



COLORADO WATER CONSERVATION BOARD



WATER SUPPLY RESERVE ACCOUNT 2009-2010 GRANT APPLICATION FORM

Flaming Gorge Project Task Force Assessment

Name of Water Activity/Project

Approving Basin Roundtable

\$40,000.00

Amount from Statewide Account

Total Amount of Funds Requested

Amount from Basin Account

Arkansas \$20K
Metro \$20K

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Attachments

1. Reference Information
2. Insurance Requirements (Projects Over \$100,000)
3. WSRA Standard Contract (Projects Over \$100,000)
4. W-9 Form (Required for All Projects)

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Instructions

To receive funding from the Water Supply Reserve Account (WSRA), a proposed water activity must be approved by the local Basin Roundtable AND the Colorado Water Conservation Board (CWCBC). The process for Basin Roundtable consideration/approval is outlined in Attachment 1.

Once approved by the local Basin Roundtable, the applicant should submit this application, a detailed statement of work, detailed project budget, and project schedule to the CWCBC staff by the application deadline.

The application deadlines are:

- Basin Account – 60 days prior to the bi-monthly Board meeting
- Statewide Account – 60 days prior to the March and September Board meeting

Board Meeting Dates	Basin Account Deadlines	Statewide Account Deadlines
3/17 - 3/18/2009	1/16/2009	1/16/2009
5/19 - 5/20/2009	3/19/2009	n/a
7/21 - 7/22/2009	5/21/2009	n/a
9/15 - 9/16/2009	7/15/2009	7/15/2009
11/17 - 11/18/2009	9/17/2009	n/a
January 2010	11/15/2010	n/a
March 2010	1/15/2010	1/15/2010
May 2010	3/15/2010	n/a

When completing this application, the applicant should refer to the WSRA Criteria and Guidelines available at: <http://cwcb.state.co.us/IWMD>.

The application, statement of work, budget, and schedule must be submitted in electronic format (Microsoft Word or text-enabled PDF are preferred) and can be emailed or mailed on a disk to:

Mr. Todd Doherty
Colorado Water Conservation Board
Intrastate Water Management and Development Section
WSRA Application
1580 Logan Street, Suite 600
Denver, CO 80203
Todd.Doherty@state.co.us

If you have questions or need additional assistance, please contact Todd Doherty of the IWMD Section at 303-866-3441 x3210 or todd.doherty@state.co.us.

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Part A. - Description of the Applicant (Project Sponsor or Owner);

1.	Applicant Name(s):	El Paso County Water Authority		
	Mailing address:	P.O. Box 1976, Colorado Springs, CO 80901 Attn: Gary Barber, Manager		
	Taxpayer ID#:	84-1428849	Email address:	barbergl@aol.com
	Phone Numbers: Business:	719-598-0230		
	Home:			
	Fax:	719-329-1444		

2. Person to contact regarding this application if different from above:

Name:

Position/Title

3. Eligible entities that may apply for grants from the WSRA include the following. What type of entity is the Applicant?

☒ **x**

Public (Government) – municipalities, enterprises, counties, and State of Colorado agencies. Federal agencies are encouraged to work with local entities and the local entity should be the grant recipient. Federal agencies are eligible, but only if they can make a compelling case for why a local partner cannot be the grant recipient.

☒ **x**

Public (Districts) – special, water and sanitation, conservancy, conservation, irrigation, or water activity enterprises.

☐

Private Incorporated – mutual ditch companies, homeowners associations, corporations.

☐

Private individuals, partnerships, and sole proprietors are eligible for funding from the Basin Accounts but not for funding from the Statewide Account.

☐

Non-governmental organizations – broadly defined as any organization that is not part of the government.

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4. Provide a brief description of your organization

The El Paso County Water Authority, is organized under an Establishing Contract as a water authority, a body corporate and politic, a separate governmental entity, a political subdivision and a public corporation of the State of Colorado, pursuant to Section 18(2)(a) and 2(b) of Article XIV, Constitution of the State of Colorado, and to § 29-1-204.2, Colorado Revised Statutes approved on or about November 4, 1996. The document is recorded at Reception No. 097075620 of the records of the El Paso County Clerk and Recorder's Office.

The Authority currently has fourteen members, including metropolitan districts, water and sanitation districts, towns and cities within El Paso County. The Authority meets the first Wednesday of each month in the Board of County Commissioners Hearing Room, 3rd Floor, El Paso County Administration Building, 27 East Vermijo, Colorado Springs, Colorado. The monthly meetings are open to the public and carried over the internet by the El Paso County Information Technology Department.

5. If the Contracting Entity is different then the Applicant (Project Sponsor or Owner) please describe the Contracting Entity here. As described below, the Keystone Center is a non-profit facilitation group who are well versed in assessing the merits of a collaborative effort to resolve natural resource challenges. Keystone Center successfully facilitated the Fountain Creek Vision Task Force from 2006 through December, 2008, bringing Secretary of the Interior Ken Salazar's Crown Jewel Project into sharp focus and poised for success. From their draft proposal:

6.

Background – The Keystone Center

The Keystone Center stands at the intersection of scientific inquiry and public policy. The Center's Science and Public Policy Program has a thirty-year history of bringing together policy makers and stakeholders and helping them work together to solve the toughest policy problems. Our goal is to provide participants in a Keystone dialogue with the highest quality, unbiased information in settings that give them the greatest chance of building previously unimagined solutions.

The Science and Public Policy Program works with the public, private, and civic sectors using state-of-the-art consensus-building, problem solving, strategic planning, training and dispute resolution skills in the areas of transportation and land use, the environment, health, and energy. Keystone employs a talented group of mediators and facilitators who can help agencies, communities, governments, and businesses make sound decisions. The Keystone Center has a reputation for neutrality built on thirty years of work on the toughest policy problems. The Keystone Dialogues are well-known as carefully balanced, technically sophisticated venues for resolving the most pressing public questions.

A Balance of Stakeholders

Our first commitment is to ensure the effective participation of key stakeholders. The Keystone Center's neutrality allows us to reach out to non-governmental organizations, business and industry and government. Our credibility with all stakeholders makes it possible for The Keystone Center to serve as a trustworthy convener.

Unbiased Science

We help the stakeholders gather sound science, engage in joint fact finding and address data conflicts so that

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their deliberation can focus on the policy solutions rather than focusing on disagreements over questions of fact – to avoid fighting over what we know in order to work on what we might do.

Sound Process

At the crossroads of policy and science, we offer a carefully constructed place, away from the heat of political debate and the emptiness of the political sound bite, for deep reflections and thoughtful problem solving.

Creative Solutions

Armed with the facts and working together in an atmosphere of cooperation and creativity, stakeholders can find unexpected, innovative solutions. They can break out of narrowly defined, one-sided positions and break new ground with solutions that serve the interests of every stakeholder and truly advance the public interest.

Michael Hughes

Vice President, Science and Public Policy Division

1600 Broadway | Ste 1920 | Denver, CO, 80202 | 303.468.8861 | mhughes@keystone.org

Mike leads Keystone's Science and Public Policy program, managing 23 professional staff. He is a mediator with 18 years of experience in public policy mediation in all three of Keystone's practice areas – environment, energy and health. In recent years, he has mediated long-standing, seemingly intractable conflicts over land use, transportation, air quality, climate change and chronic disease reduction. He has conducted regulatory negotiations, policy dialogues, site-specific mediations and public engagement processes at local, state, regional and national levels.

Heather Bergman

Associate, Science and Public Policy Division

1600 Broadway | Ste 1920 | Denver, CO, 80202 | 303.531.5511 | hbergman@keystone.org

Heather Bergman works on projects on a variety of topics, including watershed protection and restoration, public lands management, public health, and chemical weapons disposal. She facilitates collaborative deliberations of multiple and diverse stakeholders, as well as internal and small-group strategic planning processes. Heather has a Bachelor's Degree in International Relations and Modern Languages and a Master's Degree in Public Administration. She is currently pursuing a Ph.D. in comparative environmental politics and is preparing a doctoral dissertation on the implications for democracy of participatory resource management in the US and developing countries.

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7. Successful applicants will have to execute a contract with the CWCB prior to beginning work on the portion of the project funded by the WSRA grant. In order to expedite the contracting process the CWCB has established a standard contract with provisions the applicant must adhere to. A copy of this standard contract is included in Attachment 3. Please review this contract and check the appropriate box.

☒

The Applicant will be able to contract with the CWCB using the Standard Contract

☐

The Applicant has reviewed the standard contract and has some questions/issues/concerns. Please be aware that any deviation from the standard contract could result in a significant delay between grant approval and the funds being available.

8. The Tax Payer Bill of Rights (TABOR) may limit the amount of grant money an entity can receive. Please describe any relevant TABOR issues that may affect the applicant. None.

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Part B. - Description of the Water Activity

1. Name of the Water Activity/Project: Flaming Gorge Task Force Assessment and Convening

2. What is the purpose of this grant application? (Please check all that apply.)

☐

Environmental compliance and feasibility study

☐

Technical Assistance regarding permitting, feasibility studies, and environmental compliance

☒

Studies or analysis of structural, nonstructural, consumptive, nonconsumptive water needs, projects

Study or Analysis of:

☒

Structural project or activity

☒

Nonstructural project or activity

☒

Consumptive project or activity

☒

Nonconsumptive project or activity

☒

Structural and/ or nonstructural water project or activity

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3. Please provide an overview/summary of the proposed water activity (no more than one page). Include a

The Flaming Gorge Task Force: A Collaboration

This application is for: ASSESSMENT OF VIABILITY AND PROTOCOL TO CONVENE THE INITIAL MEETING OF A FLAMING GORGE TASK FORCE

PHASE ONE: (April to October, 2010) Identify, interview and engage key stakeholders, Colorado Basin Roundtables and sponsoring entities to assess the viability of a Flaming Gorge Task Force. The Assessment will review constituent agendas, supply alternatives, demand management, environmental impacts and project development strategies to determine if a collaborative task force model (see below) is viable. Keystone Center will prepare a written Assessment Summary, including a recommendation whether to proceed to the convening of a task force. If the recommendation is not to convene, the Summary will identify the obstacles to a successful convening or suggest alternatives to a task force approach. If the recommendation is favorable, Keystone Center will develop a protocol for the task force and convene the preliminary Task Force session (Optional Task 7). The cost of the convening meeting, to facilitate the organization and commencement of a vision task force, is included in this grant request. All subsequent task force meetings, shown here as a possible Phase Two, will proceed under a separate funding methodology, which may or may not include a future WSRA basin or statewide grant application.

Example of Possible Task Force, actual organization dependent on outcome of the Assessment

PHASE TWO: (October 2010 through October 2012) Convene a Task Force of water stakeholders to achieve consensus on a Development Plan for the Flaming Gorge project. **Key milestones:**

- March 2011: Vision Statement and memorialized in a Memorandum of Understanding
- September 2011: Goals, Strategies and Development Plan in place
- December 2011: Interbasin Compact Committee review & ratification of Development Plan.
- October 2012: Implementation Plan for Project development

Method

Facilitation by Contractor, the non-profit Keystone Center of four (4) levels of engagement:

- A. Consensus Committee**—Approximately 20 stakeholders from diverse interests serve as a decision-making body
- B. Federal Agency Technical Assistance Panel**—Self selected (i.e.completely optional) representatives of the Federal agencies like EPA, FWS, COE and BOR to provide technical feedback and support
- C. Working Groups/Basin Roundtables**—Subgroups to address substantive issues; participation open to anyone, including staff of Consensus Committee entities, the public, and third-party experts whose knowledge or expertise is desired by the rest of the group
- D. The Task Force**—Any and all persons or groups who self-identify as having an interest

Meetings

1. Monthly meetings of the Consensus Committee and most Working Groups; consultation with the Federal Agency Technical Assistance Panel as needed
2. Quarterly public meetings of the Task Force in dispersed locations about every three (3) months starting mid-way through Phase Two to solicit feedback and ideas
3. Regular Basin Roundtable meetings to assess basin impacts and opportunities

Outcomes

1. Allocation of Colorado's remaining Compact entitlement in an open, transparent fashion; potentially an Intrastate Compact via the Roundtable process
2. Public and stakeholder input on shaping NEPA compliance issues expediting an EIS.

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Part C. – Threshold and Evaluation Criteria

1. Describe how the water activity meets these **Threshold Criteria**. (Detailed in Part 3 of the Water Supply Reserve Account Criteria and Guidelines.)

a) The water activity is consistent with Section 37-75-102 Colorado Revised Statutes.¹

b) The water activity meets the eligibility requirements of Part 2 of the criteria and guidelines because:

The Executive Summary of “*A Resource Document: Projects and Methods to Meet the Needs of the Arkansas of the Arkansas Basin*” states:

Much of water supply “Gap” of the Arkansas basin, nearly 20,000 acre-feet, could be addressed in the near term if, and only if, the Rotating Agricultural Fallowing method is coupled with regional cooperation on new infrastructure. However, the future of sustainability for both consumptive and non-consumptive needs in the Arkansas is tied to the future of the Colorado’s entitlement under the Colorado River Compact. Presentations and reports by the Roundtable’s Interbasin Compact Committee Representatives makes clear the interdependence of Colorado River imports, both existing and future, with the longevity of irrigated agriculture within the Arkansas basin.

The Roundtable member’s ranking of identified Statewide Projects might suggests that the Gunnison basin is the most logical starting point for investigation. The Green Mountain pumpback, while having the highest composite score, does not bring new water to the Arkansas basin, but likewise perhaps a Gunnison alternative may not immediately benefit the Metro or South Platte basins. The next ranked project, Flaming Gorge, would seem to be worthy of an inter-basin dialogue by and between the various Roundtables as a continuation of attempting to meet the needs of the Arkansas basin.

Reaching satisfactory conclusions to negotiations about regional cooperation on agricultural fallowing and construction of delivery infrastructure will be challenging but necessary to meet the near term “Gap.” A broader dialogue on the statewide allocation of Colorado River Compact entitlement goes beyond the sole purview of the Arkansas Roundtable and should involved all basins within the state. So, the Roundtable may elect, as it has done in past with difficult topics like the Ag-to-Urban Transfers Committee, **to enlist the aid of the Colorado Water Conservation Board and /or neutral facilitators to bring these important processes to successful completion.** We look forward to the feedback of other Roundtables, the Interbasin Compact Committee and the greater public. Our hope is to both continue and extend our dialogue toward bringing projects and methods that meet the needs of the Arkansas River Basin to fruition. (emphasis added)

¹ 37-75-102. Water rights - protections. (1) It is the policy of the General Assembly that the current system of allocating water within Colorado shall not be superseded, abrogated, or otherwise impaired by this article. Nothing in this article shall be interpreted to repeal or in any manner amend the existing water rights adjudication system. The General Assembly affirms the state constitution's recognition of water rights as a private usufructuary property right, and this article is not intended to restrict the ability of the holder of a water right to use or to dispose of that water right in any manner permitted under Colorado law. (2) The General Assembly affirms the protections for contractual and property rights recognized by the contract and takings protections under the state constitution and related statutes. This article shall not be implemented in any way that would diminish, impair, or cause injury to any property or contractual right created by intergovernmental agreements, contracts, stipulations among parties to water cases, terms and conditions in water decrees, or any other similar document related to the allocation or use of water. This article shall not be construed to supersede, abrogate, or cause injury to vested water rights or decreed conditional water rights. The General Assembly affirms that this article does not impair, limit, or otherwise affect the rights of persons or entities to enter into agreements, contracts, or memoranda of understanding with other persons or entities relating to the appropriation, movement, or use of water under other provisions of law.

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This Application is intended to provide an Assessment of the viability a vision task force through the engagement of the neutral Keystone Center. As described in the text, the Arkansas basin has had favorable experience with facilitation of difficult topics, like Ag-to-Urban Transfers and the Fountain Creek Vision Task Force.

An Arkansas Basin representative has presented this approach at a regular meeting of the Metro Roundtable where that roundtable approved it by a unanimous vote. If the Arkansas Basin approves the WSRA grant application, this application will be presented to the Metro Roundtable for ratification. The Metro Roundtable voiced an interest in bringing the South Platte and other roundtables into the dialogue.

A Concept Document presented to the Arkansas Roundtable in January, 2010 and the Metro Roundtable in February is included under separate cover.

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- c) The water activity underwent an evaluation and approval process and was approved by the Basin Roundtable (BRT) and the application includes a description of the results of the BRT's evaluation and approval of the activity. At a minimum, the description must include the level of agreement reached by the roundtable, including any minority opinion(s) if there was not general agreement for the activity. The description must also include reasons why general agreement was not reached (if it was not), including who opposed the activity and why they opposed it. Note- If this information is included in the letter from the roundtable chair simply reference that letter.

See letter attached

- d) The water activity meets the provisions of Section 37-75-104(2), Colorado Revised Statutes.² Specifically describe how the water activity either furthers the Roundtable's basin-wide water needs assessment or meets a consumptive or non-consumptive water supply need identified in the Roundtable's working needs assessment.

Non-consumptive water needs in the Arkansas Basin are dependent on imports from Colorado River Basin. In ranking the Methods available to meet the needs, the Voluntary Flow program was ranked highest. This application to complete an Assessment supports that method. The Assessment also directly ties to meeting the consumptive use demand in the basin, currently estimate at more than 20,000 acre-feet. The See "A Resource Document: Projects and Methods to Meet the Needs of the Arkansas of the Arkansas Basin, November, 2009" for details.

Methods Ranked by Composite Score					
Summary of Methods Scores	Viable	Bearable	Equitable	Composite	
	Voluntary Flow Agrmt.	4.62	4.54	4.31	13.46
	Muni conservation	4.44	4.11	4.33	12.89
	Phreatophyte rem.	4.10	4.40	4.10	12.60
	Rotating Ag Fallow	4.21	4.14	3.86	12.21
	Ind. Efficiency	4.00	4.00	3.78	11.78
	Trans-cont. diversion	3.88	3.44	3.67	10.88
	Visioning Task Force	3.31	3.85	3.62	10.77
	Undrgrnd Water Stor.	3.31	3.69	3.46	10.46
	Deep Aquifer Stor.	3.21	3.64	3.43	10.29
	In-Stream Trust	3.64	3.36	3.21	10.21
	Change:Not use it or lose it	2.22	3.00	2.78	8.00

² 37-75-104 (2)(c). Using data and information from the Statewide Water Supply Initiative and other appropriate sources and in cooperation with the on-going Statewide Water Supply Initiative, develop a basin-wide consumptive and nonconsumptive water supply needs assessment, conduct an analysis of available unappropriated waters within the basin, and propose projects or methods, both structural and nonstructural, for meeting those needs and utilizing those unappropriated waters where appropriate. Basin Roundtables shall actively seek the input and advice of affected local governments, water providers, and other interested stakeholders and persons in establishing its needs assessment, and shall propose projects or methods for meeting those needs. Recommendations from this assessment shall be forwarded to the Interbasin Compact Committee and other basin roundtables for analysis and consideration after the General Assembly has approved the Interbasin Compact Charter.

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- e) Matching Requirement: For requests from the Statewide Fund, the applicants is required to demonstrate a 20 percent (or greater) match of the request from the Statewide Account. Sources of matching funds include but are not limited to Basin Funds, in-kind services, funding from other sources, and/or direct cash match. Past expenditures directly related to the project may be considered as matching funds if the expenditures occurred within 9 months of the date the application was submitted to the CWCB. Please describe the source(s) of matching funds. (NOTE: These matching funds should also be reflected in your Detailed Budget in Part D of this application)

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2. For Applications that include a request for funds from the Statewide Account, describe how the water activity meets the **Evaluation Criteria**. (Detailed in Part 3 of the Water Supply Reserve Account Criteria and Guidelines.)

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Part D. – Required Supporting Material

1. Water Rights, Availability, and Sustainability

This information is needed to assess the viability of the water project or activity. Please provide a description of the water supply source to be utilized, or the water body to be affected by, the water activity. This should include a description of applicable water rights and the name/location of water bodies affected by the water activity. The Colorado River, the South Platte River and the Arkansas River basins.

2. Please provide a brief narrative of any related or relevant previous studies.

The Fountain Creek Vision Task Force Strategic Plan is included in the Resource Document referenced above. Also the Ag-to-Urban Transfers Guidelines document. Both of these initiatives were dependent on facilitation for their success. An assessment of a similar approach for Flaming Gorge is suggested based on those successful experiences.

3. Statement of Work, Detailed Budget, and Project Schedule

The statement of work will form the basis for the contract between the Applicant and the State of Colorado. In short, the Applicant is agreeing to undertake the work for the compensation outlined in the statement of work and budget, and in return, the State of Colorado is receiving the deliverables/products specified. Please note that costs incurred prior to execution of a contract or purchase order are not subject to reimbursement.

Please provide a detailed statement of work using the following template. Additional sections or modifications may be included as necessary. Please define all acronyms. If a grant is awarded an independent statement of work document will be required with correct page numbers.

Statement of Work

WATER ACTIVITY NAME - ASSESSMENT OF VIABILITY AND PROTOCOL TO CONVENE THE INITIAL MEETING OF A FLAMING GORGE TASK FORCE

GRANT RECIPIENT – El Paso County Water Authority

FUNDING SOURCE – Proposed Cost approximately \$45,000.00.

Sources: **\$5,000.00 from the El Paso County Water Authority**
 \$20,000.00 from the Arkansas Basin Roundtable basin account
 \$20,000.00 from the Metro Basin Roundtable basin account

If the South Platte Basin would like to participate in funding the Assessment, the basin fund accounts could be adjusted.

INTRODUCTION AND BACKGROUND

Provide a brief description of the project. (Please limit to no more than 200 words; this will be used to inform reviewers and the public about your proposal)

Identify, interview and engage key stakeholders, Colorado Basin Roundtables and sponsoring entities to assess the viability of a Flaming Gorge Task Force. The Assessment will review constituent agendas, supply alternatives, demand management, environmental impacts and project development strategies to determine if a collaborative task force model (see below) is viable. Keystone Center will prepare a written Assessment Summary, including a recommendation whether to proceed to the convening of a task force. If the recommendation is not to convene, the Summary will identify the obstacles to a successful convening or suggest alternatives to a task force approach. If the recommendation is favorable, Keystone Center will develop a protocol for the task force and convene the preliminary Task Force session (Optional Task 7). The cost of the convening meeting, to facilitate the organization and commencement of a vision task force, is included in this grant request. All subsequent task force meetings, shown here as a possible Phase Two, will proceed under a separate funding methodology, which may or may not include a future WSRA basin or statewide grant application.

OBJECTIVES

List the objectives of the project Assessment of the viability of convening a Flaming Gorge Task Force similar to the Fountain Creek Vision Task Force (funded by a \$75,000 WSRA basin grant). If deemed viable, as provided in an Assessment Summary, development of task force protocols, including funding strategies and commitments. Convene initial (1st) Task Force meeting.

TASKS

Provide a detailed description of each task using the following format

TASK 1 – [Name]

Description of Task

Task 1A: Preparation for Assessment

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Method/Procedure

Attend basin roundtable meetings (3), interviews with selected agencies (DNR, CWCB), prepare list of stakeholders with contact info, review list with executive cmte

Deliverable

List

TASK1 – [Name]

Description of Task

Task 1B: Stakeholder Interviews

Method/Procedure

Interview Stakeholders individual and/or in small focus groups; record & collate information

Deliverable

None.

TASK 1

Description of Task

Task 1C: Draft summary of results

Method/Procedure

Draft text, deliver draft (electronically) to interviewees for review

Deliverable

None.

TASK 1 – [Name]

Description of Task

Task 1D: Review Summary and revise based on Stakeholder input

Method/Procedure

Contact Stakeholders, review input edit as appropriate

Deliverable

None.

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TASK 1 – [Name]

Description of Task

Task 1E: Prepare Assessment Summary

Method/Procedure

Includes Executive Summary with
Recommendations/Protocols for convening a Task Force

Deliverable

Assessment Summary with Recommendations; Publication cost estimated at \$2,500 for 250 copies at \$100 per copy. One each for Roundtable members, stakeholders, CWCB/IBCC staff in other interested parties

TASK 1 – [Name]

Description of Task

Task 1F: Joint Roundtable presentation

Method/Procedure

Joint Roundtable Meeting with Stakeholders and Interested Parties invited

Deliverable

Slide show, graphics and details from the Assessment Summary

TASK 2 – [Name]

Description of Task

Task 2: Convene Task Force for Initial Meeting if Appropriate

Method/Procedure

Logistics for meeting venue and support, organization of protocols and invitations, structure of follow-on funding plan for the Task Force. Actively facilitate the meeting

Deliverable

Meeting Notes, Slide show, graphics and other detail used in the meeting.

REPORTING AND FINAL DELIVERABLE

Reporting: The applicant shall provide the CWCB a progress report every 6 months, beginning from the date of the executed contract. The progress report shall describe the completion or partial completion of the tasks identified in the statement of work including a description of any major issues that have occurred and any corrective action taken to address these issues.

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Final Deliverable: At completion of the project, the applicant shall provide the CWCB a final report that summarizes the project and documents how the project was completed. This report may contain photographs, summaries of meetings and engineering reports/designs.

BUDGET

Provide a detailed budget by task including number of hours and rates for labor and unit costs for other direct costs (i.e. mileage, \$/unit of material for construction, etc.). A detailed and perfectly balanced budget that shows all costs is required for the State's contracting and purchase order processes. Sample budget tables are provided below. Please note that these budget tables are examples and will need to be adapted to fit each individual application. Tasks should correspond to the tasks described above.

THE KEYSTONE CENTER - SITUATION ASSESSMENT AND CONVENING				
Task Name	Estimate Hours	Associate with Admin Support	Sr. Associate	Description of Activities
Task 1: Step A. Preparation for Assessment	32	24	8	Attend basin roundtable meetings (3), interviews with selected agencies (DNR, CWCB), prepare list of stakeholders with contact info, review list with executive cmte
Task 1: Step B. Stakeholder Interviews	112	80	32	Interview Stakeholders individual and/or in small focus groups; record & collate information
Task 1: Step C. Draft summary of results	32	24	8	Draft Text, distribute draft
Task 1: Step D. Review summary & revise based on Stakeholder feedback	36	24	12	Contact Stakeholders, review input, edit as required
Task 1: Step E. Prepare final summary	32	24	8	Includes Executive Summary with Recommendations/Protocols for convening a Task Force
Task 1: Step F. Roundtable presentation	16	12	4	Joint Roundtable Meeting with Interested Parties
Not to Exceed Task 1 Hours , hours adjusted between Steps as req.	260	188	72	Deliverable: Task Force Assessment with Recommendation
Task 2 is Optional depending on the results of the assessment				If the Recommendation is to proceed to convening a Task Force, proceed. Otherwise, STOP .
Task 2: Convene Task Force for Initial Meeting if Appropriate	36	28	8	First Task Force meeting--New Process going forward
Total Labor Hour Estimate	296	216	80	
Estimated Costs	Hours	Rate	Rate	Cost
Labor - Associate	144	\$100		\$14,400
Labor - Senior Associate	80		\$245	\$19,600
Administrative Assistant/Drafting	72	\$85		\$6,120
Expenses - Travel and Printing Estimate				
Travel				\$1,500
Printing Assessment Document	100 copies at \$25 each (estimate)			\$2,500
Meeting support (coffee)				\$750
Subtotals				
Labor				\$40,120
Expenses				\$4,750
TOTAL:				\$44,870
\$44,870	Without Task 7 Convening Meeting			(\$4,970)
	Net Costs Through Task 6 if STOP			\$39,900

SCHEDULE

Provide a project schedule including key milestones for each task and the completion dates or time period from the Notice to Proceed (NTP). This dating method allows flexibility in the event of potential delays from the procurement process. Sample schedules are provided below. Please note that these schedules are examples and will need to be adapted to fit each individual application.

Estimated Schedule to Complete Assessment Summary and Convening of Task Force

Task	Start Date	Finish Date
1	Upon NTP	NTP + 90 days
2	Task 1+ 60-90 days	Appx October, 2010

NTP = Notice to Proceed

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PAYMENT

Payment will be made based on actual expenditures and invoicing by the applicant. Invoices from any other entity (i.e. subcontractors) cannot be processed by the State. The request for payment must include a description of the work accomplished by major task, and estimate of the percent completion for individual tasks and the entire water activity in relation to the percentage of budget spent, identification of any major issues and proposed or implemented corrective actions. The last 5 percent of the entire water activity budget will be withheld until final project/water activity documentation is completed. All products, data and information developed as a result of this grant must be provided to the CWCB in hard copy and electronic format as part of the project documentation. This information will in turn be made widely available to Basin Roundtables and the general public and help promote the development of a common technical platform.

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The above statements are true to the best of my knowledge:

Signature of Applicant: 

Print Applicant's Name: Gary Barber

Project Title: ASSESSMENT OF VIABILITY AND PROTOCOL TO CONVENE THE INITIAL MEETING OF A FLAMING GORGE TASK FORCE

Return this application to:

Mr. Todd Doherty
Intrastate Water Management and Development Section
COLORADO WATER CONSERVATION BOARD
1580 Logan Street, Suite 600
Denver, CO 80203

To submit applications by Email, send to: todd.doherty@state.co.us

To submit applications by Fax, send to: (303) 894-2578

For questions, call Telephone No.: (303) 866-3426

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Attachment 1 Reference Information

The following information is available via the internet. The reference information provides additional detail and background information.

Colorado Water Conservation Board (<http://cwcb.state.co.us/>)

Loan and Grant policies and information are available at – <http://cwcb.state.co.us/Finance/>

Interbasin Compact Committee and Basin Roundtables (<http://ibcc.state.co.us/>)

Interbasin Compact Committee By-laws and Charter (under Helpful Links section) –

<http://ibcc.state.co.us/Basins/IBCC/>

Legislation

House Bill 05-1177 - Also known as the Water for the 21st Century Act –

<http://cwcbweblink.state.co.us/DocView.aspx?id=105662&searchhandle=28318>

House Bill 06-1400 – Adopted the Interbasin Compact Committee Charter –

<http://cwcbweblink.state.co.us/DocView.aspx?id=21291&searchhandle=12911>

Senate Bill 06-179 – Created the Water Supply Reserve Account –

<http://cwcbweblink.state.co.us/DocView.aspx?id=21379&searchhandle=12911>

Statewide Water Supply Initiative

General Information – <http://cwcb.state.co.us/IWMD/>

Phase 1 Report – <http://cwcb.state.co.us/IWMD/SWSITechnicalResources/SWSIPhaseIReport/>

Attachment 2
Insurance Requirements

NOTE: The following insurance requirements taken from the standard contract apply to WSRA projects that exceed \$100,000 in accordance with the policies of the State Controller's Office. Proof of insurance as stated below is necessary prior to the execution of a contract.

13. INSURANCE

Grantee and its Sub-grantees shall obtain and maintain insurance as specified in this section at all times during the term of this Grant: All policies evidencing the insurance coverage required hereunder shall be issued by insurance companies satisfactory to Grantee and the State.

A. Grantee

i. Public Entities

If Grantee is a "public entity" within the meaning of the Colorado Governmental Immunity Act, CRS §24-10-101, et seq., as amended (the "GIA"), then Grantee shall maintain at all times during the term of this Grant such liability insurance, by commercial policy or self-insurance, as is necessary to meet its liabilities under the GIA. Grantee shall show proof of such insurance satisfactory to the State, if requested by the State. Grantee shall require each Grant with Sub-grantees that are public entities, providing Goods or Services hereunder, to include the insurance requirements necessary to meet Sub-grantee's liabilities under the GIA.

ii. Non-Public Entities

If Grantee is not a "public entity" within the meaning of the GIA, Grantee shall obtain and maintain during the term of this Grant insurance coverage and policies meeting the same requirements set forth in §13(B) with respect to sub-Grantees that are not "public entities".

B. Sub-Grantees

Grantee shall require each Grant with Sub-grantees, other than those that are public entities, providing Goods or Services in connection with this Grant, to include insurance requirements substantially similar to the following:

i. Worker's Compensation

Worker's Compensation Insurance as required by State statute, and Employer's Liability Insurance covering all of Grantee and Sub-grantee employees acting within the course and scope of their employment.

ii. General Liability

Commercial General Liability Insurance written on ISO occurrence form CG 00 01 10/93 or equivalent, covering premises operations, fire damage, independent Grantees, products and completed operations, blanket Grantual liability, personal injury, and advertising liability with minimum limits as follows:

(a) \$1,000,000 each occurrence; (b) \$1,000,000 general aggregate; (c) \$1,000,000 products and completed operations aggregate; and (d) \$50,000 any one fire. If any aggregate limit is reduced below \$1,000,000 because of claims made or paid, Sub-grantee shall immediately obtain additional insurance to restore the full aggregate limit and furnish to Grantee a certificate or other document satisfactory to Grantee showing compliance with this provision.

iii. Automobile Liability

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Automobile Liability Insurance covering any auto (including owned, hired and non-owned autos) with a minimum limit of \$1,000,000 each accident combined single limit.

iv. Additional Insured

Grantee and the State shall be named as additional insured on the Commercial General Liability and Automobile Liability Insurance policies (leases and construction Grants require additional insured coverage for completed operations on endorsements CG 2010 11/85, CG 2037, or equivalent).

v. Primacy of Coverage

Coverage required of Grantee and Sub-grantees shall be primary over any insurance or self-insurance program carried by Grantee or the State.

vi. Cancellation

The above insurance policies shall include provisions preventing cancellation or non-renewal without at least 45 days prior notice to the Grantee and the State by certified mail.

vii. Subrogation Waiver

All insurance policies in any way related to this Grant and secured and maintained by Grantee or its Sub-grantees as required herein shall include clauses stating that each carrier shall waive all rights of recovery, under subrogation or otherwise, against Grantee or the State, its agencies, institutions, organizations, officers, agents, employees, and volunteers.

C. Certificates

Grantee and all Sub-grantees shall provide certificates showing insurance coverage required hereunder to the State within seven business days of the Effective Date of this Grant. No later than 15 days prior to the expiration date of any such coverage, Grantee and each Sub-grantee shall deliver to the State or Grantee certificates of insurance evidencing renewals thereof. In addition, upon request by the State at any other time during the term of this Grant or any sub-grant, Grantee and each Sub-grantee shall, within 10 days of such request, supply to the State evidence satisfactory to the State of compliance with the provisions of this **§13**.

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Attachment 3

Water Supply Reserve Account Standard Contract

NOTE: The following contract is required for WSRA projects that exceed \$100,000. (Projects under this amount will normally be funded through a purchase order process.) Applicants are encouraged to review the standard contract to understand the terms and conditions required by the State in the event a WSRA grant is awarded. Significant changes to the standard contract require approval of the State Controller's Office and often prolong the contracting process.

It should also be noted that grant funds to be used for the purchase of real property (e.g. water rights, land, conservation easements, etc.) will require additional review and approval. In such cases applicants should expect the grant contracting process to take approximately 3 to 6 months from the date of CWCB approval.

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Attachment 4

W-9 Form

NOTE: A completed W-9 form is required for all WSRA projects prior execution of a contract or purchase order. Please submit this form with the completed application.