

**Water Supply Reserve Account – Grant and Loan Program**  
**Water Activity Summary Sheet**  
**May 18-19, 2016**  
**Agenda Item 18(c)**

**Applicant:** Yampa/White/Green Basin Roundtable

**Fiscal Agent:** Community Agriculture Alliance Inc (CAA)

**Water Activity Name:** Development and Implementation of Water Education and Outreach: A 3-Year Program of Collateral Dissemination, Media Networking, Forums and Workshops.

**Water Activity Purpose:** Education & Outreach

**County:** Entire Yampa/White/Green River Basins

**Drainage Basin:** Yampa/White/Green

**Water Source:** n/a

**Amount Requested/Source of Funds:** \$150,000 Yampa/White/Green Rivers Basin Account (total grant request)

**Matching Funds:** none required, none provided

<b>Staff Recommendation:</b>
------------------------------

Staff recommends approval of up to \$150,000 from the Yampa/White/Green Basin Account to help fund the project titled: Development and Implementation of Water Education and Outreach: A 3-Year Program of Collateral Dissemination, Media Networking, Forums and Workshops.
--

**Water Activity Summary:** The Yampa/White/Green Basin Roundtable recognizes the increased need for, and the importance of, ongoing education and outreach as it pertains to all water concerns. The purpose of this project is to help the YWG Basin Roundtable develop and implement a collateral and media outreach plan; raise public awareness about: the YWG Roundtable activities, Basin Implementation Plan and Colorado's Water Plan; implement and facilitate a series of Water Education Forums/Workshops/Tours in Craig, Meeker, Rangely and Steamboat; assure that ongoing education events align with YWG Basin Roundtable goals and objectives; coordinate the grant applications submitted to the YWG Basin Roundtable for review and consideration; and develop and implement a system to inform the members of the YWG Basin Roundtable of projects and activities within their basins. The project also aims to increase collaborations and partnerships with other YWG Basin organizations.

The YWG Basin Roundtable, led by their PEPO representative and education committee, will provide coordination with the CWCB; guidance, decision-making and approval of all YWG Basin Roundtable education activities; and evaluations of all YWG Basin Roundtable education activities. Community Agriculture Alliance Inc (CAA) will collaborate with the YWG Basin Roundtable on this project and, jointly, they will develop specific plans for YWG Basin Roundtable education activities for the three-year granting program and full utilization of partnership opportunities with other water-interest organizations, agencies, stakeholder groups and civic groups.

**Discussion:** The proposed project aligns with the Projects and Methods in Section 4.0 of the Yampa/White/Green Basin Implementation Plan, specifically Section 4.1: Education, Participation

and Outreach, pg. 4-3. This effort also supports the Outreach, Education and Public Engagement goals as highlighted in Section 9.5 of Colorado's Water Plan. In addition, this project aligns with the basin roundtable's Public Education, Participation, and Outreach (PEPO) Workgroup Education Action Plan approved in 2015.

**Issues/Additional Needs:** No issues or additional needs have been identified.

**Threshold and Evaluation Criteria:** The application meets all four Threshold Criteria.

**Tier 1-3 Evaluation Criteria:** n/a

**Funding Summary/Matching Funds:** none required, none provided

**CWCB Project Manager:** Mara MacKillop

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 will help promote the development of a common technical platform. In accordance with the revised WSRA Criteria and Guidelines, staff would like to highlight additional reporting and final deliverable requirements. The specific requirements are provided below.

**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 scope 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.

**Engineering:** All engineering work (as defined in the Engineers Practice Act (§12-25-102(10) C.R.S.)) performed under this grant shall be performed by or under the responsible charge of professional engineer licensed by the State of Colorado to practice Engineering.

To: Colorado Water Conservation Board  
1313 Sherman Street, Room 721  
Denver CO 80203

March 30, 2016

From: Mary Brown, Chair   
Yampa-White-Green Rivers Basin Roundtable

The Yampa-White-Green Rivers Basin Roundtable (YWGRT) recommends approval of the attached grant application submitted by Community Agriculture Alliance (CAA) to CWCB. In partnership with CAA our Roundtable is requesting \$150,000.00 to be utilized during 2017-2019 fiscal years for education and outreach on behalf of the Round Table.

The application was considered by at first reading on January 13, 2016, amended per recommendations of the Round Table members, and approved at second reading on March 9, 2016.

These funds will be used to:

- Raise public awareness of the YWG Basin Implementation Plan and the Colorado's Water Plan
- Raise public awareness of YWG Roundtable activities
- Plan, implement and facilitate a series of Water Education Forums/Workshops/Tours in Craig, Meeker, Rangely and Steamboat
- Increase collaborations and partnerships with other YWG basin organizations that to promote water education, encourage locally driven collaborative solutions and encourage community participation in solution based discussions, issues and solutions
- Provide professional, informative and educational activities in the region
- Provide information on regional water projects, studies and related issues
- Engage with area water interest groups to encourage constructive discussions and actions regarding water issues and projects in Northwest Colorado
- Assure that ongoing education events align with YWGRT goals and objectives
- Coordinate the grant applications submitted to the YWGRT for review and consideration
- Develop and implement a system to inform the members of the YWGRT of projects and activities within their basins

Your positive consideration of this grant application will be appreciated.



# COLORADO WATER CONSERVATION BOARD



## WATER SUPPLY RESERVE ACCOUNT APPLICATION FORM

April 1, 2016

Development and Implementation of Water Education and Outreach:  
A 3 Year Program of Collateral Dissemination, Media Networking, Forums and Workshops

### Name of Water Activity/Project

Yampa-White-Green Rivers Basin Round Table Educational Outreach

### Name of Applicant

Yampa-White-Green  
Rivers Basin Roundtable

Amount from Statewide Account:

Amount from Basin Account(s):

Total WSRA Funds Requested:

\$150,000

\$150,000

### Approving Basin Roundtable(s)

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

FEIN:

### Application Content

Application Instructions	page 2
Part I – Description of the Applicant	page 3
Part II – Description of the Water Activity	page 5
Part III – Threshold and Evaluation Criteria	page 7
Part IV – Required Supporting Material	
Water Rights, Availability, and Sustainability	page 10
Related Studies	page 10
Signature Page	page 12

### 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)



## Water Supply Reserve Account – Application Form

Revised October 2013

---

### **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 (CWCBC). 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 CWCBC 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 CWCBC 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).

## Water Supply Reserve Account – Application Form

Revised October 2013

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

1.	Applicant Name(s):	Yampa-White-Green Rivers Basin Roundtable		
	Mailing address:	Attention: Kelly Romero-Heaney: PEPO Chair, YWGRT PO Box 774134 Steamboat Springs CO 80477		
	FEIN #:	84-1506246		
	Primary Contact:	Marsha Daughenbaugh	Position/Title:	Executive Director
	Email:	marshad@communityagalliance.org		
	Phone Numbers:	Cell: 970-846-7054	Office:	970-879-7034
	Alternate Contact:	Kelly Romero-Heaney	Position/Title:	PEPO Chair
	Email:	kromeroheaney@steamboatsprings.net		
	Phone Numbers:	Cell: 970-846-5750	Office:	970-871-8205

### 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.



## Water Supply Reserve Account – Application Form

Revised October 2013

---

3. Provide a brief description of your organization

The Yampa-White-Green Rivers Basin Round Table (YWGRT) has partnered with the Community Agriculture Alliance (CAA) since 2009 to provide water education in the region. Past events, forums and water tours have proven very successful and plans are being developed for ongoing events in 2016-2018. The partnership has been strengthened by the involvement of Kelly Romero-Heaney, who serves as the Yampa White Green Rivers Basin Round Table PEPO Chair and on CAA's Board of Directors and Executive Committee.

The collaboration will ensure the potential to provide water education and outreach in multiple forms to stakeholders across the Yampa-White-Green Rivers Basin. The YWGRT will serve as the fiscal agent for this grant.

All YWGRT members are encouraged to provide input and suggestions to the Education sub-committee. The Education sub-committee seeks to represent the agriculture, municipal and industrial interests of the basin and will meet one hour prior to each Round Table meeting. Current members include: Kelly Romero-Heaney, YWGRT PEPO Chair and Routt County Municipality Representative; Mary Brown, YWGRT Chair and Agriculture Representative; Alden Vanden Brink, YWGRT Vice-chair and Rio Blanco Municipality Representative; Jay Gallagher, CWCB Board Representative; Jeff Devere, IBCC Member and At-Large Representative; Doug Monger, Routt County Commissioner; Kevin McBride, Upper Yampa Water Conservancy District Representative; Bill Badaracca, At Large Representative, Steve Hinkemeyer, Moffat County Municipality and Marsha Daughenbaugh, Community Agriculture Alliance. Education sub-committee goals focus on the development and implementation of an EAP that facilitates educational opportunities for the public. Priority will be given to facilitating discussions on water management issues and encouraging locally driven collaborative solutions.

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

Community Agriculture Alliance (CAA) is an incorporated, non-profit community organization serving Routt County and the Yampa River Valley region. CAA was established in 1999 in response to concerns over the loss of agriculture and the community's desire to ensure ongoing support, allowing agriculture to adapt to changes in the local and regional economy. The overall goal is to allow agriculture to remain an active and vital part of the area for generations to come. CAA's mission is *"To preserve the agricultural heritage of the Yampa River Valley by initiating, supporting and encouraging actions, programs and policies that mutually benefit and connect agricultural producers and consumers"*.

CAA is legally registered as a 501(c)3 with the State of Colorado and IRS. The organization carries insurance for general liability, director liability and worker compensation. CAA's by-laws require that the Board of Directors and Advisors be recruited from agriculture, business, community and resort interests representing the geographic and demographic mix of the region. The Board meets quarterly and maintains a membership of approximately 15 Directors and 15 Advisors. CAA has one full time and two part time employees.

The over-arching strategic anchors of CAA are:

1. The Enhancement and Promotion of Local Agriculture (Food, Fiber, Products and Services)
2. Providing Education about the Critical Importance of Agriculture and Agricultural Issues
3. Service as an Ag Resource Connector

## Water Supply Reserve Account – Application Form

Revised October 2013

---

CAA is a member based organization, with over 400 individuals, businesses and organizations supporting the mission. A volunteer base of well over 150 people and a strong partnership base with numerous non-profit organizations, government agencies and local businesses ensure that all programs and initiatives implemented by CAA provide pertinent and neutral information.

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.  
Not Applicable



## Water Supply Reserve Account – Application Form

Revised October 2013

### 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.

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:

## Water Supply Reserve Account – Application Form

Revised October 2013

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

Latitude:

Longitude:

4. 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

The Yampa-White-Green Rivers Basin Round Table (YWGRT) in partnership with Community Agriculture Alliance requests \$150,000 in funding for a three year period (2017-2019FY).

Goals of this education and outreach plan are to:

- Raise public awareness of the YWG Basin Implementation Plan and the Colorado's Water Plan
- Raise public awareness of YWG Roundtable activities
- Plan, implement and facilitate a series of Water Education Forums/Workshops/Tours in Craig, Meeker, Rangely and Steamboat
- Increase collaborations and partnerships with other YWG basin organizations that wish to:
  - Promote water education
  - Encourage locally driven collaborative solutions
  - Encourage community participation in solution based discussions, issues and solutions
  - Provide professional, informative and educational activities in the region
  - Provide information on regional water projects, studies and related issues
  - Engage with area water interest groups to encourage constructive discussions and actions regarding water issues and projects in Northwest Colorado
- Assure that ongoing education events align with YWGRT goals and objectives
- Coordinate the grant applications submitted to the YWGRT for review and consideration
- Develop and implement a system to inform the members of the YWGRT of projects and activities within their basins

**Project Coordinator** – The YWGRT as the fiscal agent will contract with Community Agriculture Alliance to ensure the success of these programs.

## Water Supply Reserve Account – Application Form

Revised October 2013

---

### 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> This application is education based and will not harm any water rights.
  - b) The water activity underwent an evaluation process on September 10, 2015 with the acceptance of the YWGRT Education Action Plan (EAP) as proposed by the Education sub-committee. The plan was unanimously approved by the RT members present at the meeting. This application followed the Basin protocol with first reading on January 13, 2016, second reading on March 9, 2016. Approval was unanimously approved by YWGRT members present on March 9, 2016.
  - c) The water activity meets the provisions of Section 37-75-104(2), Colorado Revised Statutes.<sup>2</sup> A memo from Mary Brown, Chair of YWGRT is attached with this application.
  - d) Matching Requirement: Not Applicable
  - e) The water activity will provide:
    - The public, stakeholders and Roundtable members with direct engagement, educational information and increased understanding of water issues in Northwest Colorado. Outreach and participation efforts will encourage balanced discussions and problem-solving related to regional water issues.
    - A consistent, easier-to-navigate system for YWGRT grants applications. Both the applicants and the YWGRT will benefit from a coordinated, detailed plan.
    - A method to chart water related projects and activities in the YWG basins
2. For Applications that include a request for funds from the **Statewide Account**, describe how the water activity/project meets all applicable **Evaluation Criteria**: Not Applicable

---

<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 ongoing 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 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.



## Water Supply Reserve Account – Application Form

Revised October 2013

---

### Evaluation Criteria: Not Applicable

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).
- 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.
- 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.

#### 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).
- 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.
- 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.
- h. The water activity assists in the recovery of threatened and endangered wildlife species or Colorado State species of concern.
- i. The water activity provides a high level of benefit to Colorado in relationship to the amount of funds requested.
- j. The water activity is complimentary to or assists in the implementation of other CWCB programs.

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

**Please attach additional pages as necessary.**



## Water Supply Reserve Account – Application Form

Revised October 2013

---

### 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.

No water supply source will be utilized and no water body will be affected by this water and natural resource conservation education activity. This project does not affect any water rights.

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

Not Applicable

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

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.

## Water Supply Reserve Account – Application Form

Revised October 2013

---

The above statements are true to the best of my knowledge:

Signature of Applicant: 

Print Applicant's Name: Mary Brown, YWG Chair

Project Title: Yampa-White-Green Rivers Basin Round Table Educational Outreach

**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**  
**April 1, 2016**

**WATER ACTIVITY NAME:** Yampa-White-Green Rivers Basin Round Table Educational Outreach

**GRANT RECIPIENT:** Yampa-White-Green Rivers Basin Round Table (YWGRT), Fiscal Agent  
Community Agriculture Alliance Inc (CAA), Sub-contractor

**FUNDING SOURCE:** Yampa-White Rivers Basin Account

**INTRODUCTION AND BACKGROUND**

WSRA funding will be utilized to develop and implement:

- A collateral and media plan specific to water issues in the region and how we relate to the Colorado River Basin and Colorado's State Water Plan
- Regional workshops and forums to explain the YWGRT Basin Implementation Plan, the studies executed for the YWGRT and the work completed/in progress/proposed in the basins
- A series of public education and participation events with focus on helping residents, organizations and stakeholders better understand water related issues in Northwest Colorado
- A communication plan that will inform the public of the availability and application process for use of YWGRT project funds
- A method to be utilized by the YWGRT to accept and review grant applications
- Collaboration with area water interest groups to encourage constructive discussions and actions regarding water issues and projects in Northwest Colorado
- Networking opportunities between YWGRT, water stakeholders and the general public
- A method to chart water related projects in the YWG Basins

YWGRT, led by their PEPO representative and education committee, will provide:

1. Coordination with CWCB
2. Guidance, decision making and approval of all YWGRT education activities
3. Evaluations of all YWGRT education activities

CAA will provide the following:

1. Full cooperation and disclosure with YWGRT
2. Coordination and structure for the YWGRT education activities
3. Development of workshops, forums and/or tours, each open and accessible to the public
4. Full implementation and completion of YWGRT education activities, including but not limited to contracting speakers, facilities, sponsors, volunteers, advertising and agenda development
5. Use of timely, up-to-date and accurate resources including CWCB and CFWE publications
6. Region wide marketing and collaboration

Jointly, YWGRT and CAA will provide:

1. Development of specific plans for YWGRT education activities for the three year granting program
2. Full utilization of partnership opportunities with other water-interest organizations, agencies, stakeholder groups and civic groups



## **OBJECTIVES**

- Raise public awareness of the YWG Basin Implementation Plan and the Colorado's Water Plan
- Raise public awareness of YWG Roundtable activities
- Increase public awareness of water related issues, projects and program in Northwest Colorado
- Encourage collaboration and partnerships to promote better water education, discussions and locally driven collaborative solutions
- Coordinate the grants applications process submitted to the YWGRT for review and consideration
- Develop and implement a system to inform the members of the YWGRT of projects and activities within their basins

## **TASKS**

### **TASK 1 – Implement a Collateral and Media Plan**

#### Description of Task:

Development, implementation and dissemination of a collateral and media outreach plan to raise public awareness water issues in the region and how we relate to the Colorado River Basin and Colorado's State Water Plan.

#### Method/Procedure/Deliverable:

CAA will convene the YWGRT PEPO sub-committee for a review of already suggested ideas, identify and narrow the focus, implement the program(s) and disseminate the final product(s). This outreach will be designed to reach the general populace who normally will not attend a Round Table meeting or scheduled educational event. We will strive to highlight context that provides a snapshot of water issues. Ideas include:

- Development of a Handbook specific to the YWG region
- Placement of "Water Ads" in Regional Papers
- Development of informational "Rack Cards"
- Development of a YWG documentary video

### **TASK 2 - Raise Public Awareness of the Yampa-White-Green Round Table**

#### Description of Task:

Development and Implementation of a three year plan to better inform the public of the purpose of YWGRT, the content of studies executed by YWGRT, the YWG Basin Implementation Plan, past accomplishments of the YWGRT and future opportunities available through the YWGRT.

#### Method/Procedure/Deliverable:

CAA will convene the YWGRT PEPO sub-committee to develop and implement a plan to better educate and engage community members and regional stakeholders. We will better enhance existing networking opportunities between YWGRT, water stakeholders and the general public. This task may be completed through a media campaign and a series of regional forums, workshops and /or tours.

### **TASK 3 – Increase Public Knowledge about Water Issues**

#### Description of Task:

Development and Implementation of a three year plan to further focus on community education, outreach and stakeholder participation.

#### Method/Procedure/Deliverable:

CAA will convene the YWGRT PEPO sub-committee to focus on community education, outreach and stakeholder participation. We will engage a variety of partners and experts to help inform the public about water law, water use, water availability, regional and national water needs, permits/reporting, return flow benefits, etc. This task may be completed through a media campaign and a series of regional forums, workshops and /or tours.

### **TASK 4 – Coordinate YWGRT Grant Process**

#### Description of Task:

Development and Implementation of a plan to inform the public of the availability of YWGRT project funds. Development and Coordination of a system for the YWGRT to review grant applications.

#### Method/Procedure/Deliverable:

CAA, in consultation with the YWGRT chair and PEPO Chair will develop a plan that will:

- Communicate with stakeholders about the availability of YWGRT and CWCB grant funds.
- Better facilitate the process for YWGRT to review, recommend and process grant applications

### **TASK 5 – Raise Awareness for YWGRT about Water Projects and Activities in the Basins**

#### Description of Task:

Develop a method to chart water related activities in Moffat, Rio Blanco and Routt Counties

#### Method/Procedure/Deliverable:

CAA will research, collate and update information about water projects that are recently completed, in progress and/or proposed throughout the region. We will engage a variety of partners and experts to determine the status of different proposals and projects. A report will be presented at each YWGRT meeting to help inform the YWGRT members of projects and activities happening in Northwest Colorado

## **BUDGET**

<b>Task</b>	<b>2017FY Costs</b>	<b>2018FY Costs</b>	<b>2019FY Costs</b>	<b>Total 3-Year Request</b>
<b>#1 Implement a Collateral and Media Plan</b>	\$23,000	\$4,000	\$4,000	\$31,000
<b>#2 - Raise Public Awareness of the Yampa-White-Green Round Table</b>	\$8,000	\$8,000	\$8,000	\$24,000
<b>#3 – Increase Public Knowledge about Water Issues</b>	\$15,300	\$15,4000	\$15,300	\$46,000
<b>#4 – Coordinate Grant Process</b>	\$10,000	\$8,000	\$8,000	\$26,000
<b>#5 – Raise YWGRT Awareness of Projects and Activities</b>	\$13,000	\$5,000	\$5,000	\$23,000
	\$69,300	\$40,400	\$40,300	\$150,000

## **SCHEDULE**

<b>Task</b>	<b>Start Date</b>	<b>Completion Date</b>
<b>#1 Implement a Collateral and Media Plan</b>	Upon NTP	Annual Through 12-31-18
<b>#2 - Raise Public Awareness of the YWGRT</b>	Upon NTP	Annual Through 12-31-18
<b>#3 – Increase Public Knowledge about Water Issues</b>	Upon NTP	Annual Through 12-31-18
<b>#4 – Coordinate Grant Process</b>	Upon NTP	Annual Through 12-31-18
<b>#5 – Raise YWGRT Awareness of Projects and Activities</b>	Upon NTP	Annual Through 12-31-18



