

## **EXHIBIT A**

### **SERVICES**

- A. TITLE: Town Conservation Properties Public Awareness Campaign
- B. ASSISTANCE AREA: Town of Atkinson
- C. OBJECTIVE: To research and develop a conservation brochure that will discuss the conservation efforts in Atkinson, and will describe all of the conservation lands within the Town. 5000 brochures will be produced, and they will be placed in the town hall and in parking lots of each of the conservation areas for use by residents and visitors.
- D. WORK TASKS:
  - 1. To complete a direct mailing to all town residents to inform residents of this project and to solicit volunteers. Also the Conservation Commission will review existing surveys of town owned properties and inventory trails and accessible areas for trails on town conservation lands. Total estimated grant request for Task 1 = \$1140.
  - 2. To continue to inventory trails and walk those trails to produce point of interest and natural features documentation for future signage. Total estimated grant request for Task 2 = \$0.
  - 3. Draft conservation brochure to stress the following conservation messages: Conservation Commission efforts; conservation lands with trails, and trail maps for each of those lands that includes markers for areas of interest, and descriptions of local flora, fauna and geology where appropriate. This brochure will also include a trail index. Total estimated grant request for Task 3 = \$0.
  - 4. After review and edits, a final brochure will be professionally published and mailed to all town residents. This brochure will also be mailed to local news media, and will be placed in the town hall and in parking lots of each of the conservation areas with trails for use by residents and visitors. Total estimated grant request for Task 4 = \$2640.

- E. PROGRAM ADMINISTRATION: It will be the responsibility of the principal project contact of the Atkinson Conservation Commission for the overall administration of the Contract. Work task progress, results, findings and reports will be presented to the NH State Conservation Committee (SCC) for approval at established times (see Exhibit B) for approval prior to payment.
- F. PRODUCTS: All materials, maps, reports, documents and other work products specified within Exhibit A Services shall be submitted to the SCC, and shall include appropriate funding credit and moose plate logo (available digitally).
- G. PAYMENT: The SCC will reimburse the Grant Recipient per Exhibit B of this agreement.
- H. PROGRAM DURATION: The duration of this Contract will be once all required signatures are received and processed through June 30, 2005.