



COLORADO

**Colorado Water
Conservation Board**

Department of Natural Resources

1313 Sherman Street, Room 718
Denver, CO 80203

January 23, 2018

Tom Cech
Metropolitan State University of Denver - One World One Water Center
PO Box 173362, Campus Box 8
Denver, CO 80217

RE: CWP GRANTS - OFFICIAL NOTICE TO PROCEED - POGG1 201800000682 -
Metropolitan State University of Denver - WaterWise Circa 2018: Water Theatre
Company

Dear Mr Cech,

This letter is to inform you that the purchase order to assist in the above Colorado's Water Plan grant project has been approved. The documents attached to the email correspondence serve as your original contract documents.

With the executed agreement, you are now able to proceed with the project and invoice the State of Colorado for costs incurred through **January 19, 2023**. Please provide the project name and POGG1 number when corresponding with or invoicing for your project along with back-up documentation of cost incurred for the portion of the grant according to the original scope of work tasks. Upon receipt of your invoice(s), the State of Colorado will provide payment no later than 30 days after review and signed approval of the project manager.

Please refer to the CWP Grant Guidelines on our website for the six month progress report and final deliverable requirements in order to avoid a delay in payment. A 30-day advance notice in an official letter of request to the CWCB project manager is required in the event you are seeking an amendment to the term of this agreement.

If you have any questions or concerns regarding the project, please contact Ben Wade, Project Manager at 303-866-3441 x3238 or at ben.wade@state.co.us. When submitting invoices and progress reports, please cc both the PM and waterplan.grants@state.co.us.

Thank you.

P 303.866.3441 F 303.866.4474 www.cwcb.state.co.us

John W. Hickenlooper, Governor | Robert Randall, DNR Executive Director | Rebecca Mitchell, CWCB Director





STATE OF COLORADO
Department of Natural Resources

ORDER		** IMPORTANT **				
Number: POGG1 PDAA 201800000682		The order number and line number must appear on all invoices, packing slips, cartons and correspondence				
Date: 01/19/18						
Description: Water Plan Grant MSU Denver Education and Outreach		BILL TO				
Effective Date: 01/19/18 Expiration Date: 01/19/23		COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
BUYER		SHIP TO				
Buyer:		COLORADO WATER BOARD CONSERVATION				
Email:		1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
VENDOR		SHIPPING INSTRUCTIONS				
METROPOLITAN STATE UNIVERSITY OF DENVER FOUNDATION INC PO BOX 173362 Campus Box 14 DENVER, CO 80217-3362		Delivery/Install Date: F.O.B: VENDOR INSTRUCTIONS:				
Contact: .						
Phone: .						
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$10,225.00	<input type="checkbox"/>
Description: Water Plan Grant MSU Denver Education and Outreach						
Service From: 01/19/18		Service To: 01/19/23				
TERMS AND CONDITIONS						
https://www.colorado.gov/osc/purchase-order-terms-conditions						
DOCUMENT TOTAL = \$10,225.00						



Colorado Water Conservation Board

Water Plan Grant - Exhibit A

Statement Of Work

Date:	7/27/17
Name of Applicant:	One World One Water Center at MSU Denver
Name of Water Project:	WaterWise Circa 2018: Water Theatre Company
Funding Source:	Aurora Water, Denver Water, City of Boulder

Water Project Overview: Please provide a summary of the proposed water project (200 words or less).

In 2014 the One World One Water Center at Metropolitan State University (MSU) of Denver, the Theatre Department at MSU Denver, Aurora Water, the City of Boulder and Denver Water partnered to create and implement a theatre water course at MSU Denver that explored the topic of water in Colorado. In addition to acting and ensemble performance skills, MSU Denver students in this course learned about current Colorado water issues and water supply concepts and created a 20-minute ensemble performance about protecting and conserving Colorado's water. Performances of the project were done at multiple venues for 5th and 6th graders. In 2016 and 2017 the group continued as a professional theatre company and performed their WaterWise show at three water festivals and at the Colorado Water Congress Conference in January 2017. Audience reactions to the performances have been overwhelmingly positive and the project received the "2015 Innovation in Environmental Education" award from the Colorado Alliance for Environmental Education. Grant funding from the CWCB would allow this program to continue in 2018 helping us reach over 3,000 additional students with educational water performances at the Aurora, Boulder and Denver Water Festivals.

Objectives: List the objectives of the project.

1. Increase 5th and 6th grader's Colorado Water knowledge through a polished, informative and creative theatre performance at the Aurora Boulder and Denver Water Festivals in May 2018.
 - All of the college level performers in the ensemble are knowledgeable about current Colorado water concepts including but not limited to, source water and watershed protection, water pollution prevention and water conservation techniques
 - WaterWise 2018 performances convey this information using a memorable, creative approach
 - 5th and 6th grade students learn these water concepts and are able to retain water information

Tasks

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

Task 1 – Water Festival Performances



Tasks
Description of Task:
<p>Water Utilities will update performers on current Colorado Water concepts. Performers will then update the performance piece for 2018 including any new information if necessary. Rehearsals will be held to refine and polish the WaterWise Circa 2018 performance.</p> <p>The WaterWise Circa 2018 theatre performance will be performed at the Aurora, Boulder and Denver Water Festivals in May of 2018.</p>
Method/Procedure:
<ul style="list-style-type: none">Representatives from Aurora Water, Boulder Utilities and or Denver Water will review water content of the performance and provide any new or updated information.The Theatre Director will conduct rehearsals with actors prior to May 2018 at MSU Denver.The theatre performance will be scheduled at each water festival event.
Grantee Deliverable: Describe the deliverable the grantee expects from this task
<p>WaterWise Circa 2018 Theatre Performance conveys accurate Colorado Water concepts and is well polished and ready for performances. Performances will be done at each water festival.</p>
CWCB Deliverable: Describe the deliverable the grantee will provide CWCB documenting the completion of this task
<p>The One World One Water Center at MSU Denver will provide a summary report of tasks completed including water utility content review, rehearsals conducted and administrative tasks completed.</p> <p>Denver Water, Aurora Water and Boulder Utilities will provide a summary of performances held at their water festivals along with evaluation data from audiences.</p>

Budget and Schedule
<p>This Statement of Work shall be accompanied by a combined Budget and Schedule that reflects the Tasks identified in the Statement of Work.</p>

Reporting Requirements
<p>Progress Reports: The applicant shall provide the CWCB a progress report every 6 months, beginning from the date of issuance of a purchase order, or the execution of a contract. The progress report shall describe the status of the tasks identified in the statement of work, including a description of any major issues that have occurred and any corrective action taken to address these issues. The CWCB may withhold reimbursement until satisfactory progress reports have been submitted.</p>



Reporting Requirements

Final Report: At completion of the project, the applicant shall provide the CWCB a Final Report on the applicant's letterhead that:

- Summarizes the project and how the project was completed.
- Describes any obstacles encountered, and how these obstacles were overcome.
- Confirms that all matching commitments have been fulfilled.
- Includes photographs, summaries of meetings and engineering reports/designs.

The CWCB will withhold disbursement the last 10% of the budget 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 grant will be closed without any further payment.

Payment

Payment will be made based on actual expenditures and must include invoices for all work completed. The request for payment must include a description of the work accomplished by task, an estimate of the percent completion for individual tasks and the entire Project in relation to the percentage of budget spent, identification of any major issues, and proposed or implemented corrective actions.

Project costs not covered by other grants are the responsibility of the grantee and will be eligible for CWCB funds.

Costs incurred prior to the effective date of this contract are not reimbursable. The last 10% of the entire grant will be withheld until the final deliverable has been received. All products, data and information developed as a result of this contract must be provided to CWCB in hard copy and electronic format as part of the project documentation.

Performance Measures

Performance measures for this contract shall include the following:

(a) Performance standards and evaluation: Grantee will produce detailed deliverables for each task as specified. Grantee shall maintain receipts for all project expenses and documentation of the minimum in-kind contributions (if applicable) per the budget in Exhibit B. Per Water Plan Grant Guidelines, the CWCB will withhold disbursement of the last 10% of the budget 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 grant will be closed without any further payment.

(b) Accountability: Per Water Plan Grant Guidelines full documentation of project progress must be submitted with each invoice for reimbursement. Grantee must confirm that all grant conditions have been complied with on each invoice. In addition, per Water Plan Grant Guidelines, Progress Reports must be submitted at least once every 6 months. A Final Report must be submitted and approved before final project payment.

(c) Monitoring Requirements: Grantee is responsible for ongoing monitoring of project progress per Exhibit A. Progress shall be detailed in each invoice and in each Progress Report, as detailed above. Additional inspections or field consultations will be arranged as may be necessary.

(d) Noncompliance Resolution: Payment will be withheld if grantee is not current on all grant conditions. Flagrant disregard for grant conditions will result in a stop work order and cancellation of the Grant Agreement.



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**Water Plan Grant - Exhibit B
Budget and Schedule**

Date: 7/27/17

Name of Applicant: One World One Water Center at MSU Denver

Name of Water Project: WaterWise Circa 2018: Water Theatre Company

Task No.	Task Description	Start Date⁽¹⁾	End Date	Water Project Funding Category	Grant Funding Request	Match Funding	Total
1	Water Festival Performances	1/15/2018	1/15/2022	Engagement & Innovation	\$10,225	3,000	\$13,225
							\$0
Total					\$10,225	\$3,000	\$13,225