



COLORADO WATER CONSERVATION BOARD

WATER SUPPLY RESERVE ACCOUNT GRANT APPLICATION FORM



Solicitation of stakeholder input and advice through a Colorado River Basin edition of Headwaters Magazine Colorado

Name of Water Activity/Project

Approving Basin Roundtable

\$25,000.00

Amount from Statewide Account

\$0.00

Total Amount of Funds Requested

Amount from Basin Account

\$25,000

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1. Reference Information
2. Insurance Requirements (Projects Over \$25,000)
3. WSRA Standard Contract (Projects Over \$100,000)
4. W-9 Form (Required for All Projects)

Water Supply Reserve Account – Grant Application Form

Form Revised March 2009

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 (CWCB). 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 CWCB staff by the application deadline.

The application deadlines are:

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

Board Meeting Dates	Basin Account Deadlines	Statewide Account Deadlines
July 20-21, 2010	May 21, 2010	n/a
September 21-22	July 23, 2010	July 23, 2010
November 16-17	September 17, 2010	n/a
January 2011	60 days prior	n/a
March 2011	60 days prior	n/a
May 2011	60 days prior	n/a
July 2011	60 days prior	n/a
September 2011	60 days prior	60 days prior

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
Water Supply Planning Section
WSRA Application
1580 Logan Street, Suite 200
Denver, CO 80203
Todd.Doherty@state.co.us

If you have questions or need additional assistance, please contact Todd Doherty of the Water Supply Planning 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): **Colorado Foundation for Water Education**

Mailing address: **1580 Logan St. Ste. 410
Denver, CO 80203**

Taxpayer ID#: **61-1431665** Email address: **nseltzer@cfwe.org**

Phone Numbers: Business: **303-377-4433**

Home:

Fax:

303-377-4360

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

Name: **Nicole Seltzer**

Position/Title **Executive Director**

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

☐ 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.

☐ 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 Colorado Foundation for Water Education was created by an act of the Colorado State Legislature (HB 02-1152) in 2002 to promote a better understanding of water issues through educational opportunities and resources so Colorado citizens will understand water as a limited resource and make more informed decisions. The Foundation's Board of Trustees consists of 22 appointed and selected individuals who represent the diverse geography and affiliations of Colorado's water community.

The Foundation has over 350 contributing members located across Colorado. Our members include water providers, federal agencies, elected officials, scientists, engineers, attorneys, teachers and the general public. We are Colorado's premier source of unbiased, independent information on water.

The Foundation currently has three full-time staff members, one full-time OSM/VISTA volunteer and a number of subcontractors to achieve mission-related work.

5. If the Contracting Entity is different then the Applicant (Project Sponsor or Owner) please describe the Contracting Entity here.

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6. 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.

7. 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.

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Part B. - Description of the Water Activity

1. Name of the Water Activity/Project:

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 description of the overall water activity and specifically what the WSRA funding will be used for.

The proposal will provide a tool for Colorado Roundtable members to actively solicit input and advice from affected local governments and stakeholders. It will also educate over 7,000 Colorado residents about issues in the Colorado basin. The publication can be used by water educators throughout the basin to better reach their audience.

Production of this issue will assist Roundtable members and others in the community who do water education work by providing them with high quality materials needed to educate the public. The Foundation will assist the Roundtable with distribution of the publication and will work with local water educators to develop additional means of telling the stories in the publications such as community presentations, workshops and additional media.

The proposal seeks \$25,000 to fund a portion of the production of an edition of Headwaters magazine focused on the Colorado basin. Full cost of the edition is \$32,000. Production includes the writing, editing, design, printing, distribution and management of the issue. The issue would be available in June of 2011.

Headwaters magazine is the Foundation's most widely available and well-known educational resource. The Foundation distributes over 7,000 copies of each issue to residents of Colorado and the West. Once a year, the magazine features a river basin in Colorado and discusses in detail the challenges the basin faces, the agencies and people responsible for managing water resource issues, and the many success stories and accomplishments of the water community in the basin. The Foundation has featured the San Juan, Dolores, Rio Grande, Arkansas, South Platte and Yampa and White basins since the first basin-focused issue in 2004.

The proposal is intended to educate stakeholders in the Colorado basin about the basin's geography, water supply and environmental concerns, water management agencies (including the IBCC and Basin Roundtable) and different user groups. The issue will help the Roundtable achieve their goal of communicating with basin stakeholders to better solicit their input for needs assessments and project planning.

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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

The proposal would help basin residents understand the current water rights system. It is consistent with CRS Section 37-75-102 as it does not impact or impede the current system of water rights allocation nor impair or impede any contractual or property rights.

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.

Water Supply Reserve Account – Grant Application Form

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- b) 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.

The Colorado Roundtable will consider this application at its June 28, 2010 meeting.

- c) The water activity meets the provisions of Section 37-75-104(2), Colorado Revised Statutes.² The Basin Roundtable Chairs shall include in their approval letters for particular WSRA grant applications a description of how the water activity will assist in meeting the water supply needs identified in the basin roundtable's consumptive and/or non-consumptive needs assessments.

CRS Section 37-75-104(2) requires that "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." This proposal will help the Roundtable communicate to those stakeholders the needs of the basin, the projects and initiatives currently proposed to meet them, and the appropriate avenues for input.

Headwaters Magazine has a long history of educating Colorado citizens on the history, use and management of the state's water resources. The Colorado edition, like other basin-focused editions before it, will describe the challenges the basin faces, the agencies and people responsible for managing water resource-affiliated issues, and the many success stories already accomplished. The edition will also feature the Colorado Roundtable and discuss its roles and responsibilities, its needs assessment and technical work, and avenues for stakeholders to become involved or provide input.

In order for the stakeholders within the Colorado basin to provide input and advice to the Basin Roundtable, they must adequately understand the issues the Roundtable is meant to address and know the avenues to provide such input and advice. The proposal will be a tool Roundtable members can use to actively solicit feedback from affected local governments and other stakeholders

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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- d) 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)

While not required, CFWE will match the Colorado Basin Roundtable's \$25,000 with an additional \$7,038 of private funds and an addition \$10,900 of in-kind donation

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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.

Not applicable

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

The Foundation has produced similar issues focused on the San Juan, Dolores, Rio Grande, Arkansas, South Platte, Yampa and White basins. Those issues, which were well received, are available to view electronically at:

http://cfwe.org/index.php?option=com_content&view=article&id=242&Itemid=137

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-

Solicitation of stakeholder input and advice through publication of a Colorado Basin edition of *Headwaters* Magazine

GRANT RECIPIENT -



FUNDING SOURCE – Colorado Basin Roundtable funds and CFWE matching funds

INTRODUCTION AND BACKGROUND –

The proposal will provide a tool for Colorado Roundtable members to actively solicit advice and input from affected local governments and stakeholders. It will also educate over 7,000 Colorado residents about issues in the Colorado basin. The publication can be used by water educators in the Colorado basin to better reach their audience.

Production of this issue will assist Roundtable members and others in the community who do water education by providing them with high quality materials needed to educate the public. The Foundation will assist the Roundtable with distribution of the publication and will work with local water educators to develop additional means of telling the stories within the publications, such as community presentations, workshops and media stories.

The proposal seeks \$25,000 to fund a portion of the production of an edition of *Headwaters* magazine focused on the Colorado basin. Full cost of the edition is \$32,000. Production includes the writing, editing, design, printing, distribution and management of the issue. The issue would be available in June 2011.



Headwaters magazine is the Foundation's most widely available and well-known educational resource. The Foundation distributes 7,000 copies to residents of Colorado and the West. Once a year, the magazine features a river basin in Colorado and discusses in detail the challenges the basin faces, the agencies and people responsible for managing water resource affiliated issues, and the many success stories already accomplished. The Foundation has featured the San Juan, Dolores, Rio Grande, Arkansas, South Platte, Yampa and White basins since the first basin-focused issue in 2004.

The proposal is intended to educate Roundtable stakeholders in the Colorado basin about the basin's geography, water supply and environmental challenges, water management agencies (including the IBCC and Roundtable) and different user groups.

The issue will help the Roundtable achieve their goal of communicating with basin stakeholders to better solicit their input for needs assessments and project planning.

OBJECTIVES-

This project has the following objectives

1. With input from Roundtable members, produce a high-quality, accurate and unbiased account of the water management history, issues and challenges of the Colorado basin
2. Prominently feature the Roundtable's assessment of both non-consumptive and consumptive needs and the projects it has funded
3. Provide information the public can use to learn more about the Roundtable's work and become involved
4. Educate the greater Colorado public through distribution of 7,000 copies via normal CFWE channels
5. Educate local stakeholders by assisting the Roundtable and local water educators with distribution of additional copies within the Colorado basin
6. Educate local citizens by assisting the Roundtable and local water educators in development of additional distribution channels such as workshops, media stories or presentations

TASKS

Task 1: Story Budget Creation

The first step is creation of a story budget for the issue. A story budget is an outline of the stories to be included in the issue, the length of each story and identification of sources and reviewers for each story.

The Foundation has well-vetted procedures for creating the story budget that have been adopted by its Board of Trustees. The adopted *Headwaters* Publications Guidelines are attached. In short, staff and members of the Foundation's Educational Programs Committee and Publications Committee meet to brainstorm the potential stories. Ideas are vetted by the full Board of Trustees and any outside authorities familiar with the topic.

A member(s) of Colorado Roundtable or their designee(s) will be invited to serve as an interim committee member for the Colorado basin issue to better include information on the Roundtable's needs assessment and technical work. That Roundtable member will also help the Foundation with creating information in the edition that will instruct readers on how to provide feedback to the roundtables, as per requirements in CRS Section 37-75-104(2).

The publication's editor then contacts writers for the issue and makes assignments.

Deliverable: the story budget which outlines the issue and length of each story.

Task 2: Writing and Editing

Writers assigned to each story then contact sources, conduct background research and write their pieces. Once draft text is complete, the raw text is submitted to the editor for initial review. Upon completion of her review, the edited text is sent to the Foundation's Publications Committee and the additional outside reviewers for fact-checking, additional editing and general readability. The attached *Headwaters* Publications Guidelines detail the process more thoroughly.

Deliverable: edited text of the magazine

Task 3: Graphic Design and Printing

The edited text is laid out and photographs, graphics and other visual art is created and included in the layout.

The layout of the magazine is then reviewed by the Foundation's Publications Committee and the outside reviewers.

Approved layout is then sent to the printer. 7,000 copies of the Colorado Basin issue will be printed.

Deliverable: 7,000 copies of the edition

Task 4: Distribution and Input Solicitation

The Foundation will distribute the edition by the following means

- Mass mailing to all CFWE members and *Headwaters* subscribers (approx. 5,800 copies)
- Copies to the Roundtable for distribution to members and stakeholders (500 copies)
- Copies available at CFWE office and trade show/conference booths (350 copies)
- Copies to local water educators for use in their programs (350 copies)
- Electronic version on CFWE website

The edition will be used by Roundtable members as a tool to actively solicit feedback from their affected local governments and other stakeholders as required by CRS 37-75-104(2). The edition will include information on the Colorado Roundtable and describe the avenues readers can use to give input and feedback to the Basin Roundtable process. The Foundation will assist the Roundtable with distribution of the publication and will work with local water educators to develop additional means of telling the stories in the publications such as community presentations, workshops and media stories.

Deliverable: Distribution Work Plan created in conjunction with Colorado Roundtable members or their designee(s).

Colorado Foundation for Water Education
WSRA Application—Colorado BRT
Budget, June 2010

Total Costs

	Labor	Other Direct Costs	Total Project Costs	CFWE Matching Funds	Total Requested Funds
Task 1	\$1,392	\$250	\$1,642	\$142	\$1,500
Task 2	\$10,146	\$50	\$10,196	\$2,196	\$8,000
Task 3	\$6,820	\$7,298	\$14,118	\$3,118	\$11,000
Task 4	\$5,705	\$650	\$6,355	\$1,855	\$4,500
In-Kind Contributions	\$10,900	\$0	\$10,900		
Total Costs	\$34,963	\$8,248	\$43,211	\$7,311	\$25,000

Personnel Budget

Project Personnel	Project Manager	Editor	Writers	Graphic Design	Total Costs
Hourly Rate	\$62	\$50	\$.50 / word	\$85	
Task 1	16	8	0	0	\$1,392
Task 2	8	53	14000	0	\$10,146
Task 3	10	5	0	70	\$6,820
Task 4	40	5	0	35	\$5,705
Total Hours	74	71	14000	105	
Total Cost	\$4,588	\$3,550	\$7,000	\$8,925	\$24,063

Other Direct Costs

	Mileage (at \$.505/mi)	Teleconference	Printing (7k copies at \$1.014each)	Mailing	Total Costs
Task 1	\$50	\$200			\$250
Task 2	\$50	\$0			\$50
Task 3		\$200	\$7,098		\$7,298
Task 4	\$50	\$0		\$600	\$650
Total Cost	\$150	\$400	\$7,098	\$600	\$8,248

In-Kind Contributions

Project Personnel	CFWE Committee Members*	Graphic Design	Total Costs
Hourly Rate	400	85	
Task 1	8	0	\$3,200
Task 2	12	0	\$4,800
Task 3	0	20	\$1,700
Task 4	3	0	\$1,200
Total Hours	23	20	43
Total Cost	\$9,200	\$1,700	\$10,900

* Committee member hours assume 8 members at \$50/hour

SCHEDULE

Task	First 3 Months			Second 3 Months			Third 3 Months		
	01/11-03/11			04/11-06/11			07/11-09/11		
Task 1 : Story Budget Creation									
Task 2: Writing and Editing									
Task 3: Graphic Design and Printing									
Task 4: Distribution and Input Solicitation									
Final Report									

Colorado Foundation for Water Education **Headwaters Guidelines**

Headwaters Magazine is published three times a year (June, October and January) and addresses current events and news items of interest. The magazine's audience is not technical or legal in nature. Stories will be written in language suitable for a wide audience. The goal of every Foundation publication is to present balanced, accurate, non-positional water-related information to Colorado citizens. The tone and content of each issue should reflect this goal while, at the same time, being interesting, readable and inclusive of controversial subjects.

The following guidelines generally describe the Foundation's process for publication of issues of Headwaters Magazine. These guidelines are subject to adjustment by the Executive Director, in consultation with the Chair of the Publications Committee, as the need arises in regard to any particular issue of Headwaters. These guidelines also provide a basic framework for editing of Citizen Guides; however, the selection and management of authors for Citizen Guides resides in the Executive Director and the Publications Committee and these guidelines will be adapted as necessary to the publication of each Citizen's Guide.

1. The Foundation Publications Committee, Executive Director, Editor and Designer will identify topics to be covered in the issue.
2. The Executive Director and Editor will work together to develop a story budget, writer assignments, schedule and financial budget for each publication. The Executive Director then gives the go ahead to the Editor to manage writers.
3. The Executive Director and the Publications Committee Chair, in consultation with the Editor, can identify additional reviewers (other than members of the Publications Committee and CFWE board members) at any time during the publication process. The reviewers will be held to the same confidentiality standards as members of the CFWE board and Publications Committee. Reviewers shall not be persons who are quoted in any article or to whom comments are attributed in any article.
4. The Executive Director will establish the story budget in collaboration with the Editor, Designer, and Chair of the Publications Committee and devise deadlines for submission of draft copy, layout, review, and other identified steps towards completion of the publication. The Editor and Designer will not be held responsible for delays that result from Foundation review. Design will always be given at least three weeks.
5. The Editor shall communicate the Foundation's list of suggested sources to the designated writers for the story involved, and the writer shall be responsible for identifying additional sources. If sources are difficult to reach, writers shall notify the Editor and move on to other sources.
6. Writers will submit the raw copy to the Editor. If the Editor has questions about the contents or point of view of a particular story, the Editor shall contact the Executive Director for clarification.
7. Breaks with AP style may be made in certain circumstances. For instance, the State Engineer and Foundation will always be capitalized even though it is a violation of AP style.

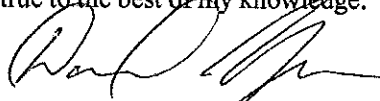
8. Raw copy will be sent to the Designer to begin assigning photos and graphics. The Designer and Editor will discuss preliminary layout and then work to identify additional graphics or any other material needed for the publication.
9. Raw copy will also go to the Executive Director and the Publications Committee Chair for a first read. Outside subject matter experts, if not previously identified, may be designated to review story drafts at this point. The Executive Director, the Publications Committee Chair, and the Editor will work together to avoid situations of potential prior restraint by third parties over the contents of the publication.
10. After any revisions of the raw text by the Executive Director and the Publications Committee Chair, edited copy is sent as a PDF file to the members of the Publications Committee and designated reviewers. The Foundation will consider the reviewers' comments but is not bound to accept them.
 - a. Committee members will treat copy as confidential material;
 - b. Committee members should check facts and dates and to the greatest extent possible, leave punctuation, grammar and syntax to the editor and/or copy editor;
 - c. Committee members should provide comments to the Executive Director, Publications Committee Chair and Editor, related to holes in stories, confusing content, inaccurate or inappropriate illustrations or content, and any other observations;
 - d. Committee members should identify any needed sidebars or additional stories as early in the process as possible;
 - e. Committee members are expected to meet predetermined deadlines. Comments past deadlines will be read, but might not be included.
 - f. The Editor will review Committee comments and rectify any conflicting suggestions. Changes will be prepared by the Editor. In the case of unresolved conflicts over copy, the Editor seeks guidance from the Executive Director and Publications Committee Chair, as they have final authority to approve copy.
11. The magazine draft may go to an outside copy editor for grammar, style and punctuation.
12. The edited copy goes to the Designer for layout.
 - a. Headlines are done and copy is proofed. At this point, unless last minute story or news item breaks, stories and copy are finalized;
 - b. Designer and Editor collaborate on headlines, placement of stories, and all matters of layout;
 - c. Publications Committee Chair and Executive Director review layout, proof the publication and approve changes.
13. The draft final magazine is provided to members of the Publications Committee and the full Board for final comments, with a set time for response.

14. The corrected magazine is reviewed, proofed by the Editor, Designer, Executive Director, and Publications Committee Chair.
15. The Executive Director gives the go-ahead to the Designer for publication.
16. The Executive Director and the Editor coordinate any news releases regarding the Publication.

Water Supply Reserve Account – Grant Application Form
Form Revised March 2009

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

Signature of Applicant:

 6/20/2010

Print Applicant's Name: **David Harper**

Project Title:

Solicitation of stakeholder input and advice through publication of a Colorado basin edition of Headwaters Magazine

Return this application to:

Mr. Todd Doherty
Intrastate Water Management and Development Section
COLORADO WATER CONSERVATION BOARD
1580 Logan Street, Suite 200
Denver, CO 80203

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

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your Income tax return)

COLORADO FOUNDATION FOR WATER EDUCATION

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership

☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶

☒ Other (see Instructions) ▶ 501(c)3 NON-PROFIT

☐ Exempt
payee

Address (number, street, and apt. or suite no.)

1580 LOBAN ST. STE. 40

City, state, and ZIP code

DENVER, CO 80203

Requester's name and address (optional)

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

or

Employer identification number

611431665

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the Instructions on page 4.

Sign
Here

Signature of
U.S. person ▶

Daniel J. [Signature]

Date ▶ 3/9/2010

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,