

QUARTERLY PROGRESS REPORT

Quarter: (circle one) 2018__ 1st 2018__ 2nd 2018__ 3rd

Grant Program, Number and Title: RCN 2017-03 GSA 00029 – Amendment 1

Contractor: Terwilliger Consulting, Inc.

Project Leader: Karen Terwilliger

Abstract: Please provide a short (1-2 paragraphs) abstract that addresses EACH of the following: the objectives of the Project, accomplishments to date, future plans and timelines with an estimate for when the Project will be completed.

Were planned goals/objectives achieved last quarter?

Yes

Progress Achieved: (For each Goal/Objective, list Planned and Actual Accomplishments)

a. Identification of pilot sites for the adaptive management sites network: Sites were contacted to confirm we had the best available invertebrate survey information, and this information was organized in an excel spreadsheet. Published references related to these sites were also added to this spreadsheet. Information about host plants and lifecycles for many important invertebrates were also included in the spreadsheet. These efforts are the groundwork for an evolving vision of a report describing the “Xeric Habitats of the Northeast” which satisfies scope (a.iv) and will incorporate scope (c.) (BMP’s).

b. Project coordination and communications support: We kept in touch with site managers by e-mail and held a conference call (August 23) to keep site managers engaged in the project, to motivate them to follow through with bee and vegetation sampling and to discuss planned treatments at sites. (b.i calls for website development but we have continued to foster communication through e-mail and phone call contacts. 9.75 hours) A spreadsheet tracking project contacts has been kept up-to-date, with tabs added to track bee survey response and budget information.

c. Compile Best Management Practices: No effort to date has been put toward the objective of compiling and disseminating a best management practices review (c.i).

Difficulties Encountered in Meeting Goals and Objectives:

No unanticipated challenges have been encountered.

Activities Anticipated Next Quarter:

- a.ii: Work with sites to turn in budgets and abstracts about planned treatments (7 budgeted hours remaining)
- a.iii: Work with NEFWDC members to: (12 budgeted hours remaining)

- Identify other important xeric habitats in their states
- Confirm xeric-associated species
- Make sure a NEFWDTC member (or delegate) is working to oversee site activities and coordinate with federal aid coordinator
- a.iv: Produce first draft of “Xerics of the Northeast” (13 budgeted hours remaining)
- b. continued maintenance of project contacts spreadsheet, including project participation tracking
- c: Hopefully (but maybe not until January) begin compiling available BMP’s (60 hours remaining)

If hours exceed budgeted for scope (a), there are 45 hours unused in scope (b) that probably won’t be used – the Scope of Services anticipated reallocating that time to a.iv or c and we will likely do that.

Expected End Date: February 2019

Costs: \$ 3,766.50

Total life to date expenses (include this quarter): \$11,778.75

Total Approved Budgeted Funds: \$18,900

Are you within the approved budget plan and categories? Yes

The foregoing information is accurate as of the date set forth below.

TERWILLIGER CONSULTING, INC.

By: *Karen Terwilliger*

Name: Karen Terwilliger

Title: President, Terwilliger Consulting, Inc.

Date: 9-30-2018