



**COLORADO**

**Colorado Water  
Conservation Board**

Department of Natural Resources

1313 Sherman Street, Room 718  
Denver, CO 80203

October 14, 2016

Arkansas River Basin Water Forum

Attn: Jean Van Pelt

P.O. Box 11295

Pueblo, CO 81001

RE: Notice to Proceed – WSRA Grant – **POGG1 2016-687 Time Extension** – Implementing the  
Education and Outreach Goals of the Ark BIP through Education to Action Projects/Programs over a  
5-year Period

Dear Jean,

This letter is to inform you that the request to extend the purchase order to assist in the above WSRF  
grant project that has been approved. The email notice and attachments serve as your original contract  
documents.

With the executed purchase order you are now able to proceed with the project and invoice the State  
of Colorado for costs incurred through February 28, 2021. Please provide the project name, POGG1 number,  
and basin when corresponding with or invoicing 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 of the project manager.

Please refer to the WSRF Criteria & Guidelines for reporting requirements for the six month progress  
report and final deliverable requirements in order to avoid a delay in payment.

If you have any questions or concerns regarding the project, please contact Craig Godbout, Project  
Manager at 303-866-3441 x3210 or at [craig.godbout@state.co.us](mailto:craig.godbout@state.co.us). You can contact me at 303-866-3441 ext.  
3250 for invoicing and payment disbursement questions.

Thank you.

Sincerely,

//s//

**Doriann Vigil**

**Program Assistant II**

O 303-866-3441 ext. 3250

1313 Sherman Street, Rm. 719, Denver, CO 80203

[Dori.vigil@state.co.us](mailto:Dori.vigil@state.co.us) / [cwcb.state.co.com](http://cwcb.state.co.com)

Attachments





STATE OF COLORADO  
Department of Natural Resources

<b>ORDER</b>		<b>** IMPORTANT **</b>				
Number: POGG1 PDAA 20160000000000000687		The order number and line number must appear on all invoices, packing slips, cartons and correspondence				
Date: 10/14/16						
Description: Roll Document from 2016 to 2017		<b>BILL TO</b>				
Effective Date: 02/05/16      Expiration Date: 02/28/21		COLORADO WATER BOARD CONSERVATION				
<b>BUYER</b>		1313 SHERMAN STREET, ROOM 718				
Buyer:		DENVER, CO 80203				
Email:		<b>SHIP TO</b>				
<b>VENDOR</b>		COLORADO WATER BOARD CONSERVATION				
ARKANSAS RIVER BASIN WATER FORUM		1313 SHERMAN STREET, ROOM 718				
PO BOX 11295		DENVER, CO 80203				
PUEBLO, CO 81001		<b>SHIPPING INSTRUCTIONS</b>				
Contact: .		Delivery/Install Date:				
Phone: .		F.O.B:				
		<b>VENDOR INSTRUCTIONS:</b>				
<b>Line Item</b>	<b>Commodity/Item Code</b>	<b>UOM</b>	<b>QTY</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>MSDS Req.</b>
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: 02/28/21						
<b>TERMS AND CONDITIONS</b>						
<a href="https://www.colorado.gov/osc/purchase-order-terms-conditions">https://www.colorado.gov/osc/purchase-order-terms-conditions</a>						
<b>REASONS FOR MODIFICATION</b>						
Change Order No: 1						
Time extension request (up to 5 yr)						
<b>DOCUMENT TOTAL = \$50,000.00</b>						

**Revised Statement of Work**  
**Revision Date: July 12, 2016**

**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 – CWCB WSRA grant program**

**Task 1 – Arkansas River Basin Documentary & Webisodes**

**REVISION is to extend the timeline and increase the budgeted amount for this task to compensate for the unavailability of additional WSRA grant funding until July 2017. It is imperative that work on this task continue in order to meet production deadlines. The budget will be increased by \$5,000. The task statement of work does not change, although the lack of additional WSRA grant funds may affect the schedule. The PEPO Workgroup is striving to keep this project funded in an adequate manner in order to continue work at a sufficient pace.**

**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 –Community Water Festival Development and Implementation**

**REVISION is to not develop a Water Festival Tool Kit because these types of Tool Kits are readily available on the internet. This revision will reduce the task budget by \$6,840.**

### **Revised Description of Task:**

The ARBWF and Partners are dedicated to providing Ark 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 a community-led water festival. The ARBWF and PEPO will pull on the partnerships already developed in the Upper Arkansas Basin by hosting the ARBWF there in 2016. Potential partners are Greater Arkansas River Nature Association, Arkansas River Outfitters Association, Arkansas Headwaters Recreation Area, Colorado Parks and Wildlife, Salida Parks and Recreation, Land Trust of the Upper Arkansas, San Isabel Land Protection Trust, Upper Arkansas Water Conservancy District, Trout Unlimited, The Nature Conservancy, etc. ARBWF, PEPO, and partners will plan, coordinate and implement a new Community Water Festival in Salida, where such a program does not currently exist. The partners will encourage participation and /or attendance by 4-H, Boys/Girls Scouts, Future Farmers of America, Boys and Girls Clubs, and other youth oriented groups in the water festival.

### **Revised Method/Procedure:**

2016: Kick off Community Water Festivals in selected community within the Basin

- 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
- Develop partnerships with ARBWF partners in the upper basin to plan, coordinate and implement a Community Water Festival
- Provide management, festival planning, outreach with local partners, project coordination, funding, volunteer organization, and implementation of the new Community Water Festival

2017: Implementation of Water Festivals in selected community within the Basin

- The second year of this program will continue to gain knowledge through partnerships and involvement in already existing water festivals in Salida, Pueblo, and Trinidad
- Develop partnerships with ARBWF partners in the area where the ARBWF will be held in 2017 to plan, coordinate, and implement a Community Water Festival
- Provide management, festival planning, outreach with local partners, project coordination, funding, volunteer organization, and implementation of the new Community Water Festival

2018: Implementation of Water Festivals in selected community within the Basin

- The third year of this program will continue to gain knowledge through partnerships and involvement in already existing water festivals in the selected 2017 location, Salida, Pueblo, and Trinidad
- Develop partnerships with ARBWF partners in the area where the ARBWF will be held in 2018 to plan, coordinate, and implement a Community Water Festival
- Provide management, festival planning, outreach with local partners, project coordination, funding, volunteer organization, and implementation of the new Community Water Festival

### **Revised 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 educational effort on their own far into the future. This program will support the development and implementation of Community Water Festivals in communities where water festivals do not currently exist. The goal will be to connect with 100 - 250 individuals per festival.

### **TASK 3 – Summer Library Reading Program Activity Books**

**REVISION requires a reduction of \$1,160 to the task budget. The reduction is due to knowing the true number of Activity Books needed and what the cost of printing and distributing the books will be. The task statement of work does not change.**

#### Description of Task:

The ARBWF/PEPO 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.<sup>1</sup>

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

**REVISION is an addition to the task Statement of Work to develop and hold meetings (in addition to forums/tours) to promote and educate stakeholders about smaller Ark BIP projects. The task budget was increased by \$3,000.**

#### Revised Description of Task:

The ARBWF, the PEPO Committee and the PEPO Representative of the Executive Committee of the Arkansas Basin 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 annually develop an educational program for ArkBIP identified projects. Once a worthy project has been identified this program could provide educational and informative news releases/articles, informal/formal meetings and/or forums/tours to support or promote the project. Each educational effort will be developed within the context of an overarching understanding of water and sustainability of the economies within the Ark Basin. These collaborative projects will gain exposure, develop partnerships and generate potential funding needed to move the projects forward

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

towards implementation. 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).

#### Revised Method/Procedure

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

- ArkBIP identified projects offered at different geographical areas within the Basin
- Work with project sponsor(s) to organize and schedule forums/meetings/tours
- Work with project sponsor(s) to prepare lists of invitees for each meeting/forum/tours
- Secure event centers to hold the meetings/forums/tours
- Work with project sponsor(s) to develop meeting schedule, outline, and budget
- Work with project sponsor(s) to prepare press releases/news articles, presentations, discussion points and information packets
- Provide an outlet for guests where they can find additional information, contact info, sponsor info and how they can get involved
- Provide evening meal for each event if beneficial to the discussion/presentation

#### Revised 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 at least 6 projects. Our intent is to provide project sponsors with resources and outreach that will allow them to gain partnerships, to support cooperation 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 50-150 key government and non-government stakeholders at each event.

#### REVISED WSRA GRANT BUDGET

WSRA Grant	\$ 50,000	Task 1 - Documentary		Task 2 - Community Water Festivals		Task 3 - Library Summer Reading Program		Task 4 - Education to Action		PEPO Coordinators		All Projects
		Production equip rental	\$ 3,000	Presenters Cost & Travel	\$ 500	6000 activity books	\$ 3,840	Ark BIP identified projects	\$ 8,000		\$ 15,000	TOTALS
		Production services	\$ 3,000	Water Activities	\$ 900	Distribute books	\$ -	promotional & educational				
		Travel	\$ 5,000	Park Application/requirements	\$ 1,060			meetings, forums, tours				
		Copyright permission	\$ 2,000	Supplies	\$ 300							
		VO narration	\$ 1,000	Handouts/Displays	\$ 400							
		Media Storage	\$ 1,000									
		06/2017 contract work extension	\$ 5,000									
Revised Budget	\$ 50,000		\$ 20,000		\$ 3,160		\$ 3,840		\$ 8,000		\$ 15,000	\$ 50,000
WSRA Grant Budget	\$ 50,000		\$ 15,000		\$ 10,000		\$ 5,000		\$ 5,000		\$ 15,000	\$ 50,000
Differences	\$ -		\$ 5,000		\$ (6,840)		\$ (1,160.00)		\$ 3,000		\$ -	\$ -

#### Revised WSRA Grant Schedule

Schedule		
Tasks	Start Date	Completion Date
<b>Task 1</b>		
Documentary Filming/ Production	Upon NTP	June 30, 2017
Documentary Editing/ Distribution	Upon NTP- (Implementation Fall 2016)	June 30, 2018
Webisode/ Distribution	Upon NTP- (Implementation Fall 2017)	December 14, 2018
<b>Task 2</b>		
Community Water Festival in Salida	Upon NTP- (Implementation August 2016)	September 1, 2016
Community Water Festival (location TBD)	Implementation Summer 2017	September 1, 2017
Community Water Festival (location TBD)	Implementation Summer 2018	September 1, 2018
<b>Task 3</b>		
Children's Water Activity Books	Upon NTP- (Implementation Summer 2016)	June 30, 2017
Children's Water Activity Books	Upon NTP - (Implementation Summer 2017)	June 30, 2018
Children's Water Activity Books	Upon NTP- (Implementation Summer 2018)	December 14, 2018
<b>Task 4</b>		
Education to Action Program	Upon NTP- (Implementation 2016)	June 30, 2017
Education to Action Program	Upon NTP- (Implementation 2017)	June 30, 2018
Education to Action Program	Upon NTP- (Implementation 2018)	December 14, 2018
<b>Task 5</b>		
Project Coordinator	Upon NTP	June 30, 2017
Project Coordinator	Upon NTP	June 30, 2018
Project Coordinator	Upon NTP	December 14, 2018