

DEPARTMENT OF FISH AND WILDLIFE

**WILDLIFE CONSERVATION BOARD**

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**NOTICE OF MEETING**

**WILDLIFE CONSERVATION BOARD**

May 22, 2014

10:00 AM

1/ State Capitol, Room 112  
Sacramento, California 95814

**PRELIMINARY AGENDA ITEMS**

**ITEM NO.**

1. Roll Call
2. Funding Status - Informational
3. Special Project Planning Account - Informational
4. Proposed Consent Calendar (Items 5 – 18)
- \*5. Approval of Minutes – February 22, 2014
- \*6. Recovery of Funds

\* Proposed Consent Calendar

1/ These facilities are accessible to persons with disabilities; more information on page xii.

- \*7. East Mill Creek Riparian Enhancement, \$249,000.00  
Humboldt County

To consider the allocation for a grant to the Eel River Watershed Improvement Group, for a cooperative project with the Landowner and the U.S. Natural Resources Conservation Service to protect and enhance ±1.5 miles of riparian habitat on privately-owned property on the East Mill Creek, a tributary of the Mattole River, located one mile north of Petrolia in Humboldt County. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for projects to assist farmers in integrating agricultural activities with ecosystem restoration and wildlife protection. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75055(d)(4)]

- \*8. Red Bank, Conservation Easement Expansion, \$57,000.00  
(Burrows Ranch),  
Tehama County

To consider the allocation for a grant to the Northern California Regional Land Trust to acquire a conservation easement over 170± acres of land as an expansion to an existing conservation easement for protection of oak woodland and rangeland habitat, located approximately 20 miles northwest of the City of Red Bluff, in Tehama County. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for the preservation of native oak woodland habitat pursuant to the Oak Woodlands Conservation Act. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75055(d)(2)]

- \*9. Bodega Marine Reserve Security and \$60,000.00  
Resource Protection,  
Sonoma County

To consider the allocation for a grant to the Regents of the University of California to replace the boundary fence and entrance gates and repair and upgrade several buildings including the Head House, Dive Locker, and Marine Operations Trailers at Bodega Marine Reserve, located one mile west of the City of Bodega Bay in Sonoma County. The proposed funding source for this project provides for grants to the University of California for the Natural Reserve System for the construction and development of facilities that will be used for research and training to improve the management of natural lands and the preservation of California's wildlife resources. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund (Proposition 84), Section 75055(b)(3)]

- \*10. CDFW Land Management Plan \$57,500.00  
Knoxville Wildlife Area Augmentation,  
Napa County

To consider the allocation to amend an existing grant to the California Wildlife Foundation for a cooperative project with the California Department of Fish and Wildlife (CDFW) for the land management plan for the CDFW's Knoxville Wildlife Area, located north of Lake Berryessa in Napa County. The purposes of this project are consistent with the proposed funding source that allows for the preparation of land management plans for properties acquired by the Wildlife Conservation Board. [California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Bond Act of 2002 (Proposition 40), Public Resources Code Section 5096.650(a)]

- \*11. East Contra Costa County NCCP/HCP (Anna Smith), \$0.00  
U.S. Fish and Wildlife Service Habitat Conservation  
Planning Acquisition (USFW) Subgrant Augmentation,  
Contra Costa County

To consider an augmentation to a U.S. Fish and Wildlife Service subgrant for a project previously approved by the Wildlife Conservation Board (WCB) at its February 20, 2014 (Agenda Item # 17) meeting allocating funding and authorizing a grant to the East Contra Costa County Habitat Conservancy (ECCCHC).

- \*12. San Joaquin River Parkway, Ledger Island \$130,000.00  
Bridge Access Improvement, Design and Review,  
Madera and Fresno Counties

To consider the allocation for a grant to the Department of Water Resources for a cooperative project with the San Joaquin River Conservancy (Conservancy) to evaluate the existing Ledger Island Bridge crossing over the San Joaquin River and provide preliminary design of up to three replacement alternatives on property bounded on the north by Ledger Island and on the south by Department of Fish and Wildlife lands in Fresno and Madera Counties. The purposes of this project are consistent with the proposed funding source, which allows for the acquisition, development, rehabilitation, restoration and protection of land and water resources located within the boundaries of the San Joaquin River Conservancy. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75050(f)]

- \*13. San Joaquin River Parkway, River West Fresno Pump and \$35,200.00  
Irrigation Improvements,  
Fresno County

To consider the allocation for a grant to Ducks Unlimited, Inc. for a cooperative project with the San Joaquin River Conservancy (Conservancy) to install a new well and irrigation infrastructure to serve habitat restoration and other existing and planned revegetation irrigation needs on the Conservancy's River West Fresno site in Fresno County. The purposes of this project are consistent with the proposed funding source, which allows for the acquisition, development, rehabilitation, restoration and protection of land and water resources located within the boundaries of the San Joaquin River Conservancy. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75050(f)]

- \*14. Allensworth Ecological Reserve, Expansion 29 – 41 \$0.00  
Tulare County

To consider the acquisition of 13 separate parcels of land totaling 34.4+/- acres by the California Department of Fish and Wildlife for the protection of habitat supporting the San Joaquin kit fox and other rare species found within the Allensworth Ecological Reserve and to enhance habitat linkages and connectivity located near the city of Earlimart in Tulare County. The purposes of this project are consistent with the authorized uses of the proposed funding source, which is being provided by the California Department of Correction's Statewide Electric Fence Project mitigation fund assigned to CDFW.

- \*15. Western Riverside County Multi Species Habitat \$71,000.00  
Conservation Plan (2012) – Berger,  
Riverside County

This proposal is to consider the acceptance of a U.S. Fish and Wildlife Service (USFWS) Habitat Conservation Plan Land Acquisition grant (Section 6 Grant) and the approval to subgrant these federal funds to the Western Riverside County Regional Conservation Authority (Authority) and to consider a Wildlife Conservation Board (WCB) grant to the Authority to acquire 10± acres of land in western Riverside County for the protection of habitat that supports threatened and endangered species; and to increase regional wildlife habitat corridors and linkages located within the Western Riverside County Multiple Species Habitat Conservation Plan. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for the acquisition of habitat to protect rare, endangered, threatened or fully protected species; and which allows for the acquisition of habitat on which unique species or natural communities naturally exist. [Habitat Conservation Fund (Proposition 117), Section 2786(b/c)]

- \*16. Western Riverside County Multi Species Habitat Conservation Plan (2012) – Fuller, Riverside County \$78,500.00

This proposal is to consider the acceptance of a U.S. Fish and Wildlife Service (USFWS) Habitat Conservation Planning/ Recovery Land Acquisition grant (Section 6 Grant) and the approval to subgrant these federal funds to the Western Riverside County Regional Conservation Authority (Authority and to consider a WCB grant to the Authority to acquire 20± acres of land in western Riverside County for the protection of habitat that supports threatened and endangered species; and to increase regional wildlife habitat corridors and linkages located in the Western Riverside County Multiple Species Habitat Conservation Plan (Western Riverside County MSHCP). The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for the acquisition of habitat to protect rare, endangered, threatened or fully protected species; and which allows for the acquisition of habitat on which unique species or natural communities naturally exist. [Habitat Conservation Fund (Proposition 117), Section 2786(b/c)]

- \*17. Kimball Valley – Arroyo Toad, Recovery Land Acquisition Grant (2010) (Hulett), San Diego County \$530,000.00

To consider the acquisition of 136+/- acres of land by the Department of Fish and Wildlife (DFW) for the protection of habitat corridors and habitat that will promote the recovery of threatened and endangered species and to consider the acceptance of a U.S. Fish and Wildlife Service Recovery Land Acquisition grant. The acquisition includes a portion of San Vicente Creek and is located north of the San Vicente Reservoir and south of the unincorporated city of Ramona in San Diego County. The purposes of this project are consistent with the authorized uses of the proposed funding source which allows for the acquisition and protection of habitat and corridors that promote recovery of threatened and endangered species. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75055(b)]

- \*18. San Diego County Multi Species Conservation Plan (Bonfils), San Diego County \$208,500.00

To consider the acceptance of a U.S. Fish and Wildlife Service Habitat Conservation Plan Land Acquisition grant to assist with the acquisition of 256+/- acres of land by the Department of Fish and Wildlife (DFW) for the preservation and protection of core areas of habitat to protect rare,

threatened, endangered and fully protected species, secure key regional wildlife linkages and enhance the existing Multiple Species Conservation Plan (MSCP), a joint Habitat Conservation Plan (HCP) and Natural Community Conservation Plan (NCCP) located near the community of Lakeside in San Diego County. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for the acquisition of habitat to protect rare, endangered, threatened or fully protected species; and which allows for the acquisition of habitat on which unique species or natural communities naturally exist. [Habitat Conservation Fund Section 2786(b/c) (Proposition 117)]

19. Humboldt County Community Forest, McKay Tract, \$4,510,000.00  
Humboldt County

This proposal is to consider the allocation for a grant to Humboldt County for a cooperative project with the State Coastal Conservancy and the Natural Resources Agency to acquire 1,000± acres of land for the protection of a mixed conifer forest property, including riparian corridors, salmonid streams, coastal watershed, habitat linkages and to expand future wildlife oriented public use opportunities. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for forest conservation and protection projects in order to promote the ecological integrity and economic stability of California's diverse native forests through forest conservation, preservation and restoration of productive managed forest lands, forest reserve areas, redwood forests and other forest types, including the conservation of water resources and natural habitats for native fish, wildlife and plants found on these lands. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75055(a)]

20. Lost Coast Redwood and Salmon Initiative, \$3,210,000.00  
Mendocino and Humboldt Counties

To consider the allocation for a grant to Sanctuary Forest Land Trust to acquire a conservation easement over 2,612± acres of land for the protection of a mixed conifer working forest, including riparian corridors, salmonid streams, coastal watersheds and habitat linkages located near the community of Whitehorn in Humboldt and Mendocino Counties. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for forest conservation and protection projects to promote the ecological integrity and economic stability of California's diverse native forests through forest conservation, preservation and restoration of productive managed forest lands, forest reserve areas, redwood forests and other forest types, including the conservation of water resources and natural habitats for native fish, wildlife and plants found on these lands. [Safe Drinking Water, Water Quality and Supply, Flood Control,

River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75055(a)]

21. Brush Creek Conservation Easement, \$1,665,000.00  
Mendocino County

This proposal is to consider the allocation of a grant to the Mendocino Land Trust (MLT) to acquire a conservation easement over 2,018 ± acres of land for the conservation and protection of managed forest lands and forest reserve areas that include Douglas fir, old growth redwood, riparian corridors, coastal watersheds and riverine habitats, supporting salmonids and other rare wildlife species, located east of Point Arena, in Mendocino County. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for forest conservation and protection projects in order to promote the ecological integrity and economic stability of California's diverse native forests through forest conservation, preservation and restoration of productive managed forest lands, forest reserve areas, redwood forests and other forest types, including the conservation of water resources and natural habitats for native fish, wildlife and plants found on these lands. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75055(a)]

22. Usal Forest Conservation Easement Transfer \$0.00  
Mendocino County

This proposal is to consider the acceptance on behalf of the Department of Forestry and Fire Protection (CALFIRE) of a conservation easement over 49,500+/- acres in Mendocino County currently held by The Conservation Fund pursuant to the California Forest Legacy Program Act of 2007 (Act). The Act authorizes the Wildlife Conservation Board (WCB) to acquire conservation easements on behalf of CALFIRE. The conservation easement will conserve and protect an economically sustainable working forest, oak woodlands, grasslands and important habitat for native fish, wildlife and plants.

23. Willow Creek Ranch Water Distribution Improvements, \$657,000.00  
Glenn and Colusa Counties

To consider the allocation for a grant to Ducks Unlimited, Inc., (DU) for a cooperative project with the U.S. Fish and Wildlife Service and the landowners to enhance ±644 acres of wetlands on privately-owned property protected in perpetuity through USFWS conservation easements, located four miles west of Princeton in Glenn and Colusa Counties. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for the acquisition, enhancement or restoration of

wetlands to protect or enhance a flood protection corridor or bypass in the Central Valley. [Habitat Conservation Fund (Proposition 117), Fish and Game Code Section 2786(d) (Proposition 1E), Inland Wetlands Conservation Program]

24. Sacramento River National Wildlife Refuge, \$410,000.00  
Jensen Unit Riparian Restoration,  
Colusa County

To consider the allocation for a grant to The Nature Conservancy for a cooperative project with the California Department of Fish and Wildlife and the U.S. Fish and Wildlife Service (FWS) to restore 81 acres to riparian forest on the FWS's Sacramento River National Wildlife Refuge, located two miles south of Princeton in Colusa County. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for the acquisition, restoration or enhancement of riparian habitat and aquatic habitat for salmonids and trout to protect or enhance a flood protection corridor or bypass. [Habitat Conservation Fund (Proposition 117), Fish and Game Code Section 2786(e/f) (Proposition 1E)]

25. Sagehen Basin Forest Restoration, \$318,000.00  
Sierra/Nevada County

To consider the allocation for a grant to the National Forest Foundation for a cooperative project with the United States Forest Service and the Sierra Nevada Conservancy to protect and enhance habitat, restore forest stand ecology and reduce fuel loads in the federally-owned Sagehen Experimental Forest, located generally ten miles north of the City of Truckee in Nevada and Sierra Counties. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for forest conservation and protection projects in order to promote the ecological integrity and economic stability of California's diverse native forests through forest conservation, preservation and restoration of productive managed forest lands, forest reserve areas, redwood forests and other forest types, including the conservation of water resources and natural habitats for native fish, wildlife and plants found on these lands. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75055(a)]

26. Lower Sonoma Creek Wetland Enhancement, \$1,700,000.00  
Sonoma County

To consider the allocation for a grant to the National Audubon Society, for a cooperative project with U.S. Fish and Wildlife Service (FWS), U.S. Environmental Protection Agency, and Students and Teachers Restoring a Watershed to enhance and restore ±260 acres of the Sonoma Creek Marsh



on San Pablo Bay, within the Boundary of the FWS's San Pablo Bay National Wildlife Refuge, located  $\pm 15$  miles southeast of the city of Sonoma in Sonoma County. The proposed funding sources for this project allow for the restoration of wetlands in the San Francisco Bay area, [Water Security, Clean Drinking Water, Coastal and Beach Protection Fund of 2002 (Proposition P50), Section 79572(c)] and for the acquisition, enhancement or restoration of wetlands to protect or enhance a flood protection corridor or bypass outside the Central Valley. [Habitat Conservation Fund (Proposition 117), Fish and Game Code Section 2786(d)(Proposition 1E), Wetlands Outside the Central Valley]

27. Pole Mountain, \$650,000.00  
Sonoma County

To consider the allocation for a grant to the Sonoma Land Trust for a cooperative project with the Sonoma County Agricultural Preservation and Open Space District, the Packard Foundation, and the California State Coastal Conservancy, to acquire  $238\pm$  acres of land for the protection of deer and mountain lion, native oak woodland, coastal watersheds and habitat connectivity and to provide future wildlife oriented public use opportunities, located near the community of Jenner, Sonoma County. The purposes of this acquisition project are consistent with the proposed funding source. [Habitat Conservation Fund (Proposition 117), Fish and Game Code Section 2786 (a)]

28. Sinnamon Meadows Conservation Easement, \$630,000.00  
Mono County

To consider the allocation for a grant to the Eastern Sierra Land Trust for a cooperative project with the Sierra Nevada Conservancy and Natural Resources Conservation Service to acquire a conservation easement over  $1,240\pm$  acres of rangeland including wet meadow, chaparral and sagebrush scrub habitat areas supporting deer, mountain lion and the greater sage grouse, located near the community of Bridgeport in Mono County. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for the acquisition and protection of habitat to protect deer and mountain lions. [Habitat Conservation Fund (Proposition 117), Fish and Game Code Section 2786(a)]

29. Santa Cruz Integrated Watershed Restoration, \$531,000.00  
Santa Cruz County

To consider the allocation for a grant to the Santa Cruz Resource Conservation District for a cooperative project with the California Department of Fish and Wildlife's Fisheries Restoration Grant Program, the U.S. Fish and Wildlife Service, the U.S. Bureau of Land Management, the California

Conservation Corps, the Coastal Conservancy and others to restore ±10 acres of riparian and wetland habitat in areas critical to special status amphibian and fish species, located on four coastal watersheds in Santa Cruz County. The purposes of this project is consistent with the authorized uses of the proposed funding source, which allows for the acquisition, restoration or enhancement of riparian habitat and aquatic habitat for salmonids and trout to protect or enhance a flood protection corridor or bypass. [Habitat Conservation Fund (Proposition 117), Fish and Game Code Section 2786(e/f) (Proposition 1E)]

30. Dry Creek Ranch Conservation Easement, \$2,050,000.00  
Recovery Land Acquisition Grant (2010),  
Merced County

To consider the acceptance of a U.S. Fish and Wildlife Service Recovery Land Acquisition grant and the approval to subgrant these federal funds to the California Rangeland Trust, and to consider a Wildlife Conservation Board grant to the California Rangeland Trust, for a cooperative project with the U.S Natural Resources Conservation Service and the Bureau of Reclamation to acquire a conservation easement over 4,417± acres of land for the protection of grassland and associated vernal pools, blue oak woodland and riparian habitats to promote recovery of threatened and endangered species, located near the community of Snelling in Merced County. The purposes of this project are consistent with the authorized uses of the proposed funding sources, which allows for the acquisition of habitat to protect significant natural landscapes, ecosystems and rare, endangered, threatened or fully protected species. [Habitat Conservation Fund (Proposition 117), Fish and Game Code Section 2786(b/c)] and [California Clean Water, Clean Air, Safe Neighborhood Parks and Coastal Protection Fund (Proposition 40), Public Resources Code Section 5096.650(a)]

31. North Grasslands Wildlife Area Enhancement and Security, \$800,000.00  
Merced County

To consider the allocation for a grant to California Waterfowl Association to restore ±5,300 linear feet of riparian habitat and enhance ±225 acres of uplands at California Department of Fish and Wildlife's North Grasslands Wildlife Area, China Island and Gadwall Units, located two miles west of Newman and one mile southeast of Los Banos, respectively, in Merced County. The purposes of this project are consistent with the authorized uses of the proposed funding source, which allows for the acquisition, enhancement or restoration of wetlands and associated upland habitat in the Central Valley. [Habitat Conservation Fund (Proposition 117), Fish and Game Code Section 2786(d), Inland Wetlands Conservation Program]

32. Metcalf Meadow, Recovery Land Acquisition Grant (2013), \$650,000.00  
San Bernardino County

To consider the acceptance of a U.S. Fish and Wildlife Service Recovery Land Acquisition grant and the approval to subgrant these federal funds to the San Bernardino Mountains Land Trust, and to consider a Wildlife Conservation Board grant to the San Bernardino Mountains Land Trust to acquire 14± acres of land to promote recovery of rare and endangered plant and wildlife species, located within the city of Big Bear, in San Bernardino County. The purposes of this project are consistent with the proposed funding source, which allows for the acquisition of habitat to protect rare, endangered, threatened and fully protected species. [Habitat Conservation Fund (Proposition 117), Section 2786(b/c)]

33. Puerco Canyon, \$4,505,000.00  
Los Angeles County

To consider the allocation for a grant to the Mountains Recreation and Conservation Authority for a cooperative project with the State Coastal Conservancy and the County of Los Angeles to acquire 703± acres of land for the protection of chaparral, coastal sage scrub, scrub-oak chaparral, native grasslands and oak woodland-savannah habitat and to enhance wildlife linkages, watershed protection and provide future wildlife oriented public use opportunities, located in the central Santa Monica Mountains, near the community of Malibu, in Los Angeles County. The purposes of this project are consistent with the proposed funding source that allows for the acquisition, protection and restoration of coastal wetlands and watersheds located in Southern California. [Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (Proposition 50), Water Code Section 79572(a)]

34. Coachella Valley Natural Community Conservation Plan, \$786,750.00  
Shadowrock,  
Riverside County

To consider the acceptance of a U.S. Fish and Wildlife Service Habitat Conservation Plan Land Acquisition grant and the approval to subgrant these federal funds to the Friends of the Palm Spring Mountains (FOPSM) and to consider a Wildlife Conservation Board grant to FOPSM, for a cooperative project with the Coachella Valley Mountains Conservancy to acquire 352.82± acres of high desert, desert alluvial fan and habitat linkages to promote recovery of the Peninsular bighorn sheep and other threatened and endangered species covered under the Coachella Valley Multiple Species Habitat Conservation Plan, located along the lower elevations of the San Jacinto mountains, near the northwest border of the city of Palm Springs, in Riverside County. The purposes of this project are consistent with the

authorized uses of the proposed funding source, which allows for the acquisition and protection of habitat that implements or assists in the establishment of Natural Community Conservation Plans. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75055(c)]

35. San Diego County Multi Species Conservation Plan \$725,250.00  
HCPLA/NCCP 2010 (multiple parcels),  
San Diego County

To consider the acceptance of a U.S. Fish and Wildlife Service Habitat Conservation Plan Land Acquisition grant and the approval to subgrant these federal funds to the Endangered Habitats Conservancy (EHC) and to consider five Wildlife Conservation Board grants to EHC to acquire a total of 142+/- acres from five individual landowners for the protection of wildlife corridors and habitat to implement the south County Subarea of the Multiple Species Conservation Plan in San Diego County, located near the city of El Cajon. The purposes of the projects are consistent with the authorized uses of the proposed funding source which allows for the acquisition and protection of habitat that implements or assists in the establishment of Natural Community Conservation Plans. [Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Fund of 2006 (Proposition 84), Public Resources Code Section 75055(c)]

36. Strategic Plan Action

To consider adopting the Wildlife Conservation Board Strategic Plan. The Plan provides a high-level blueprint for WCB decision-making and establishes the primary framework for implementing the WCB vision over the next five years.

#### PERSONS WITH DISABILITES

Persons with disabilities needing reasonable accommodation to participate in public meetings or other CDFW activities are invited to contact the Department's Reasonable Accommodation Coordinator Melissa Carlin at (916) 651-1214 or [Melissa.Carlin@wildlife.ca.gov](mailto:Melissa.Carlin@wildlife.ca.gov). Reasonable Accommodation requests for facility and/or meeting accessibility should be received by May 1, 2014. Requests for American Sign Language Interpreters should be submitted at least two weeks prior to the event, and requests for Real-Time Captioners at least four weeks prior to the event. These timeframes are to help ensure that the requested accommodation is met.

If a request for an accommodation has been submitted but due to

circumstances is no longer needed, please contact the Reasonable Accommodation Coordinator immediately.