

Statement of Work

WATER ACTIVITY NAME

Educating Denver Metro elected officials and decision makers on solutions-oriented water supply planning

GRANT RECIPIENT



FUNDING SOURCE

Metro Basin Roundtable funds

INTRODUCTION AND BACKGROUND

On November 10, 2010, the Metro Roundtable approved their Education Action Plan. In order to assist in the implementation of educational activities within the basin, the Roundtable asked the Foundation to apply for a Water Supply Reserve Account grant. This proposal directly fulfills the tasks laid out in the Education Action Plan by providing mechanisms for Metro Roundtable members to actively solicit input from affected local governments and stakeholders as per requirements in CRS Section 37-75-104(2).

The proposal seeks \$14,820 to fund the planning and delivery of two educational events and the maintenance of related outreach materials. The first event will communicate the roundtable process from a statewide perspective and the second event will target planning and policy officials to deepen their understanding of water supply strategies at a local level. Materials developed at these events will be compiled so that roundtable members may implement a speaker's bureau program to Metro area organizations. The project would be complete by October, 2011.

The proposal is intended to educate elected officials and a broader set of civic organizations in the Metro area about the roundtable and IBCC process, including water availability and future needs assessments. The outreach events will help the Roundtable achieve their stated goal to “educate decision-makers and elected officials on solutions-oriented water supply planning.” It will also be a powerful tool for communicating with the basin public to better solicit their input for needs assessments and project planning.

OBJECTIVES

This project has the following objectives:

1. Fulfill the goals and objectives of the Metro BRT Education Action Plan at the request of the Education and Outreach Committee
2. With input from Roundtable members, support two high-quality and unbiased educational events
3. Communicate the Roundtable’s assessment of both non-consumptive and consumptive needs and highlight projects it has funded

4. Provide information that elected officials can use to learn more about the Roundtable's work and become involved in the water supply process
5. Give roundtable members the necessary outreach tools for engaging stakeholders within the Denver Metro area

TASKS

Task 1: Support a public meeting for elected officials

CFWE will help the Metro Roundtable kick off their education & outreach program through an Elected Officials' Reception in the first quarter of 2011. This event will draw over 200 public officials from Denver Metro city councils, county commissions, water boards and state legislators. Attendees will receive a statewide perspective on the water supply planning process, including water availability and future needs assessments. CFWE will assist the Education & Outreach Committee (EOC) of the Metro Roundtable with event planning tasks, such as marketing, registration and evaluation. The roundtable intends to secure sponsorships to cover food and beverage costs, but in the event that they are unable to do so, the WSRA grant includes contingency funds of \$3,000. The reception will set the stage for more targeted education of elected officials.

Deliverable: Elected officials' reception in the first quarter of 2011

Task 2: Host a targeted follow-up workshop

Based on the evaluation received at the reception and subsequent planning meetings with the EOC, CFWE will survey reception attendees on their follow-up educational needs. This input will inform the development of an Elected Officials' Workshop in late summer of 2011. This event will draw over 50 public officials from the Denver Metro area. Participants will receive targeted education on their local policy and planning issues as they relate to water supply strategies. CFWE will assist the EOC of the Metro Roundtable with event planning tasks, such as marketing, registration and evaluation.

Deliverables: Planning and delivery of elected officials' workshop in late summer of 2011

Task 3: Create and maintain educational materials for roundtable outreach

CFWE will assist the EOC with creating educational materials for the above events and will compile all materials used for the reception and workshop into an outreach package. This will include a set of handouts and presentations that roundtable members can use in the form of a speaker's bureau program. Continued outreach to civic organizations and public officials will be important to securing broad support and deeper understanding of the water supply planning process.

Deliverables: Package of educational materials to be used by roundtable members

**WSRA Application - Metro BRT
Budget, November 2010**

Total Costs

	Labor	Other Direct Costs	Total Project Cost
Task 1 - Elected Officials' Reception	\$3,300	\$5,600	\$8,900
Task 2 - Follow-up Workshop	\$3,300	\$1,000	\$4,300
Task 3 - Speaker's Bureau	\$1,320	\$300	\$1,620
Total Costs	\$7,920	\$6,900	\$14,820

Personnel Budget

Project Personnel	Project Manager	Event Planner	Total Costs
Hourly Rate	\$55	\$55	
Task 1 - Elected Officials' Reception	5	55	\$3,300
Task 2 - Follow-up Workshop	60		\$3,300
Task 3 - Speaker's Bureau	24		\$1,320
Total Hours	89	55	144
Total Costs	\$4,895	\$3,025	\$7,920

Other Direct Costs

	Tele- conference	Venue & Rentals	Marketing Materials	Program Materials	Food & Beverage	Total Costs
Task 1 - Elected Officials' Reception		\$1,200	\$400	\$1,000	\$3,000	\$5,600
Task 2 - Follow-up Workshop	\$200		\$100	\$200	\$500	\$1,000
Task 3 - Speaker's Bureau				\$300		\$300
Total Costs	\$200	\$1,200	\$500	\$1,500	\$3,500	\$6,900

Schedule of Deliverables

	Feb	March	April	May	June	July	August	Sept
Task 1 - Elected Officials' Reception								
Task 2 - Follow-up Workshop								
Task 3 - Speaker's Bureau								

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:



Print Applicant's Name: **Kristin Maharg**

Project Title:

Educating Denver Metro elected officials and decision makers on solutions-oriented water supply planning

Return this application to:

Mr. Todd Doherty
Intrastate Water Management and Development Section
COLORADO WATER CONSERVATION BOARD
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Denver, CO 80203

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

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