



**COLORADO**

**Colorado Water  
Conservation Board**

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

Gunnison - Wilbur Ditch Diversion Improvement  
Project  
WSRF – POGG1 2019-2930

June 3, 2019

Trout Unlimited, Inc.  
Attn: Cary Denison, Project Manager  
1777 N. Kent Street, Suite 100  
Arlington, VA 92001

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 Wilbur Ditch Diversion Improvement 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, Trout Unlimited, Inc., agree by accepting the Grant Funds.

If you have any questions or concerns regarding the project, please contact Craig Godbout, Project Manager at 303-866-3441 or at [Craig.Godbout@state.co.us](mailto:Craig.Godbout@state.co.us). Please send all grant correspondence directly to Craig 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](mailto:Dori.vigil@state.co.us) / [cwcb.state.co.com](http://cwcb.state.co.com)

Cc: Danielle Typinski, Grants Compliance Officer





**STATE OF COLORADO**  
Department of Natural Resources

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ORDER		*****IMPORTANT*****				
<b>Number:</b>	POGG1,PDAA,201900002930	The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.				
<b>Date:</b>	6/3/19					
<b>Description:</b>	PDAA 2500 WSRF TU_WILBER DITCH IMPROVE_GUNN	<b>BILL TO</b>				
		COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
<b>Effective Date:</b>	06/03/19					
<b>Expiration Date:</b>	06/30/20					
<b>BUYER</b>		<b>SHIP TO</b>				
<b>Buyer:</b>		COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
<b>Email:</b>						
<b>VENDOR</b>		<b>SHIPPING INSTRUCTIONS</b>				
TROUT UNLIMITED INC 1777 N KENT ST # 100 ARLINGTON, VA 22209-2133		<b>Delivery/Install Date:</b> - <b>FOB:</b> FOB Dest, Freight Allowed				
<b>Contact:</b>	.					
<b>Phone:</b>	.					
<b>VENDOR INSTRUCTIONS</b>						
<b>EXTENDED DESCRIPTION</b>						
<b>Line Item</b>	<b>Commodity/Item Code</b>	<b>UOM</b>	<b>QTY</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>MSDS Req.</b>
1	G1000		0	0.00	\$10,500.00	<input type="checkbox"/>
Description: PDAA 2500 WSRF TU_WILBER DITCH IMPROVE_GUNN						
Service From: 06/03/19		Service To: 06/30/20				
<b>Line Item</b>	<b>Commodity/Item Code</b>	<b>UOM</b>	<b>QTY</b>	<b>Unit Cost</b>	<b>Total Cost</b>	<b>MSDS Req.</b>
2	G1000		0	0.00	\$10,000.00	<input type="checkbox"/>
Description: PDAA 2500 WSRF TU_WILBER DITCH IMPROVE_GUNN						
Service From: 06/03/19		Service To: 06/30/20				
<b>TERMS AND CONDITIONS</b>						
<a href="https://www.colorado.gov/pacific/osc/small-dollar-grant-award-terms-conditions">https://www.colorado.gov/pacific/osc/small-dollar-grant-award-terms-conditions</a>						
<b>DOCUMENT TOTAL = \$20,500.00</b>						



Last Update: January 9, 2018

<b><u>Colorado Water Conservation Board</u></b>	
<b>Water Supply Reserve Fund</b>	
<b><u>Exhibit A - Statement of Work</u></b>	
<b>Date:</b>	<b>11/20/2018</b>
<b>Water Activity Name:</b>	<b>Wilbur Ditch Diversion Reconstruction</b>
<b>Grant Recipient:</b>	Trout Unlimited
<b>Funding Source:</b>	<b>WSRF Basin \$10,500, WSRF State \$10,000, USFWS Partners \$10,000, Trout Unlimited \$2,200, Escalante Ranch \$7,000</b>
<b>Water Activity Overview:</b> (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>The Wilbur Ditch, which provided irrigation water to lands on the Escalante Ranch, suffered a diversion dam failure in 2011. The diversion is located on North Fork of Escalante Creek in an area that is home to Colorado River Cutthroat trout. The ranch is willing and interested in working with Trout Unlimited and U.S. Fish and Wildlife Service to rebuild the project in a way that is not an impediment to the trout.</p>	
<b>Objectives:</b> (List the objectives of the project)	
<ol style="list-style-type: none"><li>1. Reconstruct diversion to allow for adequate diversion of irrigation water into the Wilbur Ditch.</li><li>2. Limit impacts on habitat of CRCT including allowing for fish passage and reducing entrainment in the canal.</li></ol>	



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 1 - Survey</u></b>
Description of Task:
Hire a survey company to shoot elevations of the existing ditch and determine correct site for new diversion structure.
Method/Procedure:
Contact local surveying companies who can work on the project within budget. Contract with a surveying company to provide services
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Site staking, and project plans showing location of pipe and diversion.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Copies of survey report and site photos.



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 2 - Purchase of Materials</u></b>
Description of Task:
Purchase materials including pipe, headgate(s), rocks, geotextile fabric, concrete blocks, seed and erosion blankets and fabric.
Method/Procedure:
Locate materials from local vendors, create purchase orders and other payment arrangements, and arrange for delivery to job-site if necessary.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Obtaining the necessary materials to complete the project.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)

Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 3 - Installation/Construction</u></b>
Description of Task:
Installing materials to meet project goals and objectives set out for the project.
Method/Procedure:
Using the heavy equipment and hand labor, Escalante Ranch and Trout Unlimited will install rock, pipe and other materials.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
A cross stream riffle vane, diversion controlled by a headgate, a wasteway from gate to stream, and approximately 1000 feet of 80lb PIP pipe.
CWCB Deliverable:
Site photos and as-built drawings of completed project.



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<b><u>Task 4 - Project Management</u></b>
Description of Task:
Managing project.
Method/Procedure:
Oversight and direction for all phases of survey, design, construction and grant reporting
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Completed project and final and progress reporting.
CWCB Deliverable:
Final report including supporting documents and photos and single point of contact for granting agencies.



Last Update: January 9, 2018

### Budget and Schedule

**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 excel format. A separate excel formatted Budget is required for engineering costs to include rate and unit costs.

### Reporting Requirements

**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.

**Final Report:** At completion of the project, the grantee shall provide the CWCB a Final Report on the grantee'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.

### 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.

### 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 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 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.

(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.

