GREAT BASIN COORDINATION CENTER
INTERAGENCY AGREEMENT

2022 OPERATING PLAN

I. Purpose

This Operating Plan (OP) is developed as provided for in the Great Basin Coordination Center Master Cooperative Agreement. The purpose of this OP is to set forth agreed upon services to be provided to the federal and state wildland fire management agencies within the Great Basin Geographic Area, through the Great Basin Coordination Center, hereafter referred to as GBCC; and responsibilities of each participating agency in the operation of the GBCC. This OP is developed and executed by parties as identified in the Master Cooperative Agreement and will become effective upon date of the last signature and will remain in effect unless modified or superseded.

II. Participants

Participants in this OP consist of the following:

USDA Forest Service, Intermountain Region 4 (Agreement #20-IA-11046000-038)
DOI National Park Service, Interior Regions 6 and 7 (Agreement #P20PG00362)
DOI National Park Service, Interior Regions 8, 9, 10 and 12 (Agreement #P20AC01056)
DOI Bureau of Land Management, Arizona State Office (Agreement #MOU-UT-2020-010)
DOI Bureau of Land Management, Idaho State Office (Agreement #MOU-UT-2020-010)
DOI Bureau of Land Management, Utah State Office (Agreement #MOU-UT-2020-010)
DOI Bureau of Land Management, Nevada State Office (Agreement #CFPA-NV913-9210-2020-024)
DOI Fish and Wildlife Service, Interior Regions 5 and 7 (Agreement #4500079557)
DOI Fish and Wildlife Service, Interior Regions 8 and 9 (Agreement #4500079557)
DOI Fish and Wildlife Service, Interior Regions 9 and 12 (Agreement #450079557)
DOI Bureau of Indian Affairs, Western Regional Office (Agreement #A19PG0008)
State of Idaho, Department of Lands (Agreement #IDL-CDS-20-002)
State of Nevada, Division of Forestry (Agreement #NDF 21-012)
State of Utah, Division of Forestry Fire and State Lands (Agreement #212173)

III. Goals of Great Basin Coordination Center

A. Provide appropriate protection to natural resources, ensuring the safety of the general public and employees, in accordance with Agency Land Use Plans.

B. Gather and disseminate information which will assist field units in meeting land management goals.
C. Utilize resources in accordance with closes forces concept and the most cost-effective manner in coordination with the local dispatch centers.

D. Coordinate aircraft use: utilizing only approved aircraft and pilots to ensure safe and efficient aircraft operations.

E. Facilitate resource allocation when resources within the local dispatch centers boundaries are exhausted in coordination with adjacent Coordination Centers and the National Interagency Coordination Center (NICC).

F. Operate within existing cooperative agreements.

IV. Oversight of the Great Basin Coordination Center

A. The Great Basin Coordinating Group (GBCG) is the decision-making authority for the GBCC. The GBCG will:

1. Establish general interagency policy and direction for the management of GBCC. Direct the course of action taken by the respective agencies, through adoption or modification of policy and technical information. The GBCG will provide the overall direction and a signed delegation to the GBCC Center Manager.

2. Support the GBCC Center Manager with human resources needs in association with the respective employee sponsoring agency.

3. Approve budget and staffing needs of GBCC annually.

4. Approve established guidelines covering present and future operations of the GBCC.

5. Support GBCC operations through consistent interagency policies, commitments, and endorsement of program.

6. Assist the GB Center Manager with procurement, facility, and IT needs or issues to maintain a fully functioning center.

V. Services

A. The GBCC will conduct, but not be limited to, the following activities:

1. The Center Manager will develop and implement a process for maintaining cost-effective and timely coordination of regional and state emergency response for wildland fire management for suppression, prescribed fire, all hazard incidents, and other support within the authority of the
agencies. The GBCC Manager is responsible for determining needs, coordinating priorities, and facilitating the mobilization of resources from the Great Basin to other geographic areas.

2. The GBCC will determine Geographic Area priorities for all resources in multiple wildland fire or other incidents, until a Geographic Multi-Agency Coordinating Group (GMAC) is activated. Incident priorities will be set according to National and Geographic Area priority regardless of agency and resource requests will be filled in line with, or in support of these priorities.

3. Keep all Agency Administrators (AA) and the National Interagency Coordination Center (NICC) informed of current fire potential and any critical incident situations.

4. Provide a fire Predictive Services center, including intelligence and meteorologists for the Geographic Area. Predictive Services will collect, distribute, and post information concerning the National/Area fire situation; including fire danger, number of fires, fire location, area burned, resources committed, and any special conditions that warrant distribution.

5. The GBCC will establish Standard Operating Procedures (SOP) and/or desk guides that establish the processes for operation of multi-agency logistical support activity within the GACC. The Mobilization Guide is intended to facilitate interagency dispatch coordination ensuring that the most timely and cost-effective incident support services are provided.

6. Staffing changes (i.e., temporary promotions, details, additional preparedness staffing needs, etc.) will be coordinated with the Utah BLM State Incident Business Lead and USFS Regional Lead prior to outreach announcement to ensure the financial obligations can be met and agreed upon.

B. All federal and state wildland fire management agencies in the Great Basin Geographic Area will:

1. Provide GBCC with status of agency resources in the appropriate resource tracking system.

2. Advise GBCC if restrictions must be placed on agency resources due to existing or anticipated fire activity within the Geographic Area.

3. Provide appropriate funding codes for all requested preposition of resources.

C. The GBCC will operate on an annual budget supported and approved by the Great Basin Coordinating Group (GBCG). The contribution percentage of each agency will be identified in the financial plan (Exhibit B) and are based off of workload analysis completed 2019. Specifics on the budget are as follows:

1. The Fiscal Year budget and the proportionate agency costs are outlined in GBCC Annual Financial Plan, supported by the exhibits in this document. This financial plan will be reviewed annually.
2. The budget will outline planned expenditures by major categories of personnel salary, travel, building lease, utilities, equipment purchases and maintenance, office supplies, and other expenditures. The agreed upon percentage share will be applied to the total planned budget for each agency. The Utah BLM State Incident Business Lead will compute the total cost of the center, apply the percentage share for each agency, and revise the budget for planning purposes annually.

3. Individual agencies will retain funds for items such as personnel salary, and benefits for respective employees. Operational services will be paid through funds contributed by each party and used or retained for use by GBCC. Funds contributed by individual agencies will count toward their agency's share.

4. The remaining operational balance will be obligated to the Utah BLM via a reimbursable agreement with each agency for their remaining share. This transfer of funds is suggested to take place in a timely manner, with a goal of December 31 each year unless previously negotiated with the Utah BLM.

5. Utah BLM will coordinate the funding with agencies based upon the annual financial plan. Reimbursement for over contributions from an agency may be adjusted based on payments received. If an agency fails to make all or a portion of their total payment obligation, GBCG may proportionally adjust the reimbursements to over contributing agencies.

6. The proposed annual budget and OP will be submitted to and approved by the GBCG at the fall face-to-face meeting.

7. The GBCG may adjust for additional funds or reimbursement for individual agencies and will be negotiated according to predetermined percentages.

8. Records shall be retained as per the BLM records retention policy.
VI. GBCC Operating Plan Signatures

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 5 AND 7

ANNA MUNOZ

Regional Director
Date:

Contracting Officer
Date:

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 8 AND 10

Regional Director
Date:

Contracting Officer
Date:

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 9 AND 12

Regional Director
Date:

Contracting Officer
Date:

DOI BUREAU OF INDIAN AFFAIRS
WESTERN REGION

Regional Director
Date:

Contracting Officer
Date:

DOI NATIONAL PARK SERVICE
INTERIOR REGIONS 6, 7, AND 8

Regional Director
Date:

Contracting Officer
Date:
VI. GBCC Operating Plan Signatures

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 5 AND 7

Regional Director
Date: ____________________

[Signature]
Digitally signed by
FRANKLIN LEE
Date: 2022.03.01
11:36:51 -08'00'

Contracting Officer
Date: ____________________

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 9 AND 12

Regional Director
Date: ____________________

[Signature]
Digitally signed by
FRANKLIN LEE
Date: 2022.03.01
11:40:27 -08'00'

Contracting Officer
Date: ____________________

DOI BUREAU OF INDIAN AFFAIRS
WESTERN REGION

Regional Director
Date: ____________________

Contracting Officer
Date: ____________________

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 8 AND 10

JILL RUSS
Digitally signed by JILL RUSS
Date: 2022.04.08
07:32:39 -07'00'

Regional Director
Date: 8APR22

[Signature]
Digitally signed by
FRANKLIN LEE
Date: 2022.03.01
11:40:11 -08'00'

Contracting Officer
Date: ____________________

USDA FOREST SERVICE
INTERMOUNTAIN REGION

Regional Forester
Date: ____________________

Contracting Officer
Date: ____________________

DOI NATIONAL PARK SERVICE
INTERIOR REGIONS 6, 7, AND 8

Regional Director
Date: ____________________

Contracting Officer
Date: ____________________
VI. GBCC Operating Plan Signatures
DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 5 AND 7

Regional Director
Date: __________________________

Contracting Officer
Date: __________________________

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 9 AND 12

ROBYN THORSON
Regional Director
Date: __________________________

Contracting Officer
Date: __________________________

DOI BUREAU OF INDIAN AFFAIRS
WESTERN REGION

Regional Director
Date: __________________________

Contracting Officer
Date: __________________________

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 8 AND 10

Regional Director
Date: __________________________

Contracting Officer
Date: __________________________

USDA FOREST SERVICE
INTERMOUNTAIN REGION

Regional Forester
Date: __________________________

Contracting Officer
Date: __________________________

DOI NATIONAL PARK SERVICE
INTERIOR REGIONS 6, 7, AND 8

Regional Director
Date: __________________________

Contracting Officer
Date: __________________________
VI. GBCC Operating Plan Signatures

**DOI FISH AND WILDLIFE SERVICE**
**INTERIOR REGIONS 5 AND 7**

Regional Director
Date: ____________________

Contracting Officer
Date: ____________________

**DOI FISH AND WILDLIFE SERVICE**
**INTERIOR REGIONS 8 AND 10**

Regional Director
Date: ____________________

Contracting Officer
Date: ____________________

**DOI FISH AND WILDLIFE SERVICE**
**INTERIOR REGIONS 9 AND 12**

Regional Director
Date: ____________________

Contracting Officer
Date: ____________________

**USDA FOREST SERVICE**
**INTERMOUNTAIN REGION**

Regional Forester
Date: ____________________

**ARLENE ALANDT**
Digitally signed by ARLENE ALANDT
Date: 2022.02.22
09:05:52 -07'00'

Grants Management Specialist
Date: ____________________

**DOI NATIONAL PARK SERVICE**
**INTERIOR REGIONS 6, 7, AND 8**

Regional Director
Date: ____________________

Contracting Officer
Date: ____________________

**DOI BUREAU OF INDIAN AFFAIRS**
**WESTERN REGION**

Regional Director
Date: ____________________

Contracting Officer
Date: ____________________

5
VI. GBCC Operating Plan Signatures

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 5 AND 7

________________________________________
Regional Director
Date: __________________________

________________________________________
Contracting Officer
Date: __________________________

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 8 AND 10

________________________________________
Regional Director
Date: __________________________

________________________________________
Contracting Officer
Date: __________________________

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 9 AND 12

________________________________________
Regional Forester
Date: __________________________

________________________________________
Contracting Officer
Date: __________________________

DOI BUREAU OF INDIAN AFFAIRS
WESTERN REGION

JESSIE DURHAM
Digitally signed by JESSIE DURHAM
Date: 2022.03.03 16:54:45 -07'00'

________________________________________
Regional Director
Date: 3-3-2022

________________________________________
Contracting Officer
Date: __________________________

DOI NATIONAL PARK SERVICE
INTERIOR REGIONS 6, 7, AND 8

RENEE HOLLY
Digitally signed by RENEE HOLLY
Date: 2022.03.03 12:34:23 -07'00'

________________________________________
Regional Director
Date: __________________________

________________________________________
Contracting Officer
Date: __________________________
VI. GBCC Operating Plan Signatures

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 5 AND 7

Regional Director
Date: ________________

Contracting Officer
Date: ________________

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 8 AND 10

Regional Director
Date: ________________

Contracting Officer
Date: ________________

DOI FISH AND WILDLIFE SERVICE
INTERIOR REGIONS 9 AND 12

Regional Director
Date: ________________

Contracting Officer
Date: ________________

DOI BUREAU OF INDIAN AFFAIRS
WESTERN REGION

Regional Director
Date: ________________

Contracting Officer
Date: ________________

DOI NATIONAL PARK SERVICE
INTERIOR REGIONS 6, 7, AND 8

LISA CARRICO
Digitally signed by LISA CARRICO
Date: 2022.03.16 17:31:53 -06'00"

Regional Director
Date: ________________

Contracting Officer
Date: ________________

TAMMY GALLEGOS
Digitally signed by TAMMY GALLEGOS
Date: 2022.03.10 15:08:58 -07'00"

Regional Director
Date: ________________

Contracting Officer
Date: ________________
### EXHIBIT A: Projected Labor/Travel Costs

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<tr>
<th>Position</th>
<th>Employee</th>
<th>GS</th>
<th>WM</th>
<th>Cost to gov</th>
<th>Travel &amp; Training</th>
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<tr>
<td>USFS</td>
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<td></td>
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<tr>
<td>Deputy Ctr Mgr</td>
<td>Vacant</td>
<td>12/7</td>
<td>12</td>
<td>$ 128,593</td>
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<tr>
<td>Intel Coordinator</td>
<td>V. McCabe-Howell</td>
<td>11/7</td>
<td>12</td>
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<tr>
<td>Ops Coordinator</td>
<td>K. Whalen</td>
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<td>12</td>
<td>$ 107,283</td>
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<td>Ops Coordinator</td>
<td>B. Burbridge</td>
<td>11/7</td>
<td>12</td>
<td>$ 107,283</td>
<td></td>
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<td>J. Platt</td>
<td>11/7</td>
<td>12</td>
<td>$ 107,283</td>
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<td>M. Tallon</td>
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<td>BLM</td>
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<tr>
<td>Center Manager</td>
<td>G. Dingman</td>
<td>13/7</td>
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<td>$ 152,911</td>
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<td>Predictive Service</td>
<td>B. Newmerzyhcky</td>
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<td>$ 152,911</td>
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<td>Meteorologist</td>
<td>G. Mcquire</td>
<td>12/7</td>
<td>12</td>
<td>$ 128,593</td>
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<td>Meteorologist</td>
<td>S. Law</td>
<td>12/7</td>
<td>6</td>
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<td>Meteorologist*</td>
<td>N. Hosenfeld</td>
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<td>3</td>
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<td>Web Manager</td>
<td>R. Tippets</td>
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<td>Log Coordinator**</td>
<td>M. Tallon</td>
<td>9/7</td>
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<td>Intel Assistant</td>
<td>S. Stucki</td>
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<td>Admin Assistant</td>
<td>R. Anderson</td>
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<td>$ 939,097</td>
<td>$ 40,000.00</td>
</tr>
</tbody>
</table>

FY22 wages have not been released, this is based off of FY21 plus a 2.7% proposed increase.

**Total** $1,621,982 $ 64,000

*Position encumbered for the first quarter of FY22 then was vacated and will not be filled. Actual labor costs reflected.

**M. Tallon detailing for 2WM with temp promotion, reduced BLM GS-09 line and added USFS GS-11 to capture detail. Funds will be included in final total for reimbursement from USFS to BLM.
# EXHIBIT B: Projected Operation Costs

<table>
<thead>
<tr>
<th>Operations</th>
<th>Cost</th>
<th>Agency</th>
<th>Percent</th>
<th>Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>State of Utah</td>
<td></td>
<td>USFS</td>
<td>38.70%</td>
<td>$ 778,816</td>
</tr>
<tr>
<td>Lease Amount (FY21)</td>
<td>$ 233,354</td>
<td>BLM</td>
<td>32.27%</td>
<td>$ 649,415</td>
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<tr>
<td>Landline Phones</td>
<td>$ 38,700</td>
<td>BIA</td>
<td>2.00%</td>
<td>$ 40,249</td>
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<tr>
<td>Cleaning Services</td>
<td>$ 9,450</td>
<td>NPS</td>
<td>2.00%</td>
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<tr>
<td>Wireless Service</td>
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<td>FWS</td>
<td>2.00%</td>
<td>$ 40,249</td>
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<tr>
<td><strong>Sub Total</strong></td>
<td>$ 282,529</td>
<td>State of UT</td>
<td>11.69%</td>
<td>$ 235,255</td>
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<tr>
<td>USFS</td>
<td></td>
<td>NDF</td>
<td>7.34%</td>
<td>$ 147,713</td>
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<tr>
<td>Computers</td>
<td>$ 4,000</td>
<td>IDL</td>
<td>4.00%</td>
<td>$ 80,498</td>
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<tr>
<td>IT Supplies</td>
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<td></td>
</tr>
<tr>
<td>Copy Machines/Printers</td>
<td>$ 1,500</td>
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</tr>
<tr>
<td>Supplies</td>
<td>$ 4,000</td>
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<tr>
<td>Vehicle</td>
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<tr>
<td>BLM</td>
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<td>USFS</td>
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<td>$ 778,816</td>
</tr>
<tr>
<td>Mob Guides Printing</td>
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<td>BLM</td>
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<td>Supplies</td>
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<td>Satellite Service</td>
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<td>AZ</td>
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<td>Cell Phones/iPads</td>
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<td>Manuals and Reference Materials</td>
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<td>NPS</td>
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<tr>
<td>Computers</td>
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<td>R6 &amp; 7</td>
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<td><strong>Sub Total</strong></td>
<td>$ 24,100</td>
<td>R8, 9, 10, 12</td>
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<td>$ 323,229</td>
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<td></td>
<td></td>
<td>FWS</td>
<td>2.00%</td>
<td>$ 40,249</td>
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<td></td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td>$ 2,012,443</td>
<td>R5 &amp; 7</td>
<td>33.00%</td>
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<tr>
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<td>R8 &amp; 10</td>
<td>33.00%</td>
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<td>Salaries</td>
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<td>R9 &amp; 12</td>
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<tr>
<td>Travel &amp; Training</td>
<td>$ 64,000</td>
<td>IDL</td>
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<td>Operations</td>
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<td>State of UT</td>
<td>11.69%</td>
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<tr>
<td>Contingency (1% Ops)</td>
<td>$ 3,232</td>
<td>NDF</td>
<td>7.34%</td>
<td>$ 147,713</td>
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<tr>
<td><strong>Total</strong></td>
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### EXHIBIT C: Budget Summary

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<th>Share Owed</th>
<th>Paid Operations</th>
<th>Paid Salaries</th>
<th>Travel</th>
<th>Total</th>
<th>Difference</th>
<th>Notes</th>
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<tr>
<td>USFS</td>
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<td>$16,600</td>
<td>$665,006</td>
<td>$24,000</td>
<td>$705,606</td>
<td>$73,210</td>
<td>Owes this Amount</td>
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<tr>
<td>BLM</td>
<td>$649,415</td>
<td>$24,100</td>
<td>$939,097</td>
<td>$40,000</td>
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<td>$(353,781)</td>
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<tr>
<td>State of Utah</td>
<td>$235,255</td>
<td>$282,529</td>
<td>$</td>
<td>$-</td>
<td>$282,529</td>
<td>$(47,274)</td>
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