



Last Update: October 20, 2017

Colorado Water Conservation Board
Water Efficiency Grant Fund
Grant Application

Instructions
All WEGF grant applications shall conform to Grant Guidelines. Please do not recycle previously used applications; download a current version directly from CWCB .
If you have questions, please contact CWCB staff:
Ben Wade Ben.wade@state.co.us 303-866-3441 ext 3238

WEGF Submittal Checklist (Required)	
<input type="checkbox"/>	I acknowledge I have read and understand the WEGF Criteria and Guidelines.
Attachments	
<input type="checkbox"/>	Scope of Work ⁽¹⁾ (<i>Word – see Template</i>)
<input type="checkbox"/>	Budget & Schedule ⁽¹⁾ (<i>Excel Spreadsheet – see Template</i>)
<input type="checkbox"/>	Letters of Support (For Public Education/Outreach Grants)
Contracting Documents (For Public Education/Outreach Grants)	
<input type="checkbox"/>	W-9 ⁽²⁾
<input type="checkbox"/>	Certificate of Insurance ⁽²⁾ (General, Auto, & Workers' Comp.)

(1) Required with application if applicable.

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

CWCB Board Meeting Schedule (only <u>IF</u> grant request is \$50,000 or more):	
CWCB Meeting	Application Submittal Dates
January	December 1
March	February 1
May	April 1
July	June 1
September	August 1
November	October 1

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Water Efficiency Project Summary	
Name of Applicant	City of Aspen
Name of Grant Project	City of Aspen Water Efficient Landscaping Ordinance Implementation
WEGF Grant Request Total	\$48,923
In-Kind Match	\$12,610
Cash Match	\$
Total Project Costs	\$61,533

Applicant Information	
Name of Applicant	City of Aspen
Mailing Address	Water Department 130 S. Galena Street Aspen, CO 81611
Applicant's Organization Contact ⁽¹⁾	Lee Ledesma
Position/Title	Utilities Finance and Administrative Services Manager
Email	lee.ledesma@cityofaspen.com
Phone	970.429.1975
Grant Management Contact ⁽²⁾	<u>Lee Ledesma</u>
Position/Title	Utilities Finance and Administrative Services Manager
Email	lee.ledesma@cityofaspen.com
Phone	970.429.1975
Name of Consultant (if applicable)	Beorn Courtney, ELEMENT Water Consulting, Inc.
Mailing Address	P.O. Box 140785 Denver, CO 80214
Position/Title	President, Water Resources Engineer
Email	bcourtney@elementwaterinc.com
Phone	303.481.2365

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



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Organizations & Individuals Assisting on the Project

A list of the organizations and/or individuals including those hired or otherwise retained by the entity that will assist in the project, and a written statement of their role and contributions

City of Aspen: Applicant

The City of Aspen will act as the applicant for this project and will oversee and coordinate project progress with all involved organizations.

Roaring Fork Conservancy: Program Assistance

Roaring Fork will support WaterNow Alliance and City of Aspen in public outreach, training assistance, development of materials, and other administrative activities. Work conducted by Roaring Fork staff will be considered in-kind services in support of this grant.

ELEMENT Water Consulting, Inc: Technical Support and Project Coordination

ELEMENT will support the City of Aspen with project technical support and grant administration. This will include program content development, technical support with Efficient Landscaping Standard implementation, and project coordination.

WaterNow Alliance: Landscape Certification Program Training

WaterNow Alliance will support the City of Aspen with coordination of, outreach for, and presentation of the initial landscaping certification training session.

Type of Eligible Entity (check one)

<input checked="" type="checkbox"/>	Covered Entity: as defined in Section 37-60-126 Colorado Revised Statutes Public
<input type="checkbox"/>	Non-covered Entity
<input type="checkbox"/>	State or Local Governmental Entity
<input type="checkbox"/>	Public or Private Agency: entity whose primary purpose includes the promotion of water resource conservation. Please disclose your organizational structure and charter (or equivalent)

Type of Project (check one)

<input type="checkbox"/>	Drought Management Plan
<input type="checkbox"/>	Drought Management Implementation
<input type="checkbox"/>	Water Efficiency Plan
<input checked="" type="checkbox"/>	Water Efficiency Implementation
<input type="checkbox"/>	Public Education & Outreach

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Location of Entity

Please provide the county and applicants (if needed) location identified by SWSI (Statewide Water Supply Initiative)

Basin	Colorado River
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Retail Water Delivery over Past 5 Years

Please identify retail water delivery by the entity for each of the past five years (in acre feet) and additional information characterizing past water use by sector (e.g., residential, commercial, industrial, irrigation) and source (e.g., surface water, groundwater, etc.).

Treated Water Use (AF/yr)	2012	2013	2014	2015	2016
Commercial/Industrial	647	626	648	667	639
Irrigation	85	75	80	79	84
Other	484	381	315	395	410
Residential MF	485	483	531	521	518
Residential SF	1,390	1,265	1,262	1,177	1,257
Utility/Municipal	129	124	100	107	112
Total Water Use	3,220	2,954	2,935	2,946	3,021

Most Aspen's supplies are surface water with minimal supplies from three groundwater wells. Data provided in the table above are taken from Aspen's 2015 Water Efficiency Plan (WEP) and 1051 reporting.

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Projections of Future Annual Retail Demand

A reasonable estimate must be submitted with detailed projections of future annual retail demand for the next five years based on predicted population (provide source of data), building permits, expected new taps, and/or some other credible information

Year	Full Time Population (#)	Water Use (AF/yr)
2017	10,888	3,277
2018	11,019	3,308
2019	11,151	3,340
2020	11,285	3,372
2021	11,421	3,404
2022	11,558	3,437
2023	11,696	3,470
2024	11,837	3,504
2025	11,979	3,538

*Based on "passive" forecast from 2015
WEP, not including non-revenue water.

Background Characterizing the Water System

Current and past system wide and single family residential per capita water use for the last five years, and the basis for those calculations.

Treated Water Use (AF/yr)	2012	2013	2014	2015	2016
Residential MF	485	483	531	521	518
Residential SF	1,390	1,265	1,262	1,177	1,257
Total Water Use	3,220	2,954	2,935	2,946	3,021
Full-Time Population (#)	10,258	10,381	10,506	10,632	10,760
Calculated system-wide gpcd	280	254	249	247	251
Calculated SF residential gpcd	121	109	107	99	104

Data provided in the table above are from Aspen's 2015 WEP and 1051 reporting.



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Potential Growth – Population

Provide population for the past five years, current year and 10-year population projection served by the entity and the source of this information

Year	Pop (#)
2012	10,258
2013	10,381
2014	10,506
2015	10,632
2016	10,760
2017	10,888
2018	11,019
2019	11,151
2020	11,285
2021	11,421
2022	11,558
2023	11,696
2024	11,837
2025	11,979

Data provided in the table above are from Aspen's 2015 WEP and 1051 reporting.

Estimated Water Savings Goals

Estimate water savings goals to be achieved through implementation of the Plan in acre feet and as a percentage.

Funding from this Water Efficiency Plan Implementation Grant will be used to support programs identified in Aspen's 2015 WEP that focus on outdoor water efficiency, including implementation of landscape ordinance for new construction. Additionally, certification of landscape professionals generally raises the level of awareness of the importance of water management and best management practices not only for Aspen, but for landscape professionals working throughout the Roaring Fork valley, and was an identified program under the 2015 Roaring Fork Watershed Regional Water Efficiency Plan.

Aspen estimates that there will be over 2,000 new and reinstalled landscapes in its service area by the year 2035. Using the water budget aspect of the Water Efficient Landscaping Standards that are currently being implemented under the pilot program, Aspen estimates that there could be up to a 14% reduction in water use relative to recently submitted landscaping plans *prior to* the pilot program, resulting in up to 55 acre-feet of water saved by 2035. However, there is the potential for more significant savings beyond just the amount achievable through the water budget that are likely to result through irrigating landscaping more efficiently, reducing runoff, and other improved management practices as a result of an increase in certified landscape professionals working in the Aspen area and throughout the Roaring Fork valley.

Estimated Water Savings Goals - Monitoring

Indicate how the activities will be monitored to estimate actual water savings during Project implementation (Implementation & Public Education/Outreach Projects)

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Estimated Water Savings Goals - Monitoring

Landscaping professionals certified through Aspen's QWEL program will be recorded and tracked through a web-based database managed by Aspen and the certifying organization. Properties with new landscaping installed under Aspen's Water Efficient Landscape Ordinance pilot program will be audited by certified third party contractors. Over time, as more landscape professionals in the Aspen area become certified, more new development landscape and irrigation systems will also be installed by certified landscape professionals in compliance with the Water Efficient Landscaping Standards. Providing a local certification program to facilitate having certified auditors available to provide these services is the primary purpose of this grant.

As landscaping plans have been submitted under the Pilot Program, the City has and continues to evaluate potential water savings through the water budget aspect of the Water Efficient Landscaping Standards. Additional information and perspective on the savings potential will also become available as audits of new landscapes and irrigation systems become available through the independent, certified third-party audits.

Drought Impacts (Drought Management Planning Grants Only)

Description of the impacts experienced by the covered entity, or state or local governmental entity, during the 2000-2003 & 2012-2014 drought including a breakdown by water use sector (e.g. municipal, commercial, industrial, irrigation, etc.) of those adverse impacts and steps taken to address 2002- 2003 drought impacts to date. Include short term and long-term impacts, as well as social and economic impacts where applicable and as feasible.

Adequacy, Stability, and Reliability

Explain the adequacy, stability, and reliability of the entity's water system and provide the entities location with respect to areas of current and future water needs as identified by the Statewide Water Supply Initiative (SWSI).



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Adequacy, Stability, and Reliability

Aspen's 2015 WEP describes the adequacy, stability, and reliability of the City's water system. As described in that plan "While the historical dry year yield of the City's water rights appear sufficient to meet current and forecast future demands, the dry year supply figure is misleading. The City, unlike many Colorado municipalities, does not have a significant water storage component to its water system that would allow it to store water supplies when they are available, and release stored water when it is needed. Storage allows a water provider to retime deliveries of water supplies to match water deliveries with demands.¹ Without storage, the City is dependent upon streamflow availability at its river diversion points. Streamflow is susceptible to annual variation and changing conditions, including diurnal streamflow fluctuations, as well as catastrophic events such as landslides, fires or other events that can prevent diversion from Castle Creek or Maroon Creek for some period of time. For Aspen, the water supply is most vulnerable in the late summer, after the snowmelt runoff period when landscape irrigation demands are still high. Furthermore, the available water supply is limited by Aspen's commitment to actions to protect decreed instream flows, continue the effectiveness of conservation programs, as well as to implement water supply improvements already underway.

While the City's supplies appear to be sufficient for current and future demands under historical hydrology conditions, without storage, a change in the volume or timing of streamflow and/or demand growth beyond the levels currently projected (this plan considers growth in demand through 2035 while the City's water planning extends to 2065) would result in the City having a water supply issue in dry years.

The Roaring Fork Watershed Regional WEP identified water efficient landscape professional certification as a program that would benefit from regional scale implementation. Aspen has initiated discussions with other local water providers regarding the potential to expand the program regionally and has engaged the Roaring Fork Conservancy in the QWEL program development to help support and facilitate this goal.

Water efficient landscaping professional certification programs and related education is also recommended in Colorado's Water Plan and is identified as Best Management Practice No. 8 in the Colorado WaterWise Guidebook of Best Management Practices for Municipal Water Conservation in Colorado (2010), SWSI 2010, and subsequently the Water Plan identified the need for local and state regulations and ordinances in order to achieve the high conservation strategy. The Colorado River Basin Implementation Plan also recommended model-basin and statewide land-use planning guidelines that focus on water conservation and water-efficient land-use development.

Outreach Goals & Efforts

Identify the groups, individuals, organizations and/or institutions that will be included within the education and outreach efforts to be proposed as the Project.

Identify the specific goals of the Project (e.g., identify target audience(s) to reach, policy changes, outcomes of educational efforts, etc.) with respect to promoting the benefits of water resource conservation and water efficiency through education and outreach activities. Make note of how the goals of the Project tie to the mission and objectives of the CWCB and its programs (Colorado Water Plan/Basin Implementation Plans), as appropriate.

Identify in detail the specific activities and tasks to be funded with the Water Efficiency Grant Program monies, including all meetings, workshops, fairs, printings, mailings and all other tasks and activities that will be used to promote the benefits of water resource conservation and water efficiency.



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Outreach Goals & Efforts

Under this project, the City of Aspen, WaterNow Alliance, ELEMENT Water Consulting, and Roaring Fork Conservancy will all contribute to outreach and education efforts to support Aspen's Efficient Landscaping Standards and Landscape Professional Certification Program, all in support both of Aspen's Water Efficiency Plan and the Roaring Fork Regional Water Efficiency Plan. The targeted audience for this effort is the landscape and irrigation professional community. Outreach materials will be focused on marketing and recruiting these professionals to attend the initial QWEL certification training session as requested in this grant application. The training session will be led by WaterNow Alliance with support from Roaring Fork Conservancy, with the aim to educate landscape professionals on local water conditions and efficient landscape and irrigation practices and to support Aspen's Water Efficient Landscape Ordinance by producing certified landscape professionals that are available to provide third-party audits of new landscapes installed under the City's pilot program. The grant funds will be used for the initial multi-day QWEL training and testing session, including printed reference manuals and exams.

As described in previous sections of this grant request application, water efficient landscape professional certification is recommended in Colorado's Water Plan, is identified as Best Management Practice No. 8 in the Colorado WaterWise Guidebook of Best Management Practices for Municipal Water Conservation in Colorado (2010), and supports the municipal water conservation programs recommended in the Colorado River Basin Implementation Plan.

Signature of an individual with the authority to commit the resources of the entity seeking Water Efficiency Grant program monies.

Name/Title

Lee Ledesma
Utilities Finance & Admin Manager

4/26/2018

Date



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Water Efficiency Grant Fund	
<u>Scope of Work</u>	
Date:	April 23, 2018
Project Name:	City of Aspen Water Efficient Landscaping Ordinance Implementation
Grant Applicant:	The City of Aspen
<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.	
Objectives: (List the objectives of the project)	
<p>The main project objective is to continue the ongoing support and implementation of the City of Aspen's Water Efficient Landscaping Ordinance, developed as part of Aspen's Water Efficiency Plan Implementation, to continue to support and enforce efficient landscaping and irrigation design and installation. Ultimately, Aspen's Water Efficient Landscaping Ordinance supported the development of Aspen's Water Efficient Landscaping Standards, which were developed with CWCB WEGF support and focus on landscaping water budgets, irrigation system design and installation, and field audits. Through the implementation of the Water Efficient Landscaping Standards, outdoor efficiency will increase over time, reducing the City's outdoor per-capita use. This Standard promotes water conservation, prevents water waste, and protects water quality. Managing outdoor landscaping demands through land use ordinances for new development is being considered and pursued throughout Colorado and provides an opportunity to reduce the impact from future demands. This effort will focus mainly on the preparation and implementation of the initial training session for Aspen's newly-adopted Qualified Water Efficient Landscaper (QWEL) professional certification, and will include other targeted efforts in direct support of the Water Efficient Landscaping Ordinance. Both Professional Landscaper Certification and Water Efficient Landscaping Ordinances are directly supported by the City of Aspen's Water Efficiency Plan as well as the Roaring Fork Watershed Regional Water Efficiency Plan.</p>	

Tasks
Provide a detailed description of each task using the following format:
<u>Task 1</u>
Description of Task: QWEL Initial Training and Ongoing Landscape Ordinance Support



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Tasks
<p>Work completed under this task will include technical support for implementing Aspen's Water Efficient Landscaping Standards, technical and local revisions to QWEL Landscape Certification curriculum and materials for select topics for use in both the initial and ongoing trainings, water budget analyses, and technical support for grant administration including development of progress reports.</p>
<p>Method/Procedure:</p>
<p>Prior to this grant application submittal, the QWEL program's first curriculum module, "Where Your Water Comes From", was modified and submitted for approval to the QWEL Parent Certifying Organization (PCO) Board by the City of Aspen with support from ELEMENT. Additionally, QWEL curriculum Module 4 "Landscape Water" was investigated and preliminary content recommendations were documented.</p> <p>As part of the work to be supported by this grant application, QWEL PCO-approved modifications to the Module 1 presentation will be incorporated into the program's Reference Manual, which is provided to landscaping professionals attending the training. Modifications to Module 4 will be reviewed and incorporated into the presentation and Reference Manual through this effort. These content revisions will directly support the initial Certification Training Session included in this grant application.</p> <p>In direct support of Aspen's Water Efficient Landscape Ordinance, ELEMENT will analyze historical water use versus irrigated area delineations for a sample of properties with new or redeveloped landscapes. The results of the above analysis will be compared to the water budget component of Aspen's standards under the Water Efficient Landscaping Ordinance.</p> <p>This entire effort is intended to support activities described in both the City of Aspen and the Roaring Fork Regional Water Efficiency Plans as well as the Aspen Water Efficient Landscape Ordinance. The Water Efficient Landscaping Standards are being piloted in support of these documents and include water budget and irrigation systems audits. While most tasks support the Professional Landscape Certification Program directly, all efforts must be consistent in the messaging and approach to support Aspen's water efficiency program. Part of this task will be tying efforts associated with this grant application back to the Water Efficiency Plan objectives as well as the Ordinance requirements. With these objectives in mind, ELEMENT will provide Aspen with project support and oversight through all subsequent tasks. Written progress reports will be developed and submitted by the City of Aspen with support from ELEMENT. Reports will include an update on the status of the project, success of meeting previously identified goals and objectives, obstacles encountered, preliminary findings/accomplishments, and potential need for revisions to scope of work and timelines.</p>
<p>Applicant Deliverable: (Describe the deliverable the applicant expects from this task)</p>
<ul style="list-style-type: none">• Revised QWEL Module 4 presentation• Revised QWEL Modules 1 and 4 Reference Manual sections/amendment documents• Targeted Water Budget Analyses• Progress reports submitted at 50% and 75% of project completion as well as final report submission
<p>CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)</p>
<ul style="list-style-type: none">• Task progress and update included in submitted 50% Progress Report. Estimated submittal of July 20, 2018.• Task progress and update included in submitted 75% Progress Report. Estimated submittal of August 31, 2018.• Task progress and update included in submitted Final Report. Estimated submittal of November 30, 2018.• Revised QWEL Modules 1 and 4 Reference Manual sections/amendment documents



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Tasks
Provide a detailed description of each task using the following format:
<u>Task 2</u>
Description of Task: QWEL Program Initial Training Session Preparation
Work completed under this task will include activities associated with the preparation of materials for the initial QWEL training session, marketing and outreach for the initial QWEL training session, coordination of parties conducting and supporting initial QWEL training session, QWEL Program Onboarding Fee, and class correspondence.
Method/Procedure:
The City of Aspen will work with WaterNow Alliance, a non-profit organization based out of San Francisco, and the Roaring Fork Conservancy to prepare for and advertise the initial QWEL Certification training session. Classroom materials including printed Reference Manuals, exams, agendas, as well as physical sample irrigation and metering equipment will be prepared and organized for the initial training session. The initial training session and classroom location will be selected and scheduled. These organizations will work together to define the target audience and develop an outreach and marketing approach for advertising the training session. Outreach activities will be implemented and included in this task. Class enrollment and all communication prior to the initial training session is included under this task. Work completed by Aspen and Roaring Fork Conservancy will serve as the in-kind match for this grant. Also included under this task is the QWEL Program “onboarding fee” for Aspen to complete their approval as an adopting Parent Certifying Organization through QWEL, as well as a Trust for Conservation Innovation Administration Fee as agreed upon by Aspen and payable to WaterNow Alliance as part of their contract terms.
Applicant Deliverable: (Describe the deliverable the applicant expects from this task)
<ul style="list-style-type: none">• Outreach materials to advertise initial QWEL training session• Printed training session materials• Scheduled training session
CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)
<ul style="list-style-type: none">• Task progress and update included in submitted 50% Progress Report. Estimated submittal of July 20, 2018.• Task progress and update included in submitted 75% Progress Report. Estimated submittal of August 31, 2018.• Task progress and update included in submitted Final Report. Estimated submittal of November 30, 2018.•

Tasks
Provide a detailed description of each task using the following format:
<u>Task 3</u>
Description of Task: Initial QWEL Training Session



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Tasks
Work completed under this task will include all activities associated with the initial QWEL Certification training session and exam administration.
Method/Procedure: The City of Aspen will work with WaterNow Alliance and the Roaring Fork Conservancy to host and conduct the initial QWEL Certification training session. Work associated with this task will include roughly two and a half days of in-class instruction (which includes a field component for a landscaping audit) from WaterNow Alliance staff with support from Roaring Fork Conservancy, in-class materials review, and a proctored exam. This task also includes anticipated travel expenses for WaterNow Alliance staff.
Applicant Deliverable: (Describe the deliverable the applicant expects from this task) <ul style="list-style-type: none">• Completed initial QWEL Certification training session• Completed participant exams
CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task) <ul style="list-style-type: none">• Task progress and update included in submitted 50% Progress Report. Estimated submittal of July 20, 2018.• Task progress and update included in submitted 75% Progress Report. Estimated submittal of August 31, 2018.• Task progress and update included in submitted Final Report. Estimated submittal of November 30, 2018.

Tasks
Provide a detailed description of each task using the following format:
<u>Task 4</u>
Description of Task: Initial Training Follow Up and Ongoing Support Work completed under this task will include follow-up activities following the initial QWEL Certification training session, program review and evaluation, and ongoing engagement with newly certified landscape professionals.
Method/Procedure:



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Tasks
<p>The City of Aspen will work with WaterNow Alliance and the Roaring Fork Conservancy following the initial training session to complete session wrap-up activities and complete an evaluation of the initial training session. WaterNow Alliance, with assistance from Roaring Fork Conservancy staff, will grade exams from the initial training session and record passing professionals in an online managed certification database. Course evaluations provided by the initial session participants will be reviewed and recommendations provided by WaterNow Alliance to the Aspen staff. Using this and other input, internal evaluations and program recommendations will be developed by Aspen staff and Roaring Fork Conservancy. Landscape professionals certified through the initial training session will register online, and WaterNow Alliance will assist Aspen in tracking professionals' continuing education credits and will develop outreach materials for these professionals to include continuing education credit opportunities.</p>
<p>Applicant Deliverable: (Describe the deliverable the applicant expects from this task)</p> <ul style="list-style-type: none">• Graded exams• Certified landscape professionals populated database• Quarterly outreach materials sent to certified landscape professionals
<p>CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)</p> <ul style="list-style-type: none">• Task progress and update included in submitted 50% Progress Report. Estimated submittal of July 20, 2018.• Task progress and update included in submitted 75% Progress Report. Estimated submittal of August 31, 2018.• Task progress and update included in submitted Final Report. Estimated submittal of November 30, 2018.

Budget and Schedule
<p>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.</p>
<p>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.</p>

Reporting Requirements
<p>Reporting: The applicant shall provide the CWCB a Progress Report at 50% & 75% completion of the project. The Progress Report shall address the following:</p> <ul style="list-style-type: none">• 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 <p>(The CWCB may withhold reimbursement until satisfactory Progress Reports have been submitted.)</p>
<p>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</p>



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Reporting Requirements

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.



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Water Efficiency Grant Fund

BUDGET & SCHEDULE

Prepared Date: April 23, 2018

Project Name: City of Aspen Water Efficient Landscaping Ordinance Implementation

Applicant: The City of Aspen

Task No.	Description	Start Date ⁽¹⁾	End Date	Consultant (Provide hours & hourly rate):										WEGF Grant Request	Total
				Hours	Rate	Sub Total	Hours	Rate	Sub Total	Additional Costs	In-Kind Hours	In-Kind Rate	In-Kind Sub Total		
<u>1</u>	<u>QWEL Initial Training and Ongoing Landscape Ordinance Support</u>	23-May-18	30-Nov-18	130	\$ 130.00	\$ 16,900.00	50	\$ 170.00	\$ 8,500.00		24	\$ 65.00	\$ 1,560.00	\$ 25,400.00	\$ 26,960.00
<u>2</u>	<u>QWEL Program Initial Training Session Preparation</u>	23-May-18	31-Jul-18	50	\$ 110.00	\$ 5,500.00	10	\$ 135.00	\$ 1,350.00	\$ 5,094.00	100	\$ 65.00	\$ 6,500.00	\$ 11,944.00	\$ 18,444.00
<u>3</u>	<u>Initial QWEL Training Session</u>	1-Jun-18	31-Aug-18	24	\$ 110.00	\$ 2,640.00	22	\$ 135.00	\$ 2,970.00	\$ 3,304.00	96	\$ 65.00	\$ 6,240.00	\$ 8,914.00	\$ 15,154.00
<u>4</u>	<u>Initial Training Follow-Up and Ongoing Support</u>	1-Jul-18	30-Nov-18	23	\$ 110.00	\$ 2,530.00	1	\$ 135.00	\$ 135.00		40	\$ 65.00	\$ 2,600.00	\$ 2,665.00	\$ 5,265.00
Total													\$16,900	\$48,923.00	\$65,823

(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).