

Water Supply Reserve Fund – Grant and Loan Program
Water Activity Summary Sheet
Jan 21-22, 2018
Agenda Item 23(b)

Applicant & Grantee: Rio Grande Watershed Conservation & Education Initiative

Water Activity Name: 2018-2020 Roundtable Media & Communications Outreach Project

Water Activity Purpose: Education and Outreach Implementation

Counties: Alamosa, Mineral, Rio Grande, Costilla, Conejos, & Saguache

Drainage Basin: Rio Grande

Water Source: N/A

Amount Requested: \$64,480 Rio Grande Basin Account

Matching Funds: Applicant Match (cash & in-kind) = \$46,500

- 72% of the Basin Account request (meets 25% min)
- 42% of the total project cost of \$110,980

Staff Recommendation:

Staff recommends approval of up to \$64,480 from the Rio Grande Basin Account to help fund the project titled: 2018-2020 Roundtable Media & Communications Outreach Project.
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Water Activity Summary: WSRF grant funds, if approved, will help the Rio Grande Watershed Conservation & Education Initiative continue the communications and media efforts of the Rio Grande Roundtable's Public Outreach and Public Education by using WSRF funds to provide administrative support for a three year cycle of interrelated communication and media strategies on behalf of the roundtable to be undertaken by a variety of partners. The purpose of these strategies is to provide high quality products that will promote roundtable projects, partners, and relevant community issues. The strategies were chosen and vetted by the Education Committee and reflect the needs of the roundtable for engaging and informative interaction with the community. All the strategies have multiple purposes and will include collaborations and partnerships to achieve success.

Outreach strategies include a total of six video vignettes; these 5-7 minute videos will be cost-shared with other partners on topics that are related to the many different uses of water in the Valley such as reservoirs, municipal use, recreation, radar snow forecasting, industrial, agriculture, private/public partnerships, and mining/reclamation. While identified as "To Be Determined" on the application, the first year's videos are firm with Conejos Water Conservancy District covering the radar/snow forecast project and a group of local organizations focusing on water in recreation (SLV GO, and Adams State Adventure Program). The other video topics remain open to allow for discussion and ideas within the Rio Grande Roundtable, but other organizations have expressed interest such as the Colorado Potato Administrative Committee and industrial/municipal water use organizations. In addition to the video vignettes, a website designer will build the additional website pages needed for an interactive map highlighting past, present, and projected roundtable funded projects, an FAQ section, more contact information, and linking to partner websites, relevant projects, and state sites. Lastly, funds with support a quarterly community newsletter with updated activities, projects, and

information about roundtable projects, meetings, and related local and state projects which may be disseminated through email blasts, partner websites, and social media.

Discussion: As described in the Rio Grande basin roundtable chair's recommendation letter, this project was supported and unanimously recommended for approval by the roundtable on November 14, 2017. This project assists in satisfying Colorado's Water Plan Critical Goals and Actions as identified in Chapter 10.3, H. Education, Outreach, and Innovation. As mandated by the Colorado Water Plan, PEPO activities are vital to facilitating community understanding of and engagement with water use, particularly within the Rio Grande basin. This project's scope also encompasses the Rio Grande Basin Plan's goal to "encourage projects with multiple benefits" and to identify "as desirable projects and methods that meet multiple benefits and uses." This project's multi-pronged approach will reach a wide variety of community members through several means, continuing the education plan as outlined by the basin.

Issues/Additional Needs: Staff will work cooperatively with the grantee to further develop a project budget and schedule that meets the needs of the applicant and State Controller's Office.

Eligibility Requirements: The application meets requirements of all eligibility components: General Eligibility, Entity Eligibility, Water Activity Eligibility, and Eligibility Based on Match Requirements.

Evaluation Criteria: This activity has undergone review and evaluation and staff has determined that it satisfies the Evaluation Criteria. Please refer to Basin Roundtable Chair's Recommendation Letter and the WSRF Grant Application for applicant's detailed response.

Funding Summary / Matching Funds:

<u>Funding Source</u>	<u>Cash</u>	<u>In-Kind</u>	<u>Total</u>
TBD	\$24,000	\$12,000	\$36,000
Rio Grande Headwaters Restoration Project	\$0	\$7,500	\$7,500
Rio Grande Watershed Conservation & Education Initiative	\$0	\$3,000	\$3,000
Subtotal Match Funding	\$24,000	\$16,500	\$46,500
WSRF Rio Grande Basin Account	\$64,480	n/a	\$64,480
Totals	\$88,480	\$16,500	\$110,980

CWCB Project Manager: Megan Holcomb



Rio Grande Basin Roundtable
623 4th Street
Alamosa, CO 81101

Colorado Water Conservation Board
1313 Sherman Street, Room 78
Denver, CO 80203

November 15, 2017

To the Colorado Water Conservation Board members,

The Rio Grande Basin Roundtable would like to express its support and approval for the Rio Grande Watershed Conservation & Education Initiative's grant proposal for the 2018-2020 Communication & Media Project. In our November 14, 2017 regular board meeting, the Roundtable voted unanimously to approve and support the grant proposal.

The proposal for use of \$64,480 in basin funds from the Water Supply Reserve over the next three years is in line with basin objectives and goals for our Public Education and Public Outreach plan. We look forward to the partnerships and collaborations that this project will enhance as well as meeting the objectives of our Basin Implementation Plan and the statewide Colorado Water Plan.

Thank you for your continued efforts to support Colorado water issues and to support the local efforts of roundtables to reach and educate our communities regarding those issues.

Sincerely,

Nathan Coombs, Chairman
Rio Grande Basin Roundtable

Last Update: August 3, 2017

Colorado Water Conservation Board
Water Supply Reserve Fund Grant Application

Instructions		
<p>All WSRF grant applications shall conform to the current 2016 WSRF Criteria and Guidelines.</p> <p>To receive funding from the WSRF, a proposed water activity must be approved by a Roundtable(s) AND the Colorado Water Conservation Board (CWCB). The process for Roundtable consideration and recommendation is outlined in the 2016 WSRF Criteria and Guidelines. The CWCB meets bimonthly according to the schedule on page 2 of this application.</p> <p>If you have questions, please contact the current CWCB staff Roundtable liaison:</p>		
<p>Arkansas</p> <p>Ben Wade ben.wade@state.co.us 303-866-3441 x3238</p>	<p>Gunnison North Platte South Platte Yampa/White</p> <p>Craig Godbout craig.godbout@state.co.us 303-866-3441 x3210</p>	<p>Colorado Metro Rio Grande Southwest</p> <p>Megan Holcomb megan.holcomb@state.co.us 303-866-3441 x3222</p>

WSRF Submittal Checklist (Required)	
X	I acknowledge this request for funding was recommended for CWCB approval by the sponsoring Basin Roundtable(s).
X	I acknowledge I have read and understand the 2016 WSRF Criteria and Guidelines .
X	I acknowledge the Grantee will be able to contract with CWCB using the Standard Contract . ⁽¹⁾
Exhibit A	
X	Statement of Work ⁽²⁾ (Word – see Exhibit A Template)
X	Budget & Schedule ⁽²⁾ (Excel Spreadsheet – see Exhibit A Template)
X	Letters of Matching and/or Pending 3 rd Party Commitments ⁽²⁾
Exhibit C	
	Map ⁽²⁾
	Photos/Drawings/Reports
	Letters of Support
	Certificate of Insurance ⁽³⁾ (General, Auto, & Workers' Comp.)
Contracting Documents	
X	Certificate of Good Standing ⁽³⁾
X	W-9 ⁽³⁾
	Independent Contractor Form ⁽³⁾ (If applicant is individual, not company/organization)
X	Electronic Funds Transfer (ETF) Form ⁽³⁾

(1) Click "Grant Agreements". For reference only/do not fill out or submit/required for contracting

(2) Required with application if applicable.

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(3) Required for contracting. While optional at the time of this application, submission can expedite contracting upon CWCB Board approval.

Schedule		
CWCB Meeting	Application Submittal Dates	Type of Request
January	December 1	Basin Account; BIP
March	February 1	Basin/Statewide Account; BIP
May	April 1	Basin Account; BIP
July	June 1	Basin Account; BIP
September	August 1	Basin/Statewide Account; BIP
November	October 1	Basin Account/BIP

Desired Timeline	
Desired CWCB Hearing Month:	January
Desired Notice to Proceed Date:	March 1

Water Activity Summary		
Name of Applicant	Rio Grande Watershed Conservation & Education Initiative	
Name of Water Activity	Rio Grande Basin Roundtable Communication & Media Plan	
Approving Roundtable(s)		Basin Account Request(s) ⁽¹⁾
Rio Grande		\$64,480.00
Basin Account Request Subtotal		\$64,480.00
Statewide Account Request ⁽¹⁾		\$0
Total WSRF Funds Requested (Basin & Statewide)		\$64,480.00
Total Project Costs		\$110,980

(1) Please indicate the amount recommended for approval by the Roundtable(s)

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Grantee and Applicant Information	
Name of Grantee(s)	Rio Grande Watershed Conservation & Education Initiative
Mailing Address	P.O. Box 142 Monte Vista, CO 81144
FEIN	27-1157593
Grantee's Organization Contact ⁽¹⁾	Bethany Howell
Position/Title	Executive Director
Email	rgwcei@gmail.com
Phone	719.480.4864
Grant Management Contact ⁽²⁾	<u>Bethany Howell</u>
Position/Title	Executive Director
Email	rgwcei@gmail.com
Phone	719.480.4864
Name of Applicant (if different than grantee)	
Mailing Address	
Position/Title	
Email	
Phone	

(1) Person with signatory authority

(2) Person responsible for creating reimbursement invoices (Invoice for Services) and corresponding with CWCB staff.

Description of Grantee
Provide a brief description of the grantee's organization (100 words or less).
<p>The Rio Grande Watershed Conservation & Education Initiative (RGWCEI) strives to provide understanding of natural resource stewardship through dynamic conservation education to community members in the San Luis Valley. We achieve this through connections and collaborations with a variety of partners including land management agencies and other NGO's. Our nonprofit began as an educational partner with the San Luis Valley conservation districts and has since become a leading educational resource for teachers, students, and other community members in the San Luis Valley, particularly regarding topics important to agriculture and the wider water community. RGWCEI recognizes that when people understand and are connected to issues surrounding water and other natural resources, they become engaged, informed, and invested community members.</p>

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Type of Eligible Entity (check one)	
	Public (Government): municipalities, enterprises, counties, and State of Colorado agencies. Federal agencies are encouraged to work with local entities. 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.
X	Non-governmental organizations: broadly, any organization that is not part of the government
	Covered Entity: as defined in Section 37-60-126 Colorado Revised Statutes

Type of Water Activity (check one)	
	Study
X	Implementation

Category of Water Activity (check all that apply)		
	Nonconsumptive (Environmental)	
	Nonconsumptive (Recreational)	
	Agricultural	
	Municipal/Industrial	
	Needs Assessment	
X	Education & Outreach	
	Other	Explain:

Location of Water Activity	
Please provide the general county and coordinates of the proposed activity below in decimal degrees . The Applicant shall also provide, in Exhibit C, a site map if applicable.	
County/Counties	Alamosa, Mineral, Rio Grande, Costilla, Conejos, & Saguache
Latitude	
Longitude	

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Water Activity Overview
<p>Please provide a summary of the proposed water activity (200 words or less). Include a description of the activity and what the WSRF funding will be used for specifically (e.g. studies, permitting, construction). Provide a description of the water supply source to be utilized or the water body affected by the activity. Include details such as acres under irrigation, types of crops irrigated, number of residential and commercial taps, length of ditch improvements, length of pipe installed, area of habitat improvements. If this project addresses multiple purposes or spans multiple basins, please explain. The Applicant shall also provide, in Exhibit A, a detailed Statement of Work, Budget, and Schedule.</p> <p>This project continues the communications & media efforts of the Rio Grande Roundtable's Public Outreach and Public Education by using Round Table and WSRF funds to provide administrative support. As mandated by the Colorado Water Plan, PEPO activities are vital to facilitating community understanding of and engagement with water use, particularly within the Rio Grande Basin. The Rio Grande Watershed Conservation & Education Initiative is asking the Roundtable for funding for a 3 year cycle of interrelated communication and media strategies on behalf of the Roundtable to be undertaken by a variety of partners. The purpose of these strategies is to provide high quality vehicles that will promote Roundtable projects, partners, and relevant community issues. The strategies were chosen and vetted by the Education Committee and reflect the needs of the Roundtable for engaging and informative interaction with the community. All the strategies have multiple purposes and will include collaborations and partnerships to achieve success.</p>

Measurable Results		
To catalog measurable results achieved with WSRF funds please provide any of the following values.		
	New Storage Created (acre-feet)	
	New Annual Water Supplies Developed or Conserved (acre-feet), Consumptive or Nonconsumptive	
	Existing Storage Preserved or Enhanced (acre-feet)	
	Length of Stream Restored or Protected (linear feet)	
	Efficiency Savings (indicate acre-feet/year OR dollars/year)	
	Area of Restored or Preserved Habitat (acres)	
	Length of Pipe/Canal Built or Improved	
X	Other	Explain: Number of video vignettes produced, number of newspaper, blog, or other articles produced, number of newsletters produced, website pages created/maintained, number



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		of website hits produced after updating project lists, etc.
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Water Activity Justification

Provide a description of how this water activity supports the goals of [Colorado's Water Plan](#), the most recent [Statewide Water Supply Initiative](#), and the respective [Roundtable Basin Implementation Plan and Education Action Plan](#) ⁽¹⁾. The Applicant is required to reference specific needs, goals, themes, or Identified Projects and Processes (IPPs), including citations (e.g. document, chapters, sections, or page numbers).

For applications that include a request for funds from the Statewide Account, the proposed water activity shall be evaluated based upon how well the proposal conforms to Colorado's Water Plan criteria for state support (CWP, Section 9.4, pp. 9-43 to 9-44;) (Also listed pp. 4-5 in [2016 WSRF Criteria and Guidelines](#)).

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This project's scope encompasses the Rio Grande Basin Plan's goal to "encourage projects with multiple benefits" and to identify "as desirable projects and methods that meet multiple benefits and uses." This project's multi-pronged approach will reach a wide variety of community members through several means, continuing the education plan as outlined by the Basin. In particular, through its emphasis on highlighting specific projects sponsored by the Rio Grande Basin which also meet Colorado Water Plan objectives, this project continues statewide Outreach, Education, and Public Engagement Activities goals referenced in the Colorado Water Plan to 1) engage the public and create general public awareness and dialogue about Colorado's Water Plan and its role in ensuring a secure water future for Colorado and 3) To proactively identify and address issues that may create barriers to success for Colorado's Water Plan, and mitigate and manage negativity. The CWP itself states that it will be "imperative to sustain the momentum" of outreach efforts into the future, a goal that this project focuses upon. In CWP's section 6.3.6, RGWCEI's role in continuing long term education and outreach is a featured strategy for the Rio Grande Basin Plan, especially as this project supports the three key ideals of outreach, education, and participation across all demographics. Outreach and Education in local basins is integral to ongoing efforts in BIP's as well as SWSI, aiding CWCB's need to continue in research, coordinate efforts, and provide funding and guidance for water education. BIP long term goals and strategies highlighted in section 9-59 of the CWP specifically state that they must ensure a diverse and active basin roundtable membership, and provide communication tools to inform roundtable constituents and enable constituents to deliver meaningful feedback to the roundtables in return, maintain a steady presence throughout the basin via traditional, online, and social media, work closely with organizations that specialize in the facilitation of public education and outreach programs in order to leverage existing resources within each basin and increase overall impact, and to enhance coordination and financial support that enable watershed groups and other grassroots organizations to effectively engage the public and increase participation. Throughout section 9.5 of the CWP, numerous goals, activities, and strategies as supported by local basins are noted as being particularly important to the overall impact of the CWP. Our challenges, as noted in section 3.18, are outlining the plan of groundwater management with municipal and industrial use as well as agriculture and finding community-based solutions for minimizing economic effects of reduced irrigation use based on groundwater supplies. Without sustained effort to educate and reach our communities regarding these issues, the Rio Grande's BIP would be severely hampered. Through the three year plan proposed in this project, the Rio Grande Basin Roundtable hopes to continue a long term impact upon our community in regards to knowledge and engagement in a variety of topics integral to Colorado water use, and by extension, the state's PEPO goals and strategies as well.

(1) Access Basin Implementation Plans or Education Action Plans from Basin drop down menu.

Matching Requirements: Basin Account Requests

Basin (only) Account grant requests require a 25% match (cash and/or in-kind) from the Applicant or 3rd party and shall be accompanied by a **letter of commitment** as described in the 2016 WSRF Criteria and Guidelines (submitted on the contributing entity's letterhead). Attach additional sheet if necessary.

Contributing Entity	Amount and Form of Match (note cash or in-kind)
Video Partners (TBD) – Video Vignettes	\$24,000 cash

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Video Partners (TBD) – Video Vignettes	\$12,000 in kind
Rio Grande Headwaters Restoration Project	\$7,500 in kind
Rio Grande Watershed Conservation & Education Initiative	\$3,000 in kind
Total Match	\$46,500
If you requested a Waiver to the Basin Account matching requirements, indicate the percentage you wish waived.	

Matching Requirements: Statewide Account Requests	
Statewide Account grant requests require a 50% match as described in the 2016 WSRF Criteria and Guidelines. A minimum of 10% match shall be from Basin Account funds (cash only). A minimum of 10% match shall be provided by the applicant or 3rd party (cash, in-kind, or combination). The remaining 30% of the required match may be provided from any other source (Basin, applicant, or 3 rd party) and shall be accompanied by a letter of commitment . Attach additional sheet if necessary.	
Contributing Entity	Amount and Form of Match (note cash or in-kind):
Total Match	\$
If you requested a Waiver to the Statewide Account matching, indicate % you wish waived. (Max 50% reduction of requirement).	

Related Studies
Please provide a list of any related studies, including if the water activity is complimentary to or assists in the implementation of other CWCB programs.

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The activity is complementary to the implementation of the CWCB's Public Education & Public Outreach program as noted in section 9.5 of the Colorado Water Plan.

Previous CWCB Grants

List all previous or current CWCB grants (including WSRF) awarded to both the Applicant and Grantee. Include: 1) Applicant name; 2) Water activity name; 3) Approving RT(s); 4) CWCB board meeting date; 5) Contract number or purchase order

- 1) Rio Grande Watershed Conservation & Education Initiative
- 2) "Narrowing the Gap" Water Value in the Rio Grande Basin (CMS#55208)
Education & Public Outreach in the Rio Grande River Basin (POGGI 2016-343)
Ag Sustainability in the SLV in the Rio Grande Basin (POGGI POAA 2015-0-0196)
- 3) Rio Grande Basin Round Table
- 4) CWCB Board Meeting dates unknown (2014, 2015, 2016)
- 5) See project names

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Tax Payer Bill of Rights

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.

NA



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Colorado Water Conservation Board	
Water Supply Reserve Fund	
<u>Exhibit A - Statement of Work</u>	
Date:	12/1/2017
Water Activity Name:	2018-2020 Roundtable Media & Communications Outreach Project
Grant Recipient:	Rio Grande Watershed Conservation & Education Initiative
Funding Source:	Rio Grande Basin Account
Water Activity Overview: (Please provide brief description of the proposed water activity (no more than 200 words). Include a description of the overall water activity and specifically what the WSRF funding will be used for.	
<p>This project continues the communications & media efforts of the Rio Grande Roundtable's Public Outreach and Public Education. Funds will be used for administrative support for three years as we create and complete projects. As mandated by the Colorado Water Plan, PEPO activities are vital to facilitating community understanding of and engagement with water use, particularly within the Rio Grande Basin. The Rio Grande Watershed Conservation & Education Initiative has been approved by the Roundtable for funding for a 3 year cycle of interrelated communication and media strategies on behalf of the Roundtable to be undertaken by a variety of partners. The purpose of these strategies is to provide high quality vehicles that will promote Roundtable projects, partners, and relevant community issues. The strategies were chosen and vetted by the Education Committee and reflect the needs of the Roundtable for engaging and informative interaction with the community. All the strategies have multiple purposes and will include collaborations and partnerships to achieve success.</p>	
Objectives: (List the objectives of the project)	
<p>Objectives of the project include:</p> <ul style="list-style-type: none">• creating and maintaining education and outreach projects to better illustrate the issues faced by Colorado water users• to use the communication and outreach projects to reach a wider and diverse audience of community members• to utilize existing talents to create projects that are cohesive, comprehensive, and align with Colorado Water Plan objectives• to utilize partnerships with other entities in order to increase awareness of issues relevant to a variety of water users• to create a framework for certain projects to be continued with a minimum of administrative oversight• Highlighting the unique approach of the San Luis Valley water users towards collaborations and creative projects which promote water efforts	



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- Aligns with the Colorado Water Plan efforts to increase statewide participation and understanding.

Tasks
Provide a detailed description of each task using the following format:
<u>Task 1 – Video Vignettes #1-6</u>
Description of Task: A total of 6 video vignettes are proposed for the three year time period, with 2 completed per year. These 5-7 minute videos will be cost-shared with other partners on topics that are related to the many different uses of water in the Valley. Proposed topics include reservoirs, municipal use, recreation, radar snow forecasting, industrial, agriculture, private/public partnerships, and mining/reclamation. RGWCEI and the education committee welcome other proposals for videos throughout the three year time period.
Method/Procedure:

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Videos will be created and produced in partnership with Moxiecran Media, an established and previously utilized production company familiar with the San Luis Valley and Colorado Water Plan. Moxiecran will utilize existing and new video footage, interviews, and pre- and post-production in order to create high quality videos suitable for use across a variety of mediums.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Grantee expects a total of 6 videos in collaboration with cost-sharing partners on topics chosen and supported by the Rio Grande Basin Roundtable. The videos should be produced at a rate of 2 per year, for a length of 5-7 minutes and suitable for use in multiple mediums such as website and social media.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Grantee will provide footage of completed vignettes to the CWCB as well as post videos to various platforms for community use, including but not limited to partner and Roundtable websites and social media. Grantee will also provide CWCB with production company's invoices, contracts, and applicable expenses/receipts as requested.

Tasks
Provide a detailed description of each task using the following format:
<u>Task 2 - Website Building & Maintenance</u>
Description of Task:
In Year One, A website designer will build the additional pages needed for an interactive map highlighting past, present, and projected Roundtable funded projects, FAQ section, more contact information, and linking to partner websites, relevant projects, and state sites. Years One, Two, and Three include maintenance of the website, including domain fees, updating information and graphics as needed, and supervision of the person managing the website.
Method/Procedure:

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Website building will be contracted out to a reputable and vetted web site designer, with administrative oversight occurring as in-kind support from another Roundtable partner. The designer will be provided with specific web tasks, including building new pages, utilizing photos and videos, and creating links between the Basin website and partner websites to best showcase past and current Basin-funded projects.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Grantee expects professional, interactive, and engaging website creation and maintenance that informs users about relevant Basin projects, gives overviews of current water issues, relates issues and graphics to relevant state sites (such as the Colorado Water Plan), and acts as a conduit for all other education and outreach efforts.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Grantee will provide website information and links to the CWCB so that they may interact and test the website. Grantee will also provide invoices for contracted work as requested and timesheets for work done in-kind.

Tasks
Provide a detailed description of each task using the following format:
<u>Task 3 - Quarterly Newsletter & Outreach Articles</u>
Description of Task:
The newsletter reaches the community with updated activities, projects, and information about Roundtable projects, meetings, and related local and state projects. Articles and graphic design will align with current projects, issues, and local education efforts to produce quarterly newsletters which may be disseminated through email blasts, partner websites, and social media. Current issues relevant to the San Luis Valley as well as the wider water community of Colorado will be considered, researched, and written with utmost attention to detail and accuracy.
Method/Procedure:



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The newsletter is written in Year One by a current intern, but will need formatting by a competent graphic designer. In Years 2-3, the newsletter will need to be written and designed by either RGWCEI staff or an outsourced contact. The designer will use a high quality design program such as the Adobe Creative Suites and utilize up to date photos, graphics, and information.

Grantee Deliverable: (Describe the deliverable the grantee expects from this task)

Grantee expects to create and/or contract for four newsletters per year (12 total in the course of the grant). Articles used for the newsletter will also include those created for public dissemination in newspapers, websites, blog posts, and other venues as deemed appropriate by the education committee.

CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)

Grantee will provide links to and also copies of newsletters created during this grant which highlight projects and water issues related to the Rio Grande Basin community and Colorado water users at large.

Tasks

Provide a detailed description of each task using the following format:

Task 4 – Grant Management

Description of Task:

The Rio Grande Watershed Conservation & Education Initiative will act as the main point of contact between CWCB and the Rio Grande Basin Roundtable as pertains to the goals and objectives of this grant. RGWCEI will act as the fiscal agent for all projects detailed in this grant, providing information for all contracting agents and partners. RGWCEI will track reimbursements and maintain accurate records for financial purposes, including invoices, reimbursements, and partnership agreements.

Method/Procedure:



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RGWCEI will employ an accountant familiar with QuickBooks, EFT deposits, and other financial accounting services to provide transparent, accurate financial responsibility. RGWCEI's executive director will act as the main point of contact between the accountant and vendors to ensure financial transparency, accuracy, and responsibility. The ED will also facilitate all vendor contracts, reports, and reimbursements to the CWCB through email and phone.

Grantee Deliverable: (Describe the deliverable the grantee expects from this task)

RGWCEI will report on grant outcomes and deliverables to the CWCB for all reports, provide fiscal accountability, and provide contracts, invoices, and financial information as pertains to this grant.

CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)

Grantee will provide links to and also copies of newsletters created during this grant which highlight projects and water issues related to the Rio Grande Basin community and Colorado water users at large.

Budget and Schedule

Budget: This Statement of Work and Schedule shall be accompanied by a Budget that reflects the Tasks identified in the Statement of Work and Schedule and shall be submitted to CWCB in excel format.

Schedule: This Statement of Work and Budget shall be accompanied by a Schedule that reflects the Tasks identified in the Statement of Work and Budget and shall be submitted to CWCB in excel format.

Reporting Requirements

Reporting: The grantee shall provide their respective Roundtable(s) and the CWCB a Progress Report every 6 months, beginning from the date of executed contract. The Progress Report shall describe the status of the water activity, 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 to address these issues. The CWCB may withhold reimbursement until satisfactory Progress Reports are received.

Final Deliverable: At the completion of the water activity, the grantee shall provide their respective Roundtable(s) and the CWCB a final report on the grantee's letterhead that:

- Summarizes the water activity and how the water activity was completed
- Describes any obstacles encountered, and how these obstacles were overcome
- Explains the Proposed Budget versus the Actual Budget
- Confirms that all matching commitments have been fulfilled
- Includes photographs, summaries of meeting and engineering reports/design, if appropriate

The CWCB will pay the last 10% of the entire water activity budget when the Final Report is completed to the satisfaction of CWCB staff. Once the Final Report has been accepted, and final payment has been issued, the water activity and purchase order or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to CWCB within 90 days of the expiration of a purchase order or contract may be denied consideration for future funding of any type from CWCB.

**COLORADO**Colorado Water
Conservation Board

Department of Natural Resources

Colorado Water Conservation Board**Water Supply Reserve Fund
Exhibit A - BUDGET AND SCHEDULE****Date: 12/1/17****Water Activity Name: 2018-2020 Rio Grande Roundtable Media & Communication Outreach Project****Grantee Name: Rio Grande Watershed Conservation & Education Initiative**

<u>Task No.</u>	<u>Description</u>	<u>Start Date</u> ⁽¹⁾	<u>End Date</u>	<u>Matching Funds</u> (cash & in-kind) ⁽²⁾	<u>WSRF Funds</u> (Basin & Statewide combined) ⁽²⁾	<u>Total</u>
1	Video Vignettes #1-6	4/1/2018	12/31/2018	\$36,000	\$24,000	\$60,000
2	Website Building & Maintenance	4/1/2018	12/31/2020	\$7,500	\$20,500	\$28,000
3	Quarterly Newsletter & Outreach Articles	4/1/2018	12/31/2020	\$3,000	\$10,500	\$13,500
4	Grant Management	4/1/2018	12/31/2020		\$9,480	\$9,480
5						
6						
7						
8						
9						
10						
						\$0
						\$0
						\$0
Total				\$46,500	\$64,480	\$110,980

(1) Start Date for funding under \$100K - 45 Days from Board Approval; Start Date for funding over \$100K - 90 Days from Board Approval.**(2)** Round values up to the nearest hundred dollars.

Reimbursement eligibility commences upon the grantee's receipt of a Notice to Proceed (NTP)

NTP will not be accepted as a start date. Project activities may commence as soon as the grantee enters contract and receives formal NTP if prior to the listed "Start Date"

CWCB will withhold the last 10% of the entire grant budget until the Final Report (Deliverable) is completed and accepted (2016 WSRF Criteria & Guidelines).

Additionally, the applicant shall provide a progress report every 6 months, beginning from the date of contract execution

Colorado Rio Grande Restoration Foundation
Rio Grande Headwaters Restoration Project
623 Fourth Street
Alamosa, CO 81101
(719) 589-2230



November 20, 2017

Colorado Water Conservation Board
1313 Sherman St., Room 718
Denver, CO 80203

Re: CWCB WSRF Request for the 2018-2020 Communications and Media Project

Dear CWCB Board,

On behalf of the Rio Grande Headwaters Restoration Project, I am writing to express my strong support for the Water Supply Reserve Fund Request titled, "2018-2020 Communications and Media Project," which will further education efforts in the Rio Grande Basin. The Colorado Water Plan and Rio Grande Basin Implementation Plan highlighted the need for effective outreach and education efforts surrounding our state's water resources. The Rio Grande Basin Roundtable (RGBRT) has a long history of working together to educate our community on local water issues on limited resources and countless volunteer hours. The activities in this grant will build on past successes to create a robust education and outreach program that reaches individuals of all ages across the Basin. The requested grant funds will provide the Rio Grande with the support needed to implement a comprehensive education and outreach program, furthering the goals of the Colorado Water Plan and the Rio Grande BIP.

The Rio Grande Headwaters Restoration Project (RGHRP) has committed \$7,500 of in-kind support for the development and upkeep of the Rio Grande Basin Roundtable's new website, which will serve Roundtable members, community partners, and the general public. The new website is a critical part of the RGBRT Education Subcommittee's plan to reach a diverse audience and further the educational goals of the Rio Grande BIP. The RGHRP is committed to working with the RGBRT and the Education Subcommittee to ensure the website is content rich and user friendly, meeting the goals of the grant and the RGBRT Education efforts.

I hope that you look favorably upon this grant request and consider the benefit it will have to the Rio Grande Basin and Colorado.

Sincerely,

A handwritten signature in cursive script, reading "Emma Reesor". The signature is written in dark ink and is positioned below the word "Sincerely,".

Emma Reesor
Executive Director, RGHRP



To the Colorado Conservation Board,

On behalf of SLVGO, I am happy to provide this letter of support for the Rio Grande Watershed Conservation & Education Initiative's (RGWCEI) grant application.

RGWCEI provides conservation and environmental education programs in all school districts of the San Luis Valley, and this education is necessary for giving students and teachers the opportunity to understand their role and responsibility in natural resource management. Without this integral understanding at a young age, it becomes that much more difficult for our Valley to have future community members who are invested in environmental stewardship as careers or just as people who live and play in the Valley.

The Rio Grande Basin Roundtable's partnerships allow a diverse range of individuals and agencies to create connections between multiple stakeholders and community members as well as raise awareness and understanding of a variety of issues that affect our Rio Grande Watershed.

SLVGO was created as a regional cooperative initiative to create and implement a long-term and continually developing plan for trails and outdoor recreation in the six counties of the San Luis Valley. We have six 10 year priorities that seek to improve community wellness through in-town recreation opportunities; connect, expand, and enhance trail systems throughout the San Luis Valley; grow more outdoor recreation programs for youth; expand water based recreation; expand opportunities for winter recreation; and promote the San Luis Valley's outdoor recreation opportunities and increase information sharing about what there is to see and do.

There is a lot of potential in the San Luis Valley to increase and enhance recreation opportunities to build a healthier community and connect more people to the outdoors. SLVGO and the RGWCEI both understand the importance of the Rio Grande watershed and we work closely on a variety of projects to improve the resources available. SLVGO is supporting this initiative with a cash match for the video project and our in-kind time in assisting the videographers with on location filming.

Thank you,

Mick Daniel