

**Water Supply Reserve Fund
Water Activity Summary Sheet
March 10-11, 2021
Consent Agenda Item 2(g)**

Applicant & Grantee: Colorado Watershed Assembly
Water Activity Name: Water Education Coordination
Water Activity Purpose: Education & Outreach - Implementation
County: All Counties in the Metro/South Platte Basins
Drainage Basin: South Platte
Water Source: N/A
Amount Requested: \$18,500 Metro Basin Account
\$18,500 South Platte Basin Account
\$37,000 Total Request

Matching Funds: **Total Match = \$12,500 (\$9,250 cash & \$3,250 in-kind)**
• 25% of total project costs (meets 25% min)

Staff Recommendation:
Staff recommends approval of up to \$18,500 from the Metro Basin Account, and up to \$18,500 from the South Platte Basin Account to help fund the project: Water Education Coordination

Water Activity Summary: If approved, WSRF funds would help the applicant provide services to the South Platte Basin Roundtable and the Metro Roundtable and promoting the Basin Implementation Plan (BIP) and the Colorado Water Plan (CWP). Funding would help achieve the goals identified in the Metro and South Platte Basins joint Education Action Plan (EAP), and to support the efforts of the Education Committee, the Environment and Recreation Committee and other Committees created to facilitate the Basin Implementation Plan Update.

The 2021 Education Action Plan has identified tasks which have formed the basis for Public Education Participation and Outreach (PEPO) for the two Roundtables since 2018. These tasks include: Coordination and Facilitation; engage and inform Roundtable leadership, BIP Work Groups, PEPO liaisons and SWEAP Communication; promote the seven minute video “South Platte River Synergies”; maintain and update southplattebasin.com website, social media curation; creating articles for publication and reports to Roundtables, PEPO and CWCB; leveraging existing outreach network and messaging to promote the goals of the Basin Implementation Plan and the Colorado Water Plan; curate social media posts and respond to stakeholder inquiries. Finally, the applicant proposes utilizing printed materials and other social media to engage rural and agricultural communities.

Discussion: This proposal meets the South Platte Basin Implementation Plan's education and outreach goals. The proposal also will further advance Colorado's Water Plan to engage and educate Coloradoans regarding critical water issues.

Issues/Additional Needs: No issues or additional needs have been identified.

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

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

Funding Sources/Match	Cash	In-Kind	Total	Status
Cherry Creek Stewardship Partners	\$9,250	\$0	\$9,250	Secured
Colorado Watershed Assembly	\$0	\$3,250	\$3,250	Secured
Sub-Total	\$9,250	\$3,250	\$12,500	
WSRF Metro Basin Account	\$18,500	\$0	\$18,500	Secured
WSRF South Platte Basin Account	\$18,500	\$0	\$18,500	Secured
Sub-Total	\$37,000	\$0	\$37,000	
Total Project Costs	\$49,500	\$0	\$49,500	

CWCB Project Manager: Ben Wade



Last Update: September 18, 2020

Colorado Water Conservation Board
Water Supply Reserve Fund Grant Application

Instructions
All WSRF grant applications shall conform to the current 2020 WSRF Criteria and Guidelines .
To receive funding from the WSRF, a proposed water activity must be recommended for approval by a Roundtable(s) AND the approved by the Colorado Water Conservation Board (CWCB). The process for roundtable consideration and recommendation is outlined in the 2020 WSRF Criteria and Guidelines. The CWCB meets bimonthly.
If you have questions, please contact the WSRF Grant Program Manager (for all Roundtables) or your Roundtable Liaison:
<div>Ben Wade ben.wade@state.co.us 303-866-3441 x3238 (office)</div> <div>Sam Stein Sam.stein@state.co.us 303-866-3441 (office)</div>

WSRF Submittal Checklist (Required)
YES <input type="checkbox"/> NO <input type="checkbox"/> This request was recommended for CWCB approval by the sponsoring roundtable.
YES <input type="checkbox"/> NO <input type="checkbox"/> I have read and understand the 2020 WSRF Criteria and Guidelines .
YES <input type="checkbox"/> NO <input type="checkbox"/> Grantee will be able to contract with CWCB using the Standard Contract . ¹
Application Documents included:
YES <input type="checkbox"/> NO <input type="checkbox"/> Exhibit A: Statement of Work ² (Word – see Template)
YES <input type="checkbox"/> NO <input type="checkbox"/> Exhibit B: Budget & Schedule ² (Excel Spreadsheet – see Template)
YES <input type="checkbox"/> NO <input type="checkbox"/> Letters of Matching and/or Pending 3 rd Party Commitments ²
YES <input type="checkbox"/> NO <input type="checkbox"/> Map ²
YES <input type="checkbox"/> NO <input type="checkbox"/> Photos/Drawings/Reports
YES <input type="checkbox"/> NO <input type="checkbox"/> Letters of Support
Contracting Documents³
YES <input type="checkbox"/> NO <input type="checkbox"/> Detailed/Itemized Budget ³ (Excel Spreadsheet – see Template)
YES <input type="checkbox"/> NO <input type="checkbox"/> Certificate of Insurance ⁴ (General, Auto, & Workers' Comp.)
YES <input type="checkbox"/> NO <input type="checkbox"/> Certificate of Good Standing ⁽⁴⁾
YES <input type="checkbox"/> NO <input type="checkbox"/> W-9 Form ⁴
YES <input type="checkbox"/> NO <input type="checkbox"/> Independent Contractor Form ⁴ (If applicant is individual, not company/organization)
YES <input type="checkbox"/> NO <input type="checkbox"/> Electronic Funds Transfer (ETF) Form ⁴

¹Click "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.



Last Update: September 18, 2020

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

¹ If either the basin or statewide match includes matching funds from a pending Water Plant Grant, both must be submitted by December 1st deadline for March Board meeting review.

Water Activity Summary		
Name of Applicant	Colorado Watershed Assembly	
Name of Water Activity	Water Education Coordination	
Approving Roundtable(s)		Basin Account Request(s) ¹
South Platte Roundtable		\$18,500
Metro Roundtable		\$18,500
Basin Account Request Subtotal		\$37,000
Basin Account Request Subtotal Approved by Roundtable		\$
Statewide Account Request ⁽¹⁾		\$0
Total WSRF Funds Requested (Basin & Statewide)		\$37,000
Total Project Costs		\$49,500

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

Grantee and Applicant Information	
Name of Grantee(s)	Colorado Watershed Assembly
Mailing Address	P.O. Box 460736
FEIN	84-1600089



Last Update: September 18, 2020

Grantee and Applicant Information	
Grantee's Organization Contact¹	Casey Davenhill
Position/Title	Executive Director
Email	casey@coloradowater.org
Phone	303-345-1675
Grant Management Contact²	Casey Davenhill
Position/Title	Executive Director
Email	casey@coloradowater.org
Phone	303-345-1675
Name of Applicant (if different than grantee)	
Mailing Address	
Position/Title	
Email	
Phone	

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>The Colorado Watershed Assembly (CWA) is a 501 (c) 3 Not-for-Profit Colorado Corporation organized in 2001. With funding from government grants, contracts, private and foundation support CWA has provided services to local watershed groups for 20 years ranging from planning, data collection and management, grant-writing and meeting facilitation.</p> <p>CWA is recognized in the Colorado Water Plan as a statewide nonprofit organization with expertise in collaboration and engaging diverse stakeholders to promote informed discussion related to water supply planning and protection.</p>	
Type of Eligible Entity (check one)	
<input type="checkbox"/>	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.
<input type="checkbox"/>	Public (Districts): authorities, Title 32/special districts (conservancy, conservation, and irrigation districts), and water activity enterprises
<input type="checkbox"/>	Private Incorporated: mutual ditch companies, homeowners associations, corporations
<input type="checkbox"/>	Private Individuals, Partnerships, and Sole Proprietors: are eligible for funding from the Basin Accounts but not for funding from the Statewide Account.



Last Update: September 18, 2020

Type of Eligible Entity (check one)	
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)	
	Study
X	Implementation

Category of Water Activity (check all that apply)		
	Nonconsumptive (Environmental)	
	Nonconsumptive (Recreational)	
	Agricultural	
	Municipal/Industrial	
	Needs Assessment	
X	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	
Latitude	
Longitude	

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.</p> <p>The Applicant shall also provide, in Exhibit A, a detailed Statement of Work, Budget, and Schedule.</p>



Last Update: September 18, 2020

Water Activity Overview

Provide services to the South Platte Basin Roundtable and the Metro Roundtable to promote the the South Platte Basin Implementation Plan (BIP) and the Colorado Water Plan (CWP), to achieve the goals identified in the joint Education Action Plan (EAP), and to support the efforts of the Education Committee, the Environment and Recreation Committee and other Committees created to facilitate the Basin Implementation Plan Update.

In the 2021 Education Action Plan we have identified tasks which have formed the basis for Public Education Participation and Outreach (PEPO) for the two Roundtables since 2018. **Coordination and Facilitation** –engage and inform Roundtable leadership, BIP Work Groups, PEPO liaisons and SWEAP **Communication** – promote the 7-minute video “South Platte River Synergies”; maintain and update southplattebasin.com website, social media curation, creating articles for publication and reports to Roundtables, PEPO and CWCB. **Outreach** – leverage existing outreach network and messaging to promote the goals of the Basin Implementation Plan and the Colorado Water Plan; curate social media posts and respond to stakeholder inquiries. We propose utilizing print and other social media to promote the LLYLI message to rural and agricultural communities. **Project Management** – communicate the annual plan, records maintenance, reporting and leveraging Water Supply Reserve Funds for outreach.

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 (linear feet)
X	Other	Explain: An engaged network of informed individuals and organizations with an understanding of the goals of the South Platte Basin Implementation Plan and the Colorado Water Plan.

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 [2020 WSRF Criteria and Guidelines](#)).



Last Update: September 18, 2020

Water Activity Justification

The Colorado Watershed Assembly (CWA) is recognized in Section 9 of the Colorado Water Plan as a statewide nonprofit organization with expertise in collaboration and engaging diverse stakeholders to promote informed discussion related to water supply planning. This request is for funds that will be used to conduct targeted Basin Implementation Plan (BIP) outreach and internal Roundtable coordination, general Colorado Water Plan (CWP) outreach, and will provide mechanisms to gauge public knowledge of the BIP and CWP. Activities will be guided by our combined SPRT/MRT Education Action Plan (EAP).

With guidance from the Strategic Communications Plan, referenced in Section 4.1.3 of the Colorado Water Plan, CWA will communicate projects and information about the South Platte Watershed, Colorado Water Plan, and Basin Implementation Plan to key stakeholders using the appropriate communication tools (social, one-on-one, press, southplattebasin.com, email) for each target audience.

By engaging specific expertise of CWA staff and professional contractors we will provide leadership and facilitation for internal and external education that directly supports the overall objectives described in the Education Action Plan, BIP and CWP. CWA helped to create the PUBLIC OPINIONS ON WATER QUALITY ISSUES, Corona Insights, 2015 and has significant experience using a watershed approach to communicate water quality issues and the relationship between water quality and supply. The CWP notes the importance of this approach in Section 9.

As noted in the October, 2020 joint meeting of the Interbasin Compact Committee and the various Roundtable Public Education, Participation and Outreach Liaisons, increased coordination and communication among Roundtable Liaisons will be desirable as the Basin Implementation Plan and Colorado Water Plan update processes move forward in 2021. The guidance and participation of the Interbasin Compact Committee will promote the Public Education, Participation and Outreach efforts of the Roundtables. Funds in this request anticipate increased statewide engagement as noted in the October meeting as well as coordination with the Statewide Education Action Plan.

The South Platte basin is home to nearly 3.5 million residents. This number is rapidly increasing expected to reach 6 million by 2050. We are home to Colorado State University, University of Colorado, Metropolitan State University, Colorado School of Mines, Colorado College and the Colorado Community College system. Numerous cultural and non-governmental organizations including nature, history and science museums, art and culture venues, professional associations and recreational resources provide opportunities to reach thousands of interested citizens. Northern Water, Denver Water, Aurora Water and other local municipal water providers have newsletter and outreach programs to publish press releases and articles created to inform Coloradans and visitors. As noted in Section 9 of the CWP, leveraging existing education and outreach efforts and materials is crucial to providing a consistent message and is the wise investment. The South Platte and Metro Roundtables recognize the importance of leveraging resources and has worked efficiently with CWA which has a history of effective networking and facilitation.

CWA will provide regular progress reports to the South Platte Basin Roundtable and the Metro Roundtable, establish sound working relationships and cooperative arrangements with watershed stakeholders and enhance collaboration among those with goals that align with those from the CWP and BIP, represent the SPRT and MRT at community events, compile and create outreach materials that can be used in future education and outreach efforts by the SPRT and MRT members, and respond to stakeholder inquiries.

Funds will also be used to support the upkeep and maintenance of the S. Platte Basin web page: www.southplattebasin.com, to provide necessary materials and supplies to accomplish the objectives noted above and to provide communications and travel reimbursement to a professional contractor. The website can be a tool to establish metrics to evaluate the success and effectiveness of statewide and basin-level communication and will serve as an archive for important stories and reports. (CWP Section 9)

Recognizing that there is always competition for funds for worthy causes, this request is made with the understanding that CWA will also endeavor to identify opportunities, through additional grants or other funding, to leverage the WSRF grant for this position and to research and apply for additional funding to advance the SPRT and MRT priorities identified in the EAP, BIP and CWP.

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

Matching Requirements: Basin Account Requests

Basin (only) Account grant requests require a 25% match (cash and/or in-kind) from the Applicant or 3rd party and shall be accompanied by a **letter of commitment** as described in the [2020 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)
Cherry Creek Stewardship Partners	\$ 9,250



Last Update: September 18, 2020

Matching Requirements: Basin Account Requests	
Cherry Creek Basin Water Quality Authority – Letter of Support	
Colorado Watershed Assembly	\$ 3,250
Colorado Watershed Assembly Letter of Support	
Total Match	\$12,500
If you requested a Waiver to the Basin Account matching requirements, indicate the percentage you wish waived.	

Matching Requirements: Statewide Account Requests	
Statewide Account grant requests require a 50% match as described in the 2020 WSRF Criteria and Guidelines . At least of 10% of the required Statewide Account Grant request match shall be cash from Basin Account funds whether that is from one or multiple basins; and the remaining 40% of the required match may be provided from any source, including other grants, cash from the Basin Account, or any combination of cash, in-kind services, or in-kind materials.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):
Total Match	\$
If you requested a Waiver to the Statewide Account matching, indicate % you wish waived. (Max 50% reduction of requirement).	

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.



Last Update: September 18, 2020

Related Studies

Nonpoint Source Survey 2007 (Copy available upon request)

Colorado Water Education Task Force, 2008 (Copy available upon request)

Basin Roundtable Education Survey Report 2010 (Copy available upon request)

Xcelente Research Report for Denver Water – A Survey of Denver Latinos and African Americans, 2010 (available)

Colorado's Water Future: A Communications Roadmap for Enhancing the Value of Water, 2011 (available upon request)

Follow-up to Nonpoint Source Survey 2015 (Copy available upon request)

Metro and South Platte BIP Messaging Workshop Videos (available upon request)

Results of the 2019 Survey of Colorado Agricultural Producers on Watershed and Stream Management Plans, June, 2019 (available upon request)

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

Colorado Watershed Assembly, Water Education Coordinator, South Platte and Metro RTs, 03/2019, POGG1 201900002732

Colorado Watershed Assembly, Water Education Coordinator, South Platte and Metro RTs, 09/2017, POGG1 201800000202

Colorado Watershed Assembly, Emergency Watershed Protection, CWCB, Board Meeting: N/A, POGG1 201800000787

Colorado Watershed Assembly, Public Outreach Public Participation, CWCB, Board Meeting: N/A, POGG1 201800000841

Colorado Watershed Assembly, Healthy Rivers Fund, CWCB, Board Meeting: N/A, POGG1 201800000496

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



COLORADO
**Colorado Water
Conservation Board**
Department of Natural Resources

Last Update: September 18, 2020



Last Update: March 17, 2020

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<u>Colorado Water Conservation Board</u>	
Water Supply Reserve Fund	
<u>Exhibit A - Statement of Work</u>	
Date:	11/4/2020
Water Activity Name:	South Platte and Metro Public Education, Participation, and Outreach (PEPO)
Grant Recipient:	Colorado Watershed Assembly
Funding Source:	WSRF South Platte and Metro basin accounts
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. (PLEASE DEFINE ALL ACRONYMS).)	
<p>Provide services to the South Platte Basin Roundtable and the Metro Roundtable to promote the South Platte Basin Implementation Plan (BIP) and the Colorado Water Plan (CWP), to achieve the goals identified in the joint Education Action Plan (EAP), and to support the efforts of the Education Committee, the Environment and Recreation Committee and other Committees created to facilitate the Basin Implementation Plan Update.</p>	
Objectives: (List the objectives of the project. (PLEASE DEFINE ACRONYMS).)	
<p>In the 2021 Education Action Plan we have identified tasks which have formed the basis for Public Education Participation and Outreach (PEPO) for the two Roundtables since 2018. Coordination and Facilitation –engage and inform Roundtable leadership, BIP Work Groups, PEPO liaisons and SWEAP Communication – promote the 7-minute video “South Platte River Synergies”; maintain and update southplattebasin.com website, social media curation, creating articles for publication and reports to Roundtables, PEPO and CWCB. Outreach – leverage existing outreach network and messaging to promote the goals of the Basin Implementation Plan and the Colorado Water Plan; curate social media posts and respond to stakeholder inquiries. We propose utilizing print and other social media to promote the LLYLI message to rural and agricultural communities. Project Management – communicate the annual plan, records maintenance, reporting and leveraging Water Supply Reserve Funds for outreach.</p>	



Last Update: March 17, 2020

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Tasks
Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)
<u>Task 1 – Coordinate Colorado Water Plan Objectives</u>
Description of Task:
Advance overall objectives described in the Education Action Plan (EAP), the Basin Implementation Plan (BIP) and the Colorado Water Plan (CWP).
Method/Procedure:
Compile message and check in with Roundtable membership regularly to confirm clear, consistent understanding of message. (See message as stated in the 2019/2020 EAP) Provide monthly progress reports to the Metro and SPRT membership and the Executive Committee by attending monthly meetings and preparing written reports - approximately 15 hrs./month and mileage to Roundtable meetings.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Monthly progress reports
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Semi-annual progress reports
<u>Task 2 – Coordinate Roundtable Objectives</u>
Description of Task:
Coordinate closely with Roundtable leadership to ensure educational activities are documented in monthly Roundtable agendas and are consistent with leadership goals.
Method/Procedure:
Develop calendar of events and volunteer recruitment needs. Update calendar as opportunities become available - approximately 3 hrs./month and mileage to partner meetings
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Monthly Calendar of Events
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Semi-annual progress reports
<u>Task 3 – Coordinate Committees & Working Groups</u>
Description of Task:
Coordinate with the Basin Implementation Planning Work Groups and the Interbasin Compact Committee.
Method/Procedure:
As requested, share resources such as website access, stakeholder lists and contact information; participate in meetings and planning process to provide context and leverage stakeholder engagement efforts - approximately 10 meetings both in-person and remote.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)



Last Update: March 17, 2020

<https://cwcb.colorado.gov/>

Monthly progress report
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Semi-annual progress report

<u>Task 4 – Coordinate with Roundtable PEPO Committees</u>
Description of Task: Coordinate communication with Public Education Participation and Outreach (PEPO) liaisons on other Roundtables throughout Colorado.
Method/Procedure: Participate in meetings and conversations with other Roundtables. Report to Metro and South Platte Roundtables. Share outreach materials and promote a common message with 'local flair'.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Monthly progress report
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Semi-annual progress report

<u>Task 5 – Coordinate with the Statewide Water Education Action Plan</u>
Description of Task: Coordinate with Water Education Colorado (WECO) on the Statewide Water Education Action Plan (SWEAP).
Method/Procedure: As requested, participate in meetings and planning process to develop consistent and locally relevant messaging reflecting the diversity of interests in the northern front range and northeastern Colorado - approximately 6 meetings both in-person and remote.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Monthly progress report
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Semi-annual progress report

<u>Task 6 – Evaluate Participation and Programs</u>
Description of Task: Develop program/activity evaluation
Method/Procedure: Using metrics developed in the SWEAP process, provide evaluations and updates on participation in program activities



Last Update: March 17, 2020

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Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Monthly progress report
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Semi-annual progress report

<u>Task 7 – Present ‘South Platte Synergies’ Video</u>
Description of Task:
Develop and implement presentation strategy for 'South Platte Synergies' video.
Method/Procedure:
Using all social media tools currently used by the Metro and South Platte Roundtables, promote the 7-minute video created in 2020.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Social media post analytics in monthly progress report
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Social media post analytics in semi-annual progress report

<u>Task 8 – Website Hosting</u>
Description of Task:
www.southplattebasin.com hosting and maintenance
Method/Procedure:
Website development and utilization includes maintenance of 'story maps' and enhanced utility, content and analytics.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Monthly progress report
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Semi-annual progress report

<u>Task 9 – Communicate with Written Materials</u>
Description of Task:
Develop press releases, articles and written inserts to be shared with identified program partners (see EAP).
Method/Procedure:
Provide 12 written stories and announcements specific to work of the Metro and South Platte Basin Roundtables - approximately 3 hrs./story
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)



Last Update: March 17, 2020

<https://cwcb.colorado.gov/>

12 written stories and announcements
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
12 written stories and announcements

Task 10 – Create 2nd Video
Description of Task:
Contract to create 2nd short video in the South Platte series.
Method/Procedure:
Engage the Roundtables in the process of developing 'next steps' for continued video production of stories that advance the goals of the Roundtables in the South Platte Basin. Develop budget, tasks and time line for series of short videos for www.southplattebasin.com and broader distribution. - approximately 40 hrs. with assistance from CWCB and other Roundtables.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
A 2nd short video in the South Platte series.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
A 2nd short video in the South Platte series.

Task 11 – Basin Implementation Plan & Colorado Water Plan Outreach
Description of Task:
Leverage existing outreach network and messaging to promote the goals of the Basin Implementation Plan and the Colorado Water Plan.
Method/Procedure:
Utilize Live Like You Love It and Keep It Clean conservation and water quality messaging in areas not served by large water providers and coordinate with large water providers to ensure consistency of messaging.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Monthly progress report
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Semi-annual progress report



Last Update: March 17, 2020

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<u>Task 12 – Represent Roundtables at Community Events</u>
Description of Task:
Represent Roundtables at Community Events
Method/Procedure:
Create displays and develop materials that are suitable for in-person and virtual events. Engage communities via social media. Provide in-person support at a variety of public events following all public health protocols - approximately 12 activities engaging community partners, approximately 8 hrs./event. Utilize Facebook, Twitter and Instagram promotional tools via subscriptions.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Approximately 12 activities engaging community partners
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Stories, flyers, or agendas from events attended in semi-annual report

<u>Task 13 – Respond to Stakeholder Inquiries</u>
Description of Task:
Respond to Stakeholder inquiries
Method/Procedure:
Develop and maintain list of organizations and individuals who have requested information, maintain e-mail contact list for e-blasts and other electronic communications - approximately 2 hrs./mo.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Log and contact list
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Semi-annual report

<u>Task 14 – Internal Roundtable Support</u>
Description of Task:
Encourage use of existing resources for the benefit of Roundtable members.
Method/Procedure:
Update and promote Orientation Package for new Roundtable members, including Water Education Colorado publications, By-laws, Colorado Water Plan, Basin Implementation Plan, other relevant educational/organizational materials; provide support for Roundtable Committees approximately 3 hrs./mo.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Roundtable Member Handbook
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Example Roundtable Member Handbook



Last Update: March 17, 2020

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Task 15 – Manage Overall Coordination of Grant Administration
Description of Task:
Provide overall coordination of grant administration
Method/Procedure:
Develop annual plan, time line and format for activities, ensure reporting requirements are met, maintain related financial records, collect sponsorships, fees and pay invoices, coordinate and manage all related activities as needed - approximately 8 hrs./mo.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Annual plan, timeline, and updated financial records
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Annual plan, timeline, and updated financial records provided in semi-annual progress report

Task 16 – Pursue Additional Funding
Description of Task:
Pursue additional grants and sponsorships that advance Roundtable priorities
Method/Procedure:
Leverage WSRF grant for outreach, apply for additional grants and sponsorships that advance Roundtable priorities identified in the BIP and CWP.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Additional grants and sponsorships
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
A report of any additional funding received in semi-annual progress report

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:



Last Update: March 17, 2020

<https://cwcb.colorado.gov/>

Reporting Requirements

- 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.

**COLORADO**Colorado Water
Conservation Board

Department of Natural Resources

Colorado Water Conservation Board**Water Supply Reserve Fund****EXHIBIT B - BUDGET AND SCHEDULE - Direct & Indirect (Administrative) Costs****Date:** November 4, 2020**Water Activity Name:** South Platte and Metro Public Education, Participation, and Outreach (PEPO)**Grantee Name:** Colorado Watershed Assembly

Task No. ⁽¹⁾	Description	Start Date ⁽²⁾	End Date	Matching Funds (cash & in-kind) ⁽³⁾	WSRF Funds (Basin & Statewide combined) ⁽³⁾	Total
1	Coordinate Colorado Water Plan Objectives	3/1/2021	3/1/2022	\$6,000	\$7,280	\$13,280
2	Coordinate Roundtable Objectives	3/1/2021	3/1/2022	\$1,000	\$1,800	\$2,800
3	Coordinate Committees & Working Groups	3/1/2021	3/1/2022		\$1,030	\$1,030
4	Coordinate with Roundtable PEPO Committees	3/1/2021	3/1/2022	\$1,000	\$1,000	\$2,000
5	Coordinate with the Statewide Water Education Action Plan	3/1/2021	3/1/2022		\$1,000	\$1,000
6	Evaluate Participation and Programs	3/1/2021	3/1/2022		\$600	\$600
7	Present 'South Platte Synergies' Video	3/1/2021	3/1/2022		\$1,000	\$1,000
8	Website Hosting	3/1/2021	3/1/2022	\$1,000	\$2,160	\$3,160
9	Communicate with Written Materials	3/1/2021	3/1/2022		\$2,000	\$2,000
10	Create 2nd Video	3/1/2021	3/1/2022		\$3,000	\$3,000
11	Basin Implementation Plan & Colorado Water Plan	3/1/2021	3/1/2022	\$1,300	\$3,000	\$4,300
12	Represent Roundtables at Community Events	3/1/2021	3/1/2022		\$5,000	\$5,000
13	Respond to Stakeholder Inquiries	3/1/2021	3/1/2022		\$1,200	\$1,200
14	Internal Roundtable Support	3/1/2021	3/1/2022		\$1,000	\$1,000
15	Manage Overall Coordination of Grant Administration	3/1/2021	3/1/2022	\$2,000	\$4,300	\$6,300
16	Pursue Additional Funding	3/1/2021	3/1/2022	\$200	\$1,630	\$1,830
Total				\$12,500	\$37,000	\$49,500

(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) Round values up to the nearest hundred dollars.

• 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.

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.

• Additionally, the applicant shall provide a progress report every 6 months, beginning from the date of contract execution

November 23, 2020

Ben Wade - WSRF Application
Colorado Water Conservation Board
1313 Sherman St., Room 721
Denver, CO 80203

Re: South Platte Basin Education Coordinator

Dear Mr. Wade,

The Metro Roundtable voted at its November 12, 2020 meeting, to approve a grant application for "South Platte Basin Education Coordination" proposed by the Colorado Watershed Assembly. The Roundtable unanimously approved \$18,500 from the Metro WSRF. This is a joint request with the South Platte Roundtable which also approved a request for \$18,500 at their November 10, 2020 meeting. There is no request for Statewide WSRF funding. The applicant's request for \$37,000 will be presented for consideration at the CWCB's January 2018 board meeting.

The Roundtable underwent an evaluation and approval process, and believes this application meets the Threshold and Evaluation Criteria for the WSRF Grant Program and will assist in meeting the water supply needs identified in the basin roundtable's consumptive and/or non-consumptive needs assessments. This request specifically recognizes that familiarity with the South Platte's water issues by regulatory agencies, elected officials, the business community, and the general public will bolster Colorado's ability to maintain sustainable water supplies.

As noted in the South Platte Basin Implementation Plan, Section 4.1.3: "The South Platte Basin is home to 80% of the State's population and accounts for 80% of the State's economy and tax base. It is an area with great diversity both economically and demographically that is facing 75% of the projected statewide municipal water supply gap. **This Basin deserves and needs an intensive education, participation and outreach program designed to generate a lasting baseline of public awareness and support.**

The Scope of Work proposed in this application acknowledges the need for professional support to accomplish a variety of tasks identified in our 2019 Education Action Plan. The Scope of Work also reflects the fact that CWCB is in the process of developing a statewide Education Action Plan (SWEAP). We plan to maintain the energy and coordination for the Public Education, Participation, and Outreach (PEPO) Workgroup bringing the South Platte perspective to the statewide public education initiative. By funding this request the WSRF will be supporting a focused and professional effort acknowledging local interests and defining local priorities.

During the evaluation and approval process, there were no dissenting votes or opinions expressed and there was a quorum present.

This letter is intended to fulfill Threshold Criteria B (Part III 1.b. in the WSRF Application). The full WSRF Application will be provided separately by the applicant. Please let me know if you need any additional information. Thank you for your consideration.

Sincerely,



Barbara Biggs, Chairwoman
Metro Roundtable

November 23, 2020

Ben Wade - WSRF Application
Colorado Water Conservation Board
1313 Sherman St., Room 721
Denver, CO 80203

Re: South Platte Basin Education Coordination

Dear Mr. Wade,

The South Platte Roundtable unanimously voted at its November 10, 2020 meeting, to recommend approval of a grant application for "South Platte Basin Education Coordination" proposed by the Colorado Watershed Assembly. The Roundtable unanimously approved \$18,500 from the South Platte WSRF. This is a joint request with the Metro Roundtable which also approved a request for \$18,500 at their November 12, 2020 meeting. There is no request for Statewide WSRF funding. The applicant's request for \$37,000 will be presented for consideration at the CWCB's January, 2021 board meeting.

The Roundtable underwent an evaluation and approval process, and believes this application meets the Threshold and Evaluation Criteria for the WSRF Grant Program and will assist in meeting the water supply needs identified in the basin roundtable's consumptive and/or non-consumptive needs assessments. This request specifically recognizes that familiarity with the South Platte's water issues by regulatory agencies, elected officials, the business community, and the general public will bolster Colorado's ability to maintain sustainable water supplies.

As noted in the South Platte Basin Implementation Plan, Section 4.1.3: "The South Platte Basin is home to 80% of the State's population and accounts for 80% of the State's economy and tax base. It is an area with great diversity both economically and demographically that is facing 75% of the projected statewide municipal water supply gap. **This Basin deserves and needs an intensive education, participation and outreach program designed to generate a lasting baseline of public awareness and support.**

The Scope of Work proposed in this application acknowledges the need for professional support to accomplish a variety of tasks identified in our 2021 Education Action Plan. The Scope of Work also reflects the fact that CWCB is in the process of developing a statewide Education Action Plan (SWEAP). We plan to maintain the energy and coordination for the Public Education, Participation, and Outreach (PEPO) Workgroup bringing the South Platte perspective to the statewide public education initiative. By funding this request the WSRF will be supporting a focused and professional effort acknowledging local interests and defining local priorities.

During the evaluation and approval process, there were no dissenting votes or opinions expressed and there was a quorum present.

This letter is intended to fulfill Threshold Criteria B (Part III 1.b. in the WSRF Application). The full WSRF Application will be provided separately by the applicant. Please let me know if you need any additional information. Thank you for your consideration.

Sincerely,



Garrett Varra, Chair
South Platte Roundtable



February 10, 2021

Ben Wade
Water Supply Planning Program Manager
Colorado Water Conservation Board
ben.wade@state.co.us

Re:
Letter of Commitment
Colorado Watershed Assembly WSRF Grant Application
Education Coordination
December, 2020

Dear Ben,

This letter is to serve as evidence of our commitment to collaboration in support of the grant application referenced above. In 2013, Casey Davenhill, Executive Director of the Colorado Watershed Assembly (CWA) was invited to participate in the Metro Roundtable and to take part in the Public Education, Participation and Outreach Committee. CWA enjoys a unique position in Colorado, especially with respect to Basin Implementation Plans in the Colorado Water Plan. At the Sustaining Colorado Watersheds Conference each year we have a large audience of informed and engaged water professionals who are actively engaged with the protection and preservation of the natural resource values of land and water throughout our varied watersheds. We also have an informative website which includes contact information for leaders of over 90 community watershed organizations in Colorado as well as a map and contact information for Colorado Soil & Water Conservation Districts. We publish a twice monthly newsletter, Inflow, which reaches over 2,000 individuals who also work, or hope to work, in water quality, supply and public engagement.

Through this network, CWA is committed to advance the goals and outcomes of the Colorado Water Plan, Basin Implementation Plans as well as the State Water Education Action Plan and to help promote a consistent message of active stewardship for our valuable natural resource heritage. We appreciate the opportunity to work with the South Platte and Metro Roundtables through our Education and Outreach program and we intend to provide matching funds to compensate for staff time to expand efforts to coordinate with other Roundtables in the state and to provide assistance and share experience as requested. We will enhance our website and newsletter offerings to promote awareness of the South Platte and Metro Basin Implementations Plans. We will offer our staff experience in developing outreach materials that reflect priorities in the Basin Implementation Plans and call on our network of professional supporters and volunteers to ask their help as well. We expect this support to be not less than \$3,250 over the term of the grant work plan.

The South Platte watershed is home to a growing community that has a strong interest in their future water supply. The community is diverse and is home to more than 80% of Colorado residents. Coordination and collaboration are key to meeting water challenges we all face. The Colorado Watershed Assembly has two decades of experience in building relationships of trust and cooperation with water quality professionals, water providers, open space advocates and private landowners. Thank you for the opportunity to be an active part of the important work of protecting the future water supply for vibrant communities in the South Platte watershed.

Sincerely,

A handwritten signature in black ink, appearing to read 'Casey Davenhill'.

Casey Davenhill
Executive Director



Cherry Creek Basin Water Quality Authority

P.O. Box 3166 Centennial, Colorado 80161

303.968.9098

cherrycreekbasin.org

November 2, 2020

Colorado Water Conservation Board
Water Supply Reserve Fund Grant Applications
1313 Sherman Street, Room 718
Denver, CO 80203

Re: Letter of Commitment, Colorado Watershed Assembly WSRF Grant Application, December 2020

Grant Review Team:

The Cherry Creek Basin Water Quality Authority supports the WSRF grant application submitted by the Colorado Watershed Assembly, and particularly matching funds provided for this grant application by the Cherry Creek Stewardship Partners.

CCBWQA has contracted with the Cherry Creek Stewardship Partners since the mid-2000s, to assist CCBWQA's Education and Information requirements pursuant to CRS 25-8.5-101 et seq. as well as Cherry Creek Reservoir's Control Regulation 72. As part of this grant application, the Stewardship Partners intend to provide matching funds for Colorado Watershed Assembly staff to participate in the South Platte and Metro Basin Roundtables. In turn, information gleaned from Colorado Watershed Assembly staff's participation, the Stewardship Partners can bring Roundtable Education and Information back to CCBWQA, its Member Entities, and others.

Thank you for considering the Colorado Watershed Assembly's Application.

Sincerely,

Chuck Reid

Chuck Reid
Manager



**CHERRY CREEK
STEWARDSHIP PARTNERS**
www.cherry-creek.org

November 1, 2020

Colorado Water Conservation Board

Re: Letter of Commitment
Colorado Watershed Assembly WSRF Grant Application
December, 2020

Greetings,

This letter is to serve as evidence of the commitment to collaboration that exists within the Cherry Creek watershed in support of the grant application referenced above. In 2013, Casey Davenhill, Director of the Cherry Creek Stewardship Partners (Partners) was invited to participate in the Metro Roundtable and to take part in the Public Education, Participation and Outreach Committee. The Partners enjoy a unique position in the Cherry Creek watershed drawing upon support from the Cherry Creek Basin Water Quality Authority, Cherry Creek and Castlewood Canyon State Parks, Douglas, Arapahoe and the City and County of Denver and other municipal land use agencies to promote a consistent message of active stewardship for our valuable natural resource heritage.

The Partners want to support the ongoing effort to engage elected officials and citizens in understanding and advancing the goals of the Colorado Water Plan. To that end, the Partners intend to provide matching funds to compensate for staff time and travel to attend meetings of the Metro and South Platte Roundtables and to participate in other regional public engagement efforts. We expect this support to be not less than \$9,250 over the term of the grant work plan.

Our popular annual conference has been, and will continue to be, an opportunity to engaged with our informed constituency and provide a venue for Colorado Water Plan and Basin Implementation Plan discussions.

The Cherry Creek watershed is home to a growing community that has a strong interest in their future water supply. The Cherry Creek community also has shown a strong commitment to protecting water quality and the agricultural, recreational and conservation values of the local landscape, especially our stream corridors. The Cherry Creek Basin Water Quality Authority is proud to be part of the collaborative land use efforts that have resulted in some of the most effective and innovative stream reclamation projects in Colorado. The Partners are proud to highlight those projects and share lessons learned with the broader watershed network of Roundtable participation throughout the state. We welcome news and support the goals of the Roundtables to ensure a varied and vibrant economy, maintain efficient water infrastructure and protect a landscape that includes healthy watersheds, rivers and streams and active communities.

Sincerely,

Casey Davenhill
Cherry Creek Stewardship Partners

Cherry Creek Basin Water Quality Authority...Arapahoe County...Douglas County...City and County of Denver...City of Aurora...City of Centennial...City of Glendale...City of Greenwood Village...City of Lone Tree...Town of Castle Rock...Town of Parker...Parker Jordan Metropolitan District...US Army Corps of Engineers...USGS...USDA Natural Resource Conservation Service...Metropolitan State University-One World One Water...Colorado Parks and Wildlife...Mile High Flood District...Southeast Metro Stormwater Authority...Douglas County Stormwater Coop...American Public Works Association...Audubon Society of Greater Denver...Colorado Trout Unlimited...Colorado Science and Engineering Fair...The Greenway Foundation...High Line Canal Preservation Association...Colorado Horse Council, Inc...Cherry Creek Valley Historical Society...Cherry Creek Marina...AlpineEco Nursery...AMEC...The Architererra Group...Jacobs...ERO Resources Corporation...J3 Engineering...JRS Engineering...Leonard Rice Engineers...Pinyon Environmental...ERO Resources... Muller Engineering Company, Inc...RESPEC Consulting...RG & Associates... Stream Landscape...Waste Management...Wright Water Engineers...Valerian, LLC