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Colorado Water Conservation Board	
Water Plan Grant Application	

Instructions											
To receive funding for a Water Plan Grant, applicant must demonstrate how the project, activity, or process (collectively referred to as "project") funded by the CWCB will help meet the measurable objectives and critical actions in the Water Plan. Grant guidelines are available on the CWCB website. If you have questions, please contact CWCB at (303) 866-3441 or email the following staff to assist you with applications in the following areas: <table border="0"> <tr> <td>Water Storage Projects</td> <td>Anna.Mauss@state.co.us</td> </tr> <tr> <td>Conservation, Land Use Planning</td> <td>Kevin.Reidy@state.co.us</td> </tr> <tr> <td>Engagement & Innovation Activities</td> <td>Ben.Wade@state.co.us</td> </tr> <tr> <td>Agricultural Projects</td> <td>Alexander.Funk@state.co.us</td> </tr> <tr> <td>Environmental & Recreation Projects</td> <td>Chris.Sturm@state.co.us</td> </tr> </table> FINAL SUBMISSION: Submit all application materials in one email to waterplan.grants@state.co.us in the original file formats [Application (word); Statement of Work (word); Budget/Schedule (excel)]. Please do not combine documents. In the subject line, please include the funding category and name of the project.		Water Storage Projects	Anna.Mauss@state.co.us	Conservation, Land Use Planning	Kevin.Reidy@state.co.us	Engagement & Innovation Activities	Ben.Wade@state.co.us	Agricultural Projects	Alexander.Funk@state.co.us	Environmental & Recreation Projects	Chris.Sturm@state.co.us
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Water Project Summary	
Name of Applicant	Fort Collins Utilities Abbye Neel, Water Conservation Specialist Katie Collins, Water Conservation Coordinator Liesel Hans, Water Conservation Manager
Name of Water Project	"Transforming the Front Range HOA"
CWP Grant Request Amount	\$70,000
Other Funding Sources _____	\$
Other Funding Sources _____	\$
Other Funding Sources _____	\$
Applicant Funding Contribution	\$87,826
Total Project Cost	\$157,826

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Applicant & Grantee Information	
Name of Grantee(s):	Fort Collins Utilities – Water Conservation
Mailing Address:	222 Laporte Ave
FEIN –	846000587
Organization Contact:	Abbye Neel
Position/Title:	Water Conservation Specialist
Email:	aneel@fcgov.com
Phone:	970-416-4371
Grant Management Contact:	Abbye Neel
Position/Title:	Water Conservation Specialist
Email:	aneel@fcgov.com
Phone:	970-416-4371
Name of Applicant (if different than grantee)	
Mailing Address	
Position/Title	
Email	
Phone	
Description of Grantee/Applicant	
Provide a brief description of the grantee's organization (100 words or less).	

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Fort Collins Utilities (Utilities) is a municipal utility located in Fort Collins, Colorado, 65 miles north of Denver. Utilities serves about 35,500 water customers and delivers an average of 24,000 acre-feet per year. Utilities strives to implement innovative water solutions as outlined in the Water Efficiency Plan¹ and the Water Supply and Demand Management Policy². The Water Conservation Program, started in 1977, has lowered per capita water use from 212 gallons per day in 2000 to 141 gallons per day in 2017, despite significant population growth.

¹ <https://www.fcgov.com/utilities/residential/conservewater-efficiency/water-efficiency-plan>

² <https://www.fcgov.com/utilities/what-we-do/water/water-supply-demand/>

Type of Eligible Entity (check one)	
X	Public (Government): Municipalities, enterprises, counties, and State of Colorado agencies. Federal agencies are encouraged to work with local entities. Federal agencies are eligible, but only if they can make a compelling case for why a local partner cannot be the grant recipient.
	Public (Districts): Authorities, Title 32/special districts (conservancy, conservation, and irrigation districts), and water activity enterprises.
	Private Incorporated: Mutual ditch companies, homeowners associations, corporations.
	Private Individuals, Partnerships, and Sole Proprietors: Private parties may be eligible for funding.
	Non-governmental organizations (NGO): Organization that is not part of the government and is non-profit in nature.
	Covered Entity: As defined in Section 37-60-126 Colorado Revised Statutes .

Type of Water Project (check all that apply)	
X	Study
	Construction
	Identified Projects and Processes (IPP)
X	Other

Category of Water Project (check the primary category that applies and include relevant tasks)	
	Water Storage - Projects that facilitate the development of additional storage, artificial aquifer recharge, and dredging existing reservoirs to restore the reservoirs' full decreed capacity and

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	Multi-beneficial projects and those projects identified in basin implementation plans to address the water supply and demand gap.. <i>Applicable Exhibit A Task(s):</i>
X	Conservation and Land Use Planning - Activities and projects that implement long-term strategies for conservation, land use, and drought planning. <i>Applicable Exhibit A Task(s):</i>
	Engagement & Innovation - Activities and projects that support water education, outreach, and innovation efforts. Please fill out the Supplemental Application on the website. <i>Applicable Exhibit A Task(s):</i>
	Agricultural - Projects that provide technical assistance and improve agricultural efficiency. <i>Applicable Exhibit A Task(s):</i>
	Environmental & Recreation - Projects that promote watershed health, environmental health, and recreation. <i>Applicable Exhibit A Task(s):</i>
Other	Explain:

Location of Water Project	
Please provide the general county and coordinates of the proposed project below in decimal degrees . The Applicant shall also provide, in Exhibit C, a site map if applicable.	
County/Countries	Larimer County
Latitude	40.585258
Longitude	-105.084419

Water Project Overview
Please provide a summary of the proposed water project (200 words or less). Include a description of the project and what the CWP Grant funding will be used for specifically (e.g., studies, permitting process, construction). Provide a description of the water supply source to be utilized or the water body affected by the project, where applicable. Include details such as acres under irrigation, types of crops irrigated, number of residential and commercial taps, length of ditch improvements, length of pipe installed, and area of habitat improvements, where applicable. If this project addresses multiple purposes or spans multiple basins, please explain. The Applicant shall also provide, in Exhibit A, a detailed Statement of Work, Budget, Other Funding Sources/Amounts and Schedule.

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Homeowner Associations (HOAs) and business parks often have large areas of unused, high-water-use turfgrass. Fort Collins Utilities request funds to “Transform the Front Range HOA” by conducting a series of commercial-scale landscape transformation case studies. Residents are used to an aesthetic that is no longer sustainable but face challenges making the switch; our focus is increasing knowledge and support of conversion projects in these settings. Projects will achieve water conservation by supporting community-enabled landscape changes that reduce water use, increase resiliency to climate conditions, and enhance urban landscapes.

Only 7 percent of our water accounts are commercial customers (includes all irrigation accounts), yet they use nearly half of our water. Irrigation drives up demand 60-70 percent in the summer months. If this proposal completes six half-acre conversion projects, we estimate reducing peak water use by least 1.5 million gallons each year.

Our water sources are the Poudre River and the Colorado-Big Thompson (C-BT) Project. We divert an average of 11,300 acre-feet from the Poudre and own 18,855 units of CB-T water. Eighty-two percent of customers are single-family residential accounts, which accounts for 35 percent of water usage. This project primarily affects the South Platte River basin, though is related to the Colorado River basin via the C-BT project.

Measurable Results		
To catalog measurable results achieved with the CWP Grant funds, please provide any of the following values as applicable:		
	New Storage Created (acre-feet)	
	New Annual Water Supplies Developed or Conserved (acre-feet), Consumptive or Nonconsumptive	
	Existing Storage Preserved or Enhanced (acre-feet)	
	Length of Stream Restored or Protected (linear feet)	
3.7 acre-feet/year*	Efficiency Savings (indicate acre-feet/year OR dollars/year)	
	Area of Restored or Preserved Habitat (acres)	
	Quantity of Water Shared through Alternative Transfer Mechanisms	
	Number of Coloradans Impacted by Incorporating Water-Saving Actions into Land Use Planning	
400**	Number of Coloradans Impacted by Engagement Activity	
6	Other	Explain: Number of case studies for regional education efforts

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*Assumes 6 pilot projects of 20,000 square feet each average an annual savings of 13 gallons per square foot. We believe the annual savings number is realistic given analysis conducted through the Fort Collins Utilities Landscape Water Budget program and plant coefficients of native plants.

**Assumes an average of 50 households per Homeowners Association with a 6-person occupancy per house; assumes visitors to the site.

Water Project Justification
Provide a description of how this water project supports the goals of Colorado's Water Plan, the most recent Statewide Water Supply Initiative, and the applicable Roundtable Basin Implementation Plan and Education Action Plan. The Applicant is required to reference specific needs, goals, themes, or Identified Projects and Processes (IPPs), including citations (e.g. document, chapters, sections, or page numbers). The proposed water project shall be evaluated based upon how well the proposal conforms to Colorado's Water Plan Framework for State of Colorado Support for a Water Project (CWP, Section 9.4, pp. 9-43 to 9-44;)
Colorado's Water Plan The program supports the following statewide long-term goals outlined on page 6-59 in Chapter 6.3 of the Colorado Water Plan (CWP): • Reduce overall future water needs through cost-effective water efficiency measures <i>Many HOAs and business parks have large areas of unused high-water use turf grass. Residents are used to an aesthetic that is no longer sustainable. Conversion of these spaces to drought resilient, low-water use landscapes will reduce future water needs while also enhancing urban landscapes. We estimate that projects could save upwards of 1.5 million gallons annually (3.7 acre-feet/year). Based on these savings, Transforming the Front Range HOA would cost \$0.09 per gallon saved¹. For reference, based on Fort Collins Utilities current water supply requirements new water supplies costs \$0.10 per gallon². Additionally, we hope to build a foundation that supports future projects, and additional water savings, across the region.</i> • Promote water efficiency ethic throughout Colorado <i>Transforming the Front Range HOA promotes water efficiency ethic by supporting long-term changes that reduce water use and increase resiliency to future climate conditions. By reinventing traditional landscapes, funded projects will act as case studies and demonstration sites that encourage water conservation. Fort Collins hopes that these projects will build the foundation for permanent commercial-scale landscape programs managed and funded by any interested water provider/conservation program implementor throughout Colorado. In addition, via projects' community outreach plans entire communities will be involved in the process, increasing the educational impact of each pilot project.</i> The program supports the following action outlined on page 6-73 in Chapter 6.3 of CWP:

¹ Savings calculated by dividing project cost by annual savings (e.g. \$141,680/1,500,000 gallons saved = \$0.09/gallon saved).

² Based on Fort Collins Utilities current Water Supply Requirements one-acre foot of water costs \$33,216.

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- Strengthen partnerships: The CWCB will create or renew partnerships between the CWCB and the following groups to reach water conservation goals:

- (a) Local water providers and local governments to implement water conservation programs to the benefit their water systems

Fort Collins Utilities has an engaged customer base that has a demonstrated need and interest in commercial-scale landscape transformation. Lessons learned from past programs have help staff determine what resources and support HOAs and business communities need to be successful to address outdoor water use. By partnering with CWCB through the grant process, Transforming the Front Range HOA would help Fort Collins Utilities address customer need, while supporting two of the five goals outlined in the Fort Collins Utilities' Water Efficiency Plan: (1) promote and support greater outdoor water efficiency and (2) expand commercial and industrial strategies. Additional benefits to the Utilities' water system include increased drought resiliency and lower peak demand.

The program supports the following **actionable objective** outlined on page 9-53 in Chapter 9.5 of CWP:

- Colorado's Water Plan provides technical and financial and assistance for high-quality, balanced, and grassroots water education and outreach efforts that inform Coloradans about the issues so that they may engage in determining Colorado's water future.

Transforming the Front Range HOA aligns with CWP's goal to increase water education, as well as the fifth goal outlined in Fort Collins Utilities Water Efficiency Plan, through pilot projects' community outreach plan. Each pilot project will be required to include a plan that outlines a way to involve and educate their community on the landscape transformation process. Through this process we hope to address aesthetic expectations of native landscapes, as well as create an opportunity to increase water literacy across entire communities.

The program supports the following **actionable objectives** outlined on page 10-5 in Chapter 10.2 of CWP:

- Supply-Demand Gap: Colorado's Water Plan sets a measurable objective of reducing the projected 2050 municipal and industrial (M&I) gap from as much as 560,000 acre-feet to zero acre-feet by 2030

Colorado's water population is expected to double by 2050, thereby doubling the expected use in M&I. Even with passive conservation programs (e.g. fixture replacements), active conservation programs are necessary to address the gap. While there are many established residential programs, municipalities are just beginning to implement commercial-scale landscape programs and very few have programs that support transformation of existing landscapes (as oppose to installation in new development). Transforming the Front Range HOA will help close the gap in the M&I sector by decreasing outdoor water use through conversion to water efficient urban landscapes, while also creating resources that encourage successful future landscape transformations throughout the State.

- Conservation: Colorado's Water Plan sets a measurable objective to achieve 400,000 acre-feet of municipal and industrial water conservation by 2050

Savings from Transforming the Front Range HOA will contribute directly to CWP's water conservation goal of saving 400,000 acre-feet by 2050. Additionally, we hope the resources and case studies developed through the funded projects will establish a methodology that

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allows and encourages additional projects throughout the State. As noted above, we estimate that this set of pilot projects will save around 1.5 million gallons annually. Scaled up in Fort Collins and/or in other communities could achieve considerable long-term savings.

Statewide Water Supply Initiative (SWSI)

The program aligns with the following **goal** outlined in section 5.3.3.8 of the SWSI:

- Consumptive Projects and Methods and the M&I Gap – Depending on the gap scenario the South Platte could have a 63,000 to 170,000 acre feet per year gap by 2050 with the largest caps occurring in the Northern region (Boulder, Larimer, and Weld Counties). (page 5-36)

Transforming the Front Range HOA will help address the gap in Northern region of the South Platte, specifically Larimer county, by lowering existing outdoor water demand and creating resources for other projects in the region. Fort Collins can serve as a proof-of-concept for other water providers and communities. Our case studies can help others tailor a program to meet their utility's and customers' specific needs. By working concurrently with partners in the Northern region like CSU Extension and Northern Water, the results from this project will be applicable to others in this area identified in SWSI.

The program aligns with the following **recommendation** outlined in section 8 of the SWSI:

- Support, encourage, and incentivize water providers in planning for and implementing M&I active conservation best management practices and other demand management strategies

Both CWCB and the SWSI identify outdoor water conservation as a best management practice, however currently barriers (e.g. cost, aesthetic expectations, management) have limited the number of transformation projects on the commercial scale. To ensure turf-to-native conversion projects are successful recommendations that address primary concerns must be developed. Transforming the Front Range HOA will help customers overcome barriers and create recommendations that support future project success enabling the Utility to support innovative conservation programs.

The program aligns with the following **goals** outlined in Appendix L – SWSI 2010 Municipal and Industrial Water Conservation Strategies:

- Key Findings and Considerations: Outdoor water use represents the largest demand sector to be targeted for improved efficiency (page 75)

In the summer months irrigation use increases water demand by 60 – 70 percent. Previous HOA programs (e.g. irrigation audits, rebates) have not produced measurable results because customers lack buy-in and decision makers are rarely on the same page. More successful efforts (e.g Landscape Budget Program) have helped bridge communication barriers between property managers, HOA homeowners, and landscape contractors, but they don't address the cost of implementing large-scale landscape projects. In order to target water use in the outdoor sector, it is critical to establish programs that support HOAs and business parks. Pilot projects funded through Transforming the Front Range HOA would enable Fort Collins to address this important sector, while establishing a methodology that can be applied to future projects throughout the entire region.

- Recommendations for Future Research: Colorado landscape transformation (page 77)

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The 2010 SWIS Municipal and Industrial Water Conservation Strategies identifies “Colorado Landscape Transformation” as one of the nine areas for further research. SWIS recognizes that while landscape changes are occurring, water providers need a better understanding of the details and water savings associated with projects. Transforming the Front Range HOA can contribute to this understanding and provide a unique opportunity for water utility staff to monitor project success. Staff will be able to track methodology and water use through establishment. Resources from the projects will help communities across Colorado develop more successful programs and understand potential water savings.

South Platte River Basin Implementation Plan and Education Plan

The program aligns with the following **goals** outlined in section 4.3 of the South Platte River Basin Implementation Plan:

- The South Platte Roundtable will pursue additional conservation programs to reduce per capita water use from a baseline of 188 in 2010 to 146 gallons per capita per day (gpcd) by 2050 (page 4-20)

While the basin continues to lead the way in conservation, South Platte’s implementation plan stresses the importance of maximizing water supplies in the light of growing demands due to population growth and climate change. Transforming the Front Range HOA directly supports the South Platte’s goals of increased conservation through landscape transformation that will hopefully continue to propagate through the region (see Section S.5.2, page S-12). These projects will serve as demonstration sites and ideally influence new development, too. To do our part in achieving a 22 percent water use reduction, programs and projects need to scale up beyond traditional single-family residential focused efforts.

- The South Platte Roundtable will pursue additional conservation programs to reduce outdoor water use by 15% by 2050 (page 4-20)

As noted in the Basin’s plan, in order to achieve outdoor water savings major changes to landscapes are required. In response to these changes, communities will need to rethink the aesthetics of urban landscapes. Transforming the Front Range HOA will help address both of these needs by reducing water use and creating examples of vibrant, water efficient urban landscapes. Through these examples, hopefully more projects can be completed throughout the basin. Commercial-scale landscapes are highly visible and creating successful new landscapes that do not suffer from common, highly-visible issues like overspray, watering while raining, soggy turfgrass, etc. can help to change public opinion and support for more regionally appropriate landscapes.

Related Studies

Please provide a list of any related studies, including if the water project is complementary to or assists in the implementation of other CWCB programs.

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As quoted from the Alliance for Water Efficiency 2015 Literature Review, “Quantifying water savings from outdoor programs and measures is challenging. Remarkably few studies quantify water savings from measures such as xeriscape...” With Fort Collins’ Advanced Metering Infrastructure, and by closely monitoring implementation and irrigation schedules as they relate to evapotranspiration data, we hope to contribute to a better measure of water savings for projects. Additionally, as seen below, many studies currently in circulation were published 8 or more years ago. Contributing new studies to the field, will enhance the industry’s ability to estimate savings and support turf conversion projects.

In support of conversion water savings:

- Dziedzic, Kyra, “Grass to Xeriscape Cost Benefit Analysis and Qualitative Study” (2010). University of Lethbridge.
- Hudak, Tom, “Converting turfgrass to xeriscape: Evaluating Southern Nevada water authority’s “Water smart program”” (2005). UNLV Theses, Dissertations, Professional Papers, and Capstones. 500.
- Sovocool, Kent A., “Xeriscape Conversion Study Final Report” (2005). Southern Nevada Water Authority.

Additional resources to inform and/or complement the proposal:

- Colorado Springs Utilities. Turf to Native Grass Conversion Incentive Pilot Program; <https://www.csu.org/CSUDocuments/2018%20BUS%20Turf%20to%20Native%20Grass%20Conversion.pdf>

Colorado Springs Utilities Native Turf Seeding Guidelines;
<https://www.csu.org/CSUDocuments/seedingguidelines.pdf>

- GreenCO Literature Review, “Exploring the Role of Landscape Water Conservation and Efficiency in Meeting the Colorado Water Gap: Expected Benefits of Landscape Water Conservation Best Management Practices” (2015). Prepared by Wright Water Engineers, Inc. Northern Colorado Water Conservancy District; Aquacraft, Inc.
- Northern Water Conservancy Water-Efficient Landscape Grant and Landscape Consultation programs:
<http://www.northernwater.org/docs/WaterConservation/Northern%20Water%20grant%20program%20fact%20sheet.pdf>

Previous CWCB Grants, Loans or Other Funding

List all previous or current CWCB grants (including WSRF) awarded to both the Applicant and Grantee. Include: 1) Applicant name; 2) Water activity name; 3) Approving RT(s); 4) CWCB board meeting date; 5) Contract number or purchase order; 6) Percentage of other CWCB funding for your overall project.

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1. Fort Collins Utilities 2. Water Resource Conservation Public Education Grant 3. N/A – not a roundtable grant 4. N/A – Grant was under \$50,000 5. <i>POGGI PDAA 201800000611</i> 6. 0%
Taxpayer Bill of Rights
The Taxpayer Bill of Rights (TABOR) may limit the amount of grant money an entity can receive. Please describe any relevant TABOR issues that may affect your application. As a public government entity, the City of Fort Collins complies with all state laws and regulations. This includes the monitoring of funds with respect to TABOR. However, any funds obtained by this grant would be placed in the Utilities enterprise fund and would not be subject to TABOR restrictions.

Submittal Checklist	
X	I acknowledge the Grantee will be able to contract with CWCB using the Standard Contract .
Exhibit A	
X	Statement of Work ⁽¹⁾
X	Budget & Schedule ⁽¹⁾
	Engineer's statement of probable cost (projects over \$100,000)
X	Letters of Matching and/or Pending 3 rd Party Commitments ⁽¹⁾
Exhibit C	
	Map (if applicable) ⁽¹⁾
	Photos/Drawings/Reports
X	Letters of Support (Optional)
	Certificate of Insurance (General, Auto, & Workers' Comp.) ⁽²⁾
	Certificate of Good Standing with Colorado Secretary of State ⁽²⁾
	W-9 ⁽²⁾
	Independent Contractor Form ⁽²⁾ (If applicant is individual, not company/organization)
Engagement & Innovation Grant Applicants ONLY	
	Engagement & Innovation Supplemental Application ⁽¹⁾

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(1) Required with application.

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

Colorado Water Conservation Board
Water Plan Grant - Exhibit A

Statement Of Work	
Date:	January 30, 2019
Name of Grantee:	Fort Collins Utilities
Name of Water Project:	Transforming the Front Range HOA
Funding Source:	Conservation, Land Use Planning CWP Grant
Water Project Overview:	
What: Fort Collins Utilities requests funds for a series of pilot projects designed to achieve permanent water use reductions through commercial-scale landscape transformations. The focus is increasing knowledge and comfort with turf-to-native conversion projects, specifically in Homeowner Association (HOA) and commercial common spaces. We will create comprehensive case studies that highlight successful strategies, community engagement and education strategies, tips for landscape contract language, lessons learned, and more. We will achieve this by requiring design plans, watering schedules, maintenance plans, community engagement plans, and intensive data collection. While this might seem like a heavy lift for the typical participant, a large increase to a water use surcharge (described below) has created a captive and willing set of potential participants in Fort Collins. Our challenges with commercial-scale landscapes aren't unique, but we can leverage our unique circumstances to inform future programs. Why? Most HOAs and business parks were built with large areas of unused turfgrass that require a lot of water. Only 7 percent of all Fort Collins water accounts are commercial customers, which include all irrigation taps, yet they use over 40 percent of treated water each year. Irrigation drives up water demand for these customers by 60-70 percent in the summer months. If our target of six pilot projects are completed with a minimum of 0.5 acres each, we estimate the potential for 1.5 million gallons of water saved annually. These projects will help reduce peak demand, too. Success of commercial-scale landscape transformations is varied. Corner-to-corner turf is still the norm and there is resistance and hesitancy from HOA Boards, Property Managers, and residents to make large, very visible, changes. Customers need considerable support to ensure their first projects are successful projects. Most successful transformations across the Front Range have occurred on City-owned properties, like Parks, where staff can oversee and carefully manage the landscape. Utilities need strategies to ensure the same success can be achieved on customer properties. Staff conducted research, surveys, and conversations with customers, landscape contractors and other water utilities to inform our proposed approach. Supporting documents can be found in Appendix A. The four main barriers to successful change are outlined in the table below along with our proposed strategies to overcome that barrier.	

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Challenge	Proposed Pilot Program Component
Cost of commercial-scale landscape change; HOA budgets	Contribute match funding for participant projects
False expectations of aesthetics and performance	- Communication, engagement, and education plans - Engaging and informative case studies
Drawn out establishment period; over-watering	- Establishment plan - Progress reports - Water use check-ins
Poor management of installed site (e.g. weeds)	- Long-term maintenance plan - Maintenance and water savings incorporated into landscape contracts - Frequent photo “check-ins” - Site inspections

Why Fort Collins?

Willing participants:

- Fort Collins has the attention of many HOA and commercial customers, due to a surcharge that tripled in 2018. Commercial taps, including HOA irrigation taps, are subject to an annual allotment (volume of water). If they exceed this volume before the end of the year, all water use for the remainder of the year has an additional \$8.14 per 1,000-gallon surcharge on top of regular base and volumetric charges. For some customers, this increases annual water bills by over \$20,000. Customers have advocated that they cannot manage these increased surcharges *and* pay for landscape change at the same time.
- Over 30 customers attended an informational meeting in January 2019 and all indicated interest in changing some of their landscape. When surveyed, 96 percent of responding HOAs identified funding as the top resource needed to make a landscape change. The concern in the face of increasing utility costs is that customers will simply abandon landscapes, as some communities have seen. By working proactively with customers, we can avoid this fate and instead partner with our communities to co-create vibrant urban landscapes that require less water and are more resilient to varying climate conditions.

Fort Collins Utilities is part of the City of Fort Collins organization:

- Water Conservation staff can leverage the expertise and perspectives from various departments like Planning, Natural Areas, Parks, Nature in the City, Gardens on Spring Creek, and more. Including a cross-section of the City, we will have more successful projects and generate collaboration that can impact other areas of opportunity, like affecting water use efficiency through our Land Use Code.
- The City of Fort Collins created a cross-disciplinary Native Seeding Team comprised of City staff as well as regional partners. The goal is to develop a set of BMPs and installation protocols for native grass seeding in Northern Colorado.
 - The Native Seeding Team can provide input on and help track projects enabled by this grant, if funded. The projects would serve as cases studies for the Team to test proposed methods. Having these efforts run concurrently will generate exponentially better outcomes for both.

Regional Support:

- Colorado State University Extension has and continues to be a great partner for Fort Collins Utilities Staff and our community. They are willing to provide input and support based on their wide range of real-world and academic expertise. Alison O'Connor provided a written letter of support for this grant on behalf of the University. See letter in Exhibit C.

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- Northern Water has long been another invaluable regional partner for Fort Collins Utilities. They have experts in horticulture and irrigation technology and have been leaders in researching and demonstrating low-water landscape options. Northern Water has agreed to partner on our complementary efforts to create a larger network of local efficiency projects that can serve as high-value demonstration sites. Frank Kinder has written a letter of support on behalf of Northern Water. See letter in Exhibit C

Engaged Water Conservation staff:

- Not all water providers have the staff resources to test pilot projects: they need already vetted solutions. Our staff has invested significant resources over the last few years to uncover how to successfully affect the water use on commercial-scale landscapes and can successfully support pilot projects.
- Our previous HOA programs, like traditional irrigation audits, generated a report with recommendations and was usually left to collect dust. We tried shifting our commercial irrigation rebate program to a midstream program where contractors receive the rebate, but we've seen very little uptake here, too. These efforts haven't work consistently because they don't bring all the players to the table in a productive manner, centered on common goals, values, and understanding. These other programs cast water conservation staff as middlemen and highlight that there is often little trust between HOAs and landscape contractors. Our more successful efforts provide customers with actionable and timely reports or notifications based on their water usage. These services have helped create productive conversations across the multiple stakeholders involved with a given property, but still doesn't address the cost of commercial-scale landscape transformations or the technical aspect of a successful transformation.

We detail more of the “**How?**” in the Task descriptions and appendices.

Project Objectives:

- Support customers who have a critical and timely need to conduct successful landscape changes
- Test turf-to-native, native seeding and other low-water use conversion methods
- Assess impacts to water use from conversion projects
- Understand community perspectives and engagement best practices
- Increase water literacy and educate on low-water use landscapes
- Develop case studies and resources that contribute to regional effort in establishing native-to-turf conversion best practices
- Demonstrate proof-of-concept for a long-term utility-funded program

Tasks	
Task 1 – Community Outreach and Call for Proposals	
Description of Task:	- Create materials and advertise the Call for Proposals with a variety of outreach tactics to generate a set of high-quality Proposals. - Formalize administration processes.
Method/Procedure:	

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Tasks
Subtasks include: - Finalize Call for Proposals application and related materials. - Consult Regional Stakeholders, relevant literature, and other industry experts. - See draft application and requirements in Appendix B - Create a website with application and related materials. - Develop administration process, develop rubric for scoring Proposals, solicit and procure a project administration system. - Develop marketing and outreach plan with support of Fort Collins Utilities' in-house Marketing and Communications team. Tactics may include but are not limited to: - Existing channels like the Fort Collins Utilities' existing programs and services like the Landscape Budget Program and WaterSmart services - Fort Collins Utilities' social media networks - Outreach to Fort Collins Utilities' customers who have already expressed a need for support - Partner with interested applicants to facilitate informational sessions as needed with their residents, HOA board, etc. to ultimately gain community support for proposed project. - Utilize a Request for Information (RFI) process to determine options for an outside marketing firm to assist with creating engaging case studies and providing support for community engagement tactics and materials throughout applicants' journeys.
Deliverables: - Finalized Call for Proposal application and related materials (e.g. website, marketing and outreach plan). - At least 12 high-quality Proposals. - CWCB 25% Report.

Tasks
Task 2 – Proposal Review & Selection
Description of Task: - Review and score Proposals based on rubric developed in Task 1. - Select final Proposals - Host Project Launch Meetings with selected Applicants.
Method/Procedure: Subtasks include: - Review all submitted Proposals using the final rubric developed in Task 1. Criteria may include but are not limited to: - Water Savings Potential: Clear demonstration of thoughtful landscape change with the appropriate changes to irrigation equipment and schedules. Magnitude of long-term water savings based on historical usage and current landscape will be a key factor. - Community Education Plan: Clear demonstration of community engagement through various means (signs, events, flyers, etc.). Engagement Methods communicate the short-

Last Updated: November 2018

Tasks	
	and long-term benefits of the project and mitigate the short-term realities of a landscape conversion project. - o Project Feasibility: Timeline and materials are reasonable and achievable for the project size and budget. - o Justification: Clear demonstration that there is a community need and support to complete the project. Explanation for how project goals align with community goals and interests. - o Methodology: Detailed installation, establishment, and long-term maintenance plan that demonstrate that the community has thought about short, immediate, and long-term implications and requirements of a landscape project. • Select top Proposals and determine level of match funding as well as the timing of funding support based on individual project and participant characteristics. • Host Project Launch meetings with selected Applicants. Meeting should include Applicant and, as applicable, landscape contractor, property manager, community manager, facilities manager, etc. • Identify technical resources needed for project success based on context of selected Applicant's site conditions and community needs (e.g. seed mix or irrigation upgrade recommendations). • Enroll Participants in existing related Fort Collins Utilities' services including the Landscape Budget Program and WaterSmart notifications (usage and leak alert services). • Coordinate with City of Fort Collins Planning to pay fee for minor amendment process on behalf of participants. Support participants in minor amendment process. • Develop Project Monitoring Plans, including a schedule for inspections and check-ins, monitoring agreement, progress report schedule. • If needed, utilize outside marketing firm to support in development of educational materials and engagement tactics.
Deliverables:	
	• A selection of up to six projects based on Proposals. • Project overviews for selected Proposals. • Schedule of Project Launch meetings. • Project monitoring plans. • CWCB 50% Report.

Tasks
Task 3 Implementation & Monitoring
Description of Task:
Participants begin implementation phase of projects. Staff will provide support as needed and work with participants via the agreed upon Project Monitoring Plans. Staff will work with participants to ensure data, photos and other relevant information is collected throughout the implementation phase. For example, staff will monitor water usage throughout project, confirm proper seeding mix and methods are being utilized, capture information on irrigation schedule, ensure regular progress photos are submitted, and more.
Method/Procedure:

Last Updated: November 2018

Tasks
Subtasks include: - All participants will be required to comply with their project timeline and the agreed upon Project Monitoring Plans. - Participants must submit: - monthly photos as well as photos of key points in the installation process, - landscape contracts, - schedule of seeding and/or planting, - schedule of any irrigation changes or upgrades, - watering schedule and methods, - and other data or information as requested by Staff. - In the event a project is delayed, an updated timeline with explanation must be sent to staff for approval. Depending on the circumstances, Staff reserves right to retain some of match funding until project shows clear and measurable progress. - Staff will also perform a mid-project site visit halfway through a customer's project and additional site visits as determined by Participant and Staff. - During the site visit staff will (1) identify if project is following the timeline, (2) ensure project is following plans and/or that plans are being updated appropriately as needed and (3) answer participant questions. Staff will use photos and site visits to document seeding processes for purposes of analysis and developing case studies. - Staff will check in with regional partners, like Northern Water, on related projects in other jurisdictions to trade lessons learned and discuss any issues. - Staff will consult with regional partners, like CSU Extension, to ensure the correct data is being collected to ensure ability to effectively analyze water savings and other outcomes of projects. - Staff will consult the Fort Collins Native Seeding Team on seeding mixes, installation methods, establishment protocols and more.
Deliverables: - Participants' monthly progress report with photos, updated timeline. - Staff-collected documentation of project progress and obstacles, including additional photos. - CWCB 75% Report

Tasks
Task: 4 Project Review, Analysis & Reporting
Description of Task: Once participant projects are complete, Staff will conduct exit site visits, collect and review all project documentation, engage in customer and community outreach, provide final funding if applicable, and develop documentation of projects including case studies as well as more detailed technical reports.
Method/Procedure:
Subtasks include: - Final data collection and set up plans for ongoing long-term monitoring and progress check-ins. An important follow-on project will be to check in regularly to understand the longevity of these projects and learn best practices for ongoing maintenance. - The long-term maintenance plan will be reviewed, and Staff will work with participants to create a timeline of check-ins to ensure irrigation system is programmed correctly and that the landscape is being cared for properly.



Last Updated: November 2018

Tasks
- o Participants will remain enrolled in existing Fort Collins Utilities' services like the Landscape Water Budget program and the WaterSmart notification services to continue to get information on progress, water savings, and catch any leaks or abnormalities. • Staff will perform a site visit post-installation to evaluate the project's success. Staff will take photos, inspect plant material for plant health, conduct an irrigation audit to evaluate the irrigation system and ensure plans match installation. • Staff will conduct exit interviews with key contacts to evaluate program requirements, expectations, successes, and areas of opportunity in the hopes of shaping a long-term program. • After project is deemed to have met all requirements, any remaining project funding will be awarded. • All Project data and information will be analyzed, compiled and shared. - o Work with outside marketing firm as needed to develop engaging case studies on each project with description, photos, water savings, cost and maintenance information. Potentially develop additional educational materials to increase knowledge and awareness of waterwise and native landscapes. - o Develop thorough technical reports for each project. - o Publish both sets of documents online. - o Share documents and lessons learned with regional stakeholders, and through other industry meetings, conferences, and webinars where appropriate.
Deliverables:
• Summary of individual customer projects including case studies as well as the more comprehensive technical reports. • Confirmation that all matching commitments have been fulfilled. • CWCB Final Report.

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

Reporting Requirements
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.

Last Updated: November 2018

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 pay out the last 10% of the budget when the Final Report is completed to the satisfaction of CWCB staff. Once the Final Report has been accepted, and final payment has been issued, the 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.

Costs incurred prior to the effective date of this contract are not reimbursable. The last 10% of the entire grant will be paid out when 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 pay out the last 10% of the budget when the Final Report is completed to the satisfaction of CWCB staff. Once the Final Report has been accepted, and final payment has been issued, the 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.

**Utilities**

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Kevin Reidy
Colorado Water Conservation Board
1313 Sherman Street, Room 721
Denver, CO 80203

RE: Commitment of matched funds

Dear Mr. Reidy,

The City of Fort Collins Water Conservation Department seeks support of \$70,000 from the Colorado Water Conservation Board Water Plan Grant Fund to facilitate a series of pilot projects designed to achieve permanent water reductions through commercial-scale landscape transformations.

Most HOAs and business parks in Fort Collins were built with large areas of high-water use turfgrass that serve little purpose. By supporting six commercial customer projects, to transform a minimum half-acre turf area into low-water landscapes, we estimate a water savings of 3.7 acre-feet per year.

In addition, we intend to closely monitor these pilot projects to bolster efforts of identified interdepartmental and regional partners to provide landscape transformation recommendations for Fort Collins and the surrounding Northern Colorado Region.

The City of Fort Collins commits to providing \$87,826 of matched funding and in-kind services to pursue this project. Specifically, the City of Fort Collins commits to provide \$39,400 of matched funding and \$48,426 of in-kind services. We are confident this effort will help inform and pave the way for future conservation programs of this kind.

Thank you for your consideration of our request.

Respectfully,

Three handwritten signatures in black ink, corresponding to Abbye Neel, Liesel Hans, and Katie Collins.

Abbye Neel
Water Conservation Specialist
aneel@fcgov.com
970-416-4371

Liesel Hans
Water Conservation Manager
lhans@fcgov.com
970-221-6877

Katie Collins
Water Conservation Coordinator
kcollins@fcgov.com
970-416-4378

Colorado Water Conservation Board

Water Plan Grant - Exhibit B

Budget and Schedule

Prepared Date: January 21, 2019

Name of Applicant: Fort Collins Utilities - Water Conservation

Name of Water Project: Transforming the Front Range HOA

Project Start Date: June 1, 2019**Project End Date: December 31, 2021**

Task No.	Task Description	Task Start Date	Task End Date	Grant Funding Request	Match Funding	Total
1	Community Outreach & Call for Proposals	6/1/2019	12/1/2019	\$ -	\$ 14,564	\$ 14,564
2	Proposal Review & Selection	9/1/2019	3/1/2020	\$ -	\$ 21,392	\$ 21,392
3	Implementation & Monitoring	1/1/2020	10/31/2020	\$ 70,000	\$ 29,030	\$ 99,030
4	Project Review, Analysis & Reporting	10/31/2020	12/31/2021	\$ -	\$ 20,150	\$ 20,150
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
Total				\$70,000	\$85,136	\$157,826

Note: Timelines overlap for some tasks as some subtasks can and will be conducted concurrently. Staff anticipates reviewing and working with applicants on a rolling basis to make efficient use of time and make process more user-friendly. Staff is also providing some flexibility to account for potential weather or other unforeseen factors.



Colorado Water Conservation Board
Water Plan Grant - Detailed Budget Estimate
Fair and Reasonable Estimate

Prepared Date: 1/21/19

Name of Applicant: Fort Collins Utilities - Water Conservation

Name of Water Project: Transforming the Front Range HOA

Water Conservation Staff Estimated Hours							Funding Source				
	Water Conservation Specialist	Water Conservation Coordinator - Landscape	Water Conservation Coordinator - Irrigation	Water Conservation Manager	In-house marketing/event/coordinator staff	Subtotal - staff cost	Other direct costs	TOTAL (staff + direct costs)	CWCB Funds	Matching Funds (secure)	Matching - In-Kind Service
Hourly rates	\$ 34	\$ 28	\$ 28	\$ 42	\$ 28						
Task 1 - Community Outreach & Call for Proposals											
Finalize Application and related materials	40	40	40	10	20	\$ 4,580		\$ 4,580		\$ -	\$ 4,580
Create website	6	6	6	2	6	\$ 744		\$ 744		\$ -	\$ 744
Event space(s) and related materials, food, etc.					6	\$ 120	\$ 300	\$ 420		\$ 300	\$ 120
Develop marketing and advertising materials	20	20		5	20	\$ 1,850	\$ 1,000	\$ 2,850		\$ 1,000	\$ 1,850
Administration setup		20		5	10	\$ 970	\$ 5,000	\$ 5,970		\$ 5,000	\$ 970
RFI for outside marketing firm	20	20		10	10	\$ 1,860		\$ 1,860		\$ -	\$ 1,860
25% CWCB Progress Report	10	10		5		\$ 830		\$ 830		\$ -	\$ 830
Task 1 subtotals								\$ 17,254			
Task 2 - Proposal Review & Selection											
Application review and selection	40	40	40	5		\$ 3,810		\$ 3,810		\$ -	\$ 3,810
Project Launch Meetings	60	60	60	5	10	\$ 5,810		\$ 5,810		\$ -	\$ 5,810
Develop Project Monitoring Plans	40	40	40			\$ 3,600		\$ 3,600		\$ -	\$ 3,600
Zoning permit cost on behalf of participant		4				\$ 112	\$ 2,100	\$ 2,212		\$ 2,100	\$ 112
Develop educational materials	20	20	10	5	20	\$ 2,130	\$ 3,000	\$ 5,130		\$ 3,000	\$ 2,130
50% CWCB Progress report	10	10		5		\$ 830		\$ 830		\$ -	\$ 830
Task 2 subtotals								\$ 21,392			
Task 3 - Implementation & Monitoring											
Proposal Awards & Administration	10	10		10	4	\$ 1,120	\$ 90,000	\$ 91,120	\$ 70,000	\$ 20,000	\$ 1,120
Data and information management/organization	10	10				\$ 620		\$ 620			\$ 620
On-site visits	40	80	40			\$ 4,720		\$ 4,720			\$ 4,720
Support through Landscape Water Budget and WaterSmart services	10					\$ 340		\$ 340			\$ 340
Regional partner/stakeholder check-ins	10	10	10	10	4	\$ 1,400		\$ 1,400			\$ 1,400
75% CWCB Progress report	10	10		5		\$ 830		\$ 830			\$ 830
Task 3 subtotals								\$ 99,030			
Task 4 - Project Review, Analysis & Reporting											
Final data collection and develop long-term monitoring plans	30	30	20	20		\$ 3,260		\$ 3,260			\$ 3,260
Exit interviews, site visits	20	20	20			\$ 1,800		\$ 1,800			\$ 1,800
Develop case studies and technical reports	30	40	10	40	20	\$ 4,500	\$ 7,000	\$ 11,500		\$ 7,000	\$ 4,500
Outreach (presentations, webinars, etc.)	10	10				\$ 620	\$ 1,000	\$ 1,620		\$ 1,000	\$ 620
Final CWCB Progress report	25	25		10		\$ 1,970		\$ 1,970			\$ 1,970
Task 4 subtotals								\$ 20,150			
TOTAL								\$ 157,826	\$ 70,000	\$ 39,400	\$ 48,426
Percent									44%	25%	31%



January 25, 2019

Colorado Water Conservation Board
Conservation, Land Use Planning
c/o Kevin Reidy
1313 Sherman Street, Room 718
Denver, CO 80203

Dear Mr. Reidy:

I am writing to support Fort Collins Utilities (FCU) application for a Colorado Water Conservation Board (CWCB) Water Efficiency Grant which would help fund FCU's Commercial and HOA Landscape Conversion Program.

Statewide, water providers have identified an important need for improved water efficiency in commercial and HOA landscape design and management. Older landscapes often contain antiquated landscape designs that use excessive water, are difficult to manage, and expensive to maintain.

The proposed FCU grant program would implement a pilot program in Fort Collins supporting the transition to improved water efficient landscapes. The program will also offer additional benefits of improved water efficiency literacy and advocacy. Typical impactful changes include irrigation system upgrades, improved water application methods, and landscape design improvements. Within Northern Colorado, these localized efficiency projects can offer readily-available, accessible conversion examples, which may serve as tour locations. More so, landscape conversion grants leverage the limited available capital improvement funds from these customer groups, allowing for maximum value investments and results. These grants complement existing FCU programs, supporting next step actions after audits and recommendations.

The state benefits from facilitating large scale urban landscape conversions that offer direct opportunities for significant water savings while providing high-value demonstration case studies of water efficiency before and after upgrade projects. Such projects embody the use of conservation best management practices.

Finally, supporting this innovative grant program complements Northern Water's efforts by encouraging more landscape conversion projects throughout Northern Colorado.

Sincerely,

A handwritten signature in blue ink that reads "Frank Kinder". The signature is fluid and cursive, with the first name "Frank" being more prominent than the last name "Kinder".

Frank Kinder
Water Efficiency Program Manager
Northern Water



LARIMER COUNTY
COLORADO STATE UNIVERSITY
EXTENSION

1525 Blue Spruce Drive
Fort Collins, Colorado 80524-2004
(970) 498-6000
FAX: (970) 498-6025
www.larimer.org/ext

January 27, 2019

Dear Colorado Water Conservation Board Grant Committee Members,

I fully support the City of Fort Collins's application for a Colorado Water Conservation Board Water Efficiency grant to support a commercial landscape conversion program. In my current position, working for Colorado State University Extension in Larimer County as the horticulture agent, I work in a collaborative nature with the City of Fort Collins and their water conservation efforts. One of Extension's outreach efforts is a program called "Lawncheck" which offers on-site turf diagnostics. This program targets both homeowners and homeowner associations (HOAs). In my experience, most HOAs and larger multi-family complexes are trying to find ways to reduce water consumption on their properties and common areas, whether it be replacing irrigation heads, adjusting irrigation cycles, or changing current plant material to waterwise options. Colorado was the seventh fastest growing state in 2018 and the increased population means there are increased pressures on available water.

The City's proposal to reduce water use through landscape conversions or irrigation technology upgrades would allow HOAs to apply for funding to assist with these changes. While many HOAs are interested in conversion options, they are often faced with the inability to make these changes due to budget restrictions. Further, the projects funded by this grant would require the communities to demonstrate water savings through follow-up assessments. The goal of these conversions is to increase water literacy in the City, as well as support other program efforts, such as Nature in the City, whose goal is to create and enhance additional natural spaces while providing residents access to nature.

Urban green space is a key part of all communities and the benefits of landscapes are numerous. Most residents are interested in water conservation but become discouraged when they crunch the numbers and factor in costs, labor, and maintenance. Supporting this grant effort would help alleviate some of the budgeting constraints and allow the HOAs to pursue these options. Another similar grant program, funded by the Northern Colorado Water Conservancy District, will increase the distribution of funds and projects throughout the northern Colorado region. As these projects come into fruition, they can become "models" of what other communities can consider doing to do their part to support water conservation.

The City of Fort Collins has always been a leader for water conservation and supporting their grant will continue the positive impacts they have had on the community and reducing water use.

Sincerely,

A handwritten signature in black ink, appearing to read "Alison O'Connor".

Alison O'Connor, PhD
Horticulture
Colorado State University Extension in Larimer County



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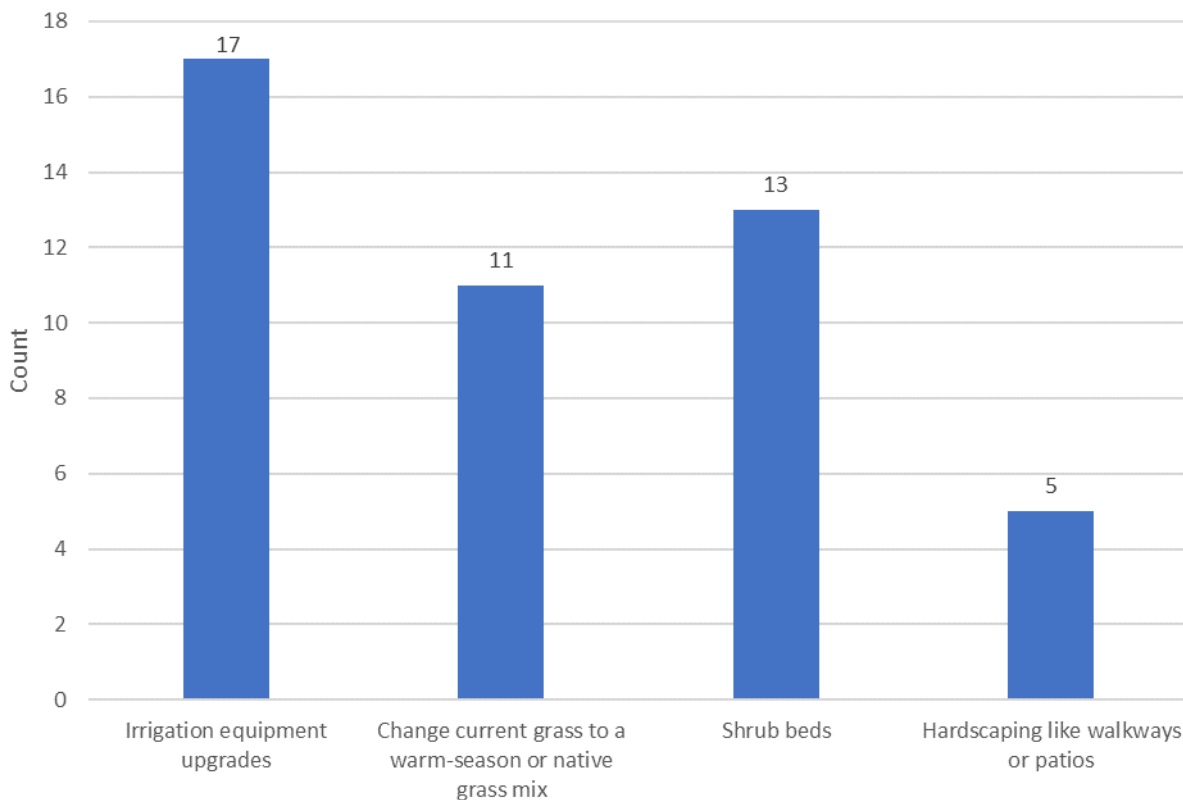
Appendix A

Utilities sent out a survey to 45 HOA or multi-family customers with common space, who have reached out to Utilities for outdoor water conservation solutions. Twenty-four completed surveys were received. Below is a summary of survey results.

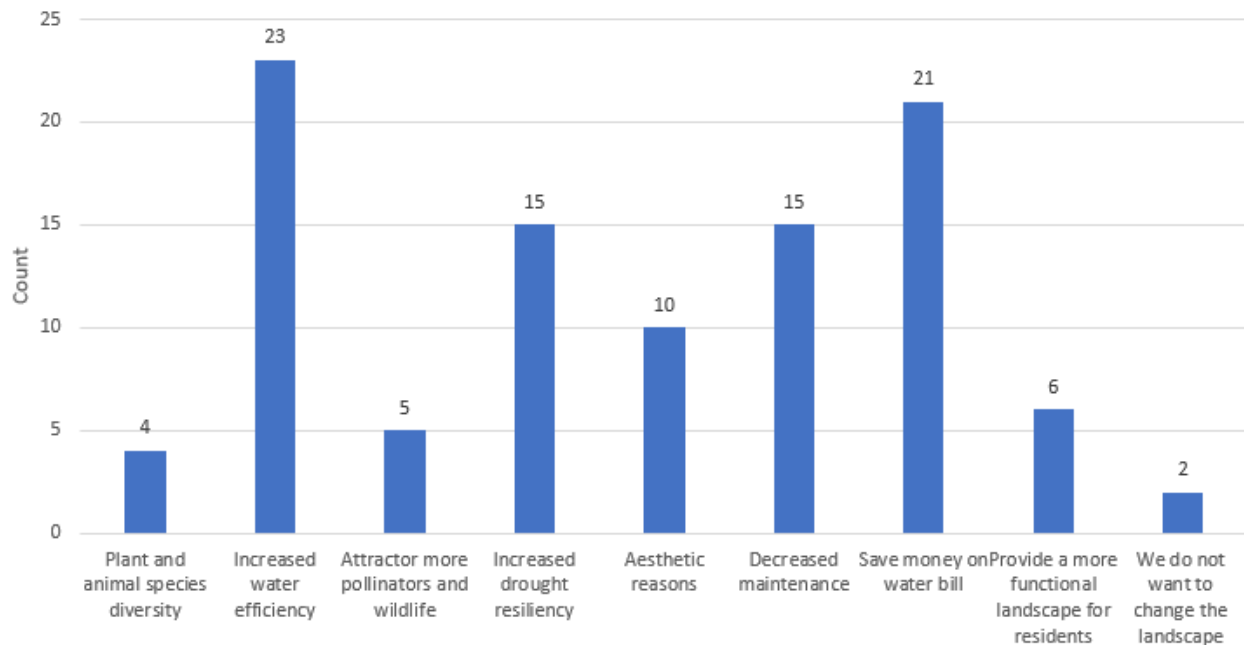
1. How is the community common green space typically used (e.g. recreation, walking, gardening, etc.)? (short answer)

- Walking, recreation, gardening

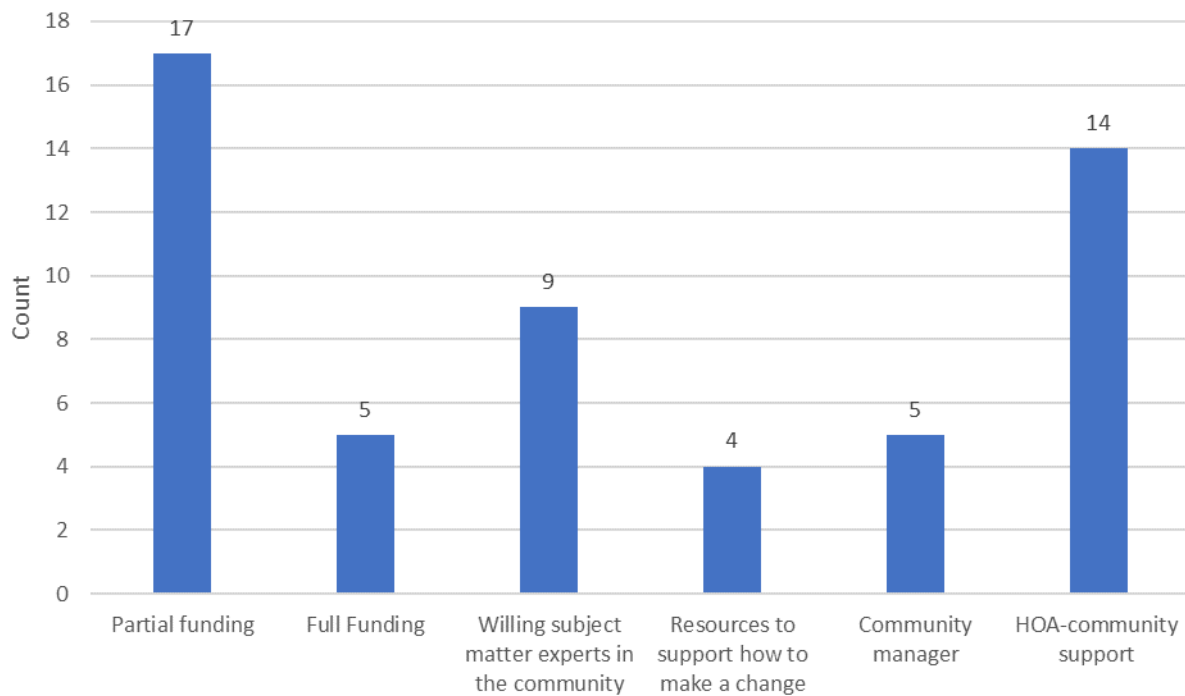
2. What landscape changes, if any, would your community like to see in the common green space? (Select all that apply).



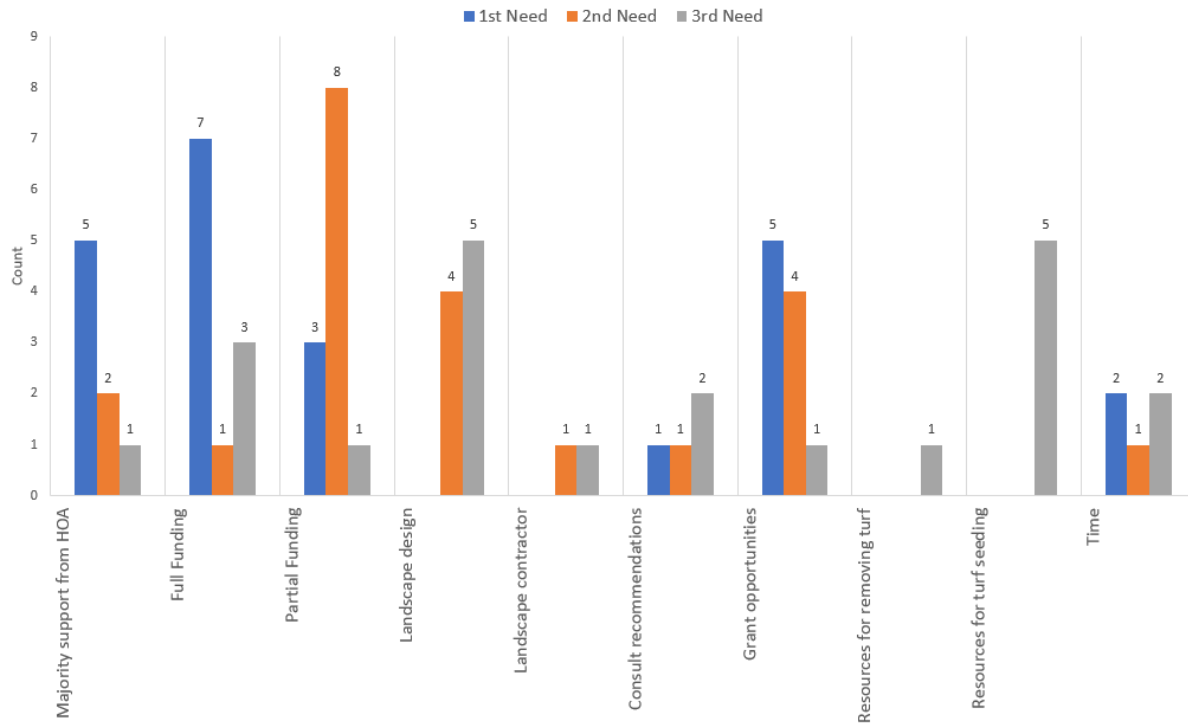
3. If the community is interested in changing the landscape, what is the primary motivation? (Select all that apply).



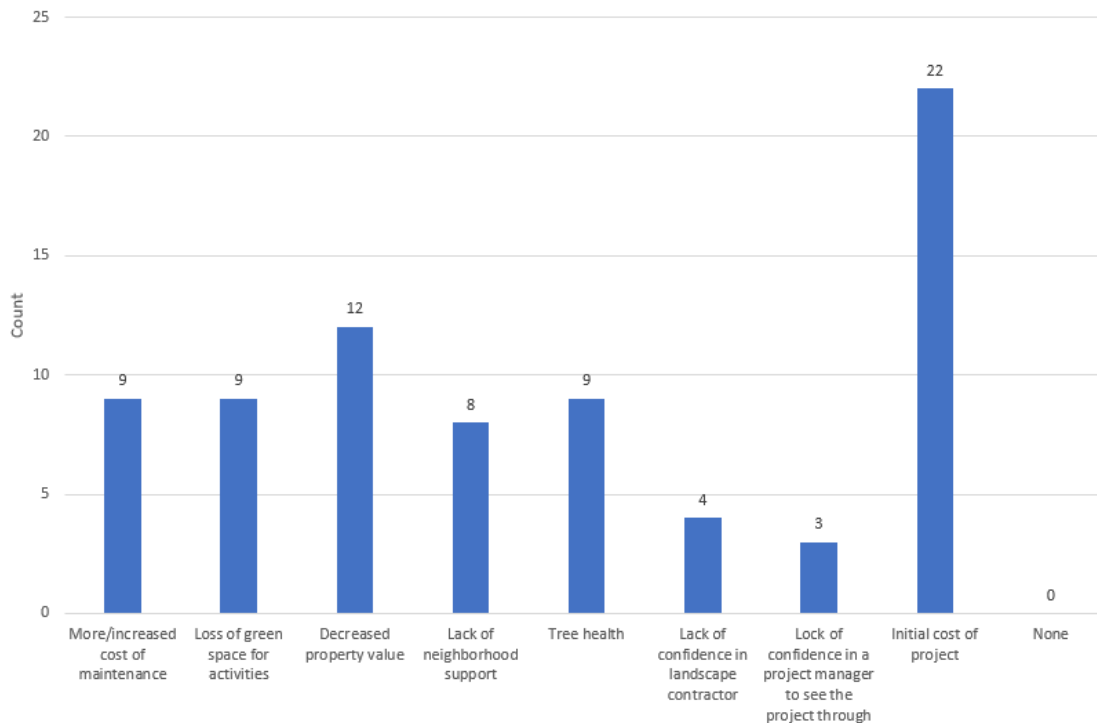
4. If the community is interested in changing the landscape, what resources would the community already have available to help with these changes (select all that apply)?



5. If the community is interested in changing the landscape, what top three resources would the community need to make these changes? (Only rank your top 3 choices. 1 is considered the highest need).



6. What concerns does the community have about switching to an alternative landscape? (Check all that apply)





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Appendix B

Call for Proposals

Program Overview:

Transforming the Front Range HOA helps fund commercial landscape projects that demonstrate projected water savings. Selected projects will receive funding for up to 50% of total project cost or \$10,000 whichever is lesser. Examples of projects include converting high-water use area to native grasses or shrub beds, and irrigation upgrades. Proposals will be rated based on points in the following categories: water saving potential; community education plan; project feasibility; justification; methodology.

Project requirements:

- Project Participant/Account representative must be a Fort Collins Utilities commercial water customer (including sprinkler taps).
- Through Utilities, participant must be enrolled in:
 - [WaterSmart](#)--an online water portal that allows customers to monitor water-use, and to set leak and high use alerts
 - [Landscape Budget Program](#)--a site-specific monthly water budget tool that provides customers with the data needed to make well informed irrigation decisions.
- Converted areas must be in good health and have historic water use.
- Project must be approved by Utilities prior to installation.
- To ensure water savings, impacted areas must remain in compliance with program terms and conditions for a minimum period of five years, as outlined in the maintenance plan.
- Minimum impact area of 20,000 square feet (approximately half-acre).
- Applicant is responsible for filing any relevant minor amendments or permits through Zoning Department. Fees will be covered for selected projects.
- Applicants are eligible for other City of Fort Collins rebates.

Complete proposal includes:

- Call for Proposal requirements, including:
 - Applicant information, including account number(s)
 - Statement of purpose and need (maximum 300 words)
 - Project description (maximum 300 words)
 - Amount of money requested and detailed project budget
 - List of contractors/others involved in project
- A clear map of current irrigation system and landscape plan.
- Water savings estimate (support available from Water Conservation).
- Minimum of two (2) wide-view photos of the proposed project area.
- Professionally designed landscape plan illustrating proposed project.
- Landscape maintenance plan.
- Professionally designed irrigation plan and/or equipment upgrade schedule.¹
- Five-year irrigation plan, including plant establishment schedule.
- Community Education Plan (e.g. ice cream social, HOA board presentation meetings, signs) and Community Letter of Support.

¹ Projects must include an existing or a new smart irrigation controller with compatible flow sensor.