

South Platte Basin Roundtable

Water Supply Reserve Account (WSRA)

Program Guidelines

Revised March 2015

South Platte Basin Roundtable (SPBRT) Priorities

- Address potential impacts of agricultural transfers and finding alternatives to permanent agricultural dry-up
- Address agricultural supply shortages for both surface and groundwater users
- Identify opportunities to optimize existing and future water supply infrastructure
- Successfully implement endangered species program to protect existing and future in-basin uses
- Develop new water storage facilities
- Ensure adequate water for future needs
 - M&I
 - Agricultural
 - Environmental
 - Recreational

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Program Summary

How/Where to Apply?	http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Pages/StatewideWaterSupplyReserveAccountGrants.aspx
Spring Cycle Application Deadline	May 1
Fall Cycle Application Deadline	November 1
Summer Cycle Award Date	July Roundtable Meeting
Fall Cycle Award Date	January Roundtable Meeting
Eligible Entities	Government, Districts, Private Incorporated, Non-governmental organizations
Match Requirements	25%

Background

Colorado's growth and development as a state are intertwined with water. Development and management of water is complex, controversial and at times contentious. Decisions regarding water have become increasingly complex as Colorado has experienced both unprecedented population growth and a greater emphasis on multiple uses of this precious resource.

To facilitate discussions on water management issues and encourage locally driven collaborative solutions, nine basin roundtables were established by the [Colorado Water for the 21st Century Act](#). These roundtables represent each of the state's eight major river basins and the Denver metropolitan area.

The South Platte Basin Roundtable covers approximately 22,000 square miles in northeast Colorado. The largest cities in the roundtable area are Boulder, Fort Collins, Longmont and Greeley. The projected population in 2050 is estimated to almost double in size to between 1.9 and 2.6 million people.

Nearly two-thirds of the increase in the state gross municipal and industrial (M&I) demand for water by 2030 – will be in the overall South Platte Basin (a combination of the South Platte Basin Roundtable and the [Metro Roundtable](#) areas).

The SPBRT WSRA Program is designed to meet this demand by funding projects and processes that are consistent with the South Platte Basin Implementation Plan, including but not limited to:

- Address potential impacts of agricultural transfers and finding alternatives to permanent agricultural dry-up
- Address agricultural supply shortages for both surface and groundwater users
- Identify opportunities to optimize existing and future water supply infrastructure
- Implement endangered species program to protect existing and future in-basin uses
- Develop new multipurpose water storage facilities, including environmental
- Ensure adequate water for future needs
 - M&I
 - Agricultural
 - Environmental
 - Recreational

Funding Source

The Water Supply Reserve Account authorizing legislation (SB 06-179) created an account to help citizens identify and meet their critical water supply needs and provides funds for a broad range of eligible activities. SB09-106 reauthorized the program in perpetuity and appropriates \$10 million annually for the fund, subject to available funding. In recent years, total funding has ranged between \$4 million and \$10 million.

Account funds are divided between statewide and basin funds. The statewide account provides funding for projects competing across the state that are of statewide significance. Approximately 60% of total available funding is awarded through the statewide account. The remaining funds, approximately 40%, are divided equally among the 9 basins, providing approximately \$450,000 annually for projects of importance within the basin.

Purpose

The South Platte Basin Roundtable (SPBRT) has actively developed several projects by leveraging funds from the Water Supply Reserve Account (WSRA). It is the goal of these WSRA Account Grant Guidelines to:

- Provide documented guidelines and procedures for WSRA grant applications, suitable for the needs of the South Platte Roundtable and consistent with the CWCB guidelines and help maximize applicant success of obtaining funding approval from the SPBRT in pursuit of WSRA grants from both the statewide and/or basin accounts.
- Provide a mechanism to aid grant applicants in understanding the requirements of the WSRA grant application process and allow the SPBRT Needs Committee to provide input to applicants in order to align projects with South Platte Basin needs and strengthen the applications.
- Provide an evaluation methodology that scores applications and in so doing gives the greatest weight and preference to projects that support the principles and goals of the SPBRT Basin Implementation Plan (BIP). Provide the opportunity for the SPBRT to evaluate grant applications with more thorough consideration of the suitability of the project for the South Platte Basin, and vet the project through the WSRA Needs Committee prior to presentation at the full Roundtable level.

SPBRT Vision

These guidelines are intended to create structure around the WSRA funding request approval process in such a way that will promote applications that best address the consumptive and environmental and recreational needs of the South Platte Basin.

As a majority of Colorado's M&I gap is expected to occur in the South Platte Basin, the SPBRT believes that efforts to meet M&I demands should continue to be a high priority for the basin. The SPBRT also believes that efforts to close the projected M&I gap should be done in a way that ensures to the greatest extent possible the long-term sustainability of the Basin's agriculture and natural environment, both for their own sake and for the beneficial economies, open space, wildlife habitat, and outdoor recreation activities that agriculture and a healthy environment support.

Diverse interests along the Front Range and Northeastern Colorado, including the largest urban centers in Colorado, have the potential to divide water into several separate and opposing uses whereby agriculture and the environment lose. The SPBRT wishes to encourage WSRA grant-funded projects of

statewide and local basin significance that address existing and future M&I demands while also meeting goals related to the long-term sustainability of agricultural economies and the natural environment. AS such all project should strive to be multi-benefit projects that address several benefits using existing water rights; alternative transfer methods; infrastructure retrofit, replacement, or upgrade projects that serve to meet consumptive and/or environmental and/or recreational needs; conservation easements that protect water for agriculture and/or wildlife; or studies and planning efforts to address these issues.

It is important for WSRA Grant applicants to understand that SPBRT members are focused on delivering on-the-ground solutions to the M&I gap, but doing so in a manner that also contributes to lessening the agricultural gap and meeting environmental and recreational demands. Several multiple benefit projects have been approved and developed by the roundtable, and applicants should strive to address these needs in every project. Of course, the SPBRT recognizes that not all individual projects can accomplish these ambitious goals. Therefore, projects that only meet one or two of the needs will be considered and ranked according to their contribution to the basin and statewide goals for meeting future water demand.

The roundtable is committed to demonstrating the value of non-consumptive projects by fulfilling this directive.

Eligible Entities

In order to be eligible for SPBRT grants, applicants must be registered business entities legally conducting business in Colorado, municipal corporations, Title 32 water and sanitation districts, or other city, state or local governmental or quasi-governmental entities. “Private”, meaning private individuals, partnerships and sole proprietors are not eligible and must either organize a legal entity to manage the project and apply for funds, or work through an eligible agency to be the fiscal agent.

The applicant will provide a short (no more than two (2) pages) summary of the project that includes elements outlined elsewhere, which address the scoring matrix criteria set forth further below.

Call for Projects

The SPBRT Needs Committee will schedule a public meeting, at least annually, to introduce the WSRA funding cycles. The purpose of the meeting is to provide information about grant priorities, the application process and deadlines and to answer any questions prior to application submittal. A press release will be shared to advertise the public meeting and application.

Match Requirements

Basin Applications – The CWCB does not dictate a specific amount of match for basin projects. However, the SPBRT recommends at least 25% match for basin funds, from either cash or in-kind contributions. Applicants should be able to accurately describe how they will account for in-kind match.

Statewide Applications – Statewide applications must provide at least 25% match from either cash or in-kind sources. At least 5% of the 25% match must come from the sponsoring roundtable’s basin account.

How to Apply

1. Review the Water Supply Reserve Account Grant Criteria and Guidelines, and the Evaluation Criteria Tiers 1-3 Supplemental Scoring Matrix.

2. Obtain approval from the basin roundtable in which your activity will occur. Meeting dates and contact information are available from the basin roundtables page.
3. Submit the Grant Application form (Word or text-enabled PDF), statement of work, budget and schedule by the first of the month preceding the month of a CWCB Board meeting via email to Water Supply Planning. Electronic applications can also be mailed to:

Colorado Water Conservation Board
 Water Supply Planning Section
 WSRA Application
 1580 Logan Street, Suite 200
 Denver, CO 80203

4. Review the statement of work template (Exhibit A) and appendices with reference information...
5. Work with CWCB staff to address any issues or additional needs prior to CWCB Board review.
6. Submit W-9 and Insurance Certificate form, if requested.

Application Deadlines

The South Platte Basin Roundtable has developed an annual spring and fall grant cycle. Applications are due May 1 and November 1. These dates allow the SPBRT's Needs Committee sufficient time to review all applications, request a presentation from the applicant if needed and provide recommendations for approval to the SPBRT each July and January meeting.

	Spring	Fall
Basin Application Deadline	May 1	November 1
Presentation to Needs Committee (as requested)	May-June	November-December
SPBRT Award Decision	July	January

Applicants may also seek Statewide Funds. Statewide Funds are administered by the Colorado Water Conservation Board (CWCB), require a separate application and follow a separate process. More information about WSRA Statewide Funds can be found here: [provide website](#).

A letter of support or successful Basin Fund application is required from the SPBRT, in order to be eligible for Statewide Funds that will be used in the South Platte Basin. Therefore, an applicant must either apply and receive Basin Funds or request a letter of support from the SPBRT to qualify for Statewide Funds. Because of this requirement, the Basin and Statewide Fund schedules were aligned so an applicant could receive Basin Funds (or a letter of support) before CWCB's award decision.

	Summer	Winter
Statewide Application Deadline to CWCB Staff	August 1	February 1
CWCB Award Decision	September	March

Reports to the Roundtable Following Grant Award and Contracting

The CWCB will require a written report regarding contract progress and project status. The applicant will submit reports to the CWCB and will assure the CWCB provides the report to the roundtables. The applicant will coordinate with the SPBRT Chair to provide a verbal and visual update any time after six months, but no later than once annually from the date of the notice to proceed.

South Platte Basin Roundtable Logo or Heading

Water Supply Reserve Account (WSRA)

Scoring Criteria

Section 1 Promotes cooperation and meeting water management goals/needs: Water activity addresses identified needs and or gaps, is multiple purpose, addresses interests of multiple basins, and or/promotes cooperation. (100 points total)

Environment and/or Recreation: The water activity clearly addresses environmental and or recreation needs or gaps. (20points)

- a. Indicates, helps, or studies how to meet the South Platte Basin Roundtable's identified environmental or recreation gap/need
- b. Measurably and actively protects or restores Environmental gap or develops and protects the Recreation gap
- c. Is a project and/or method that meets a need identified in a needs assessment and/or the Basin Implementation Plan or Colorado Water Plan
- d. Has active participation from at least one other relevant organization or non-profit governmental organization(s) as demonstrated by support letters, match or other means
- e. Assists in the recovery of threatened or endangered species or state species of concern

Municipal and Industrial (M&I): The water activity addresses municipal or industrial needs or gaps through conservation, reuse, agricultural sharing, completion or development of identified projects or processes, and/or other methods. (20 points)

- a. Indicates, helps, or studies how to meet the South Platte Basin Roundtable's identified M&I gap/need
- b. Measurably and actively develops new or conserved water to meet M&I gap
- c. Is a project and or method that meets needs identified in Statewide Water Supply Initiative(s), Needs Assessment, the Basin Implementation Plan, or Colorado Water Plan
- d. Has active participation from at least one other relevant organization or non-profit governmental organization(s) as demonstrated by support letters, match or other means

Agriculture: The water activity addresses agricultural needs or gaps. (20 pts)

- a. Indicates, helps, or studies how to meet the South Platte Basin Roundtable's identified agricultural gap/need
- b. Measurably and actively develops new or conserved water to meet agricultural gap
- c. Is a project and or method that meets needs identified in Statewide Water Supply Initiative(s), Needs Assessment, BIP, or Colorado Water Plan
- d. Has active participation from at least one other relevant organization or non-profit governmental organization(s) as demonstrated by support letters, match or other means

Section 2: Project Urgency and Readiness (20 pts)

- a. The applicant has explained the urgency of immediate funding and why now is the time to fund this project. What opportunities are lost if the grant is not awarded?

- b. The project is ready. All necessary easements, permits, licenses or approvals are secure or will be secured in order to complete the project as proposed.
- c. Project timeline
- d. The applicant has a demonstrated track record of success
- e. How is this project applicable to or capable of being replicated in other basins?

Section 3: Matching Funds (20pts):

Activity has a significant cash or in-kind match. The purpose of these criteria is to leverage other funding sources or resources so that WSRA funds can be used for multiple projects. Projects that pursue Water Supply Reserve Account Statewide Funds may receive additional consideration. (20 pts total)

- a. Is the minimum match requirement met?
- b. How much cash match is secured and from whom?
- c. How much in-kind match is secured and from whom? How was the value of the in-kind match calculated?
- d. How much additional match is left to secure? What is the timeframe and status of your request for these funds?
- e. Are WSRA Statewide Funds being pursued? If not, why?

Funding Decision Process

The SPBRT has developed the following processing order to assist applicants with developing successful projects and meet deadlines. The Needs Committee will vet all WSRA grant applications and determine their applicability to SPBRT goals and priorities, utilizing the factors described in these Guidelines. The committee will be appointed by the SPBRT.

The Needs Committee will duly consider the merits of the Application and will employ the scoring matrix set forth below to assist the committee's evaluation. The Needs Committee will approve the application, disapprove it, or approve it with conditions and/or modifications. If the Needs Committee approves the Application with or without conditions or modifications, the Application will be forwarded to the SPBRT Executive Committee with a recommendation to approve the Application, and add time to the appropriate SPBRT agenda for the Applicant to present to the roundtable members.

Roundtable Meeting – If invited to present to the roundtable by the Needs Committee, the applicant will prepare and submit a near final draft of the grant application to the roundtable administrator no later than 7 days prior to a scheduled SPBRT meeting. The draft application should be sufficiently complete that only minor changes are required if requested by the SPBRT. The CWCB will distribute applications to the SPBRT members for review with a copy of the Needs Committee decision. The applicant will attend the roundtable meeting and provide a short visual presentation of the project that is no more than 15 minutes in length. The SPBRT will discuss the project before voting to either approve or disapprove the grant funding application. The SPBRT will then vote.

If the SPBRT votes “yes” to move the project to the CWCB for funding approval, the applicant will make final preparation of the application with no changes except those required by the SPBRT and secure the required Chairman's Letter. Both the application and letter must be submitted to CWCB 60 days prior to the board meeting.

If the SPBRT votes “no,” the applicant may wish to revise the application and start the entire process over, and therefore may do this at their discretion. The applicant may also revise the application to address concerns identified by the SPBRT and then resubmit it for consideration at the next SPBRT meeting, though without going through the Needs Committee. A second vote will be conducted. If the application is rejected again, the applicant will be required to start the process again from its beginning.