



COLORADO

**Colorado Water
Conservation Board**

Department of Natural Resources
1313 Sherman Street, Room 718
Denver, CO 80203

July 31, 2017

Mountain Studies Institute
Attn: Marcie Bidwell, Executive Director
1309 E. 3rd Avenue, Suite 106
Durango, CO 81301

RE: Notice to Proceed – WSRF Grant – CTGG1 2018-201 Animas River Community Forum in the Southwest Basin

Dear Marcie,

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

With the executed agreement, you are now able to proceed with the project and invoice the State of Colorado for costs incurred through April 1, 2018. Please provide the project name, POGG1 number, and basin when corresponding with or invoicing for your project along with back-up documentation of cost incurred for the WSRF portion of the grant according to the original scope of work. 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 current WSRF Criteria & Guidelines on our website for the six month progress report and final deliverable requirements in order to avoid a delay in payment. A 60-day advance notice is required in the event you are seeking an additional amendment to the term of this agreement. An official letter of request to the CWCB project manager briefly describing the need for the extension, updated insurance certificates (if applicable) and an updated schedule reflecting the specific tasks that require additional time to complete is required.

If you have any questions or concerns regarding the project, please contact Megan Holcomb, Project Manager at 303-866-3441 3222 or at Megan.Holcomb@state.co.us. Please send the 6 month progress reports and invoices directly to Megan and cc me at Dori.vigil@state.co.us.

You can contact me at 303-866-3441 ext. 3250 for additional invoicing and payment disbursement questions.

Thank you.

Sincerely,

//s//

Doriann Vigil
Program Assistant II
O 303-866-3441 ext. 3250
1313 Sherman Street, Rm. 719, Denver, CO 80203
Dori.vigil@state.co.us / cwcb.state.co.com





STATE OF COLORADO
Department of Natural Resources

ORDER		** IMPORTANT **				
Number: POGG1 PDAA 201800000201		The order number and line number must appear on all invoices, packing slips, cartons and correspondence				
Date: 07/31/17						
Description: PDAA WSRF 2500 MTN STUDIES INSTITUTE_ANIMAS RIVER COMMUNITY		BILL TO COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Effective Date: 08/01/17 Expiration Date: 04/01/18						
BUYER		SHIP TO				
Buyer:		COLORADO WATER BOARD CONSERVATION				
Email:		1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
VENDOR		SHIPPING INSTRUCTIONS				
MOUNTAIN STUDIES INSTITUTE 1309 E 3rd AVE #106 DURANGO, CO 81301		Delivery/Install Date:				
Contact: .		F.O.B: FOB Dest, Freight Allowed				
Phone: .		VENDOR INSTRUCTIONS:				
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$28,919.00	<input type="checkbox"/>
Description: PDAA WSRF 2500 MTN STUDIES INSTITUTE_ANIMAS RIVER COMMUNITY						
Service From: 08/01/17 Service To: 04/01/18						
TERMS AND CONDITIONS						
https://www.colorado.gov/osc/purchase-order-terms-conditions						
DOCUMENT TOTAL = \$28,919.00						

Appendix A- Scope of Work

WATER ACTIVITY NAME – Animas River Community Forum 2017

GRANTEE and FISCAL AGENT (if different): Mountain Studies Institute

PRIMARY CONTACT: Marcie Bidwell, Executive Director

ADDRESS: 1309 E. Third Avenue, Durango CO, 81301

PHONE: Office: 970-387-5161; Direct Line: 970-426-8863

PROJECT NAME Animas River Community Forum 2017

GRANT AMOUNT \$ 28,919.00

INTRODUCTION AND BACKGROUND

The **Animas River Community Forum (ARCF, or Forum)** is a community group that formed in response to the Gold King Mine (GKM) spill incident of August 5, 2015. Since its inception the Forum's purpose has been to promote communication, coordination and collaborative action; foster public confidence; support resiliency in our communities; and enhance planning, improved public safety and health for the future, all while honoring the institutional authorities and decision making of governmental and community organizations (Partners). To date the ARCF partners primarily includes representatives from local, state, federal and tribal governments, the education, agricultural, and business sectors, non-consumptive users, and local conservation organizations.

OBJECTIVES

ARCF's overall objective is to: promote communication, coordination and collaborative action; foster public confidence; support resiliency in our communities; and enhance planning, improved public safety, and health for the future all while honoring the institutional authorities and decision making of governmental and community organizations. Specifically, we will:

1. Providing forum meetings for the communities of the Colorado Animas River to discuss issues, learn lessons, and build relationships to enhance river resilience and improve water quality.
2. Coordinate effective and efficient monitoring to address community concerns and provide consistent, science-based information to the Animas stakeholders and the public.
3. Offer communication updates through multiple methods to coordinate ARCF partner activities.
4. Work together with ARCF Partners to develop and maintain projects to improve water quality and enhance partnerships.
5. Share with other parts of Colorado and the Rocky Mountain West.
6. Provide leadership and facilitation to measure collective impact and document success.

TASKS

The Animas River Community Forum will execute four main tasks: **Task 1 – Coordinate the Exchange of Information**, **Task 2 – Support the Monitoring Data Gaps Team, developing and distributing an “Animas River Report Card,”** **Task 3 – Enhance Communication and Outreach**, **Task 4 – Forum Management, Leadership, and Reporting**. Please refer to our proposal for complete descriptions of the methods, techniques, and sequencing to be used. Tasks 1-3 will be coordinated and managed by the part-time coordinator (Task 4).

TASK 1 – Coordinate the Exchange of Information

The ARCF will play a role in sharing and disseminating information related to increasing watershed resilience and improving water quality in the Colorado portion of the Animas River.

Description of Task: The ARCF will share and disseminate information among watershed Partners by hosting bi-monthly ARCF meetings and disseminating Partner information via emails and the webpage postings. This task primarily fosters the relationship among watershed stakeholders in order to strengthen and bolster trust internally and credibility externally of individual Partner efforts. Ultimately, the regular exchange of information and face-to-face dialog will continue the development of true, collaborative relationships that yield outcomes greater than any one Partner could achieve acting in isolation.

Method/Procedure:

1. Work with ARCF Partners to support dialog, information sharing, and collaboration to address the protection of the Animas River watershed. (Note: The Forum has not taken a position on Superfund one way or another, rather it supports dialog regarding multiple positions and sides represented within the group).
2. Host meetings and events to bolster trust internally to strengthen partnerships and collective action across the entire watershed.
3. Support regular exchange of information with stakeholders and the public to increase the sense of credibility externally of individual Partner efforts.

Deliverables: Convene bi-monthly meetings, update website, promote events, maintain ARCF network and list serve, facilitate a network of partnerships

TASK 2 – Support the Monitoring Data Gaps Team, developing and distributing an “Animas River Report Card”

ARCF will foster data sharing through the Monitoring Data Gaps Team, which meets monthly to share information and leverage monitoring resources to inform the public about the condition of the Animas River. This task was begun in 2016 through the Monitoring Data Gaps Team, a subgroup of the ARCF. This task will build off the insights and accomplishments in 2016, which included conducting a community survey to identify the participants’ perceptions and questions about river health and safety; hosting a data swap attended by 18 entities all collecting monitoring data in the Animas Watershed; and developing a framework and systematic analysis approach for answering the public’s questions using existing data.

Description of Task: The ARCF will promote community awareness of river health and resiliency issues, and build trust regarding monitoring data results by using data collected by multiple entities to validate data results. The goal in 2017 is to analyze the data, develop a report card that puts the data results in context,

and disseminate a report with the results. If successful, this may evolve into an annual or bi-annual report card. This task is also aimed at maintaining and building upon the public's heightened awareness and interest in the Animas River's resilience that was galvanized by the GKM spill.

Method/Procedure: The analysis will inventory baseline information both historical (legacy) and current, and will identify priorities for new monitoring (i.e. parameters, locations, timing, etc.). The focus is on monitoring questions (yet to be defined) related to public health, public concerns, and ecosystem resilience.

1. Analyze the data collected in 2016 through the committee process.
2. Develop a report card that utilizes the lessons learned in the Community Survey to place the metrics and indicators for changes/improvement within an accessible and visually engaging format.
3. Publish the report and circulate it to ARCF partner organizations and networks.

Deliverables: Data assessment, Animas River Report Card

TASK 3 – Enhance Communication and Outreach

ARCF will increase awareness between the efforts and issues being addressed in the headwaters by Silverton and San Juan County and the efforts and concerns downstream in Durango, La Plata County and the Southern Ute Tribe. This is increasingly important given the recently designated Bonita Peak Mining District Superfund site [BPMD] which has formalized the process for reclamation and increased concerns about the need for information exchange amongst the various reclamation actors.

Description of Task: This objective will coordinate communication about watershed issues identified over the course of the year (typically at the bi-monthly meetings) that Partners feel they can address through coordinated collaboration. To guide this effort, the Forum will support the Communication subcommittee that is in the process of evaluating and improving the web-page and communication efforts. Additionally, the Committee will define the Forum's role and level of effort guiding internal (i.e., among Forum Partners) versus external (i.e., public) communication.

Method/Procedure:

1. Review stakeholder input from the Community Survey and ARCF meetings to identify priority information needs and communication gaps.
2. Evaluate the website, forum communications, and outreach channels for opportunities to increase engagement and connect information providers with information receivers.
3. Provide internal communication to Forum partners.
4. Disseminate lessons learned and produce external communications that support the direction of ARCF.

Deliverables: Maintain website and list serve, 3-5 presentations to disseminate lessons learned, 2-3 communication updates (monthly) by email and website, 4-6 working committee meetings

TASK 4 – Project and Coalition Management and Reporting

Description of Task: The Forum has made a commitment to meeting for a second year up to the two-year anniversary and then making an assessment if it is needed beyond 2017. In order to accomplish what the group wishes to do, ARCF will maintain our coordinator to facilitate the group, track expenses and income, raise matching funds, and report to our funders on goals, accomplishments, and impact of the ARCF activities.

Method/Procedure:

1. Maintain part-time Coordinator to guide the group in achieving its goals and activities in Tasks 1-3
2. Raise additional matching funds, maintain financial reports, and track in-kind contributions
3. Complete reports and evaluate impact

Deliverables: part-time coordinator, steering committee meetings, monthly leadership communication, evaluation of the coordinator, finance reports, biannual reports to CWCB, final report

REPORTING AND FINAL DELIVERABLE

Reporting: ARCF shall provide the CWCB a progress report every 6 months, beginning from the date of the executed contract. The progress report shall describe 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 taken to address these issues.

Final Deliverable: At completion of the project term, ARCF shall provide the CWCB a final report that summarizes the project and documents how the project was completed.

B. BUDGET

ARCF respectfully requests \$ 28,919.00 from WSRA to complement \$ 24,000 (30%) in matching cash and \$28,696 (35%) in-kind support from our partners and volunteers (total budget \$81,615.40, 65% total match). We have \$16,840 in secured cash from Southwest Water Conservation District and Colorado Department of Reclamation, Mining, and Safety. We will pursue additional matching funds from Department of Local Affairs, foundations, municipal partners, tribes, federal partners, and business sponsorships. Sources of in-kind contributions are from ARCF participants and partners, including MSI, Animas Watershed Partnership, San Juan Basin Health, Trout Unlimited, and 20 others (see Appendix C). AWP will provide 540 hours of their Volunteer in Service to America (VISTA) to assist the coordinator with communication. In-kind is valued at \$25.68/hr, independent sector rate, based upon 25 participants volunteering an average of 2 hrs/month over the course of the year, participating in leadership, on committees and at meetings.

Table 1. Total Cost Distribution

Task Description		CWCB	Funds	Match	In-kind	Totals
		Labor*	Materials, Travel, & Expenses	Match Cash Funds	Volunteers, Entities, Etc	
1	Information Exchange	\$ 5,575.00	\$1,075.00	\$ 6,000.00	\$13,235.60	\$ 25,885.60
2	Monitoring & Data Gaps Committee	\$ 7,925.00	\$2,925.00	\$ 8,000.00	\$8,697.60	\$ 27,547.60
3	Communication & Outreach Committee	\$ 6,975.00	\$975.00	\$ 5,000.00	\$3,681.60	\$ 16,631.60
4	Forum Mgmt, Leadership, Reporting	\$ 3,109.50	\$359.50	\$ 5,000.00	\$3,081.60	\$ 11,550.60
	TOTALS	\$ 23,584.50	\$5,334.50	\$ 24,000.00	\$ 28,696.40	\$ 81,615.40
	TOTAL REQUEST		\$ 28,919.00			
	Matching Percentages		35%	30%	35%	100%

Table 2. Total Cost Distribution by Personnel**2.1 Forum Coordination and Management**

		Grant Project Manager		ARCF Coordinator		VISTA
Task	Description	Rate (\$/hour)	Subtotal	Rate (\$/hour)	Subtotal	Volunteer* (hours)
1	Information Exchange	\$55	\$ 1,500	\$55	\$9,000	208
2	Monitoring & Data Gaps Committee	\$55	\$ 1,500	\$55	\$1,500	104
3	Communication & Outreach Committee	\$55	\$ 1,500	\$55	\$1,500	104
4	Forum Mgmt, Leadership, Reporting	\$55	\$ 5,000	\$55	\$2,750	104
	TOTALS				\$14,750	520

* VISTA (Volunteer in Service to America) serve as a volunteer for a year. The partial cost of the program is included as an expense, as the volunteer is paid directly by VISTA. The value of their service is \$25.68/hour per Independent Sector value for Colorado (\$13,353).

2.2 Committee Leadership and Total Cost Summary

		Gaps Committee Chair		Information Committee Chair		Total Costs
Task	Description	Rate (\$/hour)	Subtotal	Rate (\$/hour)	Subtotal	Project Totals
1	Information Exchange					\$10,500
2	Monitoring & Data Gaps Committee	\$75	\$10,000			\$13,000
3	Communication & Outreach Committee			\$65	\$8,000	\$11,000
4	Forum Mgmt, Leadership, Reporting					\$7,750
	TOTALS		\$10,000		\$8,000	\$42,250

Table 3. Total Cost Distribution of Associated Miscellaneous Expenses

Expense	Unit Cost	Quantity	Subtotal
Office and Meeting Supplies (Various)	\$50	\$ 20.00	\$1,000
Event Expenses- promotion, etc	3	\$ 400.00	\$1,200
Photo Copies (color, flyers, etc)	50	\$ 2.00	\$100
Photo Copies (black/white, flyers, etc)	0.05	\$ 500.00	\$25
Mileage	0.535	\$ 1,811.00	\$844
VISTA program support (25% year)	2500	\$ 1.00	\$2,500
Report Card printing	5	\$ 1,000.00	\$5,000
TOTALS			\$ 10,669

C. SCHEDULE

The schedule for this project and the four tasks is ongoing as the groups and committees will continue their current efforts towards our goals. Therefore, our schedule is as follows:

Task	Description	Target Start Date	Target Completion Date
1	Information Exchange	August 1, 2017	April 1, 2018
2	Monitoring and Data Gaps Committee	August 1, 2017	April 1, 2018
3	Communication and Outreach Committee	August 1, 2017	April 1, 2018
4	Forum Management, Leadership, Reporting	August 1, 2017	April 1, 2018

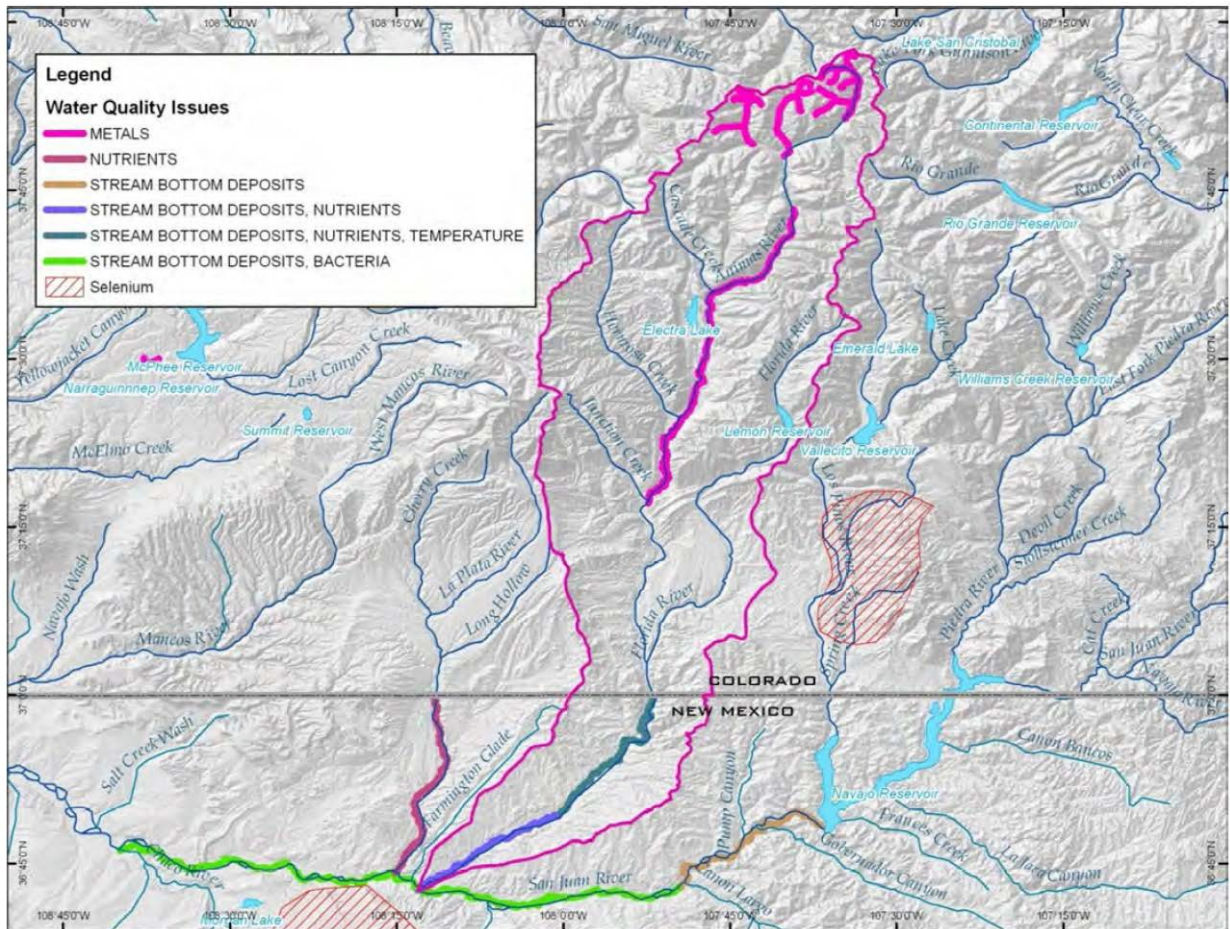
Appendix B- Map of the Watershed

Figure 1: Map of the Animas Watershed from Upper Animas Mining District to San Juan Confluence