



COLORADO

**Colorado Water
Conservation Board**

Department of Natural Resources

1313 Sherman Street, Room 718
Denver, CO 80203

February 5, 2016

Arkansas River Basin Water Forum
Attn: Lorenz Sutherland, Chairman
P.O. Box 11295
Pueblo, CO 81001-0295

RE: Notice to Proceed – WSRA Grant – Implementing the Education & Outreach Goals
of the Ark BIP through Education to Action Projects/Programs over a 3-year
Period

Dear Lorenz,

This letter is to inform you that the first portion (1 of 3) for the WSRA grant project was approved on February 5, 2016. The email notice and attachments serve as your original contracting documents.

With the executed purchase order, you are now able to proceed with this portion of your project and invoice the State of Colorado for costs incurred through December 31, 2016 according to the schedule in Exhibit A. Please provide the project name, purchase order number, and basin when corresponding with or invoicing the State of Colorado for your project. Upon receipt of your invoice(s), the State of Colorado will provide payment no later than 30 days after review and signed approval by the project manager. I wish you much success in your project.

If you have any questions or concerns regarding the project, please contact me. You can contact Dori Vigil at 303-866-3441 ext. 3250 for invoicing and payment disbursement questions.

Sincerely,

//s//

Craig Godbout
Program Manager
Colorado Water Conservation Board
Water Supply Planning Section
1313 Sherman Street, Suite 718
Denver CO 80203
[303\) 866-3441, ext 3210](tel:3038663441) (office)
[303\) 547-8061](tel:3035478061) (cell)
craig.godbout@state.co.us





STATE OF COLORADO
Department of Natural Resources

ORDER		** IMPORTANT **				
Number: POGG1 PDAA 20160000000000000687		The order number and line number must appear on all invoices, packing slips, cartons and correspondence				
Date: 02/05/16						
Description: PDAA 2500 PDAA ARK BASIN EDUC & OUTREACH GOALS		BILL TO COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Effective Date: Expiration Date:						
BUYER		SHIP TO				
Buyer:		COLORADO WATER BOARD CONSERVATION				
Email:		1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
VENDOR		SHIPPING INSTRUCTIONS				
ARKANSAS RIVER BASIN WATER FORUM		Delivery/Install Date:				
PO BOX 11295		F.O.B:				
PUEBLO, CO 81001		VENDOR INSTRUCTIONS:				
Contact: .						
Phone: .						
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$50,000.00	<input type="checkbox"/>
Description: PDAA 2500 PDAA ARK BASIN EDUC & OUTREACH GOALS						
Service From: 02/05/16 Service To: 12/31/16						
TERMS AND CONDITIONS						
https://www.colorado.gov/osc/purchase-order-terms-conditions						
DOCUMENT TOTAL = \$50,000.00						

Exhibit A
Statement of Work
Date: September 23, 2015

WATER ACTIVITY NAME – Implementing the Education and Outreach Goals of the ArkBIP through Education to Action Projects/ Programs over a Three-year period

GRANT RECIPIENT – Arkansas River Basin Water Forum (ARBWF)

FUNDING SOURCE – WSRA

INTRODUCTION AND BACKGROUND

The Arkansas River Basin Water Forum (ARBWF) in partnership with the PEPO Committee and the Executive Committee of the Arkansas Basin Roundtable request \$50,000 in Basin Funds annually for a three-year period (2016-2018). The goal of this collaboration is to provide leadership in water education and promote education to action projects/ programs that address the needs of the Arkansas Basin Implementation Plan (ArkBIP). Four goals were identified in the ArkBIP as areas of concern, they include: storage, agriculture, municipal & environment/ recreation. Funding will be used to address these concerns, provide education and promote action through multiple outreach mechanisms geared to engage a vast audience.

The proposed projects/ programs will include an hour-long documentary plus webisodes that will focus on the economic and social values of the Arkansas River; a Water Festivals Toolkit to support and implement water festivals in Pueblo, Trinidad, Colorado Springs and Salida, along with “mini” festivals in small communities across the Basin; Water Education Activity Books developed locally and distributed through summer reading programs in Ark Basin public libraries; Education to Action Program that will provide an outreach mechanism to promote collaboration and implementation of ArkBIP identified planned projects; and a Project Coordinator to organize and manage tasks for all proposed programs.

OBJECTIVES

1. To provide education and outreach on issues and concerns identified in the ArkBIP.
2. To provide an understanding for the need of storage projects and other planned projects in the Ark Basin and identified in the ArkBIP.
3. To engage and provide education to a vast audience through proven outreach mechanisms.
4. To promote diverse perspectives, outlooks and concerns from water users representing agricultural, municipal, recreational and environmental needs.
5. To create an understanding of how various and diverse users compete and cooperate to share this limited resource.

TASKS

TASK 1 – Arkansas River Basin Documentary & Webisodes

Description of Task:

ARBWF, PEPO, and the Arkansas Basin Roundtable Executive Committee will partner with CSU Pueblo to produce an hour-long documentary video that will be submitted to Rocky Mountain PBS (RMPBS) for broadcast and will be distributed throughout the Ark Basin. The program will explore the economic and social benefit of the Arkansas River from Leadville to Lamar. Several complementary webisodes will be created that will address topics and areas of concern identified in the ArkBIP.

Method/Procedure:

2016: Filming and Interviews

- High Definition filming that will include aerial footage of the Arkansas River,
- Interviews with water experts who will explain concepts such as: Inter-basin transfers, water storage, in-stream flow management, etc.
- Interviews with professionals and the public who have a background in agricultural, municipal, environmental and recreational uses.

2017: Video Production, Editing & Distribution

- Continued filming, video production, editing and distribution to RMPBS

2018: Webisodes & Distribution

- Webisode production, distribution and marketing of documentary and webisodes throughout the Basin.

Deliverable:

The hour-long documentary will be delivered to Rocky Mountain PBS' programming department with the goal of receiving an airing on the statewide TV network. Webisodes will be embedded in various websites relating to the Arkansas River Basin and will be designed to provide a brief overview of water related issue and links to additional resources. The documentary and webisodes will be presented and distributed throughout the Arkansas River Basin at various educational events. Anticipate viewership of 100,000 from PBS and tens of thousands online.

TASK 2 – Water Festival Toolkit, Water Festivals & “Mini” Festivals

Description of Task:

The ARBWF and Partners are dedicated to providing Arkansas Basin communities with the necessary resources and tools to educate their citizens on water related topics. This program will be designed to provide education and outreach through community-led water festivals. This will be accomplished through a Water Festival Toolkit that will supply communities with the necessary resources and tools needed to implement water festivals. The program will support and gain knowledge from existing water festivals in Pueblo and Trinidad. The program will provide organization and implementation of new water festivals in Colorado Springs and Salida (where such programs do not currently exist) and develop and implement 4-H, Boys/Girls Scout, and/or American Future Farmers of America (FFA)- led “mini” festivals in smaller communities throughout the Basin.

Method/Procedure:

2016: Toolkit, Participation & “Mini” Festivals

- Create and develop the Water Festival Toolkit that will include: contacts, resources, planning objectives, management strategies, information on participating entities, volunteer coordination, local partnership contacts, scheduling, task lists, etc.,
- The first year of this program will be spent gaining knowledge through partnerships and involvement in the already existing water festivals in Pueblo and Trinidad

2017: Kick off “mini” festivals in selected communities within the Basin

- Develop partnerships with 4-H, Boys/Girls Scouts of America and Future Farmers of America (FFA)
- Use Toolkit to successfully implement “mini” festivals, and
- Provide management, festival planning, outreach with local partners, project coordination, funding, volunteer organization, and implementation of these festivals.

2018: Implementation of Water Festivals in Salida and Colorado Springs

- Use the Toolkit to successfully implement water festivals in Salida and Colorado Springs,
- Provide management, festival planning, outreach with local partners, project coordination, funding, volunteer organization, and implementation of these festivals, and
- Continue to manage, develop and support “mini” festivals throughout the Basin.

Deliverable:

Successful implementation of these programs will build the foundation for water education that can be used for years to come. This program will give communities the necessary resources and tools needed to continue this education far into the future. This program will produce: a Water Festival Toolkit that can be used to guide and provide resources for future festivals; “mini” festivals through 4-H, Scouts and FFA throughout the Basin; and support and implementation of water festivals in communities where water festivals do not currently exist, beginning with Salida and Colorado Springs. Connect with 100-250 families per each “mini” festival and 500-1,000 families through water festivals in Salida and Colorado Springs.

TASK 3 – Summer Library Reading Program Activity Books

Description of Task:

The ARBWF and partners will support and enhance efforts developed by Colorado Springs to collaborate with additional water entities, develop, and distribute Water Education Activity Books to public libraries throughout the Arkansas River Basin. The activity books already developed by Colorado Springs Utilities focus on local water supplies, the hydrologic cycle, watershed management, storm water management, water conservation and engineering. Through partnerships and outreach, we intent to distribute activity books to libraries throughout the Basin for their summer reading program, which touches tens of thousands of families each year.

Method/Procedure:

2016-2018: Production, Outreach, Collaboration, & Distribution of Activity Books

- Research and develop water education and library partnership across the Basin,
- Develop a schedule of all interested library summer reading programs,
- Collaborate with additional water entities for content,
- Design and print Activity Books,
- Distribute Activity Books to all participating public libraries for their summer reading program,
- Each year, strive to increase the amount of library and water education partnerships,
- Tailor the activity books to meet the educational goals and needs of the Basin, and
- Develop a mechanism to receive feedback/ measure involvement from family members.

Deliverable:

Water Education Activity Books distributed to all interested public library summer reading programs throughout the Arkansas River Basin. Reach tens of thousands of family members through this education vehicle.¹

Task 4- Education to Action Program (Highlighting ArkBIP Identified Planned Projects)

Description of task:

The ARBWF, the PEPO Committee, and the Executive Committee of the Arkansas Basin partners will expand on funding received from the PEPO Action Plan to implement the Education to Action Program. This program will support and provide outreach for ArkBIP identified planned projects. The Education to Action Program will highlight three ArkBIP identified projects annually within the Basin. This program will provide a meeting/ forum where the given project will be highlighted within the context of an overarching understanding of water and the sustainability for economies within the Ark Basin. Each year will have a theme that is specific to the ArkBIP Goals and will highlight projects that are working to address these issues (2016 will focus on the need for storage). Through such collaborations projects will gain exposure, develop partnerships and generate potential funding needed to move these projects forward towards implementation.

Method/Procedure

¹ Colorado Springs Utilities successfully distributed a similar booklet to 6,500 family members in 2015.

2016-2018: Education to Action Program (each year will include the following)

- Three ArkBIP identified projects offered at three related geographical areas within the Basin,
- Organize and schedule forums for the given year,
- Prepare lists of invitees for each forum,
- Secure event centers to hold the forum,
- Develop meeting schedule, outline and budget,
- Work with project sponsors to prepare presentations, discussion forums and information packets
- Provide an outlet for guests where they can find additional information, contact info, sponsor info and how they can get involved, and
- Provide evening meal for each event.

Deliverable

The Education to Action Program will work as a platform to bring together key community and government stakeholders to discuss ArkBIP identified projects. It will help gain exposure and support needed to move these projects forward. Across 2016-18, the program will provide outreach for 9 projects. Our intent is to provide project sponsors with resources and outreach that will allow them to gain partnerships, collaborations and possible funding for their projects. This program will serve as an example of how to use education to action to move proposed projects towards implementation. Connect with 75-200 key government and non-government stakeholders at each event.

TASK 5 – Project Coordinator

Description of Task:

The ARBWF will hire a part-time coordinator to ensure the success of these grant programs. The Project Coordinator will act as a liaison to the ARBWF, PEPO, and Executive Committee of the Arkansas Basin Roundtable. The Project Coordinator will be responsible for organization, coordination, task management and reporting on all proposed projects. The Project Coordinator will rely heavily on all committee members who are responsible for providing in-kind support for implementation of the grant programs. The ARBWF and Project Coordinator will seek funding from additional sources to assure the continuance of this role after grant funding has been exhausted.

Method/Procedure:

2016-2018: Project Management

- Compile and organize projects presented through ARBWF/PEPO board meetings,
- Report to the ARBWF, PEPO and Executive Committee of the Arkansas Basin Roundtable on project developments
- Responsible for grant and grant program management, deadlines and task management, and
- Responsible for outreach, implementation, organization and management.

Deliverable:

Successful administration and task management of all grant programs, partnerships, and outreach objectives.

Budget

Tasks	Total Annual Costs	Annual Matching "In Kind" Funds	Total Annual WSRA Request	Total 3-Year Costs	Total 3-Year Matching Funds	Total 3-Year WSRA Request
Task 1: Documentary & Webisodes	\$20,000	\$5,000	\$15,000	\$60,000	\$15,000	\$45,000
Task 2: Toolkit, Water Festivals & "Mini" Festivals	\$15,000	\$5,000	\$10,000	\$45,000	\$15,000	\$30,000
Task 3: Children's Water Education Activity Books	\$10,000	\$5,000	\$5,000	\$30,000	\$15,000	\$15,000
Task 4: Education to Action Program- 3 Forums per year	\$9,000	\$4,000	\$5,000	\$27,000	\$12,000	\$15,000
Task 5: Project Coordinator	\$20,000	\$5,000	\$15,000	\$60,000	\$15,000	\$45,000
Totals	\$74,000	\$24,000	\$50,000	\$222,000	\$72,000	\$150,000

Total WSRA Basin Fund Annual Request for a 3-Year Period =

\$50,000

Arkansas River Basin Water Forum WSRA Grant Revised Schedule

Schedule		
Tasks	Start Date	Completion Date
Task 1		
Documentary Filming/ Production	Upon NTP	December 16, 2016
Documentary Editing/ Distribution	Upon NTP- (Implementation Fall 2016)	December 15, 2017
Webisode/ Distribution	Upon NTP- (Implementation Fall 2017)	December 14, 2018
Task 2		
Water Festival Toolkit	Upon NTP	December 16, 2016
"Mini" Festivals	Upon NTP - (Implementation Summer 2017)	December 15, 2017
Water Festivals in Salida & Co Springs	Upon NTP- (Implementation Summer 2018)	December 14, 2018
Task 3		
Children's Water Activity Books	Upon NTP- (Implementation Summer 2016)	December 16, 2016
Children's Water Activity Books	Upon NTP - (Implementation Summer 2017)	December 15, 2017
Children's Water Activity Books	Upon NTP- (Implementation Summer 2018)	December 14, 2018
Task 4		
Education to Action Program	Upon NTP- (Implementation Fall 2016)	December 16, 2016
Education to Action Program	Upon NTP- (Implementation Fall 2017)	December 15, 2017
Education to Action Program	Upon NTP- (Implementation Fall 2018)	December 14, 2018
Task 5		
Project Coordinator	Upon NTP	December 16, 2016
Project Coordinator	Upon NTP	December 15, 2017
Project Coordinator	Upon NTP	December 14, 2018