

# **Metro Basin Roundtable**

## **Water Supply Reserve Account (WSRA)**

### **Program Guidelines**

#### **Developed May 2015**

**Metro Basin Roundtable (MBRT) Priorities (not in order of importance):**

- Implement the Identified Projects and Processes specifically listed in the South Platte Basin Implementation Plan
- Implement endangered species programs, or programs to prevent the listing of threatened species, to protect existing and future in-basin uses
- Further develop the conceptual future in-basin and interbasin concepts described in Sections 4.6 and 4.8 of the South Platte Basin Implementation Plan
- Identify and implement water projects that promote partnership and provide multiple benefits
- Identify and implement municipal conservation and efficiency programs
- Identify and implement projects that optimize existing and future water supply infrastructure
- Identify and develop new water storage facilities
- Implement alternatives to permanent agricultural dry-up
- Identify opportunities to bring new water supplies into the Metro area
- Implement specific recommendations in the BIP that will benefit the Metro area.

## Contents

Program Summary .....	3
Background .....	3
Funding Source .....	4
Purpose .....	4
SPBRT Vision.....	4
Eligible Entities .....	5
Call for Projects .....	5
Match Requirements .....	5
How to Apply.....	5
Reports to the Roundtable Following Grant Award and Contracting.....	7
Scoring Criteria.....	8
Funding Decision Process.....	9

## Program Summary

<b>How/Where to Apply?</b>	<a href="http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Pages/StatewideWaterSupplyReserveAccountGrants.aspx">http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Pages/StatewideWaterSupplyReserveAccountGrants.aspx</a>
<b>Eligible Entities</b>	<b>Government, Districts, Private Incorporated, Non-governmental organizations</b>
<b>Match Requirements</b>	<b>25%</b>

## 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 Metro Roundtable (MRT) is the only roundtable not designated out of a natural hydrological river basin. The Metro region’s unique needs and water uses necessitated its designation apart from the South Platte River Basin (within which it lies). In 2010, the Denver Metro region had more than 2.6 million residents – about half of the state’s population – and by 2050, this number is expected to increase to 4.1 million residents.

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 MRT and the [South Platte Roundtable](#) areas).

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

- Implement the Identified Projects and Processes specifically listed in the South Platte Basin Implementation Plan
- Implement endangered species programs, or programs to prevent the listing of threatened species, to protect existing and future in-basin uses
- Further develop the conceptual future in-basin and interbasin concepts described in Sections 4.6 and 4.8 of the South Platte Basin Implementation Plan
- Identify and implement water projects that promote partnership and provide multiple benefits
- Identify and implement municipal conservation and efficiency programs
- Identify and implement projects that optimize existing and future water supply infrastructure
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## 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 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 roundtable areas, providing approximately \$450,000 annually for projects of importance within the roundtable area.

## Purpose

The Metro Roundtable (MRT) 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 MRT and consistent with the CWCB guidelines, and help maximize applicant success of meeting the information needs of the MRT 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 MRT Needs Committee to provide feedback to applicants in order to align projects with Metro area 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 South Platte Basin Implementation Plan (BIP). Provide the opportunity for the MRT to evaluate grant applications with more thorough consideration of the suitability of the project for the Metro Area, and vet the project through the MRT Needs Committee prior to presentation at the full Roundtable level.

## MRT 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 Metro area.

As a majority of Colorado's M&I gap is expected to occur in the South Platte Basin, the MRT believes that efforts to meet M&I demands should continue to be a high priority for the basin. The MRT 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.

The MRT wishes to encourage WSRA grant-funded projects of statewide and local basin significance to 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 projects seeking to receive favorable grant consideration by the MRT should be able to demonstrate how their project will encourage collaboration while providing multiple benefit projects or studies and planning efforts that meet the [MRT Priorities](#).

It is important for WSRA Grant applicants to understand that MRT members are focused on delivering

on-the-ground solutions to the M&I gap, but doing so in a manner that lessens the negative impacts to agriculture, the environment, and recreation. To date, several multiple benefit projects have been approved and developed by the MRT. Of course, the MBRT 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 MRT 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.

## Call for Projects

The MRT Needs Committee will provide information about our WSRA grant priorities, the application process, and deadlines through the MRT website and through outreach efforts of the MRT's Education and Outreach Committee. The MRT Needs Committee will be happy to answer any specific questions a prospective applicant may have prior to their application submittal. The MRT Needs Committee can be reached through the Committee Chair, Tim Murrell, at [tmurrell@douglas.co.us](mailto:tmurrell@douglas.co.us)

## Match Requirements

Applications for Basin Funds – The CWCB does not dictate a specific amount of match for basin projects. However, the MRT 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.

Applications for Statewide Funds – 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, which are available on the CWCB website.
2. The applicant will provide a short (no more than two (2) page) summary of the project that includes elements outlined elsewhere, which address the scoring matrix criteria set forth further below.
3. The applicant must provide a short presentation (5-10 minutes) to the MRT at least one month prior to the time that they seek WSRA grant approval from the MRT. This provides the entire MRT the opportunity to learn more about the application and ask questions related to the grant request. The presentation must be scheduled through the MRT Needs Committee at least two weeks prior to the MRT meeting at which the presentation is requested to occur. All

attempts will be made to provide the opportunity to present at the MRT meeting requested but may be limited to a certain number of applicants based on meeting agenda constraints. Applicants can reach the Committee through the Chair, Tim Murrell, at [tmurrell@douglas.co.us](mailto:tmurrell@douglas.co.us)

4. Obtain approval from the MRT. Meeting dates and contact information are available on the MRT webpage. This is a two-step process. The first step is to present the concept to the MRT at a regularly scheduled meeting, along with the 2 page summary (steps 2-3 above). The MRT will then vote, at the next scheduled MRT meeting where possible, on whether to approve the project.
  
5. 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
  
6. Work with CWCB staff to address any issues or additional information needed prior to CWCB Board review.
  
7. Submit W-9 and Insurance Certificate form, if requested.

Applicants may also seek Statewide Funds. Statewide Funds, which are administered by the Colorado Water Conservation Board (CWCB), require approval by the MRT and by the CWCB Board. More information about WSRA Statewide Funds can be found here: [link](http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Pages/StatewideWaterSupplyReserveAccountGrants.aspx)  
<http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Pages/StatewideWaterSupplyReserveAccountGrants.aspx>.

A letter of support from the MRT Chairperson, or successful Basin Fund application, is required from the MRT in order to be eligible for Statewide Funds that will be used in the Metro Roundtable area. Therefore, an applicant must either apply and receive Basin Funds, or request a letter of support from the MRT, to qualify for Statewide Funds. Because of this requirement, the Basin Fund and Statewide Fund application schedules were aligned.

	Summer	Winter
<b>CWCB Award Decision</b>	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 also provide the report to the MRT Needs Committee. The applicant will coordinate with the MRT Chairperson to provide an update no less than once annually beginning six months from the date of the notice to proceed.

# Metro Basin Roundtable

## Water Supply Reserve Account (WSRA)

### Scoring Criteria

**Section 1: Promote cooperation while meeting water management goals/needs:** Project activity addresses one or more of the [MRT Priorities](#). (60 points total)

**Municipal and Industrial (M&I):** The project activity addresses municipal or industrial needs or gaps through conservation, reuse, or development of Identified Projects or Processes, and/or other methods. (20 points)

- a. Meets needs identified in Statewide Water Supply Initiative(s), Needs Assessment, the Basin Implementation Plan, or Colorado Water Plan
- b. Further develop the conceptual future in-basin and interbasin concepts described in Sections 4.6 and 4.8 of the South Platte Basin Implementation Plan
- c. Promotes partnership and provides multiple benefits
- d. Includes municipal conservation and efficiency programs
- e. Optimizes existing and future water supply infrastructure
- f. Develops new water storage facilities
- g. Promotes alternatives to permanent agricultural dry-up

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

- a. Indicates, helps, or studies how to meet the MRT identified environmental or recreation gap/need
- b. Measurably and actively addresses environmental gap or develops and protects the recreation gap
- c. Meets a need identified in a needs assessment, the Basin Implementation Plan, or Colorado Water Plan
- d. Has active participation from at least one other relevant organization or non-profit Non-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

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

- a. Measurably and actively develops new or conserved water to address the agricultural gap
- b. Meets the needs identified in Statewide Water Supply Initiative(s), Needs Assessment, BIP, or Colorado Water Plan
- c. Has active participation from at least one other relevant organization or non-profit non-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

**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. The minimum match requirement has been met
- b. Cash match is secured and from an identified source
- c. If in-kind match, identify whom it is secured from and explain its value and how it was calculated
- d. Identify any match that has yet to be secured and the timeframe and status of these funds
- e. Identify if Statewide Funds are being pursued, and if so, why

## **Funding Decision Process**

The MRT has developed the following process to assist applicants with developing successful projects and meeting deadlines. The MRT Needs Committee will vet all WSRA grant applications and determine their applicability to MRT goals and priorities, utilizing the factors described in these Guidelines.

The MRT Needs Committee will evaluate the merits of the Application and will employ the scoring matrix set forth above to assist the committee's evaluation. The MRT Needs Committee will prepare a recommendation to support the application, not support it, or support it with conditions and/or modifications. If the MRT Needs Committee recommends support of the Application with or without conditions or modifications, the MRT Needs Committee will request that the MRT Chairperson add time to the appropriate MRT agenda for the Applicant to present the Application to the MRT. The MRT Needs Committee will coordinate with the Applicant regarding the time and place for the Applicant to present their Application to the MRT.

If invited to present to the roundtable by the MRT Needs Committee, the Applicant will prepare and submit a near final draft of the Application to the MRT Chairperson no later than 7 days prior to a scheduled MRT meeting. The draft application should be sufficiently complete that only minor changes are required if requested by the MRT. The MRT Chairperson will work with the CWCB to distribute the Application to the MRT members for review, along with a copy of the MRT Needs Committee recommendation. The applicant will attend the roundtable meeting and provide a presentation of the project that is no more than 15 minutes in length. The MRT will not vote on the Application at the same meeting the Application is presented. The MRT will discuss and vote on the project at a subsequent MRT meeting.

If the MBRT 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 MRT and will draft the required Chairperson's Letter. Both the Application and a final, signed Chairperson's letter must be submitted to CWCB 60 days prior to the board meeting.

If the MBRT 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 MBRT and then resubmit it for consideration at the next SPBRT meeting, though without going through the MRT 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.