

Reclamation Manual

Directives and Standards

Subject: Instructions on Budgeting for General Investigations

Purpose: To establish the requirement for the budgeting and scheduling of all planning work under the General Investigations (GI) Appropriation and the preparation of supporting documents. Exception: Investigations at the feasibility level cannot be undertaken unless specifically authorized by law (Section 8 of Public Law 89-72, 79 Stat. 217, dated July 9, 1965).

Authority: Listed in Chapter 1 (BGT 01-01)

Contact: Program, Budget, and Liaison Group, W-6300

1. **Planning Investigations.** Planning investigations are activities to acquire and analyze data and to formulate plans for improved management and development of water and related land resources. These investigations may involve, but are not limited to, the control and utilization of water from rivers and lakes; construction of new water supply and/or delivery facilities; modification of legal and/or institutional constraints; water conservation measures that will reduce user demand; system improvement and optimization of uses and operations; conjunctive use of surface and ground water; wetlands development; geothermal sources; watershed management; weather modification; etc. All investigations under the GI Appropriation will be classified as either Project Investigations or Special Investigations.
 - A. **Project Investigations** will include studies or programs which could result in a structural solution. These investigations will develop plans for resource development and evaluate the engineering, economic, and environmental viability of alternative solutions which could serve as a basis for recommendations to the Congress, if necessary, for action and/or authorization leading to requests by Reclamation for funding.
 - B. **Special Investigations** will include studies or programs which will most likely involve non-structural solutions, and deal primarily with analyses of a critical or unique problem related to the development of a project or of a particular existing situation. These investigations will include, but are not limited to, the following activities:
 - (1) Investigations of Existing Projects.
 - (2) Minor Work in Connection with Completed Project Investigations.
 - (3) Environmental and Interagency Coordination Activities.
 - (4) Technical Assistance to States.

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- (5) Fish and Wildlife Habitat Preservation, Restoration, and Enhancement.
- (6) River Basins Management.
- (7) Water Quality Restoration and Enhancement.
- (8) Wastewater Management.
- (9) Wetlands Preservation/Restoration.
- (10) General Planning Studies.
- (11) Others as appropriate.

C. **Nonreimbursable Investigations.** The costs of certain investigations will be nonreimbursable as provided by Public Law 92-149, 85 Stat. 416, dated October 29, 1971.

D. **Cost-Sharing on GI Studies.** Reclamation policy, as stated by the Commissioner, is to have a totally cost-shared partnership effort for planning studies in the GI Appropriation. Therefore, unless otherwise dictated by current policy, rules, statutes, laws and/or regulations, Reclamation will seek a goal of 50 percent cost-sharing for all proposed investigations which are being proposed for funding under the GI Appropriation. Cost-sharing partners may include State or County agencies, water/irrigation districts, or private individuals. Other Federal agency dollars are considered as a part of the Federal share and will also require 50 percent cost sharing. Cost sharing shall consist of in-kind services, cash, or a combination of both. Cost-sharing agreements will be executed and in place by October 1 of the year of first appropriation for the study or prior to expenditure of appropriated funds. Agreements can take one of many forms, but must be signed on behalf of the non-Federal partner by someone with authority to commit non-Federal funds or in-kind services and by someone with authority to commit Federal funds (i.e., the Regional Director).

- (1) There is one exception to the above cost sharing statement. For all studies being done in partnership with Native Americans, the amount of required cost-sharing is limited to 10 percent for all proposed, entirely Native American investigations which are being developed for funding under the GI Appropriation.
- (2) Work elements which are a part of the plan of study and which are accomplished by the non-Federal partner will be considered as in-kind services. The value of

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these work elements will be computed to be equal to the cost of Reclamation doing the same work. This in-kind service will be credited if the work is initiated after the study has been proposed to the Department of the Interior by Reclamation in a budget document, and an executed agreement is in place. However, work routinely done by the non-Federal partner, in the absence of the study, will not be considered as a direct contribution to the study and credited as in-kind services (refer to letter from Assistant Commissioner – Resources Management dated October 26, 1990).

- (3) If the scope of the investigation has not been finalized, and the plan of study has not been completed prior to October 1 of the first year of appropriation, minimal Federal funds for the investigation may be used to complete these activities prior to finalizing the cost-sharing agreement. However, funds expended on these activities are part of the study costs and subject to cost sharing (refer to Planning Instruction No. 90-08 signed by the Assistant Commissioner – Resources Management dated October 29, 1990).
 - (4) Specific information on the development of information for the General Investigations Program is contained in Reclamation's Program and Budget Handbook. All Offices will follow the procedures listed there in the development of their program estimates.
2. **Program Coordination.** The Program, Budget, and Liaison Group, in the Commissioner's Office, is responsible for carrying out the policy for Reclamation's General Investigation Program in the Budget Process, and for administration and oversight of the program.