



# COLORADO WATER CONSERVATION BOARD



## WATER SUPPLY RESERVE ACCOUNT APPLICATION FORM

Today's Date: June 10, 2015

Arkansas Roundtable Basin Implementation Plan Coordinator

### Name of Water Activity/Project

Lower Arkansas Valley Water Conservancy District

### Name of Applicant

Arkansas Basin

Amount from Statewide Account:

\$70,000

Amount from Basin Account(s):

\$27,880 (28%)

Total WSRA Funds Requested:

\$97,880

### Approving Basin Roundtable(s)

*(If multiple basins specify amounts in parentheses.)*

FEIN:48-1298144

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### Required Exhibits

- A. Statement of Work, Budget, and Schedule
- B. Project Map
- C. As Needed (i.e. letters of support, photos, maps, etc.)

### Appendices – Reference Material

- 1. Program Information
- 2. Insurance Requirements
- 3. WSRA Standard Contract Information (Required for Projects Over \$100,000)
- 4. W-9 Form (Required for All Projects Prior to Contracting)

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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 and approval is outlined in materials in Appendix 1.

Once approved by the local Basin Roundtable, the applicant should submit this application **with a detailed statement of work including budget and schedule as Exhibit A** to CWCB staff by the application deadline.

WSRA applications are due with the roundtable letter of support 60 calendar days prior to the bi-monthly Board meeting at which it will be considered. Board meetings are held in January, March, May, July, September, and November. Meeting details, including scheduled dates, agendas, etc. are posted on the CWCB website at: <http://cwcb.state.co.us> Applications to the WSRA Basin Account are considered at every board meeting, while applications to the WSRA Statewide Account are only considered at the March and September board meetings.

When completing this application, the applicant should refer to the WSRA Criteria and Guidelines available at: <http://cwcb.state.co.us/LoansGrants/water-supply-reserve-account-grants/Documents/WSRACriteriaGuidelines.pdf>. In addition, the applicant should also refer to the [Supplemental Scoring Matrix](#) applied to Evaluation Criteria Tiers 1-3 for Statewide Account requests .

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:

Craig Godbout - WSRA Application  
Colorado Water Conservation Board  
1313 Sherman St., Room 721  
Denver, CO 80203  
[Craig.godbout@state.co.us](mailto:Craig.godbout@state.co.us)

If you have questions or need additional assistance, please contact Craig Godbout at: 303-866-3441 x3210 or [craig.godbout@state.co.us](mailto:craig.godbout@state.co.us).

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### Part I. - Description of the Applicant (Project Sponsor or Owner);

1.	Applicant Name(s):	Lower Arkansas Valley Water Conservancy District		
	Mailing address:	801 Swink Avenue Rocky Ford, CO 81067		
	FEIN #:	48-1298144		
	Primary Contact:	Jay Winner	Position/Title:	General Manager
	Email:	jwinner@centurytel.net		
	Phone Numbers:	Cell: 719-469-8935	Office:	719-254-5115
	Alternate Contact:	Brenda Fillmore	Position/Title:	
	Email:	Bfillmore13@centurytel.net		
	Phone Numbers:	Cell:	Office:	719—254-5115

### 2. Eligible entities for WSRA funds 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) – authorities, Title 32/special districts, (conservancy, conservation, and irrigation districts), and 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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3. Provide a brief description of your organization

The Lower Arkansas Valley Water Conservancy District (LAVWCD) is a water conservancy district established in 2002 pursuant to Colorado law, C.R.S. § 37-45-101 et seq. The Lower Ark District's mission is to acquire, retain and conserve water resources within the Lower Arkansas River; to encourage the use of such water for the socio-economic benefit of the District citizens; and to participate in water-related projects that will embody thoughtful conservation, responsible growth, and beneficial water usage within the Lower Arkansas Valley. As such, this includes promoting and protecting agriculture in the Lower Arkansas Basin.

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

The Lower Ark District formed a Water Activity Enterprise in 2003 to manage the District's water assets and provide services to the District on a reimbursable basis. The Lower Arkansas Valley Water Enterprise Fund will be the contracting entity for this project.

5. 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 link to this standard contract is included in Appendix 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.

6. 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.

LAVWCD's property tax levy is exempt from TABOR pursuant to the election that formed the district in 2002.

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### Part II. - Description of the Water Activity/Project

1. What is the primary purpose of this grant application? (Please check only one)

☐ Nonconsumptive (Environmental or Recreational)

☐ Agricultural

☐ Municipal/Industrial

☐ Needs Assessment

☒ Education

☒ Other      Explain:

2. If you feel this project addresses multiple purposes please explain.

The purpose of the project is to implement solutions to basin needs as identified in the 2015 Arkansas Basin Implementation Plan, to educate basin citizens on the Ark BIP and to expand the potential for funding of projects.

3. Is this project primarily a study or implementation of a water activity/project? (Please check only one)

☐ Study

☒ Implementation

4. To catalog measurable results achieved with WSRA funds can you provide any of the following numbers?

New Storage Created (acre-feet)

New Annual Water Supplies Developed, Consumptive or Nonconsumptive (acre-feet)

Existing Storage Preserved or Enhanced (acre-feet)

Length of Stream Restored or Protected (linear feet)

Length of Pipe/Canal Built or Improved (linear feet)

Efficiency Savings (acre-feet/year OR dollars/year – **circle one**)

Area of Restored or Preserved Habitat (acres)

☒ Other -- Explain:

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4. To help us map WSRA projects please include a map (Exhibit B) and provide the general coordinates below:

Latitude:

Longitude:

5. 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. A full **Statement of Work** with a detailed budget and schedule is required as **Exhibit A** of this application.

*A summary of the proposed water activity follows the Executive Summary of the 2015 Arkansas BIP (pp. 10-12), namely to implement Identified Projects and Processes identified in the BIP Preliminary Needs List, through a Cyclic Planning Process as shown below:*

Building on the previous decade of work, the Arkansas Basin Roundtable organized the compilation of basin needs in three steps. First, a complete data set of Needs was identified and compiled. Needs are also referred to as "challenges." Projects that might address the Need were solicited, with each project assigned a project status:

- a) Concept,
- b) Planned,
- c) Implementation Ongoing, or
- d) Completed

After the projects were assigned a Project Status, a multi-step process was used to assign a Project Classification.

Project Classification types and definitions are listed below:

**All Input List:** All identified needs from all sources are included in the All Input List.

**Preliminary Needs List:** The All Input List was filtered to remove the Completed and Obsolete needs, resulting in the Preliminary Needs List.

**Master Needs List:** The provider of each need on the Preliminary Needs List was asked to identify a Solution and a Plan of Action to implement a solution for the identified need. All needs with a defined Solution and Plan of Action carried forward onto the Master Needs List. Projects on the Master Needs List were located by latitude and longitude for later mapping.

**IPP List:** Needs on the Master Needs List were compared to the criteria for an IPP per the SWSI 2016 draft glossary.<sup>6</sup> The glossary provides a detailed articulation of the criteria for an IPP, distinguished by types for Municipal and Industrial, Agricultural, and Nonconsumptive. Needs on the Master Needs List that met the SWSI 2016 IPP criteria are included in the IPP List.

This data set, which included everything that was proffered from all sources, was screened and filtered by the Roundtable to remove items that were duplicative of other input received."

### A Cyclical Planning Process

The Plan represents a snapshot in time of the Arkansas Basin's needs, as articulated through the energetic efforts of the Arkansas Basin Roundtable. Since projects to meet needs will be completed and new needs will arise, the final section of the Plan describes a cyclical planning process. The process consists of five phases:

1. Quality Input
2. Technical Data to Support Decision Making—The Statewide Water Supply Initiative
3. Collaborative Problem Solving and Defining Alternatives
4. Design, Permitting and Funding

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### 5. Tracking Progress to Completion and Refreshing the Input

*The goal is to move 3-6 subregional projects forward to funding and implementation. The Implementation Plan Coordinator will support the Roundtable and manage projects in steps 3, 4 and 5 of the cyclical process.*

### Part III. – 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.<sup>1</sup>

The project will not supersede, abrogate, or otherwise impair the State's current system of allocating water within Colorado nor does it in any manner repeal or amend the existing water rights adjudication system. The project does not affect the State Constitution's recognition of water rights as a private usufructuary property right nor is it 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.

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.

***Chairman's letter under separate cover.***

c) The water activity meets the provisions of Section 37-75-104(2), Colorado Revised Statutes.<sup>2</sup> The Basin

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<sup>1</sup> 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.

<sup>2</sup> 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

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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.

- d) Matching Requirement: For requests from the **Statewide Fund**, the applicants will be required to demonstrate a **25 percent** (or greater) match of the total grant request from the other sources, including by not limited to Basin Funds. A minimum match of 5% of the total grant amount shall be from Basin funds. A minimum match of 5% of the total grant amount must come from the applicant or 3rd party sources. 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 contract or purchase order between the applicant and the State of Colorado is executed. Please describe the source(s) of matching funds. (NOTE: These matching funds should also be reflected in your Detailed Budget in **Exhibit A** of this application)

*5.1% match in-kind, 28% of funds requested from Basin Fund*

2. For Applications that include a request for funds from the **Statewide Account**, describe how the water activity/project meets all applicable **Evaluation Criteria**. (Detailed in Part 3 of the Water Supply Reserve Account Criteria and Guidelines and repeated below.) Projects will be assessed on how well they meet the Evaluation Criteria. **Please attach additional pages as necessary.**

**Evaluation Criteria** – the following criteria will be utilized to further evaluate the merits of the water activity proposed for funding from the Statewide Account. In evaluation of proposed water activities, preference will be given to projects that meet one or more criteria from each of the three “tiers” or categories. Each “tier” is grouped in level of importance. For instance, projects that meet Tier 1 criteria will outweigh projects that only meet Tier 3 criteria. The applicant should also refer to the Supplemental Scoring Matrix applied to Evaluation Criteria Tiers 1-3 for Statewide Account requests. WSRA grant requests for projects that may qualify for loans through the CWCB loan program will receive preference in the Statewide Evaluation Criteria if the grant request is part of a CWCB loan/WSRA grant package. For these CWCB loan/WSRA grant packages, the applicant must have a CWCB loan/WSRA grant ratio of 1:1 or higher. Preference will be given to those with a higher loan/grant ratio.

**Tier 1: Promoting Collaboration/Cooperation and Meeting Water Management Goals and Identified Water Needs**

- a. The water activity addresses multiple needs or issues, including consumptive and/or non-consumptive needs, or the needs and issues of multiple interests or multiple basins. This can be demonstrated by obtaining letters of support from other basin roundtables (in addition to an approval letter from the sponsoring basin).

*The entire purpose of the grant request is to foster greater cooperation by and between the Arkansas Basin Roundtable and the public bodies, non-governmental organizations, state and federal agencies in implementing projects to meet the needs of the basin.*

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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.



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- b. The number and types of entities represented in the application and the degree to which the activity will promote cooperation and collaboration among traditional consumptive water interests and/or non-consumptive interests, and if applicable, the degree to which the water activity is effective in addressing intrabasin or interbasin needs or issues.

***The purpose of this grant request is to move multi-benefit projects forward from the Concept or Planning stage to project implementation. By convening and educating Arkansas basin stakeholders about the 2015 Arkansas Basin Implementation Plan, traditional and non-traditional water interests will meet in person to collaborate on addressing existing basin needs.***

- c. The water activity helps implement projects and processes identified as helping meet Colorado's future water needs, and/or addresses the gap areas between available water supply and future need as identified in SWSI or a roundtable's basin-wide water needs assessment.

***This water activity is intended to initiate processes (Convene & Educate) that result in project identification and implementation. Two specific "methods" included in Task 4, Project Management, are: a) to maintain and update the Arkansas Basin Projects Database, and; b) to coordinate this water activity with the process underway by the Arkansas River Watershed Collaborative. All projects will originate from the Preliminary Needs List as developed in the 2015 Ark BIP.***

### Tier 2: Facilitating Water Activity Implementation

- d. Funding from this Account will reduce the uncertainty that the water activity will be implemented. For this criterion the applicant should discuss how receiving funding from the Account will make a significant difference in the implementation of the water activity (i.e., how will receiving funding enable the water activity to move forward or the inability obtaining funding elsewhere).

***This water activity is focused exclusively on moving projects into an implementation phase. Absent an Implementation Coordinator, the volunteer cadre of Arkansas Basin Roundtable members is unlikely to drive projects forward in a regional or collaborative model.***

- e. The amount of matching funds provided by the applicant via direct contributions, demonstrable in-kind contributions, and/or other sources demonstrates a significant & appropriate commitment to the project.

### Tier 3: The Water Activity Addresses Other Issues of Statewide Value and Maximizes Benefits

- f. The water activity helps sustain agriculture & open space, or meets environmental or recreational needs. ***This water activity is targeted at meeting agricultural, environmental and recreational needs via multi-purpose projects implemented on a regional basis.***

- g. The water activity assists in the administration of compact-entitled waters or addresses problems related to compact entitled waters and compact compliance and the degree to which the activity promotes maximum utilization of state waters.

***This water activity will bring regional approaches to regional challenges like restoration and preservation of storage. Many historic water storage vessels that pre-date the Arkansas River Compact are in jeopardy of losing decreed storage capacity. Regional collaboration in developing cost effective solutions that preserve pre-compact water rights is fundamental to promoting maximum utilization of state waters.***

- h. The water activity assists in the recovery of threatened and endangered wildlife species or Colorado State species of concern.

***This water activity is specifically targeted at inclusive problem solving and implementation of multi-purpose solutions that encompass threatened or endangered species like the Greenback Cutthroat Trout or the Arkansas Darter on Fountain Creek.***

- i. The water activity provides a high level of benefit to Colorado in relationship to the amount of funds requested.

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*The targeted activity is focused on small entities which are unable to develop strategies to address local water resource issues without assistance. Addressing local and regional challenges prior to potential catastrophic consequences provides a substantial benefit well in excess of the funds requests. This water activity also sustains and increase momentum for meeting the needs of the Arkansas Basin through the Roundtable by supporting roundtable activities, like keeping the Needs Data Base current on the Roundtable's website.*

j. The water activity is complimentary to or assists in the implementation of other CWCB programs.

*The Educate and Convene task is intended to meet the Roundtable's statutory charge to: "Serve as a forum for education and debate regarding methods for meeting water supply needs;" hence supporting the CWCB Public Education and Public Outreach program. The project management component is intended to further the goals and objectives of the Environmental Section of CWCB. The roundtable-to-roundtable outreach is intended to support the roll-out of Colorado's Water Plan by making the Needs Data Base and Report Generator methodology available to other roundtables at their discretion.*

Continued: Explanation of how the water activity/project meets all applicable **Evaluation Criteria**.

**Please attach additional pages as necessary.**

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### Part IV. – 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 water rights issues, and the name/location of water bodies affected by the water activity.

*This water activity is a basin-wide approach to meeting local or regional challenges. Individual project activities will identify specific water bodies and permitting issues.*

2. Please provide a brief narrative of any related studies or permitting issues.

*2015 Arkansas Basin Implementation Plan*

3. Statement of Work, Detailed Budget, and Project Schedule

#### **STATEMENT OF WORK ATTACHED AS EXHIBIT A**

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.** All WSRA funds are disbursed on a reimbursement basis after review invoices and appropriate backup material.

**Please provide a detailed statement of work using the template in Exhibit A.** Additional sections or modifications may be included as necessary. Please define all acronyms and include page numbers.

## **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.

## **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 10 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:** Jay Winner, General Manager

**Project Title:** Arkansas Roundtable Basin Implementation Plan  
Coordinator

**Return an electronic version (hardcopy may also be submitted) of this application to:**

Craig Godbout – WSRA Application  
Colorado Water Conservation Board  
1313 Sherman St., Room 721  
Denver, CO 80203  
303-866-3441, ext. 3210 (office)  
303-547-8061 (cell)  
[craig.godbout@state.co.us](mailto:craig.godbout@state.co.us)

**Exhibit A**  
**Statement of Work**  
**Date: May 27, 2015**

**WATER ACTIVITY NAME - Arkansas Roundtable Basin Implementation Plan Coordinator**

**GRANT RECIPIENT – Lower Arkansas Valley Water Conservancy District Water Activity Enterprise**

**FUNDING SOURCE – Water Supply Reserve Account**

**INTRODUCTION AND BACKGROUND**

The Arkansas Basin Roundtable structured its 2015 Basin Implementation Plan using a “Need, Solution, Plan of Action” model that identified over 500 individual needs throughout the basin. Projects to address those needs were generated from Roundtable members, 17 public meetings specifically targeted at obtaining input and state and federal agencies with jurisdictions in the Arkansas Basin.

The projects were assigned a status using four categories: Concept, Planned, Implementation On-going or Completed. About 300 projects are currently identified as Concepts, Planned or On-going. Many of the conceptual or planned projects could benefit from regional solutions to regional challenges. Similarly, a wider perspective that integrates environmental and recreational benefits with agricultural and municipal projects offers the potential for multi-benefit projects. Organization of regional collaborative efforts or multi-purpose dialogue is further complicated by the disparate capacity of project proponents. A Basin Implementation Plan Coordinator is conceived as an individual who can proactively bring parties together in support of feasible solutions in order to move identified needs and concepts forward through planning, finance and construction to completion.

The historic structure of water resource financing in Colorado has been to individual entities. A project orientation, particularly for regional or multi-purpose projects with diverse participants, requires creativity in funding at all stages of project development. The Coordinator will be tasked to develop alternatives and participate in the wider dialogue on financing solutions to Colorado’s challenges.

**OBJECTIVES**

1. Maintain and update the Basin Needs Database, identifying opportunities for regional collaboration and multi-purpose projects to address identified and future basin needs.
2. Recommend projects for phased development to the Arkansas Basin Executive Committee for selection.
3. Identify and coordinate funding alternatives for project feasibility, planning, permitting, design and constructions.
4. Conduct outreach to entities with identified needs that may lack capacity for project development and/or coordination with state and federal agencies. Bring projects forward on behalf of small or

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challenged project proponents and regional collaborations.

5. Engage other roundtables, the IBCC and CWCB initiative to identify basin-to-basin coordination opportunities and creative funding options.

6. Support the Ark Roundtable as directed by the Executive Committee exclusive of administrative tasks, for example, providing presentations to public policy makers regarding implementation of the BIP.

7. Coordinate activities with the Arkansas River Watershed Collaborative and the Arkansas Roundtable Watershed Health subcommittee.

### TASKS

Provide a detailed description of each task using the following format

#### TASK 1 – Convene & Educate

##### Description of Task

The purpose of this task is to convene 3-4 subregional meetings of prospective project proponents and stakeholders using the 2015 Arkansas Basin Implementation Plan (Ark BIP) Preliminary Needs List (PNL) as a source of potential projects. Three subtasks are to be accomplished:

A. Identify. Identify prospective beneficiaries of subregional solutions to subregional challenges as identified in the Ark BIP. Needs or Challenges on the PNL include potential projects shown as “Concepts” in the Project Status category. Some of these Concepts could be integrated into Needs carried forward onto the Ark BIP Master Needs List (MNL). Master Needs List items have a status of “Planned” or “Implementation On-going.” Often local stakeholders are well informed about organizations or individuals who can contribute knowledge and experience in formulating a project scope of work (SOW).

B. Organize. Organizing stakeholders, elected officials and project proponents into a cooperative core committee about project solutions sets up development of a detailed scope of work and project budget estimate. The core committee may also provide funding options not readily apparent at the commencement of implementing the basin plan.

C. Educate Basin Citizens. Educating local constituents about the Ark BIP will broaden the prospects for identifying additional needs within subregions. With SWSI 2016 about to begin, broadening awareness of the Ark BIP will encourage greater participation in SWSI 2016.

D. Educate Basin and State/Federal Policy Makers and Elected Officials. Prepare presentations on the progress of implementation of the Basin Plan elements, including the Interim Water Resources Committee hearings or other state or federal bodies requesting information on the Arkansas Basin Implementation Plan. Respond to request from Boards of County Commissioners or City/Town Councils for presentations and updates on the Basin Plan and Colorado’s Water Plan.

##### Method/Procedure

Working with Roundtable Members and local entities, including Water Conservancy Districts, identify venues, timing and schedule for 3-4 subregional meetings. The goal is to have a minimum of one meeting each in the Upper Arkansas subregion, Huerfano-Purgatoire subregions and the Lower Arkansas Valley subregion.

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### Deliverable

Meeting agendas, meeting notes, attendance rosters, descriptions and consensus on potential projects for development under the Ark BIP.

## **TASK 2 – Facilitate & Develop Scope(s) of Work**

### Description of Task

Facilitate 18-24 subregional or project specific meeting to develop Scope(s) of Work for multi-purpose projects. An example would be MNL Project ID# Ark-2015-007:

ARK-2015-0007	Collaborative Storage Study: Huerfano and Cucharas Basins	Resolution of redundant, perhaps conflicting, aspirations for increased storage via repair of existing and construction of new vessels. On the Cucharas alone, there are 10 instances involving six entities.	Identify needs and opportunities for collaborative repair, construction, and operation of selected vessels to meet all needs.	Planned	HCWCD, DEO	Huerfano River, Cucharas River
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Development of a Scope of Work and estimated project budget for a collaborative storage solution in the Cucharas basin could require 6-8 meeting of water conservancy board members, elected officials, private owners of storage vessels, stakeholders and public agencies.

### Method/Procedure

Establish a time line for a core committee to agree on fundamentals of a scope of work. Identify multi-purpose benefits, including environmental, recreational and water quality benefits, for inclusion in a project scope of work.

### Deliverable

3-6 project scopes of work with multi-purpose benefits.

## **TASK 3 – Funding Alternatives**

### Description of Task

Investigate and identify funding alternatives for project design, permitting and construction.

### Method/Procedure

The method includes several approaches:

A. Develop individual project budgets and revenue sources for design, permitting and construction. There may be different sources for specific phases of project development.

B. Work directly with staff at CWCB to track funding availability, timing and loan/grant options for identified projects. Present project funding alternatives for consideration by CWCB for the annual “Projects Bill.”

C. Track the status of water resources funding programs at both the state and federal level. Attend water resource conference(s) where funding is a major topic. If possible, attend as a member of the faculty or as a presenter.

D. Track the status of funding sources related to water resources, particularly those like Go



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Colorado (GOCO) that have riparian grant opportunities. (GOCO 2015 Strategic Plan, Goal 1, Priority A: Protect Our Land, Water and Wildlife, see below)

GOCO will continue to respond to proposals through existing grant and investment programs that protect open space of local and statewide importance, including agricultural land and critical wildlife habitat. We will also pursue new strategic opportunities, including protecting large, connected landscapes, protecting Colorado's waterways, protecting urban open space, and improving the standards and sustainability of land trusts and open space programs to ensure the long-term stewardship of protected lands.

### Deliverable

Funding strategies, grant applications and local funding commitments for 3-6 project scopes of work.

## **TASK 4 – Project Management/Roundtable Support**

### Description of Task

Manage the Ark BIP Project Database, keep current with newly identified Needs, cooperate and support SWSI 2016 consultants. Coordinate and support activities of the Arkansas Basin Roundtable as directed by the Executive Committee, exclusive of administrative tasks.

### Method/Procedure

Attend regularly scheduled meetings of the Arkansas Basin Roundtable and Ark RT Executive Committee as directed. Monitor progress of identified projects through design, permitting and construction start. Coordinate regularly with Arkansas Roundtable members and CWCB staff.

### Deliverable

Maintain the Arkansas Basin Roundtable website, keeping it up to date with meeting information and scheduled activities. Regular reports on agenda items for the Ark RT and Executive Committee, update memoranda on specific projects as appropriate or requested. Attendance at project funding presentations. Attendance at water resource conferences or work group meeting as directed by the Executive Committee. Other outreach or educational activities, including presentations to legislators, elected officials, policy makers, community organizations or others as directed by the Executive Committee.

## **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.

Arkansas Roundtable Basin Implementation Plan Coordination						
Budget						
	Task 1	Task 2	Task 3	Task 4	Total	Total
	Convene & Educate (Basin Citizens and Policy Makers)	Facilitate & Develop SOW	Funding Alternatives	Project Management/ Roundtable Support	Hours	Cost
Combined Staff Hours	90	186	124	220	620	\$ 89,900
<b>Total Staff Hours</b>	<b>90</b>	<b>186</b>	<b>124</b>	<b>220</b>	<b>620</b>	<b>\$ 89,900</b>
<b>Direct Costs</b>						
Materials	\$ 80	\$ 720	\$ 640	\$ 540		\$ 1,980
Facility Rental (in-kind)	\$ 200	\$ 1,800	\$ 1,600	\$ 1,400		\$ 5,000
Printing/Copies	\$ 300	\$ 300	\$ 300	\$ 500		\$ 1,400
Conference attendance	\$ -	\$ -	\$ 600	\$ 600		\$ 1,200
<b>Total Direct Cost</b>	<b>\$ 580</b>	<b>\$ 2,520</b>	<b>\$ 2,240</b>	<b>\$ 1,940</b>		<b>\$ 9,580</b>
<b>Travel Costs</b>						
Travel Costs	\$ 600	\$ 1,000	\$ 600	\$ 600		\$ 2,800
<b>Total Travel Costs</b>	<b>\$ 600</b>	<b>\$ 1,000</b>	<b>\$ 600</b>	<b>\$ 600</b>		<b>\$ 2,800</b>
<b>TOTAL BASE COSTS</b>						<b>\$ 102,280</b>
				In-kind Facilities		<b>\$ 4,400</b>
				WSRA Grant Request		<b>\$ 97,880</b>

**In kind contribution of facilities by water conservancy districts or municipalities equals 5.1% of grant funds requested.**

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## SCHEDULE

Arkansas Roundtable Basin Implementation Plan Coordinator Schedule					
<b>Task 1 Convene &amp; Educate</b>	Convene 3-4 subregional meetings, identify priority projects for development and funding				
<b>Task 2 Facilitate &amp; Develop SOW</b>	Facilitate 18-24 project specific meetings to develop Scope of Work & Project Team				
<b>Task 3 Funding Alternatives</b>	Prepare and implement funding strategies for 3-6 projects within the Arkansas BIP				
<b>Task 4 Project Management</b>	Support Ark RT & Ark RT Executive Committee, facilitate project development, track progress				
<b>Schedule</b>	NTP + 3 months	NTP + 6 months	NTP + 9 months	NTP + 12 months	
<b>Task 1</b>					
<b>Task 2</b>					
<b>Task 3</b>					
<b>Task 4</b>					