



COLORADO WATER CONSERVATION BOARD

WATER SUPPLY RESERVE ACCOUNT GRANT APPLICATION FORM



Colorado Basin Roundtable Education Program

Name of Water Activity/Project

Approving Basin Roundtable

\$29,700

Amount from Statewide Account

0

Total Amount of Funds Requested

Amount from Basin Account

\$29,700

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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 (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/TWMD>.

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 Mesa University for the Water Center
at Colorado Mesa University for the Colorado
Basin Roundtable Education Committee

Mailing address: 1100 North Ave.
Grand Junction, CO 81501-3122

Taxpayer ID#: 84-6001656 Email address: aor@coloradomesa.edu

Phone Numbers: Business: 970-248-1424
Home:
Fax: 970-248-1812

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

Name: Hannah Holm, hholm@coloradomesa.edu, 970-683-1133

Position/Title Coordinator, Water Center at Colorado Mesa University

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 Basin Roundtable Education Committee is the sponsor of this grant request and has invited Mesa County Water Association to provide these coordination services in conjunction with oversight and participation by the members of the CBRT Education committee. The committee includes a diverse cross section of Roundtable members including water providers, County, Municipal, Industrial, Agricultural and Environmental representatives from across the Colorado Basin.

The Water Center at Colorado Mesa University was formally inaugurated in May 2011 with the signing of a memorandum of understanding between the Mesa County Water Association, a 25-year-old water education non-profit, and Colorado Mesa University (previously known as Mesa State College). The mission of the Water Center is to perform and facilitate interdisciplinary and collaborative research, education, outreach and dialogue to provide citizens, scholars, and policy makers with the information they need to address the water challenges facing the Upper Colorado River Basin. The Water Center's Advisory Council includes people from a broad range of perspectives, geographic locations across the basin, and areas of expertise.

Activities to educate current and future community leaders and the general public on water issues include publishing an e-newsletter, conducting presentations to community groups, organizing seminars and tours, and providing water education resources and training opportunities for K-12 teachers. Activities to promote and showcase research on water issues in the Upper Colorado Basin include organizing a one-day networking forum on October 31 for water experts from across disciplines to share recent research and project ideas. We will establish on-line forums for ongoing dialogue on the ideas raised at the forum, as well as seek funding to carry out new project ideas.

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

The contracting entity and the applicant are the same.

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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.

The applicant will not be affected by any TABOR issues.

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Part B. - Description of the Water Activity

1. Name of the Water Activity/Project:

Colorado Basin Roundtable Education 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 Colorado Basin Roundtable Education Program will work with Basin Roundtable members to fulfill the Basin Roundtables responsibilities to:

- “...Actively seek the input and advice of affected local governments, water providers, and other interested stakeholders and persons in establishing its needs assessment...” (CRS 37-75-104 (c)).
- “Serve as a forum for education and debate regarding methods for meeting water supply needs.” ((CRS 37-75-104 (d))).

The Program will reach out to media, local government and civic organizations across Colorado’s Western Slope in order to raise awareness and generate feedback about the Roundtable’s needs assessments, studies and projects, as well as the Roundtable’s role in statewide water planning. Outreach activities will include media commentaries, presentations to civic and government groups, an e-newsletter, website and social media.

The Water Center at Colorado Mesa University will coordinate this program with active participation and support from the members of the Colorado Basin Roundtable Education Committee and Basin Roundtable Members. This program will result in broader public participation in policy debates about water and better public understanding of the trade-offs inherent in making water policy decisions and the activities and discussions of the Basin Roundtables and IBCC in these decisions.

The primary tasks will be to:

1. Coordinate media stories prepared by Basin Roundtable members and stakeholders on a volunteer basis, with a goal of 100 media stories published within two years.
2. Coordinate civic outreach by Basin Roundtable members and stakeholders within the basin, conducting presentations and listening sessions with 60-100 civic groups over two years, soliciting feedback through evaluations and maintaining contact with participants through an electronic newsletter.
3. Organize water seminars and classes.
4. Coordinate presentations with other basin roundtables.
5. Prepare and analyze written Evaluation of programs and media.
6. Reporting and Final Deliverable.

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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

This water activity is educational in nature. It does not affect in any way the current system of allocating water within Colorado, nor does it diminish, impair or cause injury to any property or contractual right created by intergovernmental agreements, contracts, stipulations, etc., nor does it impair or limit or otherwise affect any person or entities relating to the appropriation, movement or use of water.

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 Basin Roundtable Education Committee worked with members of the Roundtable for over a year to determine the best mechanism to implement our responsibilities under the 1177 legislation to most efficiently “seek the input and advice of affected local governments, water providers, and other interested stakeholders and persons in establishing its needs assessment...” (CRS 37-75-104 (c)) and “Serve as a forum for education and debate regarding methods for meeting water supply needs.” The education project was discussed and supported at six Roundtable meetings and six education committee meetings with a vote of the Roundtable members on October 24, 2011. A letter is attached to this application from the Chair of the Colorado Basin Roundtable certifying that vote.

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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- 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.

This activity furthers the Colorado Basin Roundtable's ongoing basin-wide water needs assessment process by creating a mechanism for the roundtable to fulfill its obligation to actively seek the input and advice of local governments, water providers and other interested stakeholders and persons interested in establishing its needs assessment, and to serve as a forum for education and debate regarding methods for meeting water supply needs.

- 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)

Although not required, matching funds will be provided through a grant from the Walton Family Foundation, cash contributions by in-basin entities, and substantial in-kind services from Colorado Basin Roundtable members and stakeholders, as well as the Water Center at Colorado Mesa University. By providing cash match as well as significant in-kind match from respected water providers, members of the Roundtable and related stakeholders, the Colorado Basin Roundtable Education Plan ensures we implement a collaborative water education program that will efficiently and effectively bring the activities of the IBCC and the Roundtables into the public arena ensuring that our outreach efforts are complementary of one another and the CWCB and that do not duplicate efforts.

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.) **NOT APPLICABLE**

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.

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.

No water supply source will be utilized, and no water body will be affected by this water activity. This project will not affect any water rights.

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

For many years, organizations throughout the Colorado Basin have provided water education to local government and civic groups. However, there has not been any systematic link between these efforts and the work of the Colorado Basin Roundtable to ensure that local government and civic leaders and other stakeholders are kept apprised of the Roundtable's work and their opportunity to comment on it.

This education program will focus attention on the many studies, assessments and water projects that have recently been completed by the Roundtables, IBCC and the CWCB, as well as ongoing deliberations and projects carried out by the Colorado Basin Roundtable. This effort provides a feedback mechanism to ensure we are meeting our obligations under the enabling legislation. These strategies will use our Roundtable member's resources most efficiently and will ensure our stakeholders are not duplicating water education efforts. By having a single point of coordination for the Basin, we will endeavor to ensure that common, cohesive water education information is presented across the basin.

By capitalizing on the non-advocacy *Headwaters* publication featuring the Colorado Basin by the Foundation for Water Education, we will provide a common platform for citizen's across the basin to become engaged in the important water supply issues facing the State. We also intend to use new materials developed by the Foundation through the "Water Fluency" project and materials developed by the IBCC's Public Education, Participation and Public Outreach (PEPO) Committee. Wherever possible, we will avoid creating new materials that duplicate existing resources, instead working to ensure that existing quality materials get the broadest possible audience.

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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 – Colorado Basin Roundtable Education Project

GRANT RECIPIENT – Colorado Mesa University for the Water Center at Colorado Mesa University under the guidance of the Colorado Basin Roundtable Education Committee

FUNDING SOURCE – Water Supply Reserve Account – Colorado Basin Funds

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)

The Colorado Basin Roundtable Education Program will work with Basin Roundtable members to fulfill the Basin Roundtables responsibilities to:

- “...Actively seek the input and advice of affected local governments, water providers, and other interested stakeholders and persons in establishing its needs assessment...” (CRS 37-75-104 (c)).
- “Serve as a forum for education and debate regarding methods for meeting water supply needs.” ((CRS 37-75-104 (d)).

The Program will reach out to media, local government and civic organizations across Colorado’s West Slope in order to raise awareness and generate feedback about the Roundtable’s needs assessments, studies and projects, as well as the Roundtable’s role in statewide water planning. Outreach activities will include media commentaries, presentations to civic and government groups, an e-newsletter, website and social media.

The Water Center at Colorado Mesa University will coordinate this program with active participation and support from the members of the Colorado Basin Roundtable Education Committee and Basin Roundtable Members. This program will result in broader public participation in policy debates about water and better public understanding of the trade-offs inherent in making water policy decisions and the activities and discussions of the Basin Roundtables and IBCC in these decisions.

The primary tasks will be to:

1. Coordinate media stories, with a goal of 100 published media accounts in two years on Basin Roundtable activities and the trade-offs involved in different approaches to meeting the state’s water supply needs.
2. Coordinate civic outreach within the basin, conducting presentations and listening

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sessions with 60-100 civic groups over two years and maintaining contact through an electronic newsletter.

3. Organize water seminars and classes.
4. Coordinate presentations with other basin roundtables.
5. Evaluation
6. Reporting and Final Deliverable.

OBJECTIVES

List the objectives of the project

1. Generate at least 100 media stories on Basin Roundtable activities and the trade-offs involved in different approaches to meeting the state's water supply needs.
2. Enlarge and diversify the community of people within the Colorado Basin who follow and comment on Basin Roundtable activities and statewide water planning efforts.
3. Increase public understanding of the trade-offs involved in different approaches to meeting the state's water supply needs.
4. Continuously improve outreach activities through rigorous, ongoing evaluation.
5. Maintain accountability through completing all required reporting tasks.

TASKS

Provide a detailed description of each task using the following format

TASK 1 – Coordinate Media Stories

Description of Task

Colorado Mountain News Media papers have agreed to run weekly columns of 700 words every Thursday that would be written by volunteers coordinated by Water Center staff with strong support from the Basin Education Committee. Water Center staff will seek to establish similar arrangements with other media outlets, with a goal of at least 100 stories in newspapers, radio and television outlets across the basin over the two-year grant period.

Method/Procedure

To achieve this, Water Center staff will:

- A. Work with the Roundtable Education Committee to establish a list of volunteer writers for topics including:
 - a. The origins and purposes of the Basin Roundtables (in layman's terms).
 - b. The Colorado Basin Roundtable's consumptive and nonconsumptive needs assessments.
 - c. Roundtable-supported studies, such as the Water & Energy Study and the Flow Evaluation Tool).
 - d. The Statewide Water Supply Initiative report.

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- e. “Bricks and Mortar” projects supported by the Roundtable, such as the acquisition of Vail Ditch by Grand County interests and the enlargement and rehabilitation of reservoirs, including Old Dillon, Eagle Park, Battlement Mesa and LEDE.
 - f. The trade-offs involved in different approaches to meeting the state’s anticipated gap in meeting municipal and industrial water needs through identified projects and processes, as demonstrated by the portfolio tool developed by the Colorado Water Conservation Board.
 - g. Updates on Basin Roundtable discussions and activities.
- B. Reach out to additional media outlets.
 - C. Schedule the articles.
 - D. Insert a tagline to go with each article that links the particular topic to the bigger picture of Colorado water and includes a link to the Headwaters issue and the Water Center website.
 - E. Work with writers to ensure that all articles are submitted in a timely fashion.
 - F. Coordinate review of articles by Colorado Basin Roundtable Education Committee members prior to publication in order to ensure appropriate balance, accuracy and readability.
 - G. Preserve archive of articles on the web that other organizations can link to and distribute in their own e-newsletters or news blasts.

Deliverable

Water Center staff will achieve and document at least 100 stories in newspapers, radio and television outlets across the basin over the two-year grant period.

TASK 2 – Coordinate civic outreach in the basin.

Description of Task

Water Center staff will work with the Colorado Basin Roundtable Education Committee and other members of the Colorado Basin Roundtable to coordinate presentations and listening sessions with 60-100 civic groups over two years and maintaining contact through an electronic newsletter.

Method/Procedure

This task will involve the following components:

- A. **Establish core messages and resources** with the guidance of the Roundtable Education Committee. The Committee has already identified the following central topics and resources, but more work is needed to refine the messages and further develop some materials:
 - a. The potential impacts of different strategies for meeting the state’s anticipated shortfall in meeting municipal and industrial (M&I) water needs by 2050, as

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demonstrated by the portfolio tool developed by the Colorado Water Conservation Board. In consultation with the committee, Water Center staff will develop presentation materials to communicate this material to a non-specialist audience.

- b. The complexity of the Colorado River Basin: who relies on it, the importance of adequate flows to river and riparian health, water quality, and how the river is managed. This is depicted in the issue of the *Headwaters* magazine devoted to the basin, which was funded in part by a Colorado Basin Roundtable-backed Water Supply Reserve Account grant, and which many Colorado Basin Roundtable members helped guide to completion through the review process. The magazine will serve as a core hand-out.
- c. Basin Roundtable projects: Water Center staff will develop summary material to show what the Roundtable has accomplished through grants it has supported.
- d. We will use the traveling exhibit developed by the Colorado Water 2012 initiative, a state-wide celebration of water. The traveling exhibit has one side that will be standard across the state; the other side can be customized. This exhibit will be a valuable outreach tool to reach people outside the water community. The committee will commission the development of materials for the customizable side, which will include basic facts about the Colorado Basin and the work of the Roundtable.

B. Create a detailed outreach plan that covers each major section of the basin (Summit County, Grand County, Middle Park, Eagle River watershed, Roaring Fork Valley, Middle Colorado, and Grand Valley) with a goal of 5-10 presentations/ year in each area, as well as an appearance by the Water 2012 traveling exhibit. To develop the plan, Water Center staff will work with Basin Roundtable members to identify the following for each section of the basin:

- a. Key audiences that need to be reached, including planners, tourism boards, watershed groups, water districts, local governments, chambers of commerce and civic groups.
- b. Opportunities for outreach: scheduled meetings, conferences, etc.
- c. Local speakers who can do presentations.
- d. Venues that will host the Water 2012 exhibit.

C. Implement the plan. Water Center staff will schedule presentations and exhibits and follow through to ensure that they are carried out. At each event, email addresses will be collected in order to sustain contact with people reached (see additional details below).

D. Collect and report on feedback from the community. At each presentation, the presenter will collect feedback on the substance of the discussion, evaluation forms, and email addresses to add to a master contact list for a basin-wide e-newsletter. This information will be gathered and processed by Water Center staff, who will summarize this

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feedback for the roundtable at six month intervals.

- E. **Sustain electronic communication.** Water Center staff will sustain contact with individuals reached through government and civic presentations by writing and distributing a monthly e-newsletter and developing a social media presence, as well as enhancing the Water Center website's value as an entry point for people seeking additional information on water issues. The e-newsletter and social media postings will track and report on activity by the Colorado Basin Roundtable, other roundtables, the Colorado Water Conservation Board, the Inter-Basin Compact Committee, and the Colorado General Assembly, and the Water 2012 initiative, as well as relevant scientific news gleaned from news reports and water conferences and information on upcoming meetings and events.

Deliverables

1. 60-100 civic presentations across the basin over two years.
2. At least 6 appearances of the Water 2012 traveling exhibit.
3. At least twenty editions of the electronic newsletter over two years.
4. Four reports on community feedback.

TASK 3 – Organize water seminars and classes.

Description of Task

In 2012 and 2013, the Water Center and partners in the Colorado Basin Roundtable will continue longstanding traditions of organizing classes and seminars on water issues that prepare citizens to engage with the difficult water challenges facing the state. These will be integrated into the detailed outreach plan described in Task 2. They will serve as distribution points for the *Headwaters* issue on the Colorado Basin and opportunities to discuss issues related to the work of the Colorado Basin Roundtable and statewide water planning efforts

Method/Procedure

- A. The Water Center at Colorado Mesa University will hold a three-evening "Water Course" in the winters of 2012 and 2013, at which the activities of the Colorado Basin Roundtable and the trade-offs involved in different approaches to meeting the state's water supply needs will be prominently featured, along with the basics of Colorado water law and water quality. These events will be broadly publicized throughout the community.
- B. The Colorado River District will coordinate a series of five "State of the River" evening seminars spread across the basin. These events will update citizens on the state of the snowpack and reservoir operations and current water policy issues.
- C. The Eagle River Watershed Council will organize "Waterwise Wednesdays," a monthly educational seminar series on water issues.

Deliverable

Direct contact with at least 600 people through these events, as documented via registrations and sign-in sheets. Electronic contact with participants will be maintained via the electronic communication tools developed in Task 2.

TASK 4 – Coordinate presentations with other basin roundtables.

Description of Task

Water Center staff will work cooperatively with education committees of other basin roundtables, with a special emphasis on the Front Range, to plan and schedule information exchanges.

Method/Procedure

Water Center staff will reach out to education committees of the other basin roundtables to discuss what each roundtable would like to learn about the Colorado Basin Roundtable perspectives and activities, as well as what Colorado Basin Roundtable members would like to learn about the perspectives and activities of other basin roundtables. We will then plan and schedule information exchanges, with the participation of the Colorado Basin Roundtable.

Deliverable

At least 4 information exchanges with other basin roundtables.

TASK 5 – Evaluation.

Description of Task

Water Center staff will seek to continuously improve the Colorado Basin Roundtable Education Program through rigorous, ongoing evaluation.

Method/ Procedure

Evaluation of the impact of this program will occur at several levels, designed to ensure that we are meeting our volume targets for public contact and that we are increasing the knowledge and understanding of those we contact:

- A. We will consistently track the numbers set out in our planned deliverables to ensure that we are on track for meeting our commitments.
- B. We will track comments to articles distributed through media outlets and posted electronically on the Water Center website, as well as more interactive media, such as Facebook and Linked-In.
- C. At each civic presentation, the presenter will distribute and collect:
 - a. Short pre- and post- quizzes (anonymous).
 - b. Evaluation forms assessing how the participants liked the program and the impact it had on their thinking about water issues.
- D. We will periodically survey newsletter recipients on how well they like the service and its impact on how they think about water issues and water policy.

Deliverable

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Water Center staff will process this information and prepare reports to the Basin Roundtable and the CWCB every 6 months.

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.

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.

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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.

SEE ATTACHED EXCEL SPREADSHEETS

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.

Colorado Basin Roundtable Education Plan Schedule

Task	First Year				Second Year			
	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr	1 st Qtr	2 nd Qtr	3 rd Qtr	4 th Qtr
Task 1 Coordinate media stories.								
Task 2A Establish core messages + resources.								
Task 2B Create detailed outreach plan for six areas.								
Task 2C&D Implement plan & collect feedback.								
Task 2E Sustain electronic contact.								
Task 3 Organize water events.								
Task 4 Coordinate presentations with other roundtables.								
Task 5 Evaluation								
Task 6 Reporting & final deliverable.								

PAYMENT

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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:

A handwritten signature in black ink that reads "Tim Foster". The signature is written in a cursive style with a large, sweeping initial "T".

Print Applicant's Name: Tim Foster

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

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 \$25,000 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

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.

Water Supply Reserve Account – Grant Application Form

Form Revised March 2009

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.

Water Supply Reserve Account – Grant Application Form

Form Revised March 2009

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.

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.

2 YEAR BUDGET - Colorado Basin Roundtable Education Plan

Personnel Hrly Rate: \$30	Water Center		Basin Roundtable Members + Volunteers		Consultant		Total Costs	CBRT	Match
	exp	cost	exp	cost	exp	cost			
Task 1 – Coordinate media stories.	200 hrs	\$6,000	6*100 = 600 hrs	\$18,000 (in-kind)			\$24,000	\$3,000	\$21,000
Task 2 - Direct Civic Outreach									
Task 2A – Establish core messages + resources.	50 hrs	\$1,500	10*5 = 50 hours	\$1,500 (in-kind)	display design	\$3,000	\$6,000	\$0	\$6,000
Task 2B - Create detailed outreach plan for 6 areas.	120 hrs	\$3,600	6*4 = 24 hrs	\$720 (in-kind)			\$4,320	\$0	\$4,320
Task 2C&D - Implement plan + Task 5 Evaluation.	500 hrs	\$15,000	300 hrs	\$9,000 (in-kind)			\$24,000	\$6,600	\$17,400
	travel	\$1,800	travel	\$5,000			\$6,800	\$3,400	\$3,400
Task 2E - Sustain electronic contact.	1000 hrs	\$30,000					\$30,000	\$10,000	\$20,000
	travel	\$3,600					\$3,600	\$1,200	\$2,400
Task 3 - Organize Water Events									
Task 3A - Water 101 Class (Water Center)	200 hrs	\$6,000					\$6,000	\$0	\$6,000
	food + mat	\$4,000					\$4,000	\$0	\$4,000
Task 3B - State of the River Events (Colorado River District)			400 hrs	\$12,000 (in-kind)			\$12,000		\$12,000
			marketing + video & tv	\$11,000 (in-kind)			\$11,000		\$11,000
Task 3C - Waterwise Wednesdays (Eagle River Watershed Partnership)			120 hrs	\$3,600 (in-kind)			\$3,600		\$3,600
			materials	\$1,400 (in-kind)			\$1,400		\$1,400
Task 4 – Coordinate presentations with other roundtables.	50 hrs	\$1,500	100 hrs	\$3,000 (in-kind)			\$4,500	\$4,500	\$0
			travel	\$1,000			\$1,000	\$1,000	\$0
Task 5 - Evaluation: integrated with Task 2 C&D - Implement Plan									
Task 6 - Reporting + final deliverable.	60 hrs	\$1,800					\$1,800	\$0	\$1,800
Total hours + cost	2180	\$67,800	1594	\$47,820			\$97,620	\$24,100	\$73,520
Total other costs	travel, other	\$9,400	travel, other	\$18,400	display design	\$3,000	\$18,400	\$5,600	\$12,800
TOTAL							\$144,020	\$29,700	\$114,320

2 YEAR BUDGET - Colorado Basin Roundtable Education Plan**Sources of Project Funds**

	Cash	In-kind	Total
Request			
Water Supply Reserve Account Request (Colorado)	\$29,700		\$29,700
Match			
Basin Roundtable Members/ Volunteers		\$32,220	\$32,220
Water Center (Water Course)	\$10,000		\$10,000
Colorado River District		\$23,000	\$23,000
Eagle River Watershed Council		\$5,000	\$5,000
Roundtable Education Action Plan Funds	\$3,600		\$3,600
Walton Family Foundation (approved)	\$40,500		
Match Subtotal	\$54,100	\$60,220	\$114,320
Total	\$83,800	\$60,220	\$144,020
Matching percentage (Match/ Total)		79%	