant College Program to distribute copies of publications resulting from Sea Grant-sponsored research. To ensure both proper acknowledgment of the Sea Grant program and proper dissemination of your published research results, refer to the Publication Guidelines found on our web site:

<https://caseagrant.ucsd.edu/grants-and-funding/attributions-to-california-sea-grant>.

How to Invoice for Reimbursement:

To be in compliance, all campuses must submit invoices at least quarterly. Additionally, within 30 days of receipt of the award, campuses must provide California Sea Grant with ledgers or other such documents, which show award set-up. If an invoice is received in the Sea Grant Office showing that federal, state, and traineeship funds have been co-mingled, the invoice will be returned for revision before payment can be approved.

Any format will be accepted providing the invoice includes all the fields listed in the sample invoices that can be found on our website: <https://caseagrant.ucsd.edu/grants-and-funding/managing-your-award/california-sea-grant-core-awards>.

Invoices must be accompanied by the following supporting documentation to receive payment:

1. 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 grant administrator, and identify salaries and benefits, supplies, domestic and foreign travel, and any costs associated with the project.
2. Travel Expense Claim forms for travel expenses incurred by the research project. Travel and related expenses will be reimbursed in accordance with University of California regulations (published at <http://policy.ucop.edu/doc/3420365/BFB-G-28>); reimbursement shall not exceed University of California approved travel rates that are in effect at the time that the expense is incurred. Original receipts for travel expenses will not be required.

The final invoice needs to be marked "Final" and is due within 45 days following the termination of the project and/or of the omnibus grant. Any invoices received after the 45-day period will not be paid, unless the campus receives an approval from California Sea Grant for a short extension. It is the responsibility of the campus to contact California Sea Grant within the 45 day period, if there is a foreseeable delay in submitting the final invoice.

Invoices must be submitted directly to California Sea Grant:

California Sea Grant College Program
University of California, San Diego
9500 Gilman Drive Dept. 0232
La Jolla, CA 92093-0232
Email: sgfiscal@ucsd.edu

If you have any questions or concerns, please do not hesitate to contact Rose Madson at Ph: (858) 534-4601
Email: rmadson@ucsd.edu or a Fund Manager at Ph: (858) 534-4440 Email: sgfiscal@ucsd.edu.



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9500 GILMAN DRIVE, 0232
LA JOLLA, CALIFORNIA 92093-0232

PHONE: (858) 534-4440
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<https://caseagrants.ucsd.edu>

Award Acceptance Form

I accept the 2018 California Sea Grant federal award for the following project:

Project Number: R/AQ-141B

Project Leader: Brian PENDLETON

Institution: Ventura Port District

Project Title: *Ventura Shellfish Enterprise: Implementing an Integrative Model for New Shellfish Aquaculture Permitting and Production in Federal Waters Proximate to Ventura, California*

with the award amount and effective period as specified on the Sea Grant Allocation. I also accept the award for the traineeship(s), if any, affiliated with this project.

I have read and understand the stipulations of this award as described in the award allocation letter, "Conditions of Award," Trainee Guidelines" (if applicable), and "Publications Guidelines" documents, and I agree to comply with these stipulations.

I understand that my institution is responsible for adherence to the terms of the grant and for ensuring that expenditures made are acceptable under these terms. **I also understand that any disallowances are therefore the responsibility of my institution as well.**

Project Leader – Brian Pendleton

Date

Department Head or Fiscal Designee

Date

Authorized Institutional Representative

Date

Return with all signatures to:

Rose Madson
University of California, San Diego
9500 Gilman Drive Dept. 0232
La Jolla, CA 92093-0232
Fax: 858-534-2231
sgfiscal@ucsd.edu

Public Release of Information about your Award

Sea Grant awards federal and state funds, therefore, have an obligation to provide information to the public. Sea Grant responds to inquiries from the public and news media about the funding of your project with the CASG project #, title of project, total funding approved, dates/duration of project and the principal investigator(s). We routinely provide public updates on the progress of funded projects through news releases, web articles, annual Program Directory, etc. In the case of a specific inquiry, we will notify you, and if appropriate, encourage the inquirer to contact you directly.