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**Colorado Water Conservation Board**

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**Water Plan Grant Application**

**Instructions**

To receive funding for a Water Plan Grant, applicant must demonstrate how the project, activity, or process (collectively referred to as “project”) funded by the CWCB will help meet the measurable objectives and critical actions in the Water Plan. Grant guidelines are available on the CWCB website.

If you have questions, please contact CWCB at (303) 866-3441 or email the following staff to assist you with applications in the following areas:

Water Storage & Supply Projects	Matthew.Stearns@state.co.us
Conservation, Land Use Planning	Kevin.Reidy@state.co.us
Engagement & Innovation Activities	Ben.Wade@state.co.us
Agricultural Projects	Alexander.Funk@state.co.us
Water Sharing & ATM Projects	Alexander.Funk@state.co.us
Environmental & Recreation Projects	Chris.Sturm@state.co.us

**FINAL SUBMISSION: Submit all application materials in one email to [waterplan.grants@state.co.us](mailto:waterplan.grants@state.co.us) in the original file formats [Application (word); Statement of Work (word); Budget/Schedule (excel)]. Please do not combine documents. In the subject line, please include the funding category and name of the project.**

**Water Project Summary**

Name of Applicant	Rocky Mountain Farmers Union Educational and Charitable Foundation	
Name of Water Project	Drought Advisors Capacity and Research Project	
CWP Grant Request Amount		\$ 236,006
Other Funding Sources _____		\$
Other Funding Sources _____		\$
Other Funding Sources _____		\$
Applicant Funding Contribution		\$ 76,169
Total Project Cost		\$ 312,175



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<b>Applicant &amp; Grantee Information</b>	
Name of Grantee(s)	<b>Rocky Mountain Farmers Union Educational and Charitable Foundation</b>
Mailing Address	<b>7900 E Union Ave. Suite 200 Denver, CO 80237-3017</b>
FEIN	<b>74-2636848</b>
Organization Contact	<b>Amber Weber</b>
Position/Title	<b>Membership Coordinator</b>
Email	<a href="mailto:amber.weber@rmfu.org">amber.weber@rmfu.org</a>
Phone	<b>719-688-9941</b>
Grant Management Contact	<b>Amber Weber</b>
Position/Title	<b>Membership Coordinator</b>
Email	<a href="mailto:amber.weber@rmfu.org">amber.weber@rmfu.org</a>
Phone	<b>719-688-9941</b>
Name of Applicant (if different than grantee)	
Mailing Address	
Position/Title	
Email	
Phone	
<b>Description of Grantee/Applicant</b>	
Provide a brief description of the grantee's organization (100 words or less).	
<p>The Colorado Drought Advisors is comprised of drought professionals who serve Colorado Producers with drought adaptivity resources. The Drought Advisors work to build short and long-term resilience to drought by working with farmers and ranchers assessing drought resources, identifying risk, and implementing practices to lessen drought hardship and stress. Drought Advisors will achieve their mission and vision through personal connections, providing strategies and resources to cope with drought, mental health resources, provide experience in operations on a case-by-case basis, and act as a network to ensure drought needs of farmers and ranchers are met across Colorado.</p>	



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Type of Eligible Entity (check one)	
	<b>Public (Government):</b> 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.
	<b>Public (Districts):</b> Authorities, Title 32/special districts (conservancy, conservation, and irrigation districts), and water activity enterprises.
	<b>Private Incorporated:</b> Mutual ditch companies, homeowners associations, corporations.
	<b>Private Individuals, Partnerships, and Sole Proprietors:</b> Private parties may be eligible for funding.
X	<b>Non-governmental organizations (NGO):</b> Organization that is not part of the government and is non-profit in nature.
	<b>Covered Entity:</b> As defined in <a href="#">Section 37-60-126 Colorado Revised Statutes</a> .

Type of Water Project (check all that apply)	
	Study
	Construction
X	Other

Category of Water Project (check the primary category that applies and include relevant tasks)	
	Water Storage & Supply - Projects that facilitate the development of additional storage, artificial aquifer recharge, and dredging existing reservoirs to restore the reservoirs' full decreed capacity, multi-beneficial projects, water sharing agreements, Alternative Transfer Methods, and those projects identified in basin implementation plans to address the water supply and demand gap. <i>Applicable Exhibit A Task(s):</i>  <b>Note:</b> For Water Sharing Agreements or ATM Projects - please include the <a href="#">supplemental application</a> available on the CWCB's website.
	Conservation and Land Use Planning - Activities and projects that implement long-term strategies for conservation, land use, water efficiency, and drought planning. <i>Applicable Exhibit A Task(s):</i>
	Engagement & Innovation - Activities and projects that support water education, outreach, and innovation efforts. <i>Applicable Exhibit A Task(s):</i>
X	Agricultural - Projects that provide technical assistance and improve agricultural efficiency. <i>Applicable Exhibit A Task(s):</i>
	Environmental & Recreation - Projects that promote watershed health, environmental health, and recreation. <i>Applicable Exhibit A Task(s):</i>
	Other
	Explain:



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<b>Location of Water Project</b>	
Please provide the general county and coordinates of the proposed project below in <b>decimal degrees</b> . The Applicant shall also provide, in Exhibit C, a site map if applicable.	
County/Countries	Statewide
Latitude	39.62780052322494,
Longitude	-104.8962426806836

<b>Water Project Overview</b>
<p>Please provide a summary of the proposed water project (200 words or less). Include a description of the project and what the CWP Grant funding will be used for specifically (e.g., studies, permitting process, construction). Provide a description of the water supply source to be utilized or the water body affected by the project, where applicable. 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, and area of habitat improvements, where applicable. 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, Other Funding Sources/Amounts and Schedule.</p>
<p>The Colorado Drought Advisors are working to develop a comprehensive network to help mitigate pressures to farmers and ranchers before, during, and after drought. The group aims to go beyond providing a drought plan by addressing the stress of drought on an individual's mental health, the measures around drought emergency planning, and assessing what producers need in terms of drought adaptivity tools. Drought plans are essential documents that can provide structure to producers during the most uncertain times. However, that tool can be wasted if there is not the professional help or time to commit to implementing the plan. The Drought Advisors organization will assist in providing financial compensation for drought planning and stipends for professional help to the individual producers. Beyond the drought plan, the group hopes to connect producers to drought resources currently available. This includes, but is not limited to: mental health, conservation efforts, etc. Drought is unlike any other state of emergency to the extent that effects are not only monetarily defined, and the brunt of the disaster in agriculture is first taken on by an individual rather than a community; Drought Advisors will advocate and encourage research around emergency planning efforts. Drought Advisor's will round out drought planning by helping bridge the gap to current and future drought resources.</p>



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Measurable Results	
To catalog measurable results achieved with the CWP Grant funds, please provide any of the following values as applicable:	
	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)
	Quantity of Water Shared through Alternative Transfer Mechanisms or water sharing agreement
	Number of Coloradans Impacted by Incorporating Water-Saving Actions into Land Use Planning
15+ each year	Number of Coloradans Impacted by Engagement Activity
	Other Explain:

Water Project Justification
<p>Provide a description of how this water project supports the goals of <a href="#">Colorado's Water Plan</a>, the <a href="#">Analysis and Technical Update to the Water Plan</a>, and the applicable Roundtable <a href="#">Basin Implementation Plan</a> and <a href="#">Education Action Plan</a>. 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).</p> <p>The proposed water project shall be evaluated based upon how well the proposal conforms to Colorado's Water Plan Framework for State of Colorado Support for a Water Project (CWP, Section 9.4, pp. 9-43 to 9-44;)</p> <p>When producers look at drought, they see current and future circumstances, at times those circumstances pile on with all other critical issues they are facing within their operation. Quickly drought issues can become lower priority than all other production challenges. From a producer perspective, sorting through drought resources from the big organizations can be time consuming and difficult in moments of stress and panic. The goals of the Drought Advisor Program are to pair professionals with those experiencing drought, increase accessibility to drought professionals and planning, and build a drought network for producers and professionals. Each of these goals will span before, during, and after drought conditions occur.</p> <p>The Drought Advisors lead their efforts with a one-on-one support program by pairing drought advisors to producers. This goal aligns with the vision of the Colorado Water Plan by "providing resources at the local level, the development of drought management plans can help communities prepare for those future conditions". One-on-one support from dedicated service organizations and professionals will allow for greater accessibility to all current drought resources. Providing producers with an advisor will allow for knowledge sharing and a space for producers to work out their drought concerns. This will encourage all efforts surrounding drought mitigation.</p>



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The Drought Advisors will provide greater accessibility to professional help when it comes to writing and implementing drought plans. This goal aligns with the Colorado Water Plan as it encourages “local communities to develop drought preparedness plans by providing tools and resources for development and implementation”. The Drought Advisors will first connect producers to professionals, if financial assistance is necessary the drought advisors will provide stipends to professionals and producers who implement and complete a drought plan. This stipend plan will remove barriers to entry when it comes to drought mitigation planning. Removing this barrier to entry will align in the water plan’s goal to use “planning and preparedness before the onset of an event can reduce both physical and economic drought-related effects”.

The Drought Advisors will provide a network of professionals and producers centered around drought management. That group will help all stakeholders collaborate, expand, and build efforts around drought mitigation and planning. This will assist in the Water Plan’s goals of “assuring strong drought protection programs through broad development of protection plans and dedicated reserves potentially including storage, interruptible service agreements (ISAs), water banks, water use restrictions and non-tributary groundwater, among others”. Creating an expansive network will only align the communities of Colorado around drought and the overall water plan- increasing Colorado’s overall resilience to drought.

As expressed in the goals above, having a group Colorado can turn to before, during, and after drought is critical and the central purpose of the Colorado Drought Advisors. Working alongside CWCB to promote and advocate for the Colorado Water Plan, we will help current and future generations in Colorado recognize greater and smarter water resources. The Colorado Drought Advisors will be the driving force behind leading Colorado and the nation in innovative drought preparedness and planning”.

### Related Studies

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

This will compliment many current and ongoing projects funded and implemented by the Colorado Water Conservation Board including the Colorado Water Plan and the drought and water availability research within. Drought continues to be a major concern statewide and in surrounding states with state to state Compacts.

### Previous CWCB Grants, Loans or Other Funding



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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; 6) Percentage of other CWCB funding for your overall project.

1. Rocky Mountain Farmers Union Foundation
2. TAFC Natural Working Lands Climate Solutions
3. Unknown
4. April 2021
5. POGG1, PDAA, 2021-2962
6. Unknown

### Taxpayer Bill of Rights

The Taxpayer Bill of Rights (TABOR) may limit the amount of grant money an entity can receive. Please describe any relevant TABOR issues that may affect your application.

Does not apply.



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Submittal Checklist	
X	I acknowledge the Grantee will be able to contract with CWCB using the <a href="#">Standard Contract</a> .
Exhibit A	
X	Statement of Work <sup>(1)</sup>
X	Budget & Schedule <sup>(1)</sup>
N/A	Engineer's statement of probable cost (projects over \$100,000)
	Letters of Matching and/or Pending 3 <sup>rd</sup> Party Commitments <sup>(1)</sup>
Exhibit C	
N/A	Map (if applicable) <sup>(1)</sup>
N/A	Photos/Drawings/Reports
	Letters of Support (Optional)
	Certificate of Insurance (General, Auto, & Workers' Comp.) <sup>(2)</sup>
	Certificate of Good Standing with Colorado Secretary of State <sup>(2)</sup>
	W-9 <sup>(2)</sup>
N/A	Independent Contractor Form <sup>(2)</sup> (If applicant is individual, not company/organization)
Water Sharing Agreements and Alternative Transfer Methods ONLY	
N/A	Water Sharing Agreements and Alternative Transfer Methods <a href="#">Supplemental Application</a> <sup>(1)</sup>

(1) Required with application.

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



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## ENGAGEMENT & INNOVATION GRANT FUND SUPPLEMENTAL APPLICATION

### Introduction & Purpose

Colorado’s Water Plan calls for an outreach, education, public engagement, and innovation grant fund in Chapter 9.5.

The overall goal of the Engagement & Innovation Grant Fund is to enhance Colorado’s water communication, outreach, education, and public engagement efforts; advance Colorado’s water supply planning process; and support a statewide water innovation ecosystem.

The grant fund aims to engage the public to promote well-informed community discourse regarding balanced water solutions statewide. The grant fund aims to support water innovation in Colorado. The grant fund prioritizes measuring and evaluating the success of programs, projects, and initiatives. The grant fund prioritizes efforts designed using research, data, and best practices. The grant fund prioritizes a commitment to collaboration and community engagement. The grant fund will support local and statewide efforts.

The grant fund is divided into two tracks: engagement and innovation. The Engagement Track supports education, outreach, communication, and public participation efforts related to water. The Innovation Track supports efforts that advance the water innovation ecosystem in Colorado.

### Application Questions

\*The grant fund request is referred to as “project” in this application.

Overview (answer for both tracks)
In a few sentences, what is the overall goal of this project? How does it achieve the stated purpose of this grant fund (above)?
Who is/are the target audience(s)? How will you reach them? How will you involve the community?
Describe how the project is collaborative or engages a diverse group of stakeholders. Who are the partners in the project? Do you have other funding partners or sources?



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Describe how you plan to measure and evaluate the success and impact of the project?
What research, evidence, and data support your project?
Describe potential short- and long-term challenges with this project.

Please fill out the applicable questions for either the Engagement Track or Innovation Track, unless your project contains elements in both tracks. If a question does not relate to your project, just leave it blank. Please answer each question that relates to your project. Please reference the relevant documents and use chapters and page numbers (Colorado's Water Plan, Basin Implementation Plan, PEPO Education Action Plan, etc.).

Engagement Track
Describe how the project achieves the education, outreach, and public engagement measurable objective set forth in Colorado's Water Plan to "significantly improve the level of public awareness and engagement regarding water issues statewide by 2020, as determined by water awareness surveys."
Describe how the project achieves the other measurable objectives and critical goals and actions laid out in Colorado's Water Plan around the supply and demand gap; conservation; land use; agriculture; storage; watershed health, environment, and recreation; funding; and additional.
Describe how the project achieves the education, outreach, and public engagement goals set forth in the applicable Basin Implementation Plan(s).



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Describe how the project achieves the basin roundtable's PEPO Education Action Plans.

Innovation Track
Describe how the project enhances water innovation efforts and supports a water innovation ecosystem in Colorado.
Describe how the project engages/leverages Colorado's innovation community to help solve our state's water challenges.
Describe how the project helps advance or develop a solution to a water need identified through TAP-IN and other water innovation challenges. What is the problem/need/challenge?
Describe how this project impacts current or emerging trends; technologies; clusters, sectors, or groups in water innovation.



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<b>Colorado Water Conservation Board</b>
<b>Water Plan Grant - Exhibit A</b>

<b>Statement Of Work</b>
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<b>Date:</b>	<b>June 2021</b>
<b>Name of Grantee:</b>	<b>Rocky Mountain Farmers Union Educational and Charitable Foundation</b>
<b>Name of Water Project:</b>	
<b>Funding Source:</b>	<b>Rocky Mountain Farmers Union</b>

**Water Project Overview:**

The Colorado Drought Advisors are working to develop a comprehensive network to help mitigate pressures to farmers and ranchers before, during, and after drought. The group aims to go beyond providing a drought plan by addressing the stress of drought on an individual's mental health, the measures around drought emergency planning, and assessing what producers needs in terms of drought adaptivity tools. Drought plans are essential documents that can provide structure to producers during the most uncertain times. However, that tool can be wasted if there is not the professional help or time to commit to implementing the plan. The Drought Advisors organization will assist in providing financial compensation for drought planning and stipends for professional help to the individual producers. Beyond the drought plan, the group hopes to connect producers to all drought resources currently available. This includes but is not limited to mental health, conservation efforts, etc. Drought is unlike any other state of emergency to the extent that the effects are not only monetarily defined, and the brunt of the disaster in agriculture is taken on by an individual rather than a community; Drought Advisors will advocate and encourage research around emergency planning efforts. Drought Advisor's will round out drought planning by helping bridge the gap to current and future drought resources.

**Project Objectives:**

1. Build capacity within the Drought Advisors organization.
2. Fund internal and external outreach on projects surrounding drought planning and adaptivity amongst Colorado producers.
3. Compile current drought vulnerability research and see what research is missing to help quantify drought emergencies.

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Tasks
<p><b>Task 1 – Drought Advisor Program Developer</b></p>
<p>Description of Task:</p> <p>Currently the group operates with drought professionals who gift their time through the parent organization they represent. Those parent organizations currently include the Rocky Mountain Farmers Union, Colorado State University Extension, Colorado State University Experiment Stations, Ditch and Reservoir Company Alliance, and Colorado Ag Water Alliance. Providing professional expertise is the first task to assist the group in building capacity. The group will partner with a Program Developer to help coordinate group operations. The group will provide professional contributions to parent organizations who are dedicating their time to the Drought Advisors’ efforts. Investing in a program developer(s) over multiple years will expand drought advisor participation and overall effectiveness of the program. That effectiveness will help mitigate the impact of drought across Colorado producers.</p>
<p>Method/Procedure:</p> <p>Program Developer- The program developer will be funded for a minimum of three years to assist in capacity building, communication outreach, producer coordination, and all other projects as determined between Drought Advisors’ leadership team and the program developer. This position will allow greater facilitation and outreach between the Drought Advisors and producers looking to mitigate the effects of drought.</p> <ol style="list-style-type: none"> <li>1. The program developer will lead the Drought Advisor organization through capacity building stages as they brand and grow the group. The program developer will build the foundational operating plan. The foundational operating plan will maximize the efficiency of the group’s efforts in mitigating the effects before, during, and after drought conditions persist. Maximizing that efficiency will allow the group to grow in creating partnership with producers looking to prepare their operations for drought. Creating a central hub for drought resources will push out already existing research, programs, and all other drought solutions that can serve as tools for producers. A recognizable hub will highlight the work of current water groups, advocate for the one-on-one support between a Drought Advisor and Producer, and lead as a communications pathway to mitigate drought stress.</li> <li>2. The program developer will deliver communications through social media outlets and provide similar content for the website. The program developer will interact with Drought Stakeholders and share resources on these platforms, facilitate the content through the group, keep track of data, and provide reports on communications for the Drought Advisor group. Outreach will allow greater connection between Producers or Drought Stakeholders and a Drought Advisor. Those connections in turn will provide direct assistance to producers who are taking drought precautions within their production.</li> <li>3. The program developer will assist as needed to help facilitate the connection between Drought Advisor and producer. This assistance can be in the form of intake calls or visits, coordinating times, and being the frontline communication to provide rapid response times to producers. This response time will help give immediate relief in the form of drought planning, mental health resources, and all other drought resources.</li> </ol>
<p>Deliverable:</p>



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The program developer will provide outreach content reports, data reports providing the interactions for all, and the operational plan. These tools will fundamentally serve the group in setting the foundation to provide one-on-one support for producers. That support will allow producers to be drought ready before, during, and after drought takes effect.

## Tasks

### Task 2 -Drought Assistance Program

#### Description of Task:

Agriculturalists who are working through drought, struggle long before the effects of the drought are felt. Producers are spread extremely thin when it comes to time and resources. Drought only increases the hardship of a producer and their operation. The Drought Advisors are providing one-on-one support to producers, strategizing drought mitigation techniques, directing towards mental health resources, and current programs already available. Some of those techniques provide time or financial resources to implement. While many producers can dedicate the time and financial resources to the drought mitigation techniques, some cannot.

The drought assistance program will provide \$500 to a producer who is pursuing a formal drought plan for their time, effort, etc. This assistance will be provided at the completion of a formalized drought plan. Then a \$1000 stipend will be provided and paid directly towards drought professionals including but not limited to engineers, lawyers, soil health consultants, etc. for the writing or contributing to the drought plans.

#### Process:

1. After the intake process is complete between an individual Drought Advisor and producer, the Drought Advisor will be able to provide an application for the Drought Assistance Program.
2. Producer fills out the assistance application. This application will take into account producers' geographic area, outlined need, and communicates plan between producer and Drought Advisor with all other Drought Advisors.
3. The application is processed and accepted by the Drought Advisor leadership, and then assigned to an intake committee. The intake committee will review applications monthly to determine who is provided the funding until all funding is accounted for.

#### Deliverable:



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Each producer who receives the funding within the assistance program will deliver measurable reports through the funding process. Those measurable reports will include surveys and feedback forms. Drought Plan Stipend must provide a copy of the plan and measurable outcomes as set within the drought plan to the Drought Advisor prior to payment. The Drought Advisor group will then provide a summary of each of the ten producers who participated in the Drought Assistance Program. This summary will be delivered within the next available reporting period, and included in the final report.



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Tasks
<b>Task 3 – Drought Vulnerability Synthesis</b>
<b>Description of Task:</b> <p>When natural disasters hit, they cause massive devastation, especially economically. With many natural disasters, the scale of deviation can be matched with an economic injury and loss summary. Drought is unique as there is no direct way to quantify the economic cost and impact. Many programs including the FSA Disaster Program assume a producer will rebound the next year. As our climate changes and those next years keep getting farther and farther away, there is no measurable rebound within the production. Without a way to calculate that loss, producers are often left to bear the cost individually which compounds year to year. The effects of drought are felt locally and statewide, but on a larger scale, there is a disconnect between producers, agencies, governments, programs, etc. when talking about and assessing drought. When a tornado hits in Oklahoma or a hurricane occurs on a U.S coast, there are direct correlations of impact to action and the verbiage used amongst the stakeholders in that situation. Drought is different. It is not as “visible” or immediate. Drought occurs over time and is a culmination of factors. If Colorado wanted to declare an emergency due to drought conditions, it would be difficult to quantify the damage, assess the situation from the same language and tools as other natural disasters, and to identify the next steps that would alleviate the conditions as well as allow producers to overcome the natural disaster. To mitigate these concerns, Drought Advisors aims to provide a platform for economic injury and loss research, creating a measurable economic loss and injury tool for those facing drought disasters. This task will perform a literature and verbiage synthesis, investigate drought on a local level, and write a research plan to address drought vulnerability and to define the missing pieces within current research. By utilizing and accessing current research on drought, effects, damages, economic loss, etc., the Drought Advisors can then identify the “holes” in the research where more research needs to be done, or where a collaborative effort of agencies, producers, government entities, and other stakeholders can come together to create a robust plan of action for drought.</p>
<b>Method/Procedure:</b> <p>Drought Economic Loss and Injury</p> <ol style="list-style-type: none"><li>1) Drought advisors will reach out within known networks to gauge the level and extent of research that has or is currently being conducted about drought vulnerability and economic loss.</li><li>2) Advisors will report back to program developer with contacts and resources to conduct a literature synthesis.</li><li>3) Literature synthesis will be reviewed by group and the following two options can commence a) Drought Advisors group will create a plan for distributing current research b) Drought Advisors will set objectives for the research plan.</li><li>4) Program Developer will a) organize current research b) create a research plan and organize any funding necessary for plan</li><li>5) There will be more readily available economic loss and injury information for drought vulnerability, gaps in drought emergency research, and terminology/verbiage barriers. This information will inform the State of Colorado and their conversations with federal agencies and other stakeholders when drought reaches emergency status.</li></ol>
<b>Deliverable:</b>





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The synthesized information will be available for producers across Colorado who are working against drought economic loss and injury. Findings will be provided within the final report and accessed publicly through the drought advisor website and social media outlets. Findings within this section will inform research processes to economically quantify drought disaster management.



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<b>Tasks</b>	
<b>Task 4 - Grant and Project Management</b>	
Description of Task:	
<p>This grant will be managed through the Rocky Mountain Farmers Union as one of the leading partners of Drought Advisors. This task aids in facilitating management expenses including the annual report writing, and project management. This task will allow Drought Advisors to direct all of their focus to helping producers mitigate drought stress while program developer and Drought Advisor Leadership coordinate grant correspondence.</p>	
Method/Procedure:	
<ol style="list-style-type: none"><li>1. Program developer will keep accurate records of all projects and will coordinate with all stakeholders, group members, producers, and grant manager.</li><li>2. Program developer along with RMFU staff will provide grant management to keep the budget, expenses, and tasks on schedule and within reason and reports written and delivered on time to grantor.</li><li>3. RMFU staff will provide communication to the grantor and perform all fiscal responsibilities.</li></ol>	
Deliverable:	
<p>Successful administration of budgets, grant correspondence, and project objectives. Written reports will be provided to ensure project funds are being fulfilled.</p>	



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### 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.

### Reporting Requirements

**Progress Reports:** The applicant 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.

**Final Report:** At completion of the project, the applicant shall provide the CWCB a Final Report on the applicant's letterhead that:

- Summarizes the project and how the project was completed.
- Describes any obstacles encountered, and how these obstacles were overcome.
- Confirms that all matching commitments have been fulfilled.
- Includes photographs, summaries of meetings and engineering reports/designs.

The CWCB will pay out the last 10% of the 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 purchase order or grant will be closed without any further payment.

### Payment

Payment will be made based on actual expenditures and must include invoices for all work completed. 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.

Costs incurred prior to the effective date of this contract are not reimbursable. The last 10% of the entire grant will be paid out when the final deliverable has been received. All products, data and information developed as a result of this contract must be provided to as part of the project documentation.

### Performance Measures

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 Water Plan Grant Guidelines, the CWCB will pay out the last 10% of the 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 purchase order or grant will be closed without any further payment.

(b) Accountability: Per Water Plan 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 Water Plan 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.



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(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.



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## **Colorado Water Conservation Board**

### **Water Plan Grant - Exhibit B Budget Template Instructions**

**\*\* Please select the most appropriate budget template for your project from the worksheet tabs below. A general budget template is provided, as well as templates for studies, construction, and engineering projects.\*\***





**Colorado Water Conservation Board**  
**Water Plan Grant - Detailed Budget Estimate**  
**Fair and Reasonable Estimate**

**Prepared Date:**

**Name of Applicant: Rocky Mountain Farmers Union Charitable Foundation**

**Name of Water Project: Drought Advisors Capacity and Research Project**

**Task 1 -Drought Advisor Program Developer**

Task	Hours / Amount	Rate	Total Cost	Matching	
				CWCB Funds	Funds
Administrative	540	\$ 50	\$ 27,000	\$ 20,250	\$ 6,750
Communications Outreach	1,620	\$ 50	\$ 81,000	\$ 60,750	\$ 20,250
Drought Advisor and Producer Facilitation	800	\$ 50	\$ 40,000	\$ 30,000	\$ 10,000
Program Developer Site Visits	60	\$ 200	\$ 12,000	\$ 9,000	\$ 3,000
Parent Organization Assistance in Administration	200	\$ 75	\$ 15,000	\$ 11,250	\$ 3,750
Parent Organization Assistance in Communications	225	\$ 75	\$ 16,875	\$ 12,656	\$ 4,219

**Task 2 - Drought Assistance Program**

Task	Quantity	Rate	Total Cost	Matching	
				CWCB Funds	Funds
Producer Drought Plan Stipend	45	\$ 500	\$ 22,500	\$ 16,875	\$ 5,625
Professional Assistance	45	\$ 1,000	\$ 45,000	\$ 33,750	\$ 11,250

**Task 3 - Drought Vulnerability Synthesis**

Task	Hours / Amount	Rate	Total Cost	Matching	
				CWCB Funds	Funds
Program Developer	200	\$ 50	\$ 10,000	\$ 7,500	\$ 2,500

**Task 4 - Grant Management**

Task	Hours / Amount	Rate	Total Cost	Matching	
				CWCB Funds	Funds
Administrative Overhead			\$22,800	\$ 22,800	\$ -
Project Management, project coordinator	250	\$ 50	\$ 12,500	\$ 9,375	\$ 3,125
Project Management, parent organization	100	\$ 75	\$ 7,500	\$ 1,800	\$ 5,700

**TOTAL**

\$ 312,175

\$ 236,006

\$

76,169