

Last Update: July 31, 2018

Colorado Water Conservation Board							
Water Supply Reserve Fund Grant Application							
Instructions							
<p>All WSRF grant applications shall conform to the current 2016 WSRF Criteria and Guidelines.</p> <p>To receive funding from the WSRF, a proposed water activity must be approved by a Roundtable(s) AND the Colorado Water Conservation Board (CWCB). The process for Roundtable consideration and recommendation is outlined in the 2016 WSRF Criteria and Guidelines. The CWCB meets bimonthly according to the schedule on page 2 of this application.</p> <p>If you have questions, please contact the current CWCB staff Roundtable liaison:</p> <table border="0"> <tr> <td>Arkansas</td> <td>Gunnison North Platte South Platte Yampa/White</td> <td>Colorado Metro Rio Grande Southwest</td> </tr> <tr> <td>Ben Wade ben.wade@state.co.us 303-866-3441 x3238</td> <td>Craig Godbout craig.godbout@state.co.us 303-866-3441 x3210</td> <td>Megan Holcomb megan.holcomb@state.co.us 303-866-3441 x3222</td> </tr> </table>		Arkansas	Gunnison North Platte South Platte Yampa/White	Colorado Metro Rio Grande Southwest	Ben Wade ben.wade@state.co.us 303-866-3441 x3238	Craig Godbout craig.godbout@state.co.us 303-866-3441 x3210	Megan Holcomb megan.holcomb@state.co.us 303-866-3441 x3222
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WSRF Submittal Checklist (Required)							
	I acknowledge this request was recommended for CWCB approval by the sponsoring roundtable.						
X	I acknowledge I have read and understand the 2016 WSRF Criteria and Guidelines .						
X	I acknowledge the Grantee will be able to contract with CWCB using the Standard Contract . ⁽¹⁾						
Application Documents							
X	Exhibit A: Statement of Work ⁽²⁾ (<i>Word – see Template</i>)						
X	Exhibit B: Budget & Schedule ⁽²⁾ (<i>Excel Spreadsheet – see Template</i>)						
X	Letters of Matching and/or Pending 3 rd Party Commitments ⁽²⁾						
X	Map ⁽²⁾						
	Photos/Drawings/Reports						
X	Letters of Support						
Contracting Documents ⁽³⁾							
X	Detailed/Itemized Budget ⁽³⁾ (<i>Excel Spreadsheet – see Template</i>)						
X	Certificate of Insurance ⁽⁴⁾ (<i>General, Auto, & Workers' Comp.</i>)						
X	Certificate of Good Standing ⁽⁴⁾						
X	W-9 Form ⁽⁴⁾ (<i>On file with CWCB contracting for 2019</i>)						
	Independent Contractor Form ⁽⁴⁾ (<i>If applicant is individual, not company/organization</i>)						
X	Electronic Funds Transfer (ETF) Form ⁽⁴⁾ (<i>On file with CWCB contracting for 2019</i>)						

(1) Click "Grant Agreements". For reference only/do not fill out or submit/required for contracting

(2) Required with application if applicable.

(3) Additional documentation providing a Detailed/Itemized Budget maybe required for contracting. Applicants are encouraged to coordinate with the CWCB Project Manager to determine specifics.

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

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Schedule		
CWCB Meeting	Application Submittal Dates	Type of Request
January	December 1	Basin Account; BIP
March	February 1	Basin/Statewide Account; BIP
May	April 1	Basin Account; BIP
July	June 1	Basin Account; BIP
September	August 1	Basin/Statewide Account; BIP
November	October 1	Basin Account/BIP

Desired Timeline	
Desired CWCB Hearing Month:	September 2019
Desired Notice to Proceed Date:	October 2019

Water Activity Summary	
Name of Applicant	Mountain Studies Institute
Name of Water Activity	Upper San Juan Watershed Enhancement Partnership (WEP) Multiple Use Project
Approving Roundtable(s)	Basin Account Request(s) ⁽¹⁾
San Juan Basin Roundtable	\$7,500
Basin Account Request Subtotal	\$7,500
Statewide Account Request ⁽¹⁾	\$0
Total WSRF Funds Requested (Basin & Statewide)	\$7,500
Total Project Costs	\$11,000

(1) Please indicate the amount recommended for approval by the Roundtable(s)

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Grantee and Applicant Information	
Name of Grantee(s)	Mountain Studies Institute
Mailing Address	679 East 2nd Ave, Suite 8, Durango, CO 81301
FEIN	73-1644103
Grantee's Organization Contact ⁽¹⁾	Marcie Bidwell
Position/Title	Executive Director
Email	marcie@mountainstudies.org
Phone	970-387-5161
Grant Management Contact ⁽²⁾	<u>Carolyn Moller</u>
Position/Title	Finance Director
Email	finance@mountainstudies.org
Phone	970-387-5161
Name of Applicant (if different than grantee)	Aaron Kimple
Mailing Address	679 East 2nd Ave, Suite 8, Durango, CO 81301
Position/Title	Program Director of Forest Health
Email	akimple@mountainstudies.org
Phone	970-387-5161

(1) Person with signatory authority

(2) Person responsible for creating reimbursement invoices (Invoice for Services) and corresponding with CWCB staff.

Description of Grantee
Provide a brief description of the grantee's organization (100 words or less).
<p>Mountain Studies Institute (MSI) is a 501(c)(3) non-advocacy research and education institute, based in southwest Colorado since 2002. MSI's mission is to empower communities, managers, and scientists to innovate solutions through research, education and practice. MSI is the coordinator and fiscal sponsor for the San Juan Watershed Enhancement Partnership (WEP), a group created for the purpose of exploring opportunities to work collaboratively for the benefit of all water uses in the San Juan Basin.</p>



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Type of Eligible Entity (check one)	
	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: are eligible for funding from the Basin Accounts but not for funding from the Statewide Account.
X	Non-governmental organizations: broadly, any organization that is not part of the government
	Covered Entity: as defined in Section 37-60-126 Colorado Revised Statutes

Type of Water Activity (check one)	
X	Study
	Implementation

Category of Water Activity (check all that apply)		
X	Nonconsumptive (Environmental)	
X	Nonconsumptive (Recreational)	
X	Agricultural	
X	Municipal/Industrial	
	Needs Assessment	
	Education & Outreach	
	Other	Explain:

Location of Water Activity	
Please provide the general county and coordinates of the proposed activity below in decimal degrees . The Applicant shall also provide, in Exhibit C, a site map if applicable.	
County/Counties	Archuleta
Latitude	37°20'07.6"N
Longitude	106°56'14.3"W

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Water Activity Overview
<p>Please provide a summary of the proposed water activity (200 words or less). Include a description of the activity and what the WSRF funding will be used for specifically (e.g. studies, permitting, construction). Provide a description of the water supply source to be utilized or the water body affected by the activity. 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, area of habitat improvements. 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, and Schedule.</p>
<p>The WEP was formed as a community-led process to understand environmental and recreational water supply needs in the Upper San Juan River Basin and to identify opportunities to engage in collaborative projects that benefit all water uses, including agricultural, M&I, environmental and recreation. Through a steering committee composed of representatives of these various water uses, the WEP has been conducting public outreach and plans to proceed with a needs assessment. However, due to the significant knowledge and experience within WEP, the steering committee has already identified an opportunity for a multi-purpose project that would benefit all uses. The project could benefit the largest and most senior irrigation ditch in Archuleta County, which is also a municipal water supply, could restore two or more miles of fish habitat, and could provide badly needed river access that would significantly benefit recreation and the area's tourism economy. To further discussions of this opportunity with both potential partners and the public, a concept level proposal is needed. This application seeks funding to develop such proposal. The attached scope of work describes the concept proposal's tasks and deliverables, budget and schedule.</p>

Measurable Results		
To catalog measurable results achieved with WSRF funds please provide any of the following values.		
	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)	
	Efficiency Savings (indicate acre-feet/year OR dollars/year)	
	Area of Restored or Preserved Habitat (acres)	
	Length of Pipe/Canal Built or Improved	
X	Other	Explain: Funds are to be used to develop a concept level proposal, that could help preserve water supplies, restore 1.23 miles of stream, and provide public recreation/boating (put in) access.

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Water Activity Justification

Provide a description of how this water activity supports the goals of [Colorado's Water Plan](#), the most recent [Statewide Water Supply Initiative](#), and the respective [Roundtable Basin Implementation Plan and Education Action Plan](#) ⁽¹⁾. 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).

For applications that include a request for funds from the Statewide Account, the proposed water activity shall be evaluated based upon how well the proposal conforms to Colorado's Water Plan criteria for state support (CWP, Section 9.4, pp. 9-43 to 9-44;) (Also listed pp. 4-5 in [2016 WSRF Criteria and Guidelines](#)).

SW Basin Implementation Plan (BIP)

This project would further the following IPPs identified in the BIP:

- 2-MB: Where environmental and/or recreational gaps are identified, a collaborative effort will be initiated to develop innovative tools to protect water identified as necessary to address these gaps.
- 5-SJ: San Juan River Bank Stability. There are bank stability issues all along the San Juan River from Pagosa Springs to Navajo Lake. The concept proposal includes addressing potential issues with embankment upstream of Park Ditch which interfere with diversions.
- 12-SJ: San Juan River Village MD River Restoration. The concept proposal includes stream improvement of 1000 feet or more of the San Juan River.

The project would support the following goals of the SW BIP:

- A2: Support specific and unique new IPPs important to maintaining the quality of life in this region, and to address multiple purposes including municipal, industrial, environmental, recreational, agricultural, risk management, and compact compliance needs.
- A5: Maintain watershed health by protecting and/or restoring watersheds that could affect critical infrastructure and/or environmental and recreational values.
- D1: Maintain, protect and enhance recreational values and economic values to local and statewide economies derived from recreational water uses.
- E2: Protect, maintain, monitor and improve the condition and natural function of streams . . . to promote self-sustaining fisheries.

Colorado Water Plan

- D3: Provide grants, loans, and technical support to update and improve Colorado's aging agricultural infrastructure
- F: Enhance Environmental and Recreational Economic Values: Protect and enhance river-based environments and recreational opportunities that support local and statewide economies and are important for the enjoyment of current and future generations of Coloradans.
- F2: Develop a plan that compiles and develops near-term projects and methods to support economically important water-based recreation.

(1) Access Basin Implementation Plans or Education Action Plans from Basin drop down menu.



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Matching Requirements: Basin Account Requests	
Basin (only) Account grant requests require a 25% match (cash and/or in-kind) from the Applicant or 3 rd party and shall be accompanied by a letter of commitment as described in the 2016 WSRF Criteria and Guidelines (submitted on the contributing entity's letterhead). Attach additional sheet if necessary.	
Contributing Entity	Amount and Form of Match (note cash or in-kind)
Trout Unlimited	\$ 750 (cash, committed)
Mountain Studies Institute	\$ 200 (cash, committed)
The Nature Conservancy	\$ 750 (cash, requested)
Steering Committee Review/Comments (12 professionals, 2hr ea)	\$ 1,800 (in-kind)
Total Match	\$ 3,500
If you requested a Waiver to the Basin Account matching requirements, indicate the percentage you wish waived.	N/A

Matching Requirements: Statewide Account Requests	
Statewide Account grant requests require a 50% match as described in the 2016 WSRF Criteria and Guidelines. A minimum of 10% match shall be from Basin Account funds (cash only). A minimum of 10% match shall be provided by the applicant or 3 rd party (cash, in-kind, or combination). The remaining 30% of the required match may be provided from any other source (Basin, applicant, or 3 rd party) and shall be accompanied by a letter of commitment . Attach additional sheet if necessary.	
Contributing Entity	Amount and Form of Match (note cash or in-kind):
N/A	
Total Match	\$
If you requested a Waiver to the Statewide Account matching, indicate % you wish waived. (Max 50% reduction of requirement).	



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Related Studies

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

Previous CWCB Grants

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

CWCP IPCP 2016- 1) Applicant: Mountain Studies Institute (MSI), **2) Water Activity Name:** Invasive Phreatophyte Control Program: Animas River Invasive Species Removal Program Phase I, **3) Approving RT:** Southwest Basin Roundtable, **4) SWBRT date:** November 13, 2015; **CWCB date:** April 2016; **5) Contract number:** CTGG1 PDAA 2016-1860, **6) Completion date:** April 2018

WSRF 2017-1) Applicant: Mountain Studies Institute (MSI); **2) Project Name:** Animas River Community Forum in the Southwest Basin, Phase II; **3) Approving RT:** Southwest Basin Round Table; **4) CWCB Date:** July 2017; **5) Contract number:** CTGG1 2018-201, POGG1 PDAA 201800000201, **6) Completion Date:** April 2018

WSRF 2017-1) Applicant: Mountain Studies Institute (MSI); **2) Project Name:** Animas River Community Forum, Phase II; **3) Approving RT:** Southwest Basin Round Table; **4) CWCB Date:** April 2016; **5) Contract number:** POGG1 2016-794, POGG1 PDAA 20160000000000000794, **6) Completion Date:** September 2017

Colorado Water Plan 2018-1) Applicant: Mountain Studies Institute (MSI); **2) Project Name:** Animas River Removal and Replacement of Invasive Phreatophytes, Phase II; **3) Approving RT:** Southwest Basin Round Table; **4) CWCB Date:** May 2018; **5) Contract number:** POGG1, PDAA, 201900002100, **6) Completion Date:** August 2023

Colorado Water Plan- Innovation Fund 2018-1) Applicant: Mountain Studies Institute (MSI); **2) Project Name:** Silverton Science & Innovation Center (SSINC); **3) Approving RT:** Southwest Basin Round Table; **4) CWCB Date:** Nov 2018; **5) Contract number:** POGG1, PDAA, 201900002743, **6) Completion Date:** 2020

WSRF 2018 1) Applicant: Mountain Studies Institute (MSI); **2) Project Name:** Stream Management Planning, Phase I; **3) Approving RT:** Southwest Basin Round Table; **4) CWCB Date:** Apr 2018; **5) Contract number:** POGG1, PDAA, 201800000886; **6) Completion Date:** 1/31/20

WSRF 2019 1) Applicant: Mountain Studies Institute (MSI); **2) Project Name:** *Forests to Faucets (F2F): My Water Comes from the San Juan Mountains Teacher Training Workshop Series*; **3) Approving RT:** Southwest Basin Round Table; **4) CWCB Date:** 4/4/19; **5) Contract number:** POGG1,PDAA,201900002804, **6) Completion Date:** 01/31/22

WSRF Fund 2019 1) Applicant: Mountain Studies Institute (MSI) on behalf of 416-Fire Aquatic Monitoring Research Group; **2) Project Name:** *416-Fire Aquatic Monitoring*; **3) Approving RT:** Southwest Basin Round Table; **4) CWCB Date:** 4/4/19; **5) Contract number:** POGG1, PDAA, 201900002894; **6) Completion Date:** 5/1/22

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Tax Payer Bill of Rights	
The Tax Payer Bill of Rights (TABOR) may limit the amount of grant money an entity can receive. Please describe any relevant TABOR issues that may affect the applicant.	
N/A	

SOUTHWEST BASIN ROUNDTABLE'S EVALUATION QUESTIONNAIRE

To assist the Roundtable in determining whether and to what extent a proposed project and/or process meets the values set forth in the By-Laws and goals of the Basin Implementation Plan, the following questions should be addressed separately as can reasonably be answered by the applicant. *Note: this is not an exhaustive list and additional questions may be asked of the applicant.*

- 1. What benefit(s) does the project provide? Are there multiple purposes?** *Note: this does not mean that a single purpose project would be rejected, but for major funding requests, addressing multiple use needs would be an advantage.*

If implemented, the project envisioned by the conceptual proposal would serve multiple purposes. It would help preserve diversions and improve the diversion structure of an agricultural and municipal ditch; it would improve downstream fish habitat affected by low flows; and it would provide badly needed public boating access in the San Juan River.

- 2. Outline the steps needed for completion of the project. What permit issues must be overcome? How will funds acquired in this process be used to accomplish the final goal?**

The WEP operates through collaboration, consensus and public support. This means that, to proceed, any project envisioned will need full support from partners and the public. The knowledge and expertise of members of the steering committee have enabled the committee to identify an opportunity for a multiple purpose project in the San Juan River. A concept level proposal as outlined in the Scope of Work (Exhibit A) would enable the steering committee to provide basic information needed to discuss the opportunity with potential partners and the public. If the concept is supported, the next step will be development of written agreements, design and engineering and ultimately implementation of the project.

Concept Design Plan Steps:
a) Conduct field survey of project area locations of key project components
b) Conduct gauge data analysis for San Juan River
c) Assess general channel geomorphic conditions
d) Create base map of project site
e) Create concept design drawings, preliminary budget/cost estimate and brief narrative of improvement features

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There are no permits required for this project.

All funding for the project will cover analysis, mapping, assessment, concept designs drawings and narratives, preliminary budgets, and administrative tasks for the multiple purpose project.

- 3. For prioritization of different proposals and assessment of the merits of the plan, can this project be physically built with this funding? Are further studies needed before actual construction is commenced (if the project anticipates construction)? Will these studies or additional steps delay the completion of the project substantially?**

No. Funding requested is for a conceptual level proposal that needs to be discussed with and input received from both potential partners and the public before other steps toward a multiple use project are taken. If support is obtained, design and engineering for the project would have to be completed before construction.

- 4. Does the proposal envision and anticipate financial or in-kind support from its beneficiaries or from other sources in addition to the funding requested here? Would a loan reasonably address the needs of the applicant or, with a grant, should a recommendation be added to assess the future project status for ability to repay a portion of the grant?**

Matching funds are being provided for the current funding request. If a multiple purpose project is developed, other sources of funding will be sought including NRCS funds, partner funds, and others.

- 5. What is the ability of the sponsor to pay for the project? What actions have been taken to secure local funding? Are there supporting factors which overcome the sponsor's inability to pay? Please provide a summary of the sponsor's financial health such as customer fee structure, mill levy rate, or other applicable information that demonstrates the sponsor's ability to pay for the project. (These could be related to basin water needs and compact considerations).**

The WEP is a volunteer group organized around the SWBRT's goal to better understand environmental and recreational water supply needs within the SWBRT's area and to identify opportunities to collaboratively meet those needs in conjunction with agricultural, municipal and industrial needs. Matching contributions are being provided by participants in the effort.

- 6. What alternative sources of water or alternative management ideas have you considered? Are there water rights conflicts involving the source of water for the project? If yes, please explain.**

The WEP will be looking at various opportunities for collaboration in improving water uses within the San Juan River basin. This request pertains to a specific opportunity identified by the steering committee. No water rights conflict is anticipated.

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7. Has there been public input solicited and is there local support for the project? Have the beneficiaries solicited funding, letters or other documentation to demonstrate support?

The WEP has held a public meeting to discuss water issues of interest to the community and the reach of the river where the conceptual proposal will be developed was identified as an area of interest. The steering committee includes members associated with potential partners in the project. However, full partner and public input for the project will be sought once the conceptual proposal is prepared.

8. Is there opposition to the project? If there is opposition, how have those concerns been addressed? Identify any conflicts that may exist and how they will be addressed.

The conceptual proposal is needed to discuss the opportunity for a multiple use project with potential partners and the community and gage support.

9. Does this project affect the protection and conservation of the natural environment, including the protection of open space? If yes, please explain.

If the conceptual proposal is implemented, a component will involve stream restoration and the designation of public boating access.

10. Are there impacts of the proposed action on other non-decreed values of the stream or river? Non-decreed values may include things such as non-decreed water rights or uses, recreational uses and soil/land conservation practices.

None that have been identified.

11. Does this project relate to local land use plans? If yes, please explain.

If the conceptual plan is implemented, it will add a public boating access point in the San Juan River.

12. Does the project depend on a conversion of an agricultural water right? If yes, please explain.

No.

13. Does the project support agricultural development or protect the existing agricultural economy? If yes, please explain.

Yes. If the conceptual plan is implemented, it will improve conditions for diversion from the largest and most senior agricultural ditch in the county. Opportunities for improvement include bank stabilization work to address erosion that is causing the river to shift away from the diversion structure. Improvements to push up dam would also be contemplated.

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14. Does the project optimize existing water rights and/or existing infrastructure? If yes, please explain.

Yes. See answer to #13.

15. Does the applicant anticipate future funding requests to complete the additional components of this project? Does the applicant have a long term operation, maintenance and replacement plan? When was the last update of the plan?

Yes. If the opportunity identified in the conceptual proposal gains support and the project moves forward, the WEP will need to seek funding from various sources, including the SWBRT, for design, engineering and construction.

16. Does this project have an education component? If yes, please explain how it is consistent with the Roundtable's Education Action Plan.

Yes. A challenge of the WEP effort is public engagement in abstract planning and the Colorado Water Plan concept. The discussion of the opportunity identified and potential for a multiple use projects provides a concrete example which is expected to more fully engage the community in the conversation.

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EXHIBIT A: SCOPE OF WORK

SWBRT WSRF GRANTEE AND FISCAL AGENT: Mountain Studies Institute

PRIMARY CONTACT: Aaron Kimple

ADDRESS: 1309 E 3rd Avenue, Suite 106 Durango CO 81301

PHONE: 970-387-5161

PROJECT NAME: Concept Proposal: Upper San Juan Watershed Enhancement Partnership Multiple Use Project

INTRODUCTION AND BACKGROUND:

The chosen consultant, Riverbend Engineering, LLC (Riverbend) will work in coordination with the Upper San Juan Watershed Enhancement Partnership (WEP) and Mountain Studies Institute (MSI, fiscal sponsor) to explore collaborative efforts to address water needs for a variety of water user groups including agricultural, recreation, environment, and municipal at the described location of San Juan River Village/Park Ditch Diversion.

Riverbend will construct a base map of the project area utilizing the best available public data and aerial imagery. Riverbend will use the base map to develop the concept phase of the project, and we will overlay approximate property boundaries, current and historical aerial survey data, easements and utilities, to the extent we are able to determine them. Riverbend will perform some limited field measurements to evaluate project feasibility. Riverbend will use this data to create a concept level plan and preliminary cost estimate that addresses improved river diversion structures, fish habitat, streambank erosion, riparian vegetation conditions, water quality and recreational access locations. This information will inform the Steering Committee's discussion with potential partners, the public and potential funding entities.

TASKS:

- **Task 1-** Conduct field survey of project area locations of key project components
Description: Basic field survey of project area at locations of key project components, i.e. head gate locations, orientations, sizes, heights, boat ramp locations and access road location and bank stabilization locations and how they interface with channel plan and profile.
- **Task 2-** Conduct gauge data analysis for San Juan River
Description: Determine annual/seasonal/diurnal flow variations and expected flood flow values to understand breadth of design flow considerations for river improvements.
- **Task 3-** Assess general channel geomorphic conditions
Description: Basic channel survey measuring key channel geometry parameters. Sediment analysis, photo documentation of riparian health and project areas.
- **Task 4-** Create base map of project site
Description: Map with approximate property boundaries, bridge and road locations, general utility locations, FEMA floodplain boundaries.

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- **Task 5-** Create concept design drawings, preliminary cost estimate and narrative of improvement features.

Description: Provide (5) 11X17 Paper Concept Design drawings of improvement features, preliminary budget and brief narrative for each component of design and overall project approach.

DELIVERABLES: Base map of the project site. Concept Design Drawing and Cost Estimate.

REPORTING AND FINAL DELIVERABLE:

At completion of the project, MSI will provide SWBRT and CWCB a final report that summarizes the Concept Design Plan. Further, MSI and potentially steering committee members of WEP will share project plan updates and lessons learned through in-person presentations to the SWBRT.



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CONSULTANT SERVICES (PROPOSED):

RIVERBEND ENGINEERING

14 June 2019

Aaron Kimple
Mountain Studies Institute
679 E 2nd Avenue, Suite 8,
Durango, CO 81301

**RE: Proposal for Engineering Services
San Juan River Village/Park Ditch Improvement Project**

Dear Aaron,

Riverbend Engineering, LLC (Riverbend) is pleased to present this proposal for consulting services to Mountain Studies Institute (MSI). The SJWEP steering committee is exploring a collaborative effort to address water needs for a variety of user groups including agricultural, recreational, environmental, and municipal at the described location. It is our understanding the SJWEP is reaching out to potential partners and the community in general to assess interest and willingness and would like to have a concept level plan and preliminary cost estimate to assist in discussions. The concept plan would incorporate the following design components:

- River Bank Stabilization above Park Ditch Diversion @ Land Slide Area
- River Diversion Improvements @ Park Ditch Diversion
- River Restoration and Habitat improvements @ San Juan River Village
- River Access and Parking improvements @ South Property Boundary

In accordance with our understanding of the project needs, we propose the following tasks:

TASK #1: CONCEPT DESIGN DRAWINGS/PRELIMINARY BUDGET

Riverbend will construct a base map of the project area utilizing the best available public data and aerial imagery. Riverbend will use the base map to develop the concept phase of the project, and we will overlay approximate property boundaries, current and historical aerial survey data, easements and utilities, to the extent we are able to determine them. Riverbend will perform some limited field measurements to evaluate project feasibility. Riverbend will use this data to create a concept level plan and preliminary cost estimate that addresses improved river diversion structures, fish habitat, streambank erosion, riparian vegetation conditions, water quality and recreational access locations. This information will inform the Steering Committee's discussion with potential partners, the public and potential funding entities.

Deliverables: Base map of the project site. Concept Design Drawing and Cost Estimate

Fixed Fee: \$10,000.00



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5929 PAULINE ST. NW. • ALBUQUERQUE, NM 87107 • PHONE: 505.344.3315 • FAX: 505.344.0698 • WWW.RIVERRESTORATION.COM



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ADDITIONAL SERVICES

Additional Services are defined as all other consulting work performed for MSI that is not described in the Scope of Services described above in Task #1. Riverbend will not commence work on any Additional Services without first obtaining authorization from MSI. Additional Services will be billed on a Time & Materials basis, in accordance with the rates set forth in the attached Fee Schedule. MSI and Riverbend may negotiate additional tasks to be accomplished on a fixed fee basis, as requested.

Some examples of Additional Services include:

- Performing a detailed topographic survey
- Designing a final (Construction-Ready) plan set & cost estimate
- Serving as USACE 404 Permit Application Agent
- Obtaining Environmental impact assessments, related to 404 permitting
- Obtaining Archaeological site assessments, related to 404 permitting
- Performing Construction Management & Oversight
- Serving as General Contractor
- Collecting as-built conditions and other monitoring requirements, if required by 404 permit

CLIENT RESPONSIBILITIES

MSI will provide Riverbend with existing documents related to the property including boundary maps. MSI will provide copies of documents prepared by other consultants related to this project if any exist. MSI will inform Riverbend regarding utilities, easements, and other site constraints to the extent that MSI is aware of such features. MSI will provide Riverbend access to the subject property to accomplish Riverbend's work. MSI agrees to provide Riverbend with timely and specific feedback on all documents Riverbend provides to MSI for review and comment, and when requested, MSI agrees to provide Riverbend with approvals or authorizations in written form. In the event that property boundaries must be established on the ground, MSI agrees to pay for the services of a professional Land Surveyor, and that such work is not included in Riverbend's services.

PAYMENTS FOR SERVICES

Riverbend shall perform all work in accordance with the Fee Basis described above, plus any applicable taxes or submittal fees Riverbend pays on behalf of MSI. Invoices will be issued at the end of each fixed fee task, and monthly for any T & M work based upon project progress, if additional services are rendered. Invoices are payable upon receipt. If MSI fails to make any payment due Riverbend for services within thirty days after receipt of Riverbend's statement therefore, the amounts due Riverbend will be increased at the rate of 1½% per month from said thirtieth day, and in addition, Riverbend may, after giving seven days' written notice to MSI, suspend services under this Agreement until Riverbend has been paid in full all amounts due for services, expenses and charges. In the event this account is turned over to an attorney or collection agency for collection or perfection of a lien, MSI agrees to pay for all fees and costs associated with these collection efforts.

ENGINEER'S RESPONSIBILITIES

Riverbend agrees to be responsible, within current standards of care, for their own employee's negligent acts, errors, or omissions, but is in no way responsible for the negligent acts, errors, or omissions of others. Riverbend is not responsible for construction site safety or for the actions of a construction contractor. In any event, the total aggregate liability of Riverbend shall be limited to the fees actually paid to Riverbend



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for these services. Riverbend carries General Liability and Professional Design Liability Insurance coverage's, certificates of which are available upon request.

Riverbend shall strive to perform the services described herein to standards of care common to the local practice of civil engineering, and as such, does not warrant that such services are perfect or without flaw. This agreement shall be governed by and construed in accordance with the laws of the State of Colorado. A competent Colorado court shall try any litigation associated with disputes arising out of this agreement.

TERMINATION


MSI or Riverbend may terminate this Agreement by giving thirty (30) days written notice to the other party. MSI may suspend Riverbend's services under this agreement by delivering written notice to Riverbend, the suspension of services to commence with the receipt by Riverbend of such notice. In either event, MSI shall forthwith pay Riverbend in full for all work previously authorized and performed prior to the receipt of notice. If no notice of termination is given, relationships and obligations created by this Agreement shall be terminated upon completion of all applicable requirements of this Agreement.

SIGNATURES

If this proposal meets with your approval, please sign in the space provided, and return one copy to our office to serve as our authorization. Once we have received a signed agreement, we will commence our work.

Sincerely,

APPROVED:



Christopher S. Philips, PE
Owner, Riverbend Engineering, LLC
Date: _____

(Signature)
Aaron Kimple MSI
Date: _____



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RIVERBEND ENGINEERING, LLC FEE SCHEDULE

Effective January, 2015

LABOR COSTS:

PRINCIPAL ENGINEER	\$120.00/HR
STAFF ENGINEER	\$95.00/HR
ENGINEERING INTERN	\$75.00/HR
FIELD TECHNICIAN	\$65.00/HR
BIOLOGIST	\$80.00/HR
CAD OPERATOR	\$65.00/HR
CLERICAL	\$50.00/HR
EXPERT WITNESS	\$150.00/HR

MATERIAL COSTS & REIMBURSED EXPENSES

MILEAGE	\$0.535/MI
TRAVEL EXPENSES	Cost plus 10%
TELEPHONE & FAX	Cost plus tax
B & W PLOTS ON BOND	\$1.00/SF
COLOR PLOTS ON BOND	\$5.00/SF
PHOTOCOPIES	\$0.10/EA
OTHER DIRECT EXPENSES	Cost plus 10%

NOTE: All charges are subject to applicable taxes.

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EXHIBIT B: PROJECT BUDGET AND SCHEDULE

MSI respectfully requests \$7,500 from the Southwest Basin Roundtable & CWCB WSRF funds. We requested \$750 from both the Trout Unlimited (National) and The Nature Conservancy in conjunction with MSI cash match of \$200 towards a total budget of \$3,500 (15% match). MSI anticipates in-kind contributions of 12-15 steering committee members (at least 1 meeting) as \$1,800 in-kind funding (based on professional volunteer rate of \$75/hour for 2 hours, 16% match).

Colorado Water Conservation Board						
Water Supply Reserve Fund						
EXHIBIT B - BUDGET AND SCHEDULE - Direct & Indirect (Administrative) Costs						
Date: July 3, 2019						
Water Activity Name: Upper San Juan Watershed Enhancement Partnership						
Grantee Name: Mountain Studies Institute						
Task No. ⁽¹⁾	Description	Start Date ⁽²⁾	End Date	Matching Funds (cash & in-kind) ⁽³⁾	WSRF Funds (Basin & Statewide combined) ⁽³⁾	Total
1	Concept Design Plan	October 2019	March 2020	\$3,500	\$7,500	\$11,000
						\$0
Total				\$3,500	\$7,500	\$11,000
(1) The single task that include costs for Grant Administration must provide a labor breakdown (see Indirect Costs tab below) where the total WSRF Grant contribution towards that task does not exceed 15% of the total WSRF Grant amount.						
(2) Start Date for funding under \$100K - 45 Days from Board Approval; Start Date for funding over \$100K - 90 Days from Board Approval.						
(3) Round values up to the nearest hundred dollars.						
<ul style="list-style-type: none"> Additional documentation providing a Detailed/Itemized Budget may be required for contracting. Applicants are encouraged to coordinate with the CWCB Project Manager to determine specifics. Reimbursement eligibility commences upon the grantee's receipt of a Notice to Proceed (NTP) NTP will not be accepted as a start date. Project activities may commence as soon as the grantee enters contract and receives formal signed State Agreement. 						
The CWCB will pay the last 10% of the entire water activity budget when the Final Report is completed to the satisfaction of the CWCB staff project manager. Once the Final Report has been accepted, the final payment has been issued, the water activity and purchase order (PO) or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to the CWCB with 90 days of the expiration of the PO or contract may be denied consideration for future funding of any type from the CWCB.						
<ul style="list-style-type: none"> Additionally, the applicant shall provide a progress report every 6 months, beginning from the date of contract execution Standard contracting procedures dictate that the Expiration Date of the contract shall be 5 years from the Effective Date. 						

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TABLE 1.1: Budget

Task	Description	SWBRT WSFR Funds	TU Funds	TNC Funds	MSI Funds	Other Funding In-Kind	Total
1	Field survey of project area locations of key project components	\$ 1,500	\$ 150	\$ 150	\$ 40	\$ 360	\$ 2,200
2	Gauge data analysis for San Juan River	\$ 1,500	\$ 150	\$ 150	\$ 40	\$ 360	\$ 2,200
3	General channel geomorphic assessment	\$ 1,500	\$ 150	\$ 150	\$ 40	\$ 360	\$ 2,200
4	Create base map of project site	\$ 1,500	\$ 150	\$ 150	\$ 40	\$ 360	\$ 2,200
5	Create concept design drawings, preliminary budget/cost estimate and brief narrative of improvement features	\$ 1,500	\$ 150	\$ 150	\$ 40	\$ 360	\$ 2,200
	TOTAL	\$ 7,500	\$ 750	\$ 750	\$ 200	\$ 1,800	\$ 11,000

TABLE 1.2: Total Cost Distribution by Project Personnel for Southwest Basin Roundtable Fund Request

Tasks	Concept Design Contractor Tasks	Senior engineer hrs \$110.00	Field or CAD Tech hrs \$75.00	Office staff hrs \$65.00	Labor Totals	mileage (@ \$0.55 /mi.)	Total for task
1	Gauge Analysis	6.0	3.0		\$885		
2	GPS Survey of key features of project	4.0	4.0		\$740	24	
3	Geomorphic Assesment	6.0	6.0		\$1,110	12	
2	Concept Design bank stablilization	8.0	3.0		\$1,105		
4	Concept Design River Diversion Structure	10.0	3.0		\$1,325		
5	Concept Design Habitat Enhancment	8.0	3.0		\$1,105		
3	Concept Design road access, parking area, boat ramp	12.0	3.0		\$1,545		
7	Concept Design Narrative/Preliminary Budget	8.0	4.0	5.0	\$1,505		
8	Meetings with project partners	6.0			\$660		
Subtotal for Construction Phase Services:		68.0	29.0	5.0	\$9,980	\$ 20	\$10,000

TABLE 1.3: Total Cost Distribution of Associated Miscellaneous Expenses for Southwest Basin Roundtable Fund Request

Concept Design Contractor Tasks	\$10,000.00
MSI Administrative Indirect Fee (10%)	\$1,000.00
Total Project Cost	\$11,000.00

SCHEDULE:

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Concept Design Plan tasks will be dependent upon interest levels and access agreement of site stakeholders, location conditions (i.e. river flows), and contract initiation.

The Concept Design Plan tasks from the consultant are expected to commence in the fall of 2019 and continue for a period of approximately 1-2 months, depending on site access and river conditions.

Completed reporting will be delivered to SWBRT/CWCB within 6 months of initiation.



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ATTACHMENT A: LETTERS OF MATCHING AND/OR PENDING 3rd PARTY COMMITMENTS



July 1, 2019

Megan Holcomb, Colorado Water Conservation Board
Ed Tolen, Southwest Basin Roundtable
1313 Sherman St., Room 718, Denver, CO 80203

Re: San Juan River Concept Design Plan, Letters of Commitment

Dear Megan Holcomb and Ed Tolen,

The purpose of this letter is to confirm matching contributions and commitments on behalf of Mountain Studies Institute and our partners. First, MSI is offering a cash match contribution of \$200. The funds will support the administration of the Concept Plan Proposal for the Upper San Juan Watershed Enhancement Partnership.

The time period in which expenditures for our matching activity will occur is between October 2019 and March 2020. The above contribution will be supported by non-state funds, not used as match for any other state-funded project, and will be documented in the general accounting records of our organization.

In addition to our letter of commitment, MSI has sought and received commitment of support from the following partners. A letter of commitment from each organization listed below is in transit and will be forwarded for your consideration as soon as the formal documentation is received. They are:

- **Trout Unlimited, \$750 committed-** Trout Unlimited has offered \$750 commitment for match, approved by the chapter on June 18, 2019.
- **The Nature Conservancy, \$750 committed-** The Nature Conservancy's Colorado Chapter offered a \$750 cash commitment. This amount was approved by their Western Colorado Water Project Director on June 26, 2019.

Thank you for your consideration of support for the Upper San Juan Watershed Enhancement Partnership. We appreciate the opportunity to advance the application of science and assessment to meeting the water supply needs of San Juan River stakeholders.

Sincerely,

Marcie Bidwell
Executive Director

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ATTACHMENT B: MAP

The map below illustrates the potential scope of the proposed Concept Design Plan project site. However, final project locations will be determined by property owners, public stakeholders, and the Upper San Juan Watershed Enhancement Partnership.



Figure 1: Proposed project area of Concept Design Plan.

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ATTACHMENT C: LETTERS OF SUPPORT

The identification of the need for a Concept Design Plan by the SJWEP Steering Committee is a recent development; therefore, we have verbal support and expect letters of support to be confirmed at a later date from the following entities: San Juan Water Conservancy District and the Town of Pagosa Springs.

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July 2, 2019
SW Basin Roundtable
60 Cactus Street
Cortez, Colorado

Dear SW Basin Roundtable:

I am the owner of Pagosa Outside and serving on the Upper San Juan Watershed Enhancement Partnership (WEP) Steering Committee as a representative of the boating/rafting community. I am writing to convey my support for Mountain Studies Institute's (MSI) grant application and concept proposal: "Upper San Juan Watershed Enhancement Partnership (WEP) Multiple Use Project".

My wife and I have owned the company since 2009 and are very interested in supporting activities that enhance our community. Having a healthy watershed is critical to our business's success and our community's long-term economic and environmental viability.

I am very committed to continue support and involvement in the WEP's efforts of promoting projects and processes that meet identified agricultural, municipal, environmental, and recreational needs in Archuleta County.

If I can be of further assistance in supporting MSI's efforts under the WEP please contact me at tobirohwer@gmail.com or (970)946-1233.

Sincerely,



Tobi Rohwer
Managing Partner, Pagosa Outside

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Five Rivers Chapter

July 2, 2019

SW Basin Roundtable
60 Cactus Street
Cortez, Colorado

Dear SW Basin Roundtable:

On behalf of the Five Rivers Chapter of Trout Unlimited, I am writing to convey our support for Mountain Studies Institute's (MSI) concept proposal: "Upper San Juan Watershed Enhancement Partnership (WEP) Multiple Use Project".

We recognize that water use and availability in the Upper San Juan River Basin are critical issues in maintaining the environmental and economic vitality of the area. Tourism and associated recreation are key elements of that vitality and, as such, depend on a healthy river basin.

We believe this concept proposal will facilitate continued public involvement in the Upper San Juan Watershed Enhancement Partnership's (WEP) effort in meeting the State of Colorado's Water Plan goal of promoting projects and processes to meet identified needs. Implementation of this proposal will assist in the successful and appropriate revision of Pagosa Spring's Comprehensive Plan.

Respectfully submitted:

Frank (Buck) Skillen
President, Five Rivers Trout Unlimited

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ATTACHMENT D: CONTRACTING DOCUMENTS

Mountain Studies Institute (MSI) has several Contracting Documents on file with other CWCB contracts for 2019, including:

- Certificate of Insurance
- W-9 Form
- Electronic Funds Transfer

MSI is happy to provide these Contracting Documents again, if necessary, for the SWBRT and CWCB.

Other Contracting Documents available are a Detailed/Itemized Budget (Excel Spreadsheet attached and see Exhibit B) and Certificate of Good Standing (see below).



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OFFICE OF THE SECRETARY OF STATE
OF THE STATE OF COLORADO

CERTIFICATE OF FACT OF GOOD STANDING

I, Jena Griswold, as the Secretary of State of the State of Colorado, hereby certify that, according to the records of this office,

MOUNTAIN STUDIES INSTITUTE, INC.

is a

Nonprofit Corporation

formed or registered on 08/13/2002 under the law of Colorado, has complied with all applicable requirements of this office, and is in good standing with this office. This entity has been assigned entity identification number 20021222468 .

This certificate reflects facts established or disclosed by documents delivered to this office on paper through 07/02/2019 that have been posted, and by documents delivered to this office electronically through 07/03/2019 @ 14:25:34 .

I have affixed hereto the Great Seal of the State of Colorado and duly generated, executed, and issued this official certificate at Denver, Colorado on 07/03/2019 @ 14:25:34 in accordance with applicable law. This certificate is assigned Confirmation Number 11666891 .



Secretary of State of the State of Colorado

*****End of Certificate*****

Notice: A certificate issued electronically from the Colorado Secretary of State's Web site is fully and immediately valid and effective. However, as an option, the issuance and validity of a certificate obtained electronically may be established by visiting the Validate a Certificate page of the Secretary of State's Web site, <http://www.sos.state.co.us/biz/CertificateSearchCriteria.do> entering the certificate's confirmation number displayed on the certificate, and following the instructions displayed. Confirming the issuance of a certificate is merely optional and is not necessary to the valid and effective issuance of a certificate. For more information, visit our Web site, <http://www.sos.state.co.us/> click "Businesses, trademarks, trade names" and select "Frequently Asked Questions."

**Water Supply Reserve Fund
Water Activity Summary Sheet
September 18, 2019
Agenda Item 9(g)**

Applicant & Grantee: Mountain Studies Institute

Water Activity Name: Upper San Juan Watershed Enhancement Partnership (WEP)
Multiple Use Project

Water Activity Purpose: Env, Rec, & Agricultural Study

County: Archuleta

Drainage Basin: Southwest

Water Source: San Juan

Amount Requested: \$7,500 Colorado Basin Account

Matching Funds: Basin Account Match (cash & in-kind) = \$3,500

- 47% of the Basin Account request (meets 25% min)
- 32% of the total project cost of \$11,000

Staff Recommendation:
Staff recommends approval of up to \$7,500 from the Southwest Basin Account to help fund the project: Upper San Juan Watershed Enhancement Partnership (WEP) Multiple Use Project.

Water Activity Summary: The Upper San Juan Watershed Enhancement Partnership (WEP) Multiple Use Project is an investigative study born from Phase I funding of the WEP stakeholder engagement process. WEP was formed as a community-led process to understand environmental and recreational water supply needs in the Upper San Juan River Basin and to help identify opportunities to engage in collaborative projects that benefit all water uses. With significant knowledge and experience on the steering committee composed of representatives of agricultural, municipal, environmental, and recreation, WEP has already identified a project opportunity for a multi-purpose stream management plan to benefit all uses on the largest and most senior irrigation ditch in Archuleta County. This effort will develop a concept level plan and preliminary cost estimate that addresses improved river diversion structures, fish habitat, streambank erosion, riparian vegetation conditions, water quality and recreational access locations. This information will inform the WEP steering committee's discussion with potential partners, the public and potential funding entities.

Discussion: As described in the Southwest Basin Roundtable (BRT) chair's recommendation letter, this project was supported and recommended for approval by the roundtable on July 10, 2019. The project addresses key Colorado Water Plan and Southwest Basin Implementation goals to evaluate environmental and recreation water needs and gaps through collaborative approaches. The accomplishments and success of WEP Phase I (stakeholder engagement) demonstrates significant opportunity and capacity to support a stream management plan.

Issues/Additional Needs: None

Eligibility Requirements: The application meets requirements of all eligibility components.

Evaluation Criteria: Staff has determined this activity satisfies the Evaluation Criteria.

Funding Summary / Matching Funds:

<u>Funding Source</u>	<u>Cash</u>	<u>In-Kind</u>	<u>Total</u>
Trout Unlimited (secured)	\$750	\$0	\$750
Mountain Studies Institute (secured)	\$200	\$0	\$200
The Nature Conservancy (pending)	\$750	\$0	\$750
WEP Steering Committee	\$0	\$1,800	\$1,800
WSRF Southwest Basin Account	\$7,500	n/a	\$7,500
Totals	\$9,200	\$1,800	\$11,000

CWCB Project Manager: Megan Holcomb

SOUTHWEST BASINS ROUNDTABLE

Michael Preston, Chair

c/o Dolores Water Conservancy District

P.O. Box 1150

Cortez, Colorado 81321

970-565-7562

August 8, 2019

Megan Holcomb

Water Supply Management Section

Colorado Water Conservation Board

1580 Logan Street, Suite 600

Denver, Colorado 80203

SUBJECT: Upper San Juan Watershed Enhancement Partnership, Mountain Studies
Institute, \$7,500 from the Basin Account

Dear Megan:

The Southwest Basin Roundtable (SWBRT) approved funding for the Mountain Studies Institute's (MSI) proposed project: "Upper San Juan Basin Stream Management Plan, Phase II" in the amount of \$7,500 from the Basin Account.

Phase II tasks towards a Stream Management Plan was approved at the July 10 Southwest Basin Roundtable meeting. A quorum was present.

This project addresses the CWP's goal to understand state water needs and the SWBRT's goal (Multi-Basin IPP #1-MB) to evaluate environmental and recreation water needs and gaps to improve non-consumptive and consumptive resources through collaborative approaches. To date, a group of engaged steering committee and stakeholder members from diverse water users has convened 12 times; gathered community input and feedback throughout the process; identified and mapped potential project site locations; compiled existing data from local efforts and is exploring opportunities to mutually benefit and protect water resources for environmental, agricultural, recreation, and municipal needs.

The accomplishments and success of Phase I's stakeholder engagement goals demonstrate the Upper San Juan Watershed Enhancement Partnership's capacity to develop community input and support for a stream management plan.

Phase II will entail the hiring of a professional consultant to conduct a landscape scale assessment of the watershed's needs and identify priority areas to develop projects that enhance understanding of E&R water needs on the San Juan, Navajo and Blanco rivers, as well as investing resources to conduct one-on-one outreach to the agricultural community in an effort to identify agricultural water supply and structural needs. The opportunities identified during Phase II will inform the development and implementation of a stream management plan for the final phase of this three-phase project.

We are pleased with the critical processes and support MSI has helped develop with the Upper San Juan Watershed Enhancement Partnership with their first round of funding from CWCB, and continue to support their proposal for subsequent funding phases and the ultimate goal of facilitating a stream management planning process for the Upper San Juan Basin.

The completed Grant Application will be forwarded directly to you by the applicant. Please contact the applicant directly or me at 970-565-7562, mpreston@frontier.net, if you have questions or wish to discuss this application in more detail.

Sincerely,

A handwritten signature in blue ink, appearing to be 'MP', is written over the word 'Sincerely,'.

Michael Preston
Southwest Basin Roundtable Chair

ATTACHMENT B: MAP

The map below illustrates the potential scope of the proposed Concept Design Plan project site. However, final project locations will be determined by property owners, public stakeholders, and the Upper San Juan Watershed Enhancement Partnership.



Figure 1: Proposed project area of Concept Design Plan.