**MITIGATION MONITORING REPORT SUMMARY CONTENT TEMPLATE 9.26.23**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Section A: General Project Information** | | | | | | | | |
| Mitigation Project or Bank Name: | | | | DA permit #:  State permit #: | | | Choose One:  PRM/Mitigation Bank/ILF Site | |
| Permittee/Sponsor Name, Phone Number, Mailing Address, & E-mail address: | | | | Agent Name, Phone Number, Mailing Address, & E-mail address: | | | | |
| Mitigation Project or Bank Location (including any identifiable landmarks, location of site perimeter(s), etc.): | | | | Latitude and Longitude of the mitigation project/bank (decimal degrees): | | | | |
| Date(s) of monitoring inspection(s) (mm/dd/yyyy): | | | | Name and email of responsible party conducting monitoring inspection: | | | | |
| **Section B: Commencement/Completion of Compensatory Mitigation Project/Bank** | | | | | | | | |
| Commencement: Y\_\_\_\_\_ N\_\_\_\_\_\_  Date Mitigation Project Commenced (mm/dd/yyyy): | | | | Completion: Y\_\_\_\_\_\_\_ N\_\_\_\_\_\_\_\_  Date Mitigation Site Grading was Completed (mm/dd/yyyy): | | | Date Mitigation Site Planting was Completed (mm/dd/yyyy): | |
| Date As-Built Survey was Submitted (mm/dd/yyyy): | | | | Describe any changes to the originally-approved schedule for the approved project and/or the compensatory mitigation project (if applicable): | | | Contractor Name, phone number, Mailing Address, & E-mail address (if applicable): | |
| Type of financial assurance (e.g., performance bond, letter of credit, escrow account, casualty insurance, etc.): | | | | Financial assurances remain valid and in place (e.g., not expired)?  Y\_\_\_\_\_\_\_\_ N\_\_\_\_\_\_\_\_  Term ending date: | | | Financial Assurance release or partial release requested?  Y\_\_\_\_\_ N\_\_\_\_\_\_\_ | |
| Date Approved Site Protection Instrument Recorded (mm/dd/yyyy): | | | | GIS layer submitted? Y\_\_\_\_ N \_\_\_\_\_  Date (mm/dd/yyyy): | | |  | |
| **Section C: Mitigation Monitoring Status** | | | | | | | | |
| Monitoring Report # (e.g., 1 of 5): | | | | Date(s) of monitoring reported here: | | | Frequency of Monitoring Report Submittals (e.g., annually, every other year, etc.): | |
| Required Monitoring Period Length (years): | | | | Final monitoring completed and requesting verification of meeting final performance standards?  Y \_\_\_\_\_\_\_\_\_ N\_\_\_\_\_\_\_\_\_\_ | | |  | |
| Summarize the maintenance and management activities conducted at the mitigation site with completion date(s) (e.g., trash removal, repair of fencing, replacing signage, etc.). Describe the season, extent, quantity, and type of treatments. | | | | | | | | |
| Summarize the adaptive management activities conducted at the mitigation site with completion date(s) (e.g., invasive species treatment, supplemental planting, repair of channel/instream structure instability, management of herbivore browse, etc.). | | | | | | | | |
| **Performance Standards Table – Conclusions and Recommendations:** List each final and interim performance standard specified in the approved mitigation plan, mitigation banking instrument, or special conditions of the DA and State permits for the applicable monitoring year/event. The table should compare the performance standards to the conditions and status of the mitigation site based on data collected during monitoring. Example performance standards are provided in table below. When submitting this report, please complete the table below with the final site-specific performance standards and interim performance standards approved for your compensatory mitigation project. Detailed monitoring data should be provided in Appendix A. | | | | | | | | |
| **Final Performance Standard** | **Interim Performance Standard**  **Year 2** | **Monitoring Results**  **Year 2** | | | | | **Results -Success/Trend** | |
| Aerial vegetative cover of 85% by native (FAC or wetter) species | Aerial vegetative cover of 60% by native (FAC or wetter) species | Aerial vegetative cover = 60% | | | | | Interim standard met/on-track to meet final standard. | |
| Average tree height is 5 feet for tallest five native wetland tree species within sampling plot | Average tree height is 3 feet for tallest five native wetland tree species within sampling plot | Average tree height = 3 feet | | | | | Interim performance standard met/on-track to meet final standard | |
| 30% canopy cover of native wetland trees and shrubs | NONE | 10% canopy cover of native wetland and shrubs | | | | | Standard not complete/native coverage not increasing. Supplementary plantings necessary | |
| *Add site-specific performance standards and monitoring results to table in additional rows* |  |  | | | | |  | |
|  |  |  | | | | |  | |
| Discuss whether the approved performance standards are being met. | | | | | | | | |
| Have results of functional/conditional assessment been used to provide quantitative or qualitative measures of functions at the mitigation site been included? Y \_\_\_\_\_\_\_\_ N\_\_\_\_\_\_\_\_ | | | | | | | | |
| Conclusions: Describe the conditions of the compensatory mitigation project. | | | | | | | | |
| Describe recommendations for proposed corrective or adaptive management actions to address failure to meet performance standards, address unresolved issues, etc. | | | | | | | | |
| Provide a timetable/schedule for the proposed corrective or adaptive management actions. | | | | | | | | |
| Provide any additional information or comments for the Corps and State to consider. | | | | | | | | |
| **Section D: Photo Log from Monitoring** | | | | | | | | |
| 1. Number: | | | | |  | | | |
| 1. Date: | | | | |
| 1. Compass direction taken:   Degrees:  Cardinal/Intercardinal: | | | | |
| 1. Coordinates (decimal degrees)   Latitude:  Longitude: | | | | |
| 1. Photographer name: | | | | |
| 1. Description: | | | | |
| 1. Number: | | | | |  | | | |
| 1. Date: | | | | |
| 1. Compass direction taken:   Degrees:  Cardinal/Intercardinal: | | | | |
| 1. Coordinates (decimal degrees)   Latitude:  Longitude: | | | | |
| 1. Photographer name: | | | | |
| 1. Description: | | | | |
| 1. Number: | | | | |  | | | |
| 1. Date: | | | | |
| 1. Compass direction taken:   Degrees:  Cardinal/Intercardinal: | | | | |
| 1. Coordinates (decimal degrees)   Latitude:  Longitude: | | | | |
| 1. Photographer name: | | | | |
| 1. Description: | | | | |
| **Section E: Map of Photograph Locations** | | | | | **Map Number:** | | | |
|  | | | | | | | | |
| **Section F: Summary of Monitoring Reporting on Final Performance Standards:** In the table below, list each final performance standard in the approved mitigation plan, mitigation banking instrument, or special conditions of the DA and State permits. The table should compare the final performance standards to the conditions and status of the mitigation site based on data collected during monitoring and indicate whether the project has already met the final performance standard, is on track to meet the final performance standard, or is not meeting the final performance standard. Example performance standards are provided in table below. When submitting this report, please complete the table below with the final site-specific performance standards approved for your compensatory mitigation project. | | | | | | | | |
| **Final Performance Standard** | **Year 2 Monitoring Result** | **Year 3 Monitoring Result** | **Year 5 Monitoring Result** | | **Year 7 Monitoring Result** | **Year 10 Monitoring Result** | | **Meet Final Performance Standard?** |
| Wetland Veg Dominance: >50% dominant species are OBL, FACW, or FAC | Met | Met | TBD | | TBD | TBD | | Met |
| Aerial Cover: Minimum 85% native (FAC or wetter) species cover | Met interim performance standard | Met interim performance standard | TBD | | TBD | TBD | | On-track to meet final performance standard |
| Non-native and Invasive Sp.: ≤ 10% relative plant cover over entire site is made up of non-native or invasive species | Not met. Management of non-native and invasive species performed in accordance with Invasive Species Management Plan. | Not met. Management of non-native and invasive species and supplemental tree plantings for shading. | TBD | | TBD | TBD | | Not met. Monitor in next growing season. Adaptive management for IRT approval if continue not to meet. |
| Wetland Species Richness: ≤65% relative cover of one species over entire site | Met | Met | TBD | | TBD | TBD | | Met |
|  |  |  |  | |  |  | |  |
|  |  |  |  | |  |  | |  |
| **Section G: Maps and Plans:** Maps should be provided to show the location of the compensatory mitigation site relative to other landscape features, habitat types, locations of photographic reference points, transects, sampling data points, and other features pertinent to the mitigation plan and monitoring data. The submitted maps and plans must also clearly delineate the mitigation site perimeter(s), which will assist project managers in locating the mitigation area(s) during subsequent site inspections. Boundaries of proposed and actual wetland and buffer areas/types should be shown. Show presence, location, and percent cover of any colonies of invasive or non-native species that are present. | | | | | | | | |

**Instructions:**

1. Submit this form annually or consistent with the monitoring schedule included in the Corps and State-approved final mitigation plan or permit conditions to the Corps and State project manager via electronic mail (see Regulatory websites for contact information).
2. Sections A-C: Please insert the most current information as required by approved monitoring reporting plan. In the Performance Standards Table, list the monitoring requirements and performance standards, as specified in the approved mitigation plan, mitigation banking instrument, or permit special conditions. Provide a comparison of the performance standards to the conditions and status of the developing mitigation site. Please note that this table must be revised to include all approved site-specific performance standards for your mitigation project.
3. Section D: Color photographs taken from established photographic reference points between May 1 and September 30 should be attached with all corresponding photo log information completed (items 1-6). Photographs should be formatted to print on a standard 8.5” x 11” piece of paper and dated. It is highly recommended that aerial photos are also provided to provide information on hydrology and vegetative cover. Photograph locations should be identified on a map (see Section E).
4. Section E: Insert photograph location map(s), one per page. Portrait or landscape orientations are acceptable. Locations of photographs should be labeled by photograph number. Compass direction of each photograph should be shown using an arrow.
5. Section F: In the summary table, insert the findings of each monitoring year and discuss whether the overall site is on track to meet the final performance standards. Include in this table whether each performance standard was met for the current and past monitoring report years providing trends for how the site is progressing. This table must be revised by inserting the approved, site-specific performance standards for your mitigation project.
6. Section G: Attach maps and plans formatted to print on a standard 8.5” x 11” piece of paper and include a legend, scale, and north arrow. As-built plans may be included.