



COLORADO

**Colorado Water
Conservation Board**

Department of Natural Resources

1313 Sherman Street, Room 718
Denver, CO 80203

November 7, 2017

Poudre Learning Center Foundation
Attn: Ray Tschillard, PCL Director
8313 West F. Street
Greeley, CO 80634

RE: Notice to Proceed – WSRF Grant – POGG1 2018-452 Poudre Learning Center Water Education & Outreach

Dear Ray,

This letter is to inform you that the grant request to assist in the above WSRF grant project has been approved. The attachments serve as your original contracting documents.

With the executed agreement, you are now able to proceed with the project and invoice the State of Colorado for costs incurred through November 6, 2022. Please note that we have modified the original schedule expiration date to a 5-year maximum grant term. This will allow you the additional time to complete the project if needed, but also avoids the amendment process any time during the project. Although it is extremely helpful for both parties, it is encouraged that the grantee follows the original schedule set forth before the Board upon its original approval. You can refer to the WSRF Criteria & Guidelines located on our website for the updated invoice request requirement instructions prior to submitting your request(s).

The WSRF Criteria & Guidelines also provide instructions for the six month progress reports and final deliverable procedures in order to avoid a delay in payment requests.

If you have any questions or concerns regarding the project, please contact Craig Godbout, Project Manager at 303-866-3441 ext. 3210 or at Craig.Godbout@state.co.us. Please send the 6 month progress reports and invoices directly to Craig and cc me at Dori.vigil@state.co.us.

You can contact me at 303-866-3441 ext. 3250 for additional invoicing, payment and contracting inquiries.

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 / cwcb.state.co.com

Attachments





STATE OF COLORADO
Department of Natural Resources

ORDER		** IMPORTANT **				
Number: POGG1 PDAA 201800000452		The order number and line number must appear on all invoices, packing slips, cartons and correspondence				
Date: 11/06/17						
Description: PDAA 2500 Poudre Learning Center Poudre LC Foundation		BILL TO COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Effective Date: 11/06/17 Expiration Date: 11/06/22						
BUYER		SHIP TO				
Buyer:		COLORADO WATER BOARD CONSERVATION				
Email:		1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
VENDOR		SHIPPING INSTRUCTIONS				
POUDRE LEARNING CENTER FOUNDATION INC 8313 W F STREET GREELEY, CO 80631		Delivery/Install Date:				
Contact: Ray Tschillard		F.O.B: FOB Dest, Freight Allowed				
Phone: 970-352-1267		VENDOR INSTRUCTIONS:				
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$9,979.00	<input type="checkbox"/>
Description: PDAA 2500 WSRF WATER ED & OUTREACH IN SP RIVER BASIN						
Service From: 11/06/17 Service To: 11/06/22						
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
2	G1000		0	0.00	\$40,000.00	<input type="checkbox"/>
Description: PDAA 2500 WSRF WATER ED & OUTREACH IN SP RIVER BASIN						
Service From: 11/06/17 Service To: 11/06/22						
TERMS AND CONDITIONS						
https://www.colorado.gov/osc/purchase-order-terms-conditions						
DOCUMENT TOTAL = \$49,979.00						

South Platte Basin Education & Outreach Implementation at the Poudre Learning Center

Prepared for the South Platte Basin Round Table and revised for the statewide Colorado Water Conservation Board.

EXHIBIT A: Statement of Work, Budget and Schedule

The Poudre Learning Center Foundation's (PLCF) proposal is to support the promotion of water education and outreach which emphasizes the South Platte Basin Implementation Plan as outlined in Category 5 and the Colorado Water Plan Section 9.5 Outreach, Education, and Public Engagement at the Poudre Learning Center, (PLC). The proposal includes five tasks to be completed and explained in detail in **Tables 1 and 2.**

TABLE 1:				
Tasks	Priorities		Lead Organizations	Inkind or Cash Contribution
1	Project Administration		PLC	Inkind
2	Meet w/ SPBRT to determine survey questions of existing programs and outreach audiences		PLC,	Inkind
3	Use survey data to complete a gap analysis to direct the design Ed. & Outreach plan		PLC	Inkind
4	Basin Implementation Plan at PLC			
	Outreach to	Business Community and Elected Officials	PLC	Inkind
		Educational Institutions	PLC UNC	Inkind
		General Public	PLC	Inkind
		ALL	PLC	Inkind
	Education Programs	Confluence Institute	CCWCD, PLC, COG, WGCD	\$20,000
		Caring for Our Watershed	Agrium	\$65,000
			PLC,	Inkind
		Children's Water Festival	COG	\$5,000
			CCWCD	\$5,000
			WGCD	\$5,000
			PLC	Inkind
		Well Watch	PLC	Inkind
			COG	\$2,500
			WGCD	\$5,000
			CCWCD	\$5,000
			Grant	\$5,000
		PLC Programs	PLC, WCSD 6, RE5j, RE4, RE2, RE1	\$50,000
5	Quarterly and final reports		PLC	Inkind

Table 2: South Platte Education & Outreach Tasks Descriptions

Task 1	To ensure continuity, communication, accountability and needed support is given to all tasks, the PLC Director will facilitate the general administration of the project. Once funded the Director will have weekly meetings with staff involved in the project to plan and coordinate the implementation.
Task 2	To develop a clear and concise plan the PLC will collaborate with the SPBRT education coordinator to learn more about the specifics of the concepts to be presented and understandings to be built upon.
Task 3	The PLC will conduct a survey of current strategies used to address the water gap in the basin. This data will be analyzed and used to specifically design the implementation plan to address the gaps in programming and outreach in the basin.
Task 4	Each water education & outreach activity will be introduced and supported by an assortment of internet and social media tools and strategies, many of which can be developed by student for students, to further support and strengthen STEM educational activities. The PLC web site will be revised to include awareness and advertising the water education & outreach activities and with links to the South Platte Basin web site. PLC staff will make postings on Facebook, Twitter, and Instagram to inform our focused audience. Webinars and short instructional videos will be created to support and extend learning opportunities. Internet and social media tools and strategies activities are critical in assisting in closing the gap to ensure sustainability of strong agriculture and a healthy natural environment.
Task 5	Reporting is an important part of this plan for maintenance and sustainability of the project. Quarterly reports will be submitted to SPBRT and CWCB. Each report will discuss the results of activities completed to date and include any quantitative measures or other outcomes of activities, if applicable. Included will be a complete summary for funds expended to date. Documentation of all expenditures will be in the final SPBRT and CWCB completion report

Section 5.2 Project Urgency and Readiness:

By the year 2050, it is anticipated that the South Platte Basin population will increase by 2.5 million. Given that the Learning Center already has well-established roots with the diverse populations in several aspects of water education, it is in position to make a major change by joining effort with the SPBRT and CWCB to assist in educating and building awareness of the needs, challenges, and possible solutions for basin water issues.

With the addition of our new InSTEM Station on the Prairie, the **PLC Curriculum & Outreach** will allow for expansion to accommodate more students and the community in the new 4-season facility. The new Station will include: a Welcome and Exhibit Center, 2 classrooms, a wet lab, 3 offices, increased storage space for science and research equipment, as well as an outdoor amphitheater and rain garden. This added space (7,000 square feet) will allow the learning center to cultivate their water education programs, outreach and further facilitate public dialogue and engagement

on water issues for the South Platte Basin and state wide. Agriculture and management of water resources (water law) have always been and will be critical to the development of Weld County, especially regarding the Cache La Poudre River.

The Poudre Learning Center is the ideal space to increase programming of the several water education programs and partnerships that currently exist and the time is now. This Spring and Summer as we are constructing the InSTEM Station on the Prairie, support from the South Platte Basin Roundtable and CWCB will help us increase our outreach and scope of these programs.

Section 5.3 Project Budget:

The proposed educational partnership between the Poudre Learning Center (PLC), SPBRT and CWCB is very logical and an appropriate next phase for the PLC's Water Education programs and outreach. In discussions with SPBRT members, they have expressed interest in improving their education and outreach activities, particularly around the water supply gap and options to reduce the gap.

The PLC is a true collaboration. It sits on land owned by the City of Greeley, and operating funds are provided through five area school districts--with Weld School District 6 serving as our fiscal agent. The project leadership and support comes from a history of twelve years by Rotarians, the City of Greeley, Weld County government, school districts, volunteers and over 22,000 users each year.

In Kind:

PLC is supporting this proposal with in-kind match of \$53,500 which is comprised of water education programming, support staff, and facilities. Our partners contribute \$117,500 to water education activities detailed in this proposal. With South Platte Basin Roundtable funds, Statewide Water Supply Reserve funds, and a significant investment of matching funds from the PLC and their committed partners, we strive to build awareness and understanding of the Basin's insufficient water to meet our needs and the water supply gap due to anticipated population growth. And how we must work to protect the current vitality of economic, social, environmental, and recreational attributes through management of its existing water supplies while simultaneously planning to meet future water needs.

Project costs total \$49,979. PLCF is requesting \$40,000 from the Statewide fund, \$9,979 from the South Platte Basin, and is contributing \$117,500 in matching funds and PLC partners' cash. In **Exhibit A are Tables 3, 4, and 5** which provide the specific budget detail of all the project activities.

Table 3: Project Personnel Summary

Task	Description	PLC Director	PLC Curriculum	PLC Outreach	interns	Web Designer	Total Hours	Total Cost
Personnel Rate/hr.		\$64	\$30	\$30	\$10	\$50		
1	Project Administration	60					60	\$3,840
2	Design Factors	16	16	16			36	\$1,984
3	Survey & Design	8	24	24			56	\$1,952
	Web Design	10	10	10		60	90	\$4,240
4	Implementation	16	200	200	144		560	\$14,464
	Web site, Webinar, video development & social media		50	100	144		294	\$5,940
5	Report	20	4	4			30	\$1,520
Total Hours		130	305	355	288	60	1,138	
Direct Personnel Costs		\$8,320	\$9,150	\$10,650	\$2,880	\$3,000		\$33,940

Table 4: Quantifies Summary

Tasks	Descriptions	Estimated Quantity	Unit	Unit Price	Total(s)
Task 1	Project Administration				
1.1	Travel	10	days	\$85	\$850
1.2	Supplies				\$200
Task 2	Design Factors				
2.1	Travel	5	days	\$85	\$425
2.2	Supplies				\$100
Task 3	Survey, Design, Technologies				
3.1	Travel	5	days	\$85	\$425
3.2	Supplies				
Task 4	Implementation				
4.1	Travel	20	days	\$85	\$1,700
4.2	Equipment, models and displays				\$10,000
4.3	Technology; web site, webinars,				\$2,000
Task 5	Reporting				

Table 5: Budget Tasks Summary - WSRF GRANT						
Task	Description	WSRF Labor	WSRF Other Direct	PLC Inkind	Other Organ.	Total Task Costs Requested
Task 1	Project Administration	\$3,840	\$850	\$500 inkind	0	\$4,690
Task 2	Design Factors	\$1,948	\$525	\$1,500 inkind	0	\$2,473
Task 3	Survey & Design	\$6,192	\$1,000	\$1,000 inkind	0	\$7,192
Task 4	Implementation	\$20,404	\$13,700	\$50,000 inkind	\$117,500	\$34,104
Task 5	Reporting	\$1,520	0	\$500 inkind	0	\$1,520
Total Direct Costs						\$43,769
Total Matching Inkind and Cash				\$53,500	\$117,500	
Indirect Rate = 12.43%						\$6,210
Total Request						\$49,979

Through the Poudre Learning Center's programming and outreach, the center has formed several strong, well-established partnerships with the local business community and elected officials, educational institutions and well as the public. With these partnerships, the center has successfully developed programming that is the source of our matching funds will with further funding, better meet the goals of the South Platte Basin Implementation Plan and Colorado Water Plan.

The Poudre Learning Center encourages dialogue on water issues that broaden the range and knowledge of our Northern Colorado community stakeholders participating in water decisions. Currently, elected officials from the PLC's partner district school boards serve on the Poudre Learning Center Foundation board and have in turn aided in the fundraising and promotion of the water education activities that are held at the center. The PLC partners with the City of Greeley Water Conservation and Stormwater, West Greeley Conservation District, Agrium and Central Colorado Water Conservancy District to host annual events and programs in the local community surrounding topics concerning water education. The PLC also collaborates with five surrounding Weld County School Districts to develop PLC curriculum which aligns directly with that of the districts'.

The South Platte Basin Education & Outreach Implementation Plan at the PLC will address and support Category 5 and Section 9.5 of the Colorado Water Plan by promoting the education and outreach that emphasizes the South Platte Basin Implementation Plan priorities.

The Poudre Learning Center has partnerships with other agencies, districts and cities which facilitate or support water education and outreach programs including: The **City of Greeley Water Conservation, Central Colorado Conservancy District, West Greeley Conservation District, and Agrium Inc.** Each of these partners serve

as water education resources whether they be responsible for organizing special water events and trainings, hosting web sites, managing networks of local implementing partners, or advocating for the role of water education in solving water issues. The grand total of committed funding, institutional commitments, and in-kind support available for Water Education & Outreach is \$171,000, **(See Table 6)**

Table 6: Partnership Programming	
Partners	Programming/Events
<ul style="list-style-type: none"> Central Colorado Water Conservancy District, (CCWCD), City of Greeley Water Conservation, West Greeley Conservation District, (WGCD) 	<p>Confluence Institute- Water education workshop for teachers in Northeastern Colorado. These training workshops are offered to K-12 educators from all content areas, formal and non-formal, on diverse water topics so that those educators can reach children with objective, experiential, science-based water education. The Confluence Institute focuses on partnerships, integrated learning, standards-based education, stewardship projects, as well as professional development.</p>
<ul style="list-style-type: none"> CCWCD, City of Greeley Water Conservation 	<p>Children's Water Festival- Over 1,000 4th grader attend this free event where Colorado Water professionals provide presentations and activities about water, conservation, health and aquatic life. Created in 1991, this event stands as a first in Colorado and as one of the oldest children's water festivals in the nation.</p>
<ul style="list-style-type: none"> CCWCD, City of Greeley Waste Water Treatment, WGCD 	<p>Well Watch Project- This ongoing project serves to develop a greater concrete understanding and application of groundwater science by students and teachers and to develop an awareness of its past, present, and future history. Today we have sixteen teachers, thirteen schools and five school districts involved with water quality testing and groundwater geology science involving the wells. This project serves as an opportunity for students to get involved in ground waters geology, water quality testing protocols, well-water extraction protocol, data entry, history of groundwater in the Poudre River watershed, water laws related to groundwater, and classroom curriculum on groundwater science.</p>
<ul style="list-style-type: none"> Agrium Inc. City of Greeley Water Conservation 	<p>Caring for Our Watersheds Program- This watershed educational competition encourages creativity and rewards students for the solutions they identify. Students are asked to submit a proposal that answers the question, "What can You do to improve your watershed?" they must then research their local watershed, identify and environmental concern and come up with a realistic solution. This opportunity is open to students between grades 9-12 and provides them with an engaging opportunity to find solutions to environmental concerns.</p>

Project Timeline:

Begin: At time of contracting (approximately November 2017)

End: December 2022 (See Table 7: Project Timeline)

Table 7: Project Timeline							
	SPRING 2018		Fall 2019		Spring 2020		WINTER 12/2022
Task 1							
Task 2							
Task 3							
Task 4							
Task 5							

Section 5.4 Measurable Outcomes

The PLC Director and PLCF President will take the lead on measuring the success of the project, including the following:

- 1) A detailed description of the project as implemented;
- 2) A summary table identifying project deliverables and completed tasks;
- 3) Analysis of surveys and questionnaires data collected from target audiences;
- 4) Examples and numbers of brochures, webinars, postings on social media, educational or outreach materials developed or produced as part of the project;
- 5) Videos and photographs documenting project
- 6) Quarterly and Final Reports to the SPBRT and CWCB.

The PLC Director and staff, working with the SPBRT Education Coordinator, will continue to reflect, and revise the Basin Implementation Plan at the PLC. We will evaluate to determine whether and in what ways the process is successful (or not). After analysis, the information from evaluation will be used to inform future design processes. This reflects the PLC vision that design is not a simple process of plan and implement. Rather, it is a complex process of continual reflections and adjustments to reach full implementation.



MISSION: To awaken a sense of wonder and inspire environmental stewardship and citizenship through education of students, families and local residents along the northern Front Range.