



## Michigan Wetland Board for Local Transportation Agencies

[hvickers@miwb.org](mailto:hvickers@miwb.org)

517-582-4166

[www.miwb.org](http://www.miwb.org)

### Expense Reimbursement Agreement

Revised 08/2022

**Project Name:**

**Wetland Board (MiWB) File #:**

**Applicant:**

**Date:**

**Total Obligated Funds:**

This letter confirms that your Local Transportation Agency (LTA) has been awarded funding not to exceed the total amount of obligated funds contingent upon the following conditions:

**Mitigation Credit Sharing:**

LTA has agreed to share a portion of the credits. Priority will be given in the following order – county, Michigan Department of Environment, Great Lakes and Energy (EGLE) watershed and ecoregion service area, county road commission (CRC) council, statewide. By mutual agreement of the CRC council and member CRC, the CRC council will act in an advisory capacity to recommend future distribution of wetland mitigation credits. All LTA in the service area must get prior EGLE approval, at the time of mitigation approval, for road projects that impact greater than 1/3 acre. The LTA may request reimbursement for the value of the land or other costs. LTA includes municipalities.

**Mitigation credit sales:**

If an LTA sells credits from the wetland which was funded by the MiWB, the LTA must return the MiWB funds on a prorated basis such as: a percent of the per acre cost or percent of the sale.

**Conditions:** Based on information submitted and conditions in this agreement.

- 1) To receive reimbursements for approved expenses each LTA will need a State of Michigan SIGMA User ID, Account Code, and Vendor Number. Proof of payment shall be submitted with summary invoices for the funds you are requesting for reimbursement based on the obligated sub-allocation. All reimbursement requests shall be consistent with your application and the awarded project as described above. All reimbursement documentation must follow your normal LTA procedures and standard Michigan Department of Transportation (MDOT) procedures. Reimbursements must be approved by the MiWB Manager, MiWB Treasurer, and MDOT.
- 2) All work shall be completed in accordance with the approved plans and specifications submitted with the application and/or plans and specifications attached to this document.
- 3) The LTA must obtain EGLE permits for all work in regulated areas.

CHAIR: Steve Puuri

VICE CHAIR: Rob Laitinen

TREASURER: Brad Knight

DIRECTORS: Angela Kline | Tim Wolff | Jim Watling | Mike O'Malley

- 4) The MiWB has relied on the information and data that the applicant has provided. If, subsequent to this date, such information and data proves to be false, incomplete, or inaccurate, the MiWB may modify or revoke the agreement, in accordance with the new information
- 5) The permittee shall indemnify and hold harmless the MiWB and its officials, employees, agents, and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representative of the permittee, undertaken in connection with this permit.
- 6) Applicant shall allow the MiWB representatives full access to the property.
- 7) The MiWB has awarded funding to this project based on the applicant adhering to EGLE requirements as indicated below:
  - a. The EGLE must sign off as acceptable mitigation before any design or work begins.
  - b. The mitigation site must be monitored for up to five years, or until the site has been approved by the EGLE as a wetland bank site or pre-mitigation site.
  - c. The mitigation site must be placed in a Conservation Easement, signed by the EGLE, and recorded, within one year of EGLE design and construction approval.
  - d. Annual monitoring reports must be submitted to the EGLE and a copy submitted to the MiWB until the EGLE has fully approved the site.
  - e. Long term management of the site is the responsibility of the LTA applicant.
- 8) For wetland bank sites the LTA agrees to comply with the EGLE Wetland Mitigation Banking Rules and requirements that may apply to your project. For Pre-Mitigation and Preservation sites, you must comply with the applicable EGLE rules and requirements. The EGLE has the sole discretion to approve the construction and available mitigation credits for your site. MiWB input, advice, or approval of reimbursement monies does not guarantee that your site will be approved by the EGLE. If your site is not completed or approved, the LTA may be required to return all funding from the MiWB or a prorated amount depending on the circumstances.

**Expiration Date:** This obligation award will remain for two years from the date of this award notice. If an extension of time is desired a formal request and justification must be submitted to the MiWB for their consideration. This agreement must be signed and returned to the MiWB within 30 days to be valid. After 30 days the obligation award will be withdrawn.

\_\_\_\_\_  
Signature of Recipient

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Recipient

\_\_\_\_\_  
Title

\_\_\_\_\_  
Holly Vickers, MiWB Manager

\_\_\_\_\_  
Date

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