



COLORADO

**Colorado Water
Conservation Board**

Department of Natural Resources

1313 Sherman Street, Room 718
Denver, CO 80203

**WSRF & Watershed Restoration – San Miguel Stream Mgmt. Plan
POGG1 2019-2564**

April 25, 2019

San Juan Resources Conservation &
Development Council
Attn: Carrie Padgett
P.O. Box 1006
Durango, CO 81302

Southwest Basin Roundtable
Attn: Thia Parry, Executive Director
P.O. Box 1150
Cortez, CO 81321

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 San Miguel Stream Management Plan 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, San Juan Resources Conservation & Development Council, agree by accepting the Grant Funds.

If you have any questions or concerns regarding the project, please contact Chris Sturm, Project Manager at 303-866-3441 or at Chris.Sturm@state.co.us. Please send all grant correspondence directly to Chris and cc me on your invoice billing requests.

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

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ORDER		*****IMPORTANT*****				
Number:	POGG1,PDAA,201900002864	The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.				
Date:	4/25/19	BILL TO				
Description:	PDAA WSRF & WATERSHED RESTORE SAN MIGUEL STREAM MGMT PLAN	COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Effective Date:	04/29/19	SHIP TO				
Expiration Date:	01/31/21	COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
BUYER		SHIPPING INSTRUCTIONS				
Buyer:		Delivery/Install Date: -				
Email:		FOB: FOB Dest, Freight Allowed				
VENDOR						
SAN JUAN RESRC CONSERVE & DEV CNCL PO BOX 1006 DURANGO, CO 81302-1006						
Contact:	.					
Phone:	.					
VENDOR INSTRUCTIONS						
EXTENDED DESCRIPTION						
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$12,530.00	<input type="checkbox"/>
Description: PDAA 2500 WSRF SAN MIGUEL STREAM MGMT PLAN						
Service From: 04/29/19		Service To: 01/31/21				
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
2	G1000		0	0.00	\$25,061.00	<input type="checkbox"/>
Description: PDAA 5000 WATERSHED RESTORE SAN MIGUEL STREAM MGMT PLAN						
Service From: 04/29/19		Service To: 01/31/21				
TERMS AND CONDITIONS						
https://www.colorado.gov/pacific/osc/small-dollar-grant-award-terms-conditions						
DOCUMENT TOTAL = \$37,591.00						

EXHIBIT A - Scope of Work

Grantee & Fiscal Agent: San Juan Resource Conservation and Development Council (SJRCDC)

PRIMARY CONTACT

Grantee Contact: Mike Preston, Southwest Basin Roundtable Chair
mpreston@frontier.net
(970) 565-7562

Project Manager: Stacy Beaugh, Facilitator, Strategic By Nature
stacybeaugh@gmail.com
(630) 854-5129

Fiscal Agent Contact: Thia Parry, Executive Director at SJRCDC
sjrccd@hotmail.com
(970) 382-9371

PROJECT NAME

San Miguel Stream Management Plan: Stakeholder Engagement Process

GRANT AMOUNT

Grant Amount from Watershed Restoration Program: \$25,061

Grant Amount from Southwest Basin Roundtable WSRF: \$12,530

TOTAL: \$37,591

INTRODUCTION AND BACKGROUND

The San Miguel Pilot Project aimed to (1) characterize existing and historical conditions, (2) enhance understanding of spatial and temporal patterns in environmental and recreational needs, and (3) identify opportunities for cooperative projects and processes to optimize support for existing uses and important environmental and/or recreation needs. This pilot project was an outcome from the Southwest Basin's Roundtable expressed need to evaluate environmental and/or recreation gaps and where gaps are identified develop innovative tools to address these identified gaps. The pilot project completed its draft report in April of 2017.

Throughout the pilot project, a sub-committee of the Roundtable was periodically updated and provided input on the analysis of the identified needs and gaps. These meetings were technical in nature. A series of public stakeholder meetings were held while the draft report was being completed. Based on feedback from these public meetings, it was clear that a more thorough stakeholder engagement process with leadership and robust participation from agricultural water users needs to occur to support the effort on the San Miguel River. This stakeholder engagement proposal aims to foster relationships up and down the San Miguel River. Through this relationship building process and review of the draft report, the outcome would be identification of opportunities that meet multiple purpose water needs along the river. Below are the tasks, deliverables, budget, and timeline for the stakeholder engagement process is described.

OBJECTIVES

The objectives of the stakeholder engagement process are to: (1) Organize a stakeholder group that includes a diverse set of interests within the entire San Miguel River Basin with active participation from the West End's agricultural community; and (2) create a trusted space where potentials actions may be discussed as opportunities for multiple purpose projects.

TASKS

TASK 1 – Establish a stakeholder group and identify water related attributes and values in the San Miguel River Basin

Task 1 is to establish a stakeholder group with the appropriate level of participation from the agricultural community and users from the entire San Miguel River Basin. Stakeholder group establishment will build on outcomes achieved and lessons learned from Phase 1 of the pilot project. Participants of the group will identify their water values within the basin and expectations of the group. Participants will also define their decision-making process and common objectives for the stakeholder process.

Description of Task

The purpose of this task to establish a stakeholder group with a wide variety of participants from the San Miguel River Basin. Two co-chairs for the stakeholder group have been identified: an environmental representative and agricultural representative. These co-chairs have created an initial list of entities and individuals that may be interested in participating in the work group. Task 1 will be to reach out to these identified parties and determine their level of interest as well as identify attributes and water-related values they find most important within the San Miguel River Basin.

Method/Procedure

With support from the co-chairs, the Project Facilitator, Strategic By Nature, will interview the identified parties. This will be done by phone or in-person to determine if parties are interested, what level of participation they would be able to commit to during the grant period, and their suggestions of other parties who should be involved in the stakeholder process. Based on these interviews, the facilitator will develop the group's structure and outline initial meeting objectives and agendas for the group. Initial objectives once convened are for the group to participate in establishing ground rules and laying the groundwork for relationship building by sharing their interests, water related values, and expectations for the process.

Deliverable

The deliverable for this task will be the establishment of a diverse stakeholder group with defined structure and common objectives. This group will meet bi-monthly or quarterly over an 18-month period. The CWCB deliverable will be documentation of the group structure, decision making process, and a list of the participants of the stakeholder group including interests they represent.

TASK 2 – Facilitate review of Phase 1 technical report in coordination with Lotic Hydrological

Task 2 is to facilitate the review of Phase 1 draft technical report.

Description of Task

The purpose of this task is to review the draft technical report developed in Phase 1 of the project with the stakeholder group. The contractor charged with drafting the report, Lotic Hydrological, will participate in this task.

Method/Procedure

The review process of the draft technical report from Phase 1 will be guided by the stakeholder group. It is anticipated the review process will occur through a series of facilitated meetings. The contractor, Lotic Hydrologic, who drafted the report will participate in these meetings. The review process is expected to include discussions of the report's assumptions, existing and historical conditions used for the analysis, and enhance participants' understanding of spatial and temporal patterns for environmental and recreational needs. The stakeholder group may ask questions of the contractor that could lead to edits or additions to the draft report. If needed, the stakeholder group will conduct a public meeting to present their conclusions and assessment of the draft report.

Deliverable

The deliverable of Task 2 is for all members of the stakeholder group to have a common understanding of the Phase 1 technical report. The CWCB deliverable will be meeting summaries. These summaries will include agendas, summaries of the discussions, and outcomes from each meeting.

TASK 3 – Identify projects/opportunities that meet multiple purposes and water values

Task 3 is for the stakeholder group to identify projects or opportunities to meet multiple purposes within the San Miguel River Basin.

Description of Task

The purpose of this task is for the stakeholder group to collectively identify opportunities that will meet multiple purpose water needs within the basin.

Method/Procedure

The stakeholder group will guide this process. It is anticipated a series of meetings, including field trips, will be held to discuss and, if agreeable, identify projects or opportunities that meet multiple purpose water values within the river basin. The field trips will be to visit areas of potential multiple purpose projects. Common understanding from Task 2 will help inform these discussions as well as input from locals and water experts. The stakeholder group will conduct a public meeting to present any identified projects that meet multiple purposes.

Deliverable

The CWCB deliverable for this task will be to produce a report summarizing discussions and outcomes from the stakeholder group's discussions and documentation how the report is actionable, per the group's decision-making structure. If multiple purpose opportunities are identified by the stakeholder group these projects will be summarized within the report.

REPORTING AND FINAL DELIVERABLE

Reporting: The applicant 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, the applicant shall provide the CWCB a final report that summarizes the project and documents how the project was completed. This report may contain photographs, summaries of meetings and engineering reports/designs.

PERFORMANCE REQUIREMENTS

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 the WSRF 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.

(b) Accountability: Per the WSRF 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 WSRF 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 WSRF Grant Agreement.

PAYMENTS

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.

The CWCB will pay the last 10% of the entire 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.

EXHIBIT B - BUDGET & SCHEDULE

San Miguel Stream Management Plan Stakeholder Engagement Process**Budget & Timeline Table**

Task	Description	Target Start Date*	Target Completion Date*	CWCB Funds CO Watershed Restoration Prog.	CWCB Funds WSRF Basin	Other Funding Cash	Other Funding In-Kind	Total
1	Establish a stakeholder group and identify water related attributes and values in the San Miguel River Basin	4/29/19	8/1/19	\$2,100	\$1,050	\$1,050	\$0	\$4,200
2	Facilitate review of Phase 1 technical report in coordination with Lotic Hydrological	8/1/19	4/1/20	\$7,475	\$3,738	\$3,738	\$0	\$14,951
3	Identify projects/opportunities that meet multiple purposes and water values	4/1/20	1/31/21	\$6,588	\$3,294	\$3,294	\$0	\$13,176
4	Associated Miscellaneous Expenses (i.e. meeting materials, travel expense, grant administration)	4/29/19	1/31/21	\$8,898	\$4,448	\$4,449	\$0	\$17,795
	TOTALS			\$25,061	\$12,530	\$12,531	\$0	\$50,122