



# COLORADO WATER CONSERVATION BOARD



## WATER SUPPLY RESERVE ACCOUNT APPLICATION FORM

**Today's Date:** April 17, 2017

South Platte Basin Education Coordinator

### Name of Water Activity/Project

Colorado Watershed Assembly

### Name of Applicant

Colorado Watershed Assembly  
P.O. Box 211729  
Denver, CO 80221

**Amount from Statewide Account:**

0

**Amount from Basin Account(s):**

\$50,000

**Total WSRA Funds Requested:**

\$50,000

### Approving Basin Roundtable(s)

South Platte Basin \$25,000; Metro Basin \$25,000

**FEIN:** 84-1600089

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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):	Colorado Watershed Assembly		
	Mailing address:	P.O. Box 211729		
	FEIN #:	84-1600089		
	Primary Contact:	Casey Davenhill	Position/Title:	Executive Director
	Email:	casey@coloradowater.org		
	Phone Numbers:	Cell: 303-345-1675	Office:	720-722-4213
	Alternate Contact:	Zach Smith	Position/Title:	President, Bd. of Dir.
	Email:	zsmith@coloradowatertrust.org		
	Phone Numbers:	Cell: 505-603-0020	Office:	720-204-5845

### 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 Colorado Watershed Assembly (CWA) is a 501 (c) 3 Not-for-Profit Colorado Corporation organized in 2001. With funding from government grants, contracts, private and foundation support CWA has provided services to local watershed groups for over 15 years ranging from planning, data collection and management, grant-writing and meeting facilitation. CWA is a partner with the Colorado Water Quality Control Commission and the Colorado Water Conservation Board in creating and administering the Healthy Rivers Fund, a state income tax checkoff program raising funds for watershed-based planning and protection. CWA has been a partner with Colorado Parks and Wildlife for nearly 10 years administering Colorado River Watch, a citizen science network of over 130 groups collecting water quality data which is shared publicly and with the Colorado Water Quality Control Commission. CWA maintains an informative website, publishes a bi-weekly newsletter to more than 1,000 recipients throughout the state working in water-related fields, co-hosts the Sustaining Colorado Watersheds Conference each year in collaboration with the Colorado Foundation for Water Education and the Colorado Riparian Association and hosts numerous workshops and training sessions in various locations throughout Colorado.

CWA is recognized in the Colorado Water Plan as a statewide nonprofit organization with expertise in collaboration and engaging diverse stakeholders to promote informed discussion related to water supply planning.

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

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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.

Funds requested for this Water Activity will be used by the S. Platte Basin Round Table and the Metro Round Table to promote the Colorado Water Plan (CWP), the South Platte Basin Implementation Plan (BIP), to achieve the goals identified in the joint Education Action Plan (EAP), and to support the efforts of the Education Committee in conjunction with the Round Tables' Environment and Recreation Committees. We will also increase engagement with the Agricultural Community through public outreach and work to increase public participation from Municipal and Industrial water users and suppliers.

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:

Improve communication and public participation

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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 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.

This request is for \$40,000; \$20,000 each from the South Platte Basin and Metro Roundtables. Funds will be used to hire an Education Coordinator who will conduct targeted Basin Implementation (BIP) outreach and internal coordination, general Colorado Water Plan (CWP) outreach, and will provide mechanisms to gauge public knowledge of the BIP and CWP. The Education Coordinator will be guided by our combined Education Action Plan (EAP) and update the EAP as requested.

The Education Coordinator will provide leadership and facilitation for internal and external education that directly supports the overall objectives described in the EAP, BIP and CWP. With guidance from the Strategic Communications Plan referenced in Section 4.1.3 of the S. Platte Basin Implementation Plan and currently being developed by the Round Tables, the Education Coordinator will communicate projects and information about the South Platte Watershed, CWP, and BIP to key stakeholders using the appropriate communication tools (social, one-on-one, press, southplattebasin.com, email) for each target audience.

The Education Coordinator will provide regular progress reports to the South Platte Basin Roundtable (SPBRT) and the Metro Roundtable (MRT), establish sound working relationships and cooperative arrangements with watershed stakeholders and enhance collaboration among those with goals that align with those from the CWP and BIP, represent the SPBRT at community events, compile and create outreach materials that can be used by this or future Education Coordinators and the SPBRT and MRT members, and respond to stakeholder inquiries.

Funds will also be used to support the upkeep and maintenance of the S. Platte Basin web page: [www.southplattebasin.com](http://www.southplattebasin.com), to provide necessary materials and supplies to accomplish the objectives noted above and to provide communications and travel reimbursement to the Education Coordinator.

This request is made with the understanding that the Education Coordinator will also endeavor to identify opportunities, through additional grants or other funding, to leverage the WSRF grant for this position and to research and apply for additional funding to advance the SPBRT and MRT priorities identified in the EAP, BIP and CWP.

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### 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 water activity is educational in nature. It in no way affects the current system of allocating water within Colorado nor does it diminish, impair or cause injury to any property or contractual right created by intergovernmental agreements, contracts, stipulations, etc. nor does it impair or limit or otherwise affect any persons or entities relating to the appropriation, movement or use of water.**

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.

**This information is include in the letters from the S. Platte Round Table Chairman, Sean Conway and the Metro Round Table Chairwoman, Barbara Biggs, accompanying this proposal.**

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 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

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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)

We respectfully request that the 25% match requirement be waived for this application. While Round Table members contribute significantly to promote public education, participation and outreach on behalf of both Round Tables there has been no documentation of the value of the contribution of time, access to professional networks and shared expertise. With this grant we propose initiating a process of measurement and documentation of potential in-kind match and cash matching funds.

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other basin roundtables for analysis and consideration after the General Assembly has approved the Interbasin Compact Charter.



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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

This request meets Tier 1 criteria because it specifically recognizes that the South Platte Basin (Basin) supports a wide range of water needs including municipal, industrial, agricultural as well as important water-dependent ecological and recreational attributes. Coloradoans and tourists regularly enjoy the recreational opportunities provided by the many environmental features of the Basin. Based on state Demographers Office population projections, the South Platte and Metro Basins are projected to grow from approximately 3.5 million people in the year 2008 to about 6 million people by the year 2050. Population growth will significantly increase the basin’s future municipal and industrial water needs. There are many water supply challenges and opportunities specific to the South Platte Basin which set the stage for analysis of water demand and implementation of satisfactory solutions. Familiarity with the South Platte’s water issues by regulatory agencies, elected officials, the business community, and the general public will bolster Colorado’s ability to maintain sustainable water supplies. This will help promote economic growth, public safety, and environmental diversity both within the South Platte Basin and across the state. A good Colorado solution depends on a good South Platte solution.

As noted in the S. Platte Basin Implementation Plan, Section 4.1.3: “The South Platte Basin is home to 80% of the State’s population and accounts for 80% of the State’s economy and tax base. It is an area with great diversity both economically and demographically that is facing 75% of the projected statewide municipal water supply gap. **This Basin deserves and needs an intensive education, participation and outreach program designed to generate a lasting baseline of public awareness and support.**

Chapter 9.5 of the Colorado Water Plan defines and identifies goals to accomplish meaningful and measurable public engagement with the Colorado Water Plan. The position of Education Coordinator for the Metro and S. Platte Round Tables will add energy and coordination for the Public Education, Participation, and Outreach (PEPO) Workgroup bringing the S. Platte perspective to a statewide public education initiative. The key goal identified in Section 9.5 is to “(provide) technical and financial

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assistance for high-quality, balanced and **grassroots**...outreach efforts that inform Coloradans...so that they may engage in determining Colorado's water future. By funding the position of Education Coordinator WSRF will be supporting a focused and professional effort acknowledging local interests and defining local priorities.

- 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).

Creating the position of Education Coordinator will address multiple needs of Round Table members by engaging sub-committees, such as the Environmental and Recreation Committee, and coordinating between the S. Platte and Metro Round Tables as well as providing a point of contact with other Basin Round Table Education Committees.

- 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 Education Coordinator will leverage the efforts of both the S. Platte and Metro Round Table members making their volunteer service more effective, efficient and productive. This request comes directly from members of both Round Tables who have shown remarkable commitment as informed, dedicated, "yet tired" Round Table member volunteers.

- 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.

To realize the goals of the S. Platte Basin Implementation Plan will require an increased level of cooperation among water providers, water users, legislators and the business community. This need for cooperation will only be accomplished if we can convene meaningful deliberative discussions that are facilitated to bring forward a willingness to compromise and take risks to advance innovative solutions. The Education Coordinator will be charged with identifying opportunities to increase the collaboration needed to address the challenges and opportunities identified in both the Basin Implementation Plan and the Colorado Water Plan.

### 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).

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For the S. Platte and Metro Round Tables Education, outreach and public participation has been accomplished with minimal funding and considerable expenditure of volunteer capital. Resources available through the PEPO source are appreciated but are insufficient to accomplish the important mission of encouraging an informed Colorado citizenry. The ability to focus time and talent and the modest increase in funding for that purpose will bring more participation to the Round Tables .

- 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.

As noted earlier, the Round Table volunteer members devote significant time and professional expertise to the Round Table process. Some Round Table members' organizations sponsor tours and workshops for the benefit of members and interested citizens. To date that significant investment has not been quantified. The commitment of Round Table members is anticipated to continue and to be enhanced by the services of an Education Coordinator. With this grant we propose initiating a process of measurement and documentation of potential in-kind match and cash matching funds to be used for future funding proposals.

### 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.**

Criteria under Tier 3 apply to this proposal with varying degrees of significance. The Education Coordinator will interface with the agricultural, conservation, environmental and recreational communities; address the administration of compact-entitled waters as Round Table leadership recommends and make reliable information available that encourages the recovery of threatened and endangered wildlife. The modest investment requested in this application will allow us to leverage the considerable resources available in the S. Platte Basin. As noted in the S. Platte Basin Implementation Plan, Section 4.3.1 "Many of the members of the Metro and South Platte Basin Roundtables represent organizations with on-staff communications professionals who manage a number of education and outreach activities that, taken collectively, have the potential to reach nearly every citizen in the Basin. This element of the plan would inventory the reach and methods of these groups and call for a Basinwide partnership to provide consistent BIP messaging through existing communication mechanisms such as newsletters, bill stuffers, websites, newspaper inserts, and electronic communication."

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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.

**No water supply source is utilized, not water body will be affected and no water rights issues are connected with this water activity.**

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

N/A

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.

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

**Signature of Applicant:**



**Print Applicant's Name:** Casey Davenhill, Executive Director, Colorado Watershed Assembly

**Project Title:** South Platte Basin Education 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)