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■ Heather Erb ■ Mark McKibben ■ Dan Naiman ■ Jack Turner ■ Nancy Andrews

Colorado Water Conservation
1313 Sherman St., Rm 718
Denver, CO 80203
November 20, 2017

Dear Ben;

Please accept the following application and program details from 4CORE (Four Corners Office for Resource Efficiency) for public rain water demonstration sites and conservation education, for the 2018 *The HomeH2O Program*.

4CORE is seeking \$11,007.50 for the 2018 *HomeH2O Program*. Providing community-wide rainwater harvesting demonstration sites at key public areas and increase the potential impact for the public adoption of rain water harvesting techniques. The 2018 *HomeH2O Program* will provide an innovative approach by designing attractive, informative and active rainwater harvesting sites that address water conservation and collection in publicly accessible locations for Southwest Colorado. The goal is to create a replicable model that can be used for other regions and organizations to adopt.

The need for water conservation measures and education in a region that often experiences various levels of drought is essential. Making rainwater collection practices a common practice for the region will help offset diminishing water supplies, provide safe and healthy means of collecting rain water, while providing landscape watering needs and saving families in water utility costs.

We look forward to hearing from you and advancing our 2018 *HomeH2O Program*.

Sincerely,

Executive Director

Four Corners Office for Resource Efficiency, (4CORE).
Registered 501(c)3 Tax ID: 26-2091859
10 Town Plaza, #190
Durango, CO 81301



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Colorado Water Efficiency Grant Program 2018 Education Grant for Public and Private Entities

Applicant: 4CORE (Four Corners Office for Resource Efficiency)

Project Name: HomeH2O Program, Rainwater Harvesting Demonstration Sites

Total Program Cost: \$22,082.50

Partner Match: \$11,075 (50%)

CWCB Request: \$11,007.50

Contact: Laurie Dickson, Executive Director, and *HomeH2O Program*
10 Town Plaza, #190, Durango, CO 81301
PH. 970-259-1916, email: laurie@fourcore.org

Tax ID: 26-2091859

HomeH2O Program Summary

The *2018 HomeH2O Program* goal is to provide permanent demonstration sites for regional residents with water conservation education, information signs and rainwater collection barrels to showcase water-saving outdoor use, and the methods and techniques for safe, legal and affordable rainwater harvesting. *HomeH2O* consists of three elements 1) provide the design, construction and installation of three rainwater harvesting demonstration sites at the Pine River Library Community Garden in Bayfield, Colorado, Bayfield Elementary School and at the Powerhouse Science Center in Durango 3) provide six presentations about rainwater harvesting at the installed demonstration sites and ribbon cutting ceremonies at the demonstration sites.

The *2018 HomeH2O Program* will ultimately reinforce the region's water conservation and sustainability goals related to the following objectives:

- Educate young and old participants about rainwater conservation and rainwater collection techniques



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- Reduce the effect of runoff pollution of rivers, creeks and ponds.
- Divert water from the municipal storm drain systems.
- Conserve this vital natural resource.
- Provide the means for outdoor watering without using potable water.
- Provide safe, healthy and effective means for rainwater collection.
- Provide best practices to control moisture levels around the foundation of homes.

4CORE's goal is to create a replicable model for other regions and entities to promote water conservation education and effective rain water harvesting techniques that will engage youth and adults in instituting water conservation practices.

4CORE will work with our site partners to provide the age-appropriate signs, information and designs at the locations. Six water conservation and rainwater collection presentations will be given; one in Durango and two in Bayfield by rainwater harvesting professional, Doug Pushard from HarvestH2O in Santa Fe. Three(3) more presentations will be given at the time of installation at each of the sites.



An example of rainwater harvesting demonstration site.

Program Background and Regional Need

Our Mission: 4CORE serves Southwest Colorado by promoting resource conservation, energy efficiency and renewable energy through education and programs that strengthen the local economy and foster a healthy, sustainable environment.

4CORE was formed in 2008 by a group of concerned citizens who wanted to address climate concerns, resource efficiency and conservation through community engagement. The organization's four focus areas include: Energy Efficiency, Innovative Solutions, Resource Efficiency Education, and acting as a Resource Conservation Information Hub. In September of 2009, 4CORE expanded its service territory to include the



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five counties of Southwest Colorado: La Plata, Montezuma, Dolores, San Juan, and Archuleta. 4CORE continues to use a collaborative approach to align organizations across multiple sectors with the goal of increasing our effect by better utilizing existing community assets.

Water use and consumption has increased in the region. In 2016 Durango water use increased by 40.88 million gallons, according to Durango water utility data, representing a 3.5 % increase from the previous year. The increase in water consumption illustrates the need for water conservation education and providing residents with opportunities to reduce water use, especially outdoor watering during peak summer months. La Plata County residents average approximately 336 million gallons of water per day and rank number nine of the top ten biggest water users of all the counties in Colorado.¹

In addition to direct impacts on the water supply, our consumptive practices also affect our energy resources. In Colorado, 1.2 gallons of water are consumed per kilowatt-hour (kWh) of energy used and 13% of the nation's energy use is by the water sector.² Energy is used to pump water, heat water, and treat wastewater. Predictions for Colorado project that multiple factors, such as temperature and dust, will increase the rate at which water and snow pack is evaporated, thus resulting in lower runoff volume. The weather patterns of lower elevations are expected to migrate to higher elevations, lower-elevation snowpack is projected to decrease, runoff is expected to decline, and spring runoff is expected to shift earlier with a reduction in late-summer flows.^{3 4}

According to a study from 2007 and the Colorado Governors Energy Office, “with rainwater harvesting, outdoor water demand is reduced by approximately 65% with moderate conservation⁵

The first year of the HomeH2O Program showed overwhelming public interest and sold out attendance of five DIY Build a Rain Barrel Workshops and four presentations. City residents recognized the need to adopt rigorous water conservation strategies that will save money and conserve this precious resource. A [Durango Herald article](#) on 8/2/17 highlights the concerns of City residents and their rising water bills. The article states, “Durango residents Mary and Joe Shaw were shocked to receive a nearly \$400 water bill in July 2016, prompting them to stop watering their lawn this summer.” This directly points to providing the education and path to water conservation practices that lead to savings on water bills.

4CORE proposes expanding the HomeH2O Program in 2018 by providing the design, construction and installation of three rainwater harvesting demonstration sites at high-traffic public locations Powerhouse Science Center in Durango, the Pine River Library in Bayfield and the Bayfield Elementary School Garden. The sites will have two 50-55 gallon rain barrels actively collecting and distributing rainwater to landscaped areas. There will be permanently installed, weather-proof interpretive signs with explanations

¹ <https://co.water.usgs.gov/infodata/wateruse.html>

² Presentation by Conor Merrigan, Governor's Energy Office, Energy Water Nexus 201, July 13th, 2011

³ A multimodal ensemble approach to assessment of climate change impacts on the hydrology and water resources of the Colorado River Basin, Available: <http://www.hydrol-earth-syst-sci.net/11/1417/2007/hess-11-1417-2007.pdf>

⁴ Climate Change in Colorado: A Synthesis to Support Water Resources Management and Adaptation, Available: http://www.colorado.edu/climate_change/ClimateChangeReportFull.pdf

⁵ <http://cwcbweblink.state.co.us/weblink/docview.aspx?id=114917&searchhandle=31520>



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of best practices, water conservation information. 4CORE will oversee the installation and continued maintenance of the systems.

The 2018 *HomeH2O Program* perfectly aligns with, and supports the following Durango City Council objectives and City Sustainability Action Plan Goals from 2015:

Water: 8.1 Effectively manage and reduce municipal water consumption

8.2 Promote sustainable water and wastewater systems

8.3 Promote responsible use of municipal water resources

- Support effort to improve water use efficiency with the City's residential, commercial institutional and industrial customers
- Strategies: Provide incentives for smart irrigation controls and other technologies that reduce water use
- Promote drought resiliency and enhance water use efficiency
- Strategies: Provide access to resources and information on water conservation and efficiency techniques
- Strategies: Provide demonstration gardens and other public education opportunities.

For Durango's STAR Community Rating

Local Action 4

- Create an education campaign about ambient water quality, pollution prevention, mitigation, and restoration techniques
- Green Infrastructure

Local Action 8

- Upgrade public spaces and public buildings based upon locally-adopted or recognized best practices in green infrastructure. Where possible, **create demonstration projects to enhance public support**

Encouraging active rainwater collection as an everyday practice much like recycling has become for regional residents, will help offset diminishing water resources while providing landscape watering needs and saving families hundreds of dollars in water utility costs.

HomeH2O Goals

The goal for the 2018 *HomeH2O Program* is to provide the education and active rainwater harvesting sites in high-traffic locations that demonstrate the hands-on experience of water collection. The sites will offer conservation resources and support visitors with the practice of an active display for both children and adults.

Secondary Goals:

1. Provide a teaching opportunity for school children that participate in the Bayfield Elementary



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School Garden Program with age-appropriate demonstration information and the ability to engage in collecting and distribute water.

2. 400-600 students at Bayfield elementary will be actively engaged with the site installation and the benefits of rain water collection. The goal is to educate youth and have them adopt water conservation practices for their garden at school and take the information home to their families.
3. Ensure that visitors to each of the sites have a clear, informative overview of water conservation techniques and an understanding of how to create their own system at their homes.

Our mission, program goals and activities align with the goals and vision of regional partners and together we serve a collective cause which is for the greater good for the residents of the City of Durango, La Plata County, Montezuma, Archuleta, Dolores and San Juan Counties.

The 2018 *HomeH2O Program* would specifically meet the following goals of the Colorado Water Conservation Board:

“Promoting the benefits of water resource conservation through public education and outreach projects.”

The *HomeH2O Program* would specifically meet the following Statutory Mandates of La Plata County:

C.R.S. 6-7-102 TITLE 6. CONSUMER AND COMMERCIAL AFFAIRS ENERGY AND **WATER CONSERVATION**

C.R.S. 29-20-304 (2016) TITLE 29. GOVERNMENT - LOCAL LAND USE CONTROL AND CONSERVATION

ARTICLE 20.LOCAL GOVERNMENT REGULATION OF LAND USE

PART 3. ADEQUATE WATER SUPPLY

Target Audience

School children, garden groups, individuals and organizations that will benefit from the program include the residents and families in the five counties and towns we serve in southwest Colorado. 4CORE will work in collaboration with the Powerhouse Science Center in Durango and the County governments of the region, the Bayfield Elementary School students and administration and the Pine River Library staff and members. 4CORE will provide the necessary marketing, social media and print advertising to educate and reach the region and the citizens of southwest Colorado.

4CORE's *HomeH2O Program* is a collaboration with the following local and regional organizations:

- Powerhouse Science Center in Durango
- Santa Fe- Harvest H2O- Doug Pushard, www.harvesth2o.com- Education and workshop presenter from Santa FE, member of [ARSCA](#) (American Rainwater Catchment Systems Association) and provides professional installation of rainwater catchment systems.
- La Plata County
- Bayfield Elementary School
- Pine River Library, Bayfield Colorado

Scope of Work

The Scope of work of the 2018 *HomeH2O Program* will be achieved, and education and outreach goals



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reached by implementing the following tasks:

Task 1: Site Design and Partner Collaboration

Meet with three site partners about design ideas and installation. Assess the information needs for the sign and interpretive data specific to the target audience (children or adults). Determine location and site specifications for installation of system and signs. Complete designs for demonstration sites. Work with graphic designer for information and sign designs and layout for each site. Design will include working with an installation crew for technical specifications.

- Organize meetings with three site partners to discuss timeline and provide overview for installations.
- Determine site specifications and location
- Encourage site partners to engage their stakeholders and volunteer for installation
- Create a team of elementary students and teachers to help with water conservation education and the installation at the school.
- 4CORE will provide the technical information to a graphic designer to create the info graph sign that is appropriate for two age groups; the children's sign at the Bayfield Elementary school, and the remaining two locations geared towards the general public at the Powerhouse Science Center and the Pine River Library.

Complete: 3/30/18

Task 2: Site Construction and Installations

Begin constructing demonstration site installations. Engage volunteers at all sites, school children at Bayfield Elementary and site partners in construction and layout.

- Approve completed sign designs
- Begin site construction and installation
- Engage volunteers, school children at Bayfield Elementary and site partners in construction and installation

Complete installations by 5/30/2018

Task 3: Marketing, Education and Outreach

Provide marketing advertising and outreach regarding the completion of the installation of demonstration sites and invitations to ribbon cuttings. Campaign will target town, city, county residents and school parents. The newspaper ads in the region, social media advertising and printed materials are estimated to reach at least 10,000 residents informing them of presentations and workshops. The completed water harvesting demonstration sites will be the location for presentations from water harvesting professional, Doug Pushard from HarvestH2O. The presentations will be specific to creating similar residential water catchment systems. Each site will have one presentation, one at the ribbon cutting. Bayfield Elementary will have education and demonstration both during the spring, and again in the fall with the returning students and new students including estimated amounts of water collected over the season and measureable results regarding the water collected at that location. Present one additional education and outreach presentation at all three sites over the rainwater harvesting season and meet with staff regarding ongoing maintenance. Follow up support for installations, check function and water collection. Provide details for winterization and maintenance to site hosts. Provide additional surveys for demonstration site hosts.

Complete installations by 10/28/2018



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Task 4: Data Collection

Data collection at each of the water demonstration sites to estimate the number of gallons collected over the season. 4CORE will review with the site partners and maintenance staff the successes and challenges and collect the survey data. Collect online surveys and written surveys from presentations. Photograph and provide videos of the completed projects and interviews. Provide ongoing photos and videos of progress.

Complete: 11/19/2018

Task 5: Reporting

Compilation of quarterly progress reports with photos and media updates on construction. Final tally including the number of participants at presentations and the number of estimated gallons collected during the season at each site location. Provide final report with all collected media, interviews successes, challenges and water data.

Complete: 1/16/2019

Tasks align with line items in the WEG budget provided

All administrative and marketing tasks for the 2018 *HomeH2O Program* will be performed by the Director, Laurie Dickson and the Program Manager, Emily Birk. The three water conservation and site demonstrations will be taught by rain water harvesting professional from Santa Fe, Doug Pushard.

Timeline

Task 1: 3/15/ 2018- 15%

Task 2: 4/30/ 2018- 25%

Task 3: 9/28/2018- 50%

Task 4: 10/19/ 2018- 75%

Task 5: 11/16/ 2018 - 100%

Executive Director: Laurie Dickson, 1/24/2018

Community Leadership and History

4CORE's programs better the human condition and the environment by conserving energy and water resources, providing economic benefits and opportunities while decreasing the amount of pollution created



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by fossil fuel energy sources. 4CORE provides regional residents with relevant, timely and innovative programs that save families money, provide educational opportunities regarding resource efficiency, healthy homes and businesses while reducing carbon emissions.

As the region's organization that specifically focuses on resource and energy conservation and efficiency, we address issues with programs and projects that provide the most benefit to families, regional governments and utilities without duplication.

4CORE has a successful history of providing the tools, education, outreach and marketing that will ensure the *HomeH2O Program* reaches residents and provides the relevant ongoing support. Successful current and past programs include:

- Completed "Raise the Solar Bar- an EPA funded project that provides solar and new battery storage technology for low income seniors at Socorro Senior Living in Pagosa Springs, Colorado. This project will save the residents collectively an estimated \$5,000 annually and provide additional safety measures for senior in the event of a power outage by supplying back-up power.
- The Southwest Solar Barn Raising Program made possible an Environmental Justice grant from the EPA will provide 62 low-income families, veterans, persons with disabilities and hard-working single mothers at Southwest Horizon Ranch and Habitat for Humanity of La Plata County, solar power that will collectively offset utility costs by over \$4,500 annually and reduce the impact of carbon emissions in our regional environment.
- Resource Smart Business Program provided 30 businesses in the City and La Plata County tools to improve energy efficiency, water savings, employee health, and business sustainability.
- HomeRx- 4CORE has been able to provide energy saving ideas, water efficiency and upgrades for 36 families and 3 businesses in 2015-16, in 2014, 33 homes and 16 businesses performed audits, and 2013, 15 families benefited from the HomeRx.
- Resource Information Hub, continues to provide information and has helped save over \$593,539 through rebates and reduced utility bills to date.
- Refuel Program-4CORE works with the Colorado Energy Office for four years, 2014-2018 providing alternative fuels coaching to Durango and regional companies and fleet managers for adopting EV technology, cleaner fuels, more cost-effective fuels while reducing carbon emissions.
- Solarize La Plata, resulted in 101 new solar arrays for Durango residents and throughout La Plata County capable of producing 522 kilowatts (kW) and reducing an estimated 14,175 metric tons of carbon pollution over the next 25 years. 31% of the homes were in the City of Durango and the remaining 69% in La Plata County. The effort garnered commendations from the Department of Energy and other communities around the nation.
- In 2015 4CORE replicated the Solarize model to Archuleta County with the goal of 30 completed solar installations by August of 2016. Solarize Archuleta as of March 31, 2016, there are 145 individual homes registered and 16 received the solar installations.



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INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

MAR 24 2009

FOUR CORNERS OFFICE FOR RESOURCE
EFFICIENCY
10 TOWN PLAZA 190
DURANGO, CO 81301-5104

Employer Identification Number:

26-2091859

DLN:

17053211359008

Contact Person:

MICHAEL CONDON

ID# 31170

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990 Required:

Yes

Effective Date of Exemption:

February 28, 2008

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.



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Appendix A



July 24, 2017

4CORE
Four Corners Office for Resource Efficiency
835 E. Second Avenue Suite 200
Durango, CO 81301

Re: Letter of Support – Home H2O program and Demonstration Site

To: Ms. Laurie Dickson, Executive Director:

The Powerhouse Science Center fully supports 4CORE's Home H2O program and Rainwater Harvesting Demonstration Site Initiative.

Since Durango is a rural high-mountain desert community, it is often without the resources found in more urban locales. Yet, we have succeeded in providing a high quality of life and vibrant sense of community. This is due to programs like 4CORE's Home H2O program, which provide education and opportunity for all in our region. Our members and constituents raved about the Home H2O program, and the buzz around town was impressive. We would be honoured to participate in this program and believe our public and accessible campus is an ideal demonstration location.

The Powerhouse Science Center sits on the Animas Riverfront in downtown Durango. We serve over 17,000 people each year in our Science Center and on our public plaza. The Center is housed in a historic Powerhouse on the National Register of Historic Places. The campus was retrofitted in 2010-2011 as an energy demonstration site and energy-focused education institution. The organization is committed to providing the community with cutting-edge scientific information, innovation and education, and to collaboration with like-minded organizations in our city and region. The missions and educational focus of 4CORE and the Powerhouse are well-aligned, and together, we can strengthen our work and support shared resources.

Please accept this letter as an indication of our full support for 4CORE's proposals for support of the Rainwater Harvesting Demonstration Site program.

Sincerely,

Lexie Stetson-Lee
Deputy Director, Powerhouse Science Center
1333 Camino Del Rio
Durango, CO 81301
lexie@powsci.org (970) 259-9234 x 101



| Water Efficiency Grant Fund | |
|---|--|
| Scope of Work | |
| Project Name: | Rainwater Harvesting Demo Sites |
| Grant Applicant: | 4CORE (Four Corners Office for Resource Efficiency) |
| <p>The scope of work shall state the purpose and primary features of the project, end products to be delivered, clear timelines and provide a detailed narrative of all tasks to be performed for completion of plan. (Timelines must include 50 and 75% progress reports and final plan submission.) Each task within the scope of work must:</p> <ul style="list-style-type: none">• Be numbered• Contain a detailed description of work to be performed• Identify those responsible for performing the task• Identify funding sources, such as; grant monies, entity funds, in-kind services, and cash contributions, necessary to complete the task. <p>The <i>2018 HomeH2O Program</i> goal is to provide permanent demonstration sites for regional residents with water conservation education, information signs and rainwater collection barrels to showcase water-saving outdoor use, and the methods and techniques for safe, legal and affordable rainwater harvesting. <i>HomeH2O</i> consists of three elements 1) provide the design, construction and installation of three rainwater harvesting demonstration sites at the Pine River Library Community Garden in Bayfield, Colorado, Bayfield Elementary School and at the Powerhouse Science Center in Durango 3) provide seven presentations about rainwater harvesting at the installed demonstration sites and ribbon cutting ceremonies at the demonstration sites.</p> <p>4CORE's goal is to create a replicable model for other regions and entities to promote water conservation education and effective rain water harvesting techniques that will engage youth and adults in instituting water conservation practices.</p> <p>4CORE will work with our site partners to provide the age-appropriate signs, information and designs at the locations. Six water conservation and rainwater collection presentations will be given; one in Durango and three in Bayfield by rainwater harvesting professional, Doug Pushard from HarvestH2O in Santa Fe. three(3) more presentations will be given at the time of installation at each of the sites.</p> <p>Objectives: (List the objectives of the project) The objective for the 2018 <i>HomeH2O Program</i> is to provide the education and active rainwater harvesting sites in high-traffic locations that demonstrate the hands-on experience of water collection. The sites will offer conservation resources and support visitors with the practice of an active display for both children and adults. The 2018 <i>HomeH2O Program</i> will ultimately reinforce the region's water conservation and sustainability goals related to the following objectives:</p> <ul style="list-style-type: none">• Educate young and old participants about rainwater conservation and rainwater collection techniques• Reduce the effect of runoff pollution of rivers, creeks and ponds.• Divert water from the municipal storm drain systems.• Conserve this vital natural resource.• Provide the means for outdoor watering without using potable water.• Provide safe, healthy and effective means for rainwater collection.• Provide best practices to control moisture levels around the foundation of homes. <p>Secondary Goals:</p> <ol style="list-style-type: none">1. Provide a teaching opportunity for school children that participate in the Bayfield Elementary School Garden Program with age-appropriate demonstration information and the ability to engage in collecting and distribute water.2. 400-600 students at Bayfield elementary will be actively engaged with the site installation and the benefits of rain water collection. The goal is to educate youth and have them adopt water conservation practices for their garden at school and take the information home to their | |



families.

3. Ensure that visitors to each of the sites have a clear, informative overview of water conservation techniques and an understanding of how to create their own system at their homes.

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ARTICLE 20.LOCAL GOVERNMENT REGULATION OF LAND USE
PART 3. ADEQUATE WATER SUPPLY

| Tasks |
|---|
| Provide a detailed description of each task using the following format: |
| <u>Task 1 - Site Design and Partner Collaboration</u> |
| Description of Task: <p>Meet with three site partners about design ideas and installation. Assess the information needs for the sign and interpretive data specific to the target audience (children or adults). Determine location and site specifications for installation of system and signs. Complete designs for demonstration sites. Work with graphic designer for information and sign designs and layout for each site. Design will include working with an installation crew for technical specifications.</p> <ul style="list-style-type: none">• Organize meetings with three site partners to discuss timeline and provide overview for installations.• Determine site specifications and location• Encourage site partners to engage their stakeholders and volunteer for installation• Create a team of elementary students and teachers to help with water conservation education and the installation at the school.• 4CORE will provide the technical information to a graphic designer to create the info graph sign that is appropriate for two age groups; the children’s sign at the Bayfield Elementary school, and the remaining two locations geared towards the general public at the Powerhouse Science Center and the Pine River Library. |
| Method/Procedure: <ul style="list-style-type: none">• Meetings at the site locations with the appropriate teams and stakeholders for installation procedures and volunteer engagement.• Work with graphic designer and sign company for sign specifications and design. Review and edit as necessary. |
| Applicant Deliverable: (Describe the deliverable the applicant expects from this task) |



| Tasks |
|--|
| <ul style="list-style-type: none">• Sign Designs• Installation specifications |
| CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task) |
| <ul style="list-style-type: none">• Sign Designs• Installation specifications |

| Tasks |
|--|
| Provide a detailed description of each task using the following format: |
| <u>Task 2 - Site Construction and Installations</u> |
| Description of Task: |
| Begin constructing demonstration site installations. Engage volunteers at sites, school children at Bayfield Elementary and site partners in construction and layout. <ul style="list-style-type: none">• Approve completed sign designs• Begin site construction and installation• Engage volunteers, school children at Bayfield Elementary and site partners in construction and installation• Complete installations by 4/20/2018 |
| Method/Procedure: |
| <ul style="list-style-type: none">• Review and approve sign designs• Submit sign designs for production• Purchase rain barrels for installation• Volunteer outreach for installation support• Install signs, gutters and rain barrels |
| Applicant Deliverable: (Describe the deliverable the applicant expects from this task) |
| <ul style="list-style-type: none">• Completed sign designs• Completed demonstration sites |
| CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task) |
| <ul style="list-style-type: none">• Photos of completed sign designs• Photos of demonstration sites |
| Tasks |
| Provide a detailed description of each task using the following format: |
| <u>Task 3 - Marketing, Education and Outreach</u> |



| Tasks |
|---|
| <p>Description of Task:</p> <p>Provide marketing advertising and outreach regarding the completion of the installation of demonstration sites and invitations to ribbon cuttings. Campaign will target town, city, county residents and school parents. The newspaper ads in the region, social media advertising and printed materials are estimated to reach at least 10,000 residents informing them of presentations and workshops. The completed water harvesting demonstration sites will be the location for presentations from water harvesting professional, Doug Pushard from HarvestH2O. The presentations will be specific to creating similar residential water catchment systems. Each site will have one presentation, one at the ribbon cutting. Bayfield Elementary will have education and demonstration both during the spring, and again in the fall with the returning students and new students including estimated amounts of water collected over the season and measureable results regarding the water collected at that location. Present one additional education and outreach presentation at all three sites over the rainwater harvesting season and meet with staff regarding ongoing maintenance. Follow up support for installations, check function and water collection. Provide details for winterization and maintenance to site hosts. Provide additional surveys for demonstration site hosts.</p> |
| <p>Method/Procedure:</p> <ul style="list-style-type: none">• Design and produce advertising for newspapers• Invite Durango TV to ribbon cuttings. Host media representatives from newspapers, organizations, TV and school and library• Ongoing social media with photos progress• Ongoing newsletter updates (over 1400 subscribers to 4CORE newsletter)• Engage site partners to provide additional media support with social media and their stakeholders• Set date and time for presentation with teachers and students at the school• Determine presentation and ribbon cutting dates• Create invitations• Provide ribbon cutting ceremonies at each location• Host water harvesting professional, Doug Pushard from HarvestH2O for education presentations• Supply refreshments• Collect contact information from participants at presentations• Present the "how-to" for simple rainwater harvesting at the demonstration sites• Distribute surveys to attendees. Distribute surveys at site locations and online with email contact info for site partners, volunteers and participants.• Provide maintenance flyer• Review maintenance with appropriate site staff or volunteer• Visit all sites to check on function, answer questions or address problems that may have occurred.• Create a new presentation for Bayfield Elementary about the results of one season of water harvesting in the fall of 2018 |
| <p>Applicant Deliverable: (Describe the deliverable the applicant expects from this task)</p> <ul style="list-style-type: none">• Ads• Presentation Flyers• Social Media Posts• Videos• Photos of events and ribbon cutting• Stakeholder engagement at presentations• Provide maintenance flyer• Lists of attendees• 4CORE Newsletters |



| Tasks |
|---|
| <ul style="list-style-type: none"> Accounting of problems or concerns with site partners Address and fix any problems at demonstration sites New water harvesting enthusiasts have signed up with contact information Presentation outline and data for Bayfield Elementary fall program Event for Bayfield school in the fall 2018 |
| CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task) |
| <ul style="list-style-type: none"> Published Ads Presentation Flyers Provide maintenance flyer Lists of attendees Social Media Posts 4CORE Newsletters Videos Photos of events and ribbon cutting Accounting of problems or concerns with site partners New water harvesting enthusiasts have signed up with contact information Completed event for Bayfield school children in the fall with documentation |

| Tasks |
|--|
| Provide a detailed description of each task using the following format: |
| <u>Task 4 - Data Collection</u> |
| Description of Task: |
| Data collection at each of the water demonstration sites to estimate the number of gallons collected over the season. 4CORE will review with the site partners and maintenance staff the successes and challenges and collect the survey data. Collect online surveys and written surveys from presentations. Photograph and provide videos of the completed projects and interviews. Provide ongoing photos and videos of progress. |
| Method/Procedure: |
| <ul style="list-style-type: none"> Collect data from each of the site partners about the amount of water collected Interview site partners about successes and challenges and suggestions going forward Interview teachers and students |
| Applicant Deliverable: (Describe the deliverable the applicant expects from this task) |
| <ul style="list-style-type: none"> Video interviews with site partners, teachers and students Data from each site on the amount of rainwater harvested in the season Compilation of successes and challenges |
| CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task) |



| Tasks |
|--|
| <ul style="list-style-type: none"> • Create/edit videos Interviews with site partners, teachers and students • Data from each site on the amount of rainwater harvested in the season • Compilation of successes and challenges |

| Tasks |
|---|
| Provide a detailed description of each task using the following format: |
| <u>Task 5 - Reporting</u> |
| Description of Task: |
| Compilation of quarterly progress reports with photos and media updates on construction. Final tally including the number of participants at presentations and the number of estimated gallons collected during the season at each site location. Provide final report with all collected media, interviews successes, challenges and water data. |
| Method/Procedure: |
| <ul style="list-style-type: none"> • Create and submit quarterly progress reports • Photograph progress • Collect surveys compile comments and data for reporting • Compile water collection data from each of the site partners • Write report; successes and challenges, data, suggestions and surveys results |
| Applicant Deliverable: (Describe the deliverable the applicant expects from this task) |
| <ul style="list-style-type: none"> • Quarterly progress reports • Ongoing photos for quarterly reports • Ongoing published media on projects • Final written report with results • Final Survey compilation • Final interviews photos and video |
| CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task) |
| <ul style="list-style-type: none"> • Quarterly progress reports submitted • Ongoing photos for quarterly reports • Ongoing published media for events • Final written report with data and results • Final Survey compilation • Final interviews documented, photos and final videos for report |



Budget and Schedule

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

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

Reporting Requirements

Reporting: The applicant shall provide the CWCB a Progress Report at 50% & 75% completion of the project. The Progress Report shall address the following:

- the success of meeting previously identified goals and objectives
- obstacles encountered
- preliminary findings or accomplishments
- potential need for revisions to the scope of work and timelines

(The CWCB may withhold reimbursement until satisfactory Progress Reports have been submitted.)

Final Deliverable: At the completion of the project, the applicant shall provide the CWCB a final report on the applicant's letterhead including a review of the activities completed, an estimate of actual water savings realized (for covered entities), and other information that is relevant to the Board's record of the Project and future use of the Project outcomes.

The CWCB will withhold the last 10% of the grant request until 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 purchase order or contract will be closed without any further payment.



Water Efficiency Grant Fund

BUDGET & SCHEDULE

Project Name: Rain Water Harvesting Demo Sites

Applicant: 4CORE

| Task No. | Description | Start Date ⁽¹⁾ | End Date | Staff: Program Mgr (Provide hours & hourly rate) ² | | Staff: Exec. Dir. (Provide hours & hourly rate) ² | | Consultant (Provide hours & hourly rate) ² | | Demo Site Installation/ Materials | Matching Funds (Cash & In-kind) ² | | In Kind | WEGF Grant Request | Total |
|--------------|-------------------------------------|---------------------------|-----------|--|---------------|---|-----------------|--|-----------------|---|---|---------|-----------------|-----------------------|------------------|
| | | | | Hours | Sub Total | Hours | Sub Total | Hours | Sub Total | | Cash | In-Kind | | | |
| 1 | Site Design | 3/1/2018 | 3/30/2018 | | | 60 hours at \$30/hour | 1,800.00 | 20 hours at \$80/hour | 1,600.00 | 5,400.00 | 3,300.00 | | | 5,500.00 | 8,800.00 |
| 2 | Site Construction & Installation | | 5/30/18 | | | 44 hours at \$30/hour | 1,320.00 | | | 600.00 | 1,120.00 | | | 800.00 | 1,920.00 |
| 3 | Marketing, Education & Outreach | | 10/28/18 | | | 24 hours at \$30/hour | 720.00 | | | 1,765.00 | 960.00 | | | 1,525.00 | 2,485.00 |
| 4 | Data Collection | | 11/19/18 | 20 hours at \$20/hour | 400.00 | 84 hours at \$30/hour | 2,520.00 | 4 events at \$500 each | 2,000.00 | | 2,280.00 | | 1,080.00 | 2,640.00 | 6,000.00 |
| 5 | Grant Reporting | | 1/16/23 | 9 hours at \$20/hour | 180.00 | 57 hours at \$30/hour | 1,710.00 | | | | 1,347.50 | | | 542.50 | 1,890.00 |
| 5.1 | Program Administration | | | | | | | | | | 987.50 | | | | 987.50 |
| Total | | | | | 580.00 | | 8,070.00 | - | 3,600.00 | 7,765.00 | 9,995.00 | - | 1,080.00 | 11,007.50 | 22,082.50 |

(1) Start Date for funding under \$50K ~ 30 Days from Application Submittal; Start Date for funding over \$50K ~ 30 Days from Board Approval.

(2) Please insert additional columns if needed for additional staff working on project.

Project may begin as soon as the grantee enters contract/purchase Order

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