

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

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**Statement of Work**

**WATER ACTIVITY NAME:** Colorado Water 2012: A Yearlong Event Series to Educate and Engage the Public on the History and Future of Water Management in the Arkansas Basin

**GRANT RECIPIENT:** Lower Arkansas Valley Water Conservancy District

**FUNDING SOURCE:** Water Supply Reserve Account – Arkansas River Basin Funds

**INTRODUCTION AND BACKGROUND**

A yearlong event series to educate and engage the public on water management history, legacies, dilemmas, and action plans will be conducted, under the auspices of the Water 2012 moniker. Outcomes of this “campaign” are to expand existing public education programs, raise the visibility of organizations working to fill water supply “gaps” as identified by the Statewide Water Supply Initiative (SWSI), increase awareness of both the historic projects and future strategies to address Colorado’s water challenges, and engage with a broader base of organizations and citizenry. WSRA funding, along with matching contributions will be used to hire a part-time “coordinator” who will manage a detailed calendar of publicity events, facility tours, and civic organization meetings. Furthermore, the coordinator will act as a “press agent” and concentrate on maximizing outreach through print, radio, video, and online media. It is expected that this coordinator will be overseen in their efforts by a steering committee comprised of Arkansas Basin Roundtable member-representatives and public education, participation, and outreach (PEPO) volunteers. Additional funding is requested to produce a short (2-minute) video that can serve as an introductory message for presentations, as well as an online presence for attracting interest. Funding is also sought to provide transportation for increasing attendance at various events.

**OBJECTIVES**

1. Expand awareness about water as a shared and limited resource.
2. Connect K-12 teachers and the broader public to opportunities to learn about water in Colorado
3. Showcase exemplary models of cooperation and collaboration among Colorado water users.
4. Motivate Coloradans to become proactive participants in Colorado’s water future.
5. Increase support and protection for Colorado’s water and waterways.

**TASKS:** Provide a detailed description of each task

**TASK 1 –** Coordinate with the statewide Water 2012 initiative and basin-specific campaigns for Water 2012.

Description of Task: The purpose of Water 2012 is to “celebrate” Colorado water, while also outlining clear challenges and a sense of urgency, as well as a way for further involvement or learning. Other basins, such as the Rio Grande, have also stepped forward to coordinate their own basin-specific event series.

Method/Procedure: Integrate the statewide program calendar and the events from other basins into the Arkansas Basin event series. Offer relevant events to Arkansas Basin participants that both celebrate and stress the importance of Colorado’s water and the challenges that Colorado faces in meeting future water supply demands.

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**Deliverable:** A coordinated set of events (repeated if necessary), evident at the start of 2012 that participants can look forward to attending under the auspices of the Water 2012 mission.

**Personnel:** Water 2012 Coordinator, Jay Winner (LAVWCD), Jean van Pelt (SECWCD), Paul Fanning (Pueblo Board of Water Works), Julia Gallucci (Colorado Springs Utilities), Rick Kienitz (City of Aurora), Terry Scanga (UAWCD), Tom Goodwin (UAWCD), Dr. Perry Cabot (Colorado Water Institute)

### **TASK 2 – Support for the 50<sup>th</sup> Anniversary of the Fryingpan-Arkansas Water Delivery System**

**Description of Task:** Provide a history and tour of the Fryingpan-Arkansas Water Delivery System focusing on the collaborative efforts between the consumptive and non-consumptive needs.

**Method/Procedure:** Provide guided tour opportunities of the reservoir and dam throughout 2012 to a variety of groups (e.g., teachers, civic groups, students, etc.). These tours will be provided through collaboration between the Water 2012 coordinator, Southeastern Colorado Water Conservancy District, and specific Arkansas Basin Roundtable members. Besides the community, the press and legislature will also be invited. In order to maximize attendance, a transportation system (e.g., shuttles or charter buses) will be established.

**Deliverable:** A more informed public regarding the monumental works of engineering and cooperation required to manage water in the state of Colorado. In specific cases, continuing education units (CEUs) will be offered to participants.

**Personnel:** Water 2012 Coordinator, Jean van Pelt (SECWCD)

### **TASK 3 – Support for major events throughout the Arkansas Basin**

**Description of Task:** Arkansas River Basin Water Forum (Leadville 2012), Colorado Springs Utilities Fall Water Tour, (TBD) Southern Delivery System Construction Tour, Headwaters Tour of upper basin storage, Children's Water Festival, Pueblo Board of Water Works Mountain Tour, Farm-Ranch-Water Symposium in Rocky Ford, City of Aurora's Water Tour, Non-Consumptive use events (e.g., Audubon Society, Trout Unlimited, Arkansas River Outfitters Association).

**Method/Procedure:** Viewing each of these typically unconnected activities as an opportunity to be "branded" as part of the Water 2012 event series. By connecting these events, there will be more opportunities to discuss the "gap" and proposed solution in a yearlong format.

**Deliverable:** Continuing education units for K-12 teachers who participate in programs.

**Personnel:** Water 2012 Coordinator, Dr. Perry Cabot (Colorado Water Institute), Julia Gallucci (Colorado Springs Utilities), Tom Goodwin (UAWCD), Roundtable members

### **TASK 4 – Print media "water stories" showcasing our water past, present and future throughout the diverse Arkansas Basin.**

**Description of Task:** The Arkansas Basin is rife with stories that encompass the historical, cultural, political and technical challenges to managing water in our dryland climate. Also, the Arkansas Basin offers a unique opportunity to highlight interconnections between municipalities, agriculture, and the environment. Many of these stories need to be told and recorded. Some of these stories may also include participants from other basins as necessary.

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**Method/Procedure:** These stories will be produced through a collaboration between the project coordinator, regional steering committee, and basin roundtable members. The objective is to document these stories through print media (12 monthly articles) in newspapers throughout the Arkansas Basin and throughout the state as the project develops. The articles will be driven by seminal topics facing the basin, in particular reference to water supply challenges and solutions.

**Deliverable:** Recorded history to be used by libraries, textbooks, and socio-cultural references. This task will help expand conservation education and foster a more informed public.

**Personnel:** Water 2012 Coordinator, Paul Fanning (Pueblo Board of Water Works), Julia Gallucci (Colorado Springs Utilities), Frank Kinder (Colorado Springs Utilities). Assistance will be requested from Chris Woodka and Jane Rawlings (The Pueblo Chieftain).

**TASK 5 –** Radio interviews and podcasts that introduce listeners to a wide variety of water experts and topics.

**Description of Task:** These interviews will explain both the technical and legal aspects of consumptive and non-consumptive water and these aspects have shaped the basin's approach to water management. Further they will highlight how the Arkansas Basin is connected to Colorado whole water picture and what we are doing work with are partners on that front.

**Method/Procedure:** Interviews and podcasts will include will include water experts from here in the basin and from outside the basin through a collaboration with the roundtable and the project coordinator. The objective is to highlight the many aspects of water, including cross basin issues and paint an accurate picture for listeners. The podcasts will be uploaded to various websites already in use.

**Deliverable:** New listeners will enter the water discussion, fostering awareness that can lead to participation. These multi-media tools expand conservation education and foster a more informed public.

**Personnel:** Water 2012 Coordinator, Technical Support Contractor, Paul Fanning (Pueblo Board of Water Works), Tom Goodwin (UAWCD), Julia Gallucci (Colorado Springs Utilities)

**TASK 6 –** Water Technology Symposium to highlight technology and programs for managing water in arid climates and water-short regions.

**Description of Task:** The goal for this symposium is to take advantage of the attention garnered by Water 2012 and promote an event that will showcase innovative tools, technology, strategies, and programs that help us manage water in dry, desert, and arid climates. This even will particularly target businesses (municipal, industrial, agricultural) in Colorado.

**Method/Procedure:** The Symposium could be held at CSU-Pueblo or another comparable venue, and include K-12 teachers, students, businesses, and agencies with interest in this topic.

**Deliverable:** A major event that will showcase the unique nature of managing water in a region of the state that suffers exceptionally from drought, and offers an opportunity for businesses to advance their products.

**Personnel:** Water 2012 Coordinator, Dr. Perry Cabot (Colorado Water Institute)

**TASK 7 –** Promotional water video (2-3 minutes) depicting water interconnectedness and YouTube video competition on "Value of Water"

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**Description of Task:** Water Advisor John Stulp has periodically described Colorado as being one of the only places where you can “ski on water one day, raft it the next, fish it the following day, drink it later, and then use it for agriculture at the end of the line.” This concept lends itself to a creative video production that can be aired throughout the basin and state during Water 2012. The goal will be to unveil this video at the Colorado Water Congress in January 2012. Another element of this task will include a YouTube video competition challenging entrants to showcase the “Value of Water” through video presentations. These videos will then be judged and awarded prizes.

**Method/Procedure:** Mass Communication faculty and students at CSU-Pueblo will develop this video. Through our contacts in higher education and other outlets, the video will be aired throughout the state before sporting events, etc. The YouTube video competition challenge will be issued and coordinated through CSU-Pueblo and marketed as an opportunity for basin-wide, if not statewide, participatory group.

**Deliverable:** A hallmark video presentation that can be used at multiple websites and during presentations given by speakers.

**Personnel:** Water 2012 Coordinator (to be hired), Prof. Sam Ebesole (CSU-Pueblo), Dr. Perry Cabot (Colorado Water Institute)

**TASK 8 –** Purchase a copy of the statewide traveling display. We will also examine the feasibility of a regional program to work with art teachers and professors to have students create their version of the “water” art that can then be displayed at various venues (parks, libraries, universities). Other basins have indicated that they plan to do a similar program then sell the pieces at local auction nights. The money will be donated back to the school art programs.

**Description of Task:** The state display will be used at libraries, galleries, and various water conferences. The local art is a means of providing a connection for students and the public in a non-traditional way.

**Method/Procedure:** These include will include water experts from here in the basin showing our connection to water users across the state at a variety of events and with different audiences.

**Deliverable:** A return on investment that will help local schools and programs.

**Personnel:** Water 2012 Coordinator, Dr. Perry Cabot (Colorado Water Institute), Carla Quezada (LAVWCD), Prof. Liz Johnson (CSU-Pueblo)

**TASK 9 –** Value of agricultural water program.

**Description of Task:** The Lower Arkansas Valley Water Conservancy District has sponsored a successful program related to “Colorado Ag in the Classroom.” This program can be tailored to develop a more prominent focus on water.

**Method/Procedure:** Multiple promotional displays (e.g., metal-sleeve portable types) throughout the Arkansas Basin at major thorough-fares of public traffic (e.g., water utilities lobbies, etc.)

**Deliverable:** New listeners will enter the water discussion, fostering awareness that can lead to participation. These programs expand conservation education and agricultural awareness and foster a more informed public.

**Personnel:** Water 2012 Coordinator, Carla Quezada (LAVWCD), Jay Winner (LAVWCD), Bette Blinde (Colorado Foundation for Agriculture)

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### **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

**Table 1. Complete Itemized Budget**

Category	Year 1 - 2012	Total
<b>LABOR COSTS (see Table 3 below)</b>		
Water 2012 Regional Coordinator	\$ 13,800	
Technical Support Contractor	\$ 2,400	
Film Crew/Videographer/Editing	\$ 5,000	
Graphic Design	\$ 800	
<b>TOTAL LABOR:</b>		<b>\$ 22,000</b>
<b>DOMESTIC TRAVEL (see Table 5 below):</b>		<b>\$ 1,775</b>
<b>MATERIALS/SUPPLIES (see Table 6 below)</b>		<b>\$ 6,900</b>
<b>OTHER DIRECT COSTS (see Table 7 below)</b>		<b>\$ 63,000</b>
<b>EQUIPMENT:</b>		
<b>TOTAL DIRECT COSTS:</b>		<b>\$ 93,675</b>

**Table 2. Simple Budget Breakdown.**

Category	Total Direct	Indirect (Overhead)		Project Total Cost
		Rate	Cost	
Applicant (LAVWCD) from CWCB WSRA	\$ 6,255	10%	\$ 626	\$ 6,881
	\$ 87,420	na	match	\$ 87,420
<b>TOTAL:</b>	<b>\$ 93,675</b>		<b>\$ 626</b>	<b>\$ 94,301</b>
Matching (Southeastern Colorado Water Cons. District) – CASH				\$ 40,000
Matching (Lower Arkansas Valley Water Cons. District) – CASH				\$ 25,000
Matching (Lower Arkansas Valley Water Cons. District) – In Kind (Labor)				\$ 3,120
Matching (Lower Arkansas Valley Water Cons. District) – In Kind (Indirect)				\$ 626
Matching (Upper Arkansas Water Conservancy District) – CASH				\$ 1,500
Matching (CWCB Education Action Plan) – CASH				\$ 1,800
Matching/In-Kind (Colorado Springs Utilities) – CASH				\$ 1,000
Matching/In-Kind (Colorado Springs Utilities) – In Kind				---
Matching/In-Kind (City of Aurora) – Task 3 Support				\$ 15,000
Matching/In-Kind (Others)				---
<b>TOTAL MATCHING CONTRIBUTION</b>				<b>\$ 87,420</b>
<b>TOTAL FUNDS REQUESTED from CWCB Water Supply Reserve Account</b>				<b>\$ 6,255</b>
<b>TOTAL CWCB FUNDS REQUESTED (Statewide Account)</b>				<b>\$ 0</b>
<b>TOTAL CWCB FUNDS REQUESTED (Basin Account)</b>				<b>\$ 6,255</b>
Matching Percentage (Matching Contribution/Total)				93%

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**Table 3. Labor Costs.**

<i>Task</i>	<i>Personnel</i>			<i>Total</i>
	<i>Description</i>	<i>Labor Rate</i>	<i>Time Commitment</i>	<i>Labor Cost</i>
Task 1. State & Other Basin Water 2012 Coordination	Coordinator	\$ 15/hr	60 hrs	\$ 900
Task 2. Fry-Ark 50 <sup>th</sup> Anniversary Event	Coordinator	\$ 15/hr	80 hrs	\$ 600
Task 3. Support for Major Basin Events	Coordinator	\$ 15/hr	240 hrs	\$ 3,600
Task 4. Print Media Outreach	Coordinator	\$ 15/hr	120 hrs	\$ 1,800
Task 4. Print Media Outreach	Graphic	\$ 20/hr	40 hrs	\$ 800
Task 5. Radio & Podcast Outreach	Coordinator	\$ 15/hr	120 hrs	\$ 1,800
Task 5. Radio & Podcast Outreach	Tech Support	\$ 20/hr	60 hrs	\$ 1,200
Task 6. Water Technology Symposium	Coordinator	\$ 15/hr	160 hrs	\$ 2,400
Task 7. Promotional Water Video	Coordinator	\$ 15/hr	40 hrs	\$ 600
Task 7. Promotional Water Video	Tech Support	\$ 20/hr	60 hrs	\$ 1,200
Task 7. Promotional Water Video	Film Crew	\$ 100/hr	50 hrs	\$ 5,000
Task 8. Statewide Traveling Display	Coordinator	\$ 15/hr	40 hrs	\$ 600
Task 9. Value of Agricultural Water	Coordinator	\$ 15/hr	100 hrs	\$ 1,500
<b>TOTAL</b>			<b>1170 hrs</b>	<b>\$ 22,000</b>



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**Table 4. Direct Project Costs**

<i>Item Description</i>	<i>Personnel and Labor</i>	<i>Travel Mileage and Per Diem</i>	<i>Materials and Supplies</i>	<i>Other Direct Costs</i>	<i>Indirect Costs</i>	<i>Total</i>
Task 1. State & Other Basin Water 2012 Coordination	\$ 900	\$ 280				
Task 2. Fry-Ark 50 <sup>th</sup> Anniversary Event	\$ 600			\$ 35,000		
Task 3. Support for Major Basin Events	\$ 3,600	\$ 935		\$ 20,500		
Task 4. Print Media Outreach	\$ 2,600		\$ 2,200			
Task 5. Radio & Podcast Outreach	\$ 3,000		\$ 800			
Task 6. Water Technology Symposium	\$ 2,400			\$ 3,000		
Task 7. Promotional Water Video	\$ 6,800	\$ 500		\$ 2,000		
Task 8. Statewide Traveling Display	\$ 600		\$ 3,900			
Task 9. Value of Agricultural Water	\$ 1,500	\$ 60		\$ 2,500		
<b>TOTAL PROJECT COSTS</b>	<b>\$ 22,000</b>	<b>\$ 1,775</b>	<b>\$ 6,900</b>	<b>\$ 63,000</b>	<b>\$ 626</b>	<b>\$ 94,301</b>

**Table 5. Travel Schedule Breakdown (based on \$0.50/mile State of Colorado mileage rate)**

<i>Meeting Title</i>	<i>Destination</i>	<i>Traveler</i>	<i>Trips</i>	<i>Mileage</i>	<i>Total</i>
Planning/Coordination Meeting	Alamosa	Water 2012 Coordinator	2	600	\$ 300
Planning/Coordination Meeting	Colo Springs	Water 2012 Coordinator	1	80	\$ 40
Planning/Coordination Meeting	Denver	Water 2012 Coordinator	1	480	\$ 240
Planning/Coordination Meeting	Gunnison	Water 2012 Coordinator	1	380	\$ 190
Planning/Coordination Meeting	Leadville	Water 2012 Coordinator	1	420	\$ 210
Planning/Coordination Meeting	Salida	Water 2012 Coordinator	2	400	\$ 200
Planning/Coordination Meeting	Trinidad	Water 2012 Coordinator	1	190	\$ 95
Film Crew/Videographer	Arkansas			1000	\$ 500
<b>TOTAL</b>				<b>4450</b>	<b>\$ 1,775</b>

**Table 6. Materials and Supplies Breakdown.**

<i>Item Description</i>	<i>Price</i>	<i>Year 1</i>		<i>Total</i>
		<i>Qt</i>	<i>Cost</i>	
Task 4. Print Media Outreach	\$ 2,200	1	\$ 2,200	\$ 2,200
Task 5. Radio & Podcast Outreach	\$ 800	1	\$ 800	\$ 800
Task 8. Statewide Traveling Display	\$ 1,300	3	\$ 3,900	\$ 3,900
<b>TOTAL</b>				<b>\$ 6,900</b>

**Table 7. Other Direct Costs**

<i>Item Description</i>	<i>Year 1</i>	<i>Total</i>
Task 2. Fry-Ark 50 <sup>th</sup> Anniversary Event	\$ 35,000	
Task 3. Support for Major Basin Events (charter buses, facilities)	\$ 20,500	
Task 6. Water Technology Symposium	\$ 3,000	
Task 7. Promotional Water Video	\$ 2,000	
Task 9. Value of Agricultural Water	\$ 2,500	
<b>TOTAL</b>	<b>\$ 63,000</b>	<b>\$ 63,000</b>

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## 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.

**Table 8. Project Timeline for WSRA Project (Arkansas Basin)**

OBJECTIVES and TASKS	YEAR 1 (2012)											
	J	F	M	A	M	J	J	A	S	O	N	D
<b>Task 1. State &amp; Other Basin Water 2012 Coordination</b>												
Collaboration with Statewide Water 2012 Group, Rio Grande Basin, and Gunnison Basin												
Contacts with K-12, Agencies, Districts												
<b>Task 2. Fry-Ark 50<sup>th</sup> Anniversary Event</b>												
Tours of Fryngpan-Arkansas System for professionals, teachers, students, public												
Public events for Anniversary Celebration												
<b>Task 3. Support for Major Basin Events</b>												
Arkansas River Basin Water Forum												
Other Events												
<b>Task 4. Print Media Outreach</b>												
Make necessary contacts for print media series												
Newspaper articles												
<b>Task 5. Radio &amp; Podcast Outreach</b>												
Develop protocol for interview instrument												
Radio interviews												
Podcast Deployment												
<b>Task 6. Water Technology Symposium</b>												
Advance preparation, facility organization, publicity												
Expo held at CSU-Pueblo or comparable venue												
<b>Task 7. Promotional Water Video</b>												
Video footage, editing, preparation												
Video release												
Airing of video at institutions throughout Colorado												
<b>Task 8. Statewide Traveling Display</b>												
Deploy traveling display throughout basin												
<b>Task 9. Value of Agricultural Water</b>												
Value of ag water program modeled after successful LAVWCD program												

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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:**

**Project Title:**

**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](mailto:todd.doherty@state.co.us)

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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 21<sup>st</sup> 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/>

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**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.