



Southwest – Forests to Faucets – POGG1 2019-2804

April 4, 2019

Mountain Studies Institute
Attn: Amanda Kuenzi, Community Science Director
679 East 2nd Avenue, Suite 8
Durango, CO 81301

Dear Grantee:

We are pleased to inform you that the Colorado Department of Natural Resources, Colorado Water Conservation Board (CWCB) has approved your grant request for funding pursuant to the WSRF Grant Program (“Program”). This letter authorizes you to proceed with the Forests to Faucets Project (“Project”) in accordance with the terms of this Grant Award Letter.

Attached to this letter are the terms and conditions of your Grant. Please review these terms and conditions, as they are requirements of this Grant to which you, Mountain Studies Institute, agree by accepting the Grant Funds.

The WSRF Criteria & Guidelines can be located on our website for additional information. If you have any questions or concerns regarding the project, please contact Megan Holcomb, Project Manager at 303-866-3441 or at Megan.Holcomb@state.co.us. Please send the 6-month progress reports and invoices directly to the Project Manager and cc me at Dori.vigil@state.co.us.

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

cc: Marcie Bidwell, Executive Director





STATE OF COLORADO
Department of Natural Resources

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ORDER				*****IMPORTANT*****			
Number: POGG1,PDAA,201900002804				The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.			
Date: 4/4/19				BILL TO			
Description: PDAA WSRF 2500 MTN STUDIES INSTITUTE_FORESTS TO FAUCETS SWB				COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203			
Effective Date: 04/04/19							
Expiration Date: 01/31/22							
BUYER				SHIP TO			
Buyer:				COLORADO WATER BOARD CONSERVATION			
Email:				1313 SHERMAN STREET, ROOM 718			
VENDOR				DENVER, CO 80203			
MOUNTAIN STUDIES INSTITUTE PO BOX 426 SILVERTON, CO 81433-0426							
Contact: .				SHIPPING INSTRUCTIONS			
Phone: .				Delivery/Install Date: -			
				FOB: FOB Dest, Freight Allowed			
VENDOR INSTRUCTIONS							
EXTENDED DESCRIPTION							
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.	
1	G1000		0	0.00	\$17,500.00	<input type="checkbox"/>	
Description: PDAA WSRF 2500 MTN STUDIES INSTITUTE_FORESTS TO FAUCETS SWB							
Service From: 04/04/19				Service To: 01/31/22			
TERMS AND CONDITIONS							
https://www.colorado.gov/pacific/osc/small-dollar-grant-award-terms-conditions							
DOCUMENT TOTAL = \$17,500.00							

Last Update: January 9, 2018

Colorado Water Conservation Board	
Water Supply Reserve Fund	
<u>Exhibit A - Statement of Work</u>	
Date:	January 2, 2019
Water Activity Name:	<i>Forests to Faucets (F2F): My Water Comes from the San Juan Mountains Teacher Training Workshop Series</i>
Grant Recipient:	Mountain Studies Institute
Funding Source:	Southwest Basin
<p>Water Activity Overview: (Please provide brief description of the proposed water activity (no more than 200 words). Include a description of the overall water activity and specifically what the WSRF funding will be used for.)</p> <p>The purpose of the Forests to Faucets Teacher Training Workshop Series is to train 15-20 teachers about the importance and interconnection of healthy watersheds to area water supplies through a two-day field-based course, including an educational tour. The training empowers educators to include place-based watershed education in their lesson plans and engage students to think critically about Colorado's water issues. This workshop is appropriate for teachers of K-12 classrooms and rotates each year between the Animas/San Juan River watershed (Durango and Silverton), the Upper San Juan watershed (Pagosa Springs), and the Dolores River watershed (Dolores and Cortez). The Forest-to-Faucets education partnership contributes to Southwest Conservation District's and Southwest Basin Roundtable's Education Action Plan priority to provide water education for constituents in the region (Southwest Basin's Public Education, Participation, and Outreach Implementation Plan).</p>	
<p>Objectives: (List the objectives of the project)</p> <p>The objectives of the Forests to Faucets: My Water Comes from the San Juan Mountains Teacher Training Workshop Series include:</p> <ul style="list-style-type: none"> • Train 15-20 teachers about the importance and interconnection of healthy watersheds to area water supplies through a two-day field-based course, including an educational tour • Each participating teacher will graduate with a copy of the <i>My Water</i> teacher guide and book and each school will receive a My Water kit which contains materials to complete activities in the teacher guide. • Upon integration of the curriculum into their classrooms, it is estimated that these teachers will bring watershed science to an additional 300-450 students per year. • Additionally, the workshop will offer graduate credit (in the form of continuing education credit) from Adams State University, helping to grow the credentials of our local teachers. • The long-term goal of regularly providing this workshop is to build teachers' capacity for teaching watershed science across the region by providing place-specific knowledge and activities that can easily be integrated in science, math, and social studies curricula. 	

Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<u>Task 1 – 2019 Teacher Training Workshop: Animas/San Juan River Watershed</u>
Description of Task:
<p>The F2F Team will design a two-day workshop to explore issues within the Animas/San Juan River Watershed with activities based in and around the Durango and Silverton areas, to bring awareness to the complex issues intertwined with post-wildfire impacts to our watershed, river ecology, forest health, and water management. This focus is timely, as the Durango and Silverton areas are still dealing with the impacts from the 416 Fire in summer, 2018.</p>
Method/Procedure:
<p>The F2F team will spend time in winter/spring 2019 to work with area land and water managers to assemble a host of speakers to meet with the educators during the summer workshop. We will also choose locations for the field tours to illustrate the concepts of the workshop. These locations will serve as example field trips that teachers may later bring students to experience.</p> <p>In spring 2019, the F2F team will do a “practice run” to ensure access points to all locations for the field trips. F2F team members will recruit educators from the communities of Bayfield, Cortez, Dove Creek, Durango, Ignacio, Mancos, Pagosa Springs, Rico, Silverton, Telluride, and other surrounding areas within Colorado. The F2F team will order all equipment needed for the teacher kits, assemble the kits, assemble lesson packets, create thumb drives of all teacher materials, finalize the agenda, and prepare all materials for the June workshop.</p> <p>At the conclusion of the workshop, teachers will fill out a written evaluation of the workshop. The following fall, the F2F team will follow up with all participants to see how the lessons are being used in their classrooms. A final report, including all teacher feedback and examples of the F2F materials being used in the classroom, will be compiled.</p> <p>An example agenda for the Animas/San Juan River watershed workshop is included in the attachments.</p>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
<p>The F2F team expects to hold a successful workshop with 15-20 educators attending. We expect to receive positive feedback from written evaluations, as evidenced in past workshops. Additionally, we will create an incentive for participants to report on the use of the F2F materials in the classroom by returning each participants deposit for the workshop after they have turned in their impact report to our team.</p>
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)

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Tasks
The F2F team will provide a report of the workshop outcomes, which will include teacher feedback, as well as photos/videos, and written descriptions from teachers about the use of the F2F materials in their classroom. We will report the annual impacts of the program.

Tasks
Provide a detailed description of each task using the following format:
<u>Task 2 – 2020 Teacher Training Workshop: Upper San Juan River Watershed</u>
Description of Task:
<p>The F2F Team will design a two-day workshop to explore issues within the Upper San Juan River Watershed with activities based in and around the Pagosa Springs area. The workshop will be tailored to the current and pertinent issues impacting the region. In the past, the F2F has worked closely with the Pagosa Area Water and Sanitation District to explore municipal water needs, as well as Pagosa Land Company to learn about innovations in fuel mitigation.</p>
Method/Procedure:
<p>The F2F team will spend time in winter/spring 2020 to work with area land and water managers to assemble a host of speakers to meet with the educators during the summer workshop. We will also choose locations for the field tours to illustrate the concepts of the workshop. These locations will serve as example field trips that teachers may later bring students to experience.</p> <p>In spring 2020, the F2F team will do a “practice run” to ensure access points to all locations for the field trips. F2F team members will recruit educators from the communities of Bayfield, Cortez, Dove Creek, Durango, Ignacio, Mancos, Pagosa Springs, Rico, Silverton, Telluride, and other surrounding areas within Colorado. The F2F team will order all equipment needed for the teacher kits, assemble the kits, assemble lesson packets, create thumb drives of all teacher materials, finalize the agenda, and prepare all materials for the June workshop.</p> <p>At the conclusion of the workshop, teachers will fill out a written evaluation of the workshop. The following fall, the F2F team will follow up with all participants to see how the lessons are being used in their classrooms. A final report, including all teacher feedback and examples of the F2F materials being used in the classroom, will be compiled.</p> <p>An example agenda for the Upper San Juan River watershed workshop is included in the attachments.</p>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)

Last Update: January 9, 2018

Tasks
The F2F team expects to hold a successful workshop with 15-20 educators attending. We expect to receive positive feedback from written evaluations, as evidenced in past workshops. Additionally, we will create an incentive for participants to report on the use of the F2F materials in the classroom by returning each participants deposit for the workshop after they have turned in their impact report to our team.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
The F2F team will provide a report of the workshop outcomes, which will include teacher feedback, as well as photos/videos, and written descriptions from teachers about the use of the F2F materials in their classroom. We will report the annual impacts of the program.

Tasks
Provide a detailed description of each task using the following format:
<u>Task 3 – 2021 Teacher Training Workshop: Dolores River Watershed</u>
Description of Task:
The F2F Team will design a two-day workshop to explore issues within the Dolores River Watershed with activities based in and around the Dolores/Cortez area. The workshop will be tailored to the current and pertinent issues impacting the region. In past years, the F2F team has worked with the Dolores Water Conservancy District to explore the extensive irrigation systems needed for agriculture in the region, and with the US Forest Service to explore the unique hydrology of the Dolores watershed.
Method/Procedure:
The F2F team will spend time in winter/spring 2021 to work with area land and water managers to assemble a host of speakers to meet with the educators during the summer workshop. We will also choose locations for the field tours to illustrate the concepts of the workshop. These locations will serve as example field trips that teachers may later bring students to experience.
In spring 2021, the F2F team will do a “practice run” to ensure access points to all locations for the field trips. F2F team members will recruit educators from the communities of Bayfield, Cortez, Dove Creek, Durango, Ignacio, Mancos, Pagosa Springs, Rico, Silverton, Telluride, and other surrounding areas within Colorado. The F2F team will order all equipment needed for the teacher kits, assemble the kits, assemble lesson packets, create thumb drives of all teacher materials, finalize the agenda, and prepare all materials for the June workshop.
At the conclusion of the workshop, teachers will fill out a written evaluation of the workshop. The following fall, the F2F team will follow up with all participants to see how the lessons are being used in their classrooms. A final report, including all teacher feedback and examples of the F2F materials being used in the classroom, will be compiled.

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Tasks
<p>An example agenda for the Dolores River watershed workshop is included in the attachments.</p>
<p>Grantee Deliverable: (Describe the deliverable the grantee expects from this task)</p>
<p>The F2F team expects to hold a successful workshop with 15-20 educators attending. We expect to receive positive feedback from written evaluations, as evidenced in past workshops. Additionally, we will create an incentive for participants to report on the use of the F2F materials in the classroom by returning each participants deposit for the workshop after they have turned in their impact report to our team.</p>
<p>CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)</p>
<p>The F2F team will provide a report of the workshop outcomes, which will include teacher feedback, as well as photos/videos, and written descriptions from teachers about the use of the F2F materials in their classroom. We will report the annual impacts of the program.</p>

Budget and Schedule
<p>Exhibit B - 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 <u>excel format</u>. A separate <u>excel formatted</u> Budget is required for engineering costs to include rate and unit costs.</p>

Reporting Requirements
<p>Progress Reports: The grantee 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>
<p>Final Report: At completion of the project, the grantee shall provide the CWCB a Final Report on the grantee's letterhead that:</p> <ul style="list-style-type: none"> • 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.

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Reporting Requirements
Payments
<p>Payment will be made based on actual expenditures, must include invoices for all work completed and must be on grantee's letterhead. 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.</p> <p>The CWCB will pay the last 10% of the <u>entire</u> water activity 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 water activity and purchase order or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to CWCB within 90 days of the expiration of a purchase order or contract may be denied consideration for future funding of any type from CWCB.</p>
Performance Requirements
<p>Performance measures for this contract shall include the following:</p> <p>(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 Grant Guidelines, the CWCB will pay out the last 10% of the budget when the final deliverable is completed to the satisfaction of CWCB staff. Once the final deliverable has been accepted, and final payment has been issued, the purchase order or grant will be closed without any further payment.</p> <p>(b) Accountability: Per the 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 the 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.</p> <p>(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.</p> <p>(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.</p>

