



Getting Reimbursed for Cultural Resources Surveys and on-site Monitoring

Process overview:

Provided sufficient funds are available, the Washington State Conservation Commission (SCC) reimburses Conservation Districts (Districts) for the costs of cultural resources surveys and, where required, on-site monitoring through a Cultural Resources Grant. SCC will only reimburse for these costs for SCC-funded projects. Voluntary Stewardship Program implementation projects funded by the SCC and conducted by Districts are eligible for reimbursement, projects conducted by entities other than a District are not. Only the actual amount billed to the District by an Archeologist and/or Tribe are eligible costs. Staff costs, overhead, or other expenses incurred by the District in connection with this work are not eligible for reimbursement through the Cultural Resources Grant. These other costs are reimbursable under a District's Implementation Grant. If the projected costs are expected to be unusually high, it is recommended that you contact the Grants Manager (below) before contracting for the work, to ensure that sufficient funds are available to cover your costs.

There is no grant application necessary for reimbursement of these costs. Voucher as you would for your Implementation Grant. Expenses for cultural resources are invoiced separately from other grant costs and have a separate grant number. For the grant designation field on your voucher, use the first year of the biennium in which the expense occurs, followed by your District's usual two-digit ID number, followed by "CR" (20-XX-CR). Cultural resource costs **must be billed within the Fiscal Year in which they are incurred.**

For further information regarding payment:

Courtney Woods, Grants Manager, cwoods@scc.wa.gov

Jean Fike, Cultural Resources Program Lead, jfike@scc.wa.gov or 360-764-0533

Additional information regarding Cultural Resources can be found at [Cultural Resources | CD Resources](#).