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Colorado Water Conservation Board

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 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	The Ditch and Reservoir Company Alliance	
Name of Water Project	Ditch and Reservoir Outreach, Education, and Advocacy Programming	
CWP Grant Request Amount		\$ 260,250
Other Funding Sources _____		\$
Other Funding Sources _____		\$
Other Funding Sources _____		\$
Applicant Funding Contribution		\$88,000
Total Project Cost		\$ 348,250



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Applicant & Grantee Information	
Name of Grantee(s)	Ditch and Reservoir Company Alliance
Mailing Address	140 W. 29th St. #339 Pueblo, CO 81008
FEIN	20011157089
Organization Contact	Amber Weber
Position/Title	Executive Director
Email	darcaconference@gmail.com
Phone	719-688-9941
Grant Management Contact	Amber Weber
Position/Title	Executive Director
Email	darcaconference@gmail.com
Phone	719-688-9941
Name of Applicant (if different than grantee)	
Mailing Address	
Position/Title	
Email	
Phone	
Description of Grantee/Applicant	
Provide a brief description of the grantee's organization (100 words or less).	
<p>The Ditch and Reservoir Company Alliance was founded in 2001 and is a statewide nonprofit serving over 200 water delivery organizations and other water organizations who collectively represent all sectors of water in the state of Colorado. DARCA's mission is to be the definitive resource for networking, information exchange, and advocacy among its members. DARCA is governed by a board of directors spanning the state of Colorado with representation from each watershed in the state.</p>	



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Type of Eligible Entity (check one)	
	Public (Government): Municipalities, enterprises, counties, and State of Colorado agencies. Federal agencies are encouraged to work with local entities. Federal agencies are eligible, but only if they can make a compelling case for why a local partner cannot be the grant recipient.
	Public (Districts): Authorities, Title 32/special districts (conservancy, conservation, and irrigation districts), and water activity enterprises.
	Private Incorporated: Mutual ditch companies, homeowners associations, corporations.
	Private Individuals, Partnerships, and Sole Proprietors: Private parties may be eligible for funding.
X	Non-governmental organizations (NGO): Organization that is not part of the government and is non-profit in nature.
	Covered Entity: As defined in Section 37-60-126 Colorado Revised Statutes .

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> Note: For Water Sharing Agreements or ATM Projects - please include the supplemental application 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>
X	Engagement & Innovation - Activities and projects that support water education, outreach, and innovation efforts. <i>Applicable Exhibit A Task(s):</i>
	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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Location of Water Project	
Please provide the general county and coordinates of the proposed project below in decimal degrees . The Applicant shall also provide, in Exhibit C, a site map if applicable.	
County/Countries	Statewide
Latitude	38.17'54" N
Longitude	104.36'26" W

Water Project Overview
<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 proposed water project covers four tasks. Communications, outreach, and partnership building will allow DARCA to reach members and nonmembers alike regarding policy at the state and national level, raise awareness about programs and partnerships such as the low head dam effort through DNR, build the website and social media platform to include a diverse stakeholder group and private members-only portions to communicate, building an ambassador program for collegiate aged individuals and beginning industry folks, as well as build greater connections for DARCA members to do their jobs well such as the fire and flood mapping which will allow a ditch and reservoir company to have a reference document to prepare for a fire or flood before, during, or after an event. This funding will allow for capacity at DARCA to be able to produce these programs and resources for ditch and reservoir companies and other water stakeholders. These programs will reach several people and organizations. It is expected that at least 40 individuals attend the ambassador program over two years, social media and website reach at least 100 people, fire and flood mapping has the potential to reach at least 100 people, and other outreach methods and partnership building will add to that number.</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
250	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 Colorado's Water Plan, the Analysis and Technical Update to the Water Plan, and the applicable Roundtable Basin Implementation Plan and Education Action Plan. 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>The Colorado Water Plan (p. 4) states that a difficulty is "implementing projects and methods that take into account potential multiple beneficiaries, potential multiple uses, and the effects on river systems on which all Coloradans rely". This challenge can be alleviated by the ambassador program. Let's use an example of how this program will be utilized for an ambassador. Take Joe who is a soil and crop sciences major at CSU. Sure he knows water is an important piece to the puzzle in regards to growing crops and keeping viable soil, but does he know water law? Does he recognize that some Best Management Practices will affect basins' water availability or compact compliance? Does Joe realize the intricacies of water in Colorado? In this case, he does not. He is recruited for DARCA's ambassador program and at the end of the program is able to effectively communicate about water resources, compact compliance, BMPs that work for both water and soil, and basics of water law. Joe gets a job at NRCS as a soil conservationist. Joe now gets to effect change at a local, state, and potentially a national level because Joe was involved in an immersive water program that now allows him to be an ally for his local producers, water conservancy districts, state of Colorado and beyond as he ties the topics together brilliantly.</p> <p>In addition, the Colorado Water Plan (p. 5) states that "if we do nothing, these challenges demonstrate the uncertain future we will hand down to our children and grandchildren" which is certainly a scary outcome of an unaware state and community. DARCA will do our part in educating and spreading awareness to both the water community and the general public on a variety of issues and topics. One topic to use as an</p>



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example of how DARCA can bridge the gap between the water industry and general public with communications and outreach is the partnership DARCA holds with DNR, American Whitewater, Wright Water Engineers, CPW, and others regarding low head dams. If we can increase awareness, we can lessen the uncertainty that the water future has.

In chapter 7 of the Colorado Water Plan, water availability is addressed in regards to natural hazards such as fire and flood events that not only affect availability but quality, watershed health, etc. This grant proposal will add onto the Water Plan by ensuring that ditch and reservoir companies know how to best address these water availability and infrastructure concerns when a fire or flood is imminent. Water availability is linked to infrastructure which has a high risk of damage in a fire and flood and with proper awareness and resources, a ditch and reservoir company can get the best possible outcomes.

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.

A relatively close program related to the ambassador program as proposed is WECO's work in Water Leaders and Water Fluency courses. All proposed programs are complimentary to existing programs and work done, but allows more people to take advantage of water education or allows for resources to be in one place which is incredibly important during an emergency such as fire or flood.

Previous CWCB Grants, Loans or Other Funding

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.



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DARCA- Innovative Water Education Workshops; Spring 2019; POGG1, PDAA, 2020-2148; 49% CWCB funded project

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.

Submittal Checklist

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

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(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)
<p>In a few sentences, what is the overall goal of this project? How does it achieve the stated purpose of this grant fund (above)?</p>
<p>The goal of the project is to educate and prepare individuals around water topics. In the fire and flood task, all resources for fire and flood preparation and response will be in one easy-to-access location for ditch and reservoir companies when disaster strikes which will accompany educational pieces of fire and flood. The ambassador program builds off existing programs to meet a specific group of people in order to educate individuals in order to become water ambassadors. Whether a person is in the water community or not, the program will create natural allies for the water community when it comes to education, general communication, and advocacy efforts. Each program creates well-informed individuals who will serve the water community in one form or another and will allow for them to be active participants in their community surrounding water discussions and will come prepared to talk effectively about water and related topics.</p>
<p>Who is/are the target audience(s)? How will you reach them? How will you involve the community?</p>
<p>For the general education/outreach/communications it will be members and nonmembers alike- we will use our website, social media platforms, video series, personal testimony, etc. to reach this community where the social aspect invites community dialogue. For the fire and flood process mapping task, the target audience is the ditch and reservoir companies themselves whether that is the superintendents, ditch riders, board members, etc., these individuals and organizations will be able to access the process map on our website, via email, or printed copy from DARCA. We will use our listservs and social media to reach these individuals. The fire and flood community will be our experts and will be directly involved in the process with an open channel for community</p>



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discourse. The ambassador program will reach two tracks- the first track will be for collegiate aged individuals (not necessarily graduates or enrollees) in order that they may find a future in water and pursue a career or education in water (law, engineering, ditch riding, etc.) The second pathway is for beginning industry folks (volunteer board seats, secretary positions, ditch riding, etc.) for those who may have had a career in another arena and have found themselves in the water community. This path will allow them to get the basics of water, will provide an avenue for learning about their situation, integrate networking opportunities for additional support, etc. These individuals will be reached via water conservation/conservancy districts, word of mouth, and via our members. The audience is the community, and we'd welcome their participation and involvement.

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?

Each task allows for collaborative efforts, but tasks two and three allow for the greatest amount of collaboration and engagement with partners and stakeholders. DARCA alone could not put together a process map of fire and flood response, but with the help of experts in the field, it can be done and done well so that it is accessible to the water delivery companies. For the ambassador program, many collaborators may become a natural fit. The Rocky Mountain Farmers Union is an organization who has become an ally of DARCA's and will work with DARCA to build meaningful experiences. Other stakeholders have been involved in the framework process, but DARCA has not asked for any monetary partnerships yet. DARCA will be the source of match in this grant, though other partners and funding sources may become available which will allow for a more collaborative and robust process.

Describe how you plan to measure and evaluate the success and impact of the project?

Social media and websites have neat tools that allow engagement to be tracked across platforms. DARCA tracks the performance of posts and information on sites to assess the success of content, timing, and meaningfulness of posts. This process will continue. We expect engagement to go up with content creation if we have increased capacity for it via this grant. The fire and flood mapping success assessment will come in two forms a) how many requests are made for the final product and b) qualitative feedback via emails, phone calls, surveys, comments, etc. given by water delivery organizations about the process map. The ambassador program's success will be measured in qualitative data as well and will primarily be recorded via survey with a mixture of long and short answer questions. Another form of success could be measured by referrals and stakeholder support.

What research, evidence, and data support your project?

Wildfires and the successive floods that often occur after are not going down any time soon. Water infrastructure plays a vital role in slowing water and debris, but also hold great risk in doing so. Many ditch and reservoir companies do not know who to call if a dam breaks. They do not know there is funding out there to get it replaced in the case of an emergency and who to call. Qualitative data supports the need for this project. Every week DARCA hears about the need for a ditch rider or ditch superintendent, water engineers in rural locations with reasonable fees, etc.



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that are increasingly hard to come by. These water-minded resources are decreasing in availability. The ambassador program will fill that gap by educating on potential water careers and opportunities. There aren't many organizations out there who serve ditch and reservoir companies. General outreach and communications are lacking in this field. DARCA will be able to fill the needs of members and nonmembers alike through the tasks outline in this proposal via qualitative data received by industry folks.

Describe potential short- and long-term challenges with this project.

A short-term challenge includes becoming an ambassador program with enough behind it that organizations and collegiate aged individuals will be compelled to join a new program. With the help of several organizations who have already pledged their help, this should be a very short-term challenge. A long-term challenge is ensuring there is enough diversity in the ambassador program that everyone gets something unique and personalized while not spending too many resources on reinventing the wheel for every participant and providing a level of consistency in content delivery and topics.

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."

The neat thing about social media is that inevitably, other readers stumble upon posts even if they are not the intended audience. If all of the social media posts were for water professionals and water delivery individuals, the public would still see this information. The good news is, the intent of this grant is to not only provide information to the water community, but those outside of it. The ambassador program will focus on individuals who are not already completely immersed into the water community. This will allow for them to interact with both the general public, but after the program, will integrate nicely and "speak the language" of the water individuals. Even the fire and flood process mapping will provide a level of awareness and engagement that is different from what most ditch and reservoir companies may already have, which will then increase this for the state.

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.

The best thing about this project is that task 3 addresses each of the critical goals mentioned about. The goal of this program is to cover the above topics to create a robust program with an ideal outcome-creating ambassadors for non-water people to be aware and educated about the topics enough to become an ally and ambassador of water in their respective fields or urge them to be in the water community. The curriculum will directly address supply and demand; conservation; land use; agriculture; storage;



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watershed health; environment; recreation; funding; etc. Task 2 will address watershed health, supply and demand, and funding. Task 1, communications and outreach will address many of the topics as well as this is a task that has the capacity to create awareness on many water topics.

The Colorado Water Plan (p. 4) states that a difficulty is “implementing projects and methods that take into account potential multiple beneficiaries, potential multiple uses, and the effects on river systems on which all Coloradans rely”. This challenge can be alleviated by the ambassador program. Let’s use an example of how this program will be utilized for an ambassador. Take Joe who is a soil and crop sciences major at CSU. Sure he knows water is an important piece to the puzzle in regards to growing crops and keeping viable soil, but does he know water law? Does he recognize that some Best Management Practices will affect basins’ water availability or compact compliance? Does Joe realize the intricacies of water in Colorado? In this case, he does not. He is recruited for DARCA’s ambassador program and at the end of the program is able to effectively communicate about water resources, compact compliance, BMPs that work for both water and soil, and basics of water law. Joe gets a job at NRCS as a soil conservationist. Joe now gets to effect change at a local, state, and potentially a national level because Joe was involved in an immersive water program that now allows him to be an ally for his local producers, water conservancy districts, state of Colorado and beyond as he ties the topics together brilliantly.

In addition, the Colorado Water Plan (p. 5) states that “if we do nothing, these challenges demonstrate the uncertain future we will hand down to our children and grandchildren” which is certainly a scary outcome of an unaware state and community. DARCA will do our part in educating and spreading awareness to both the water community and the general public on a variety of issues and topics. One topic to use as an example of how DARCA can bridge the gap between the water industry and general public with communications and outreach is the partnership DARCA holds with DNR, American Whitewater, Wright Water Engineers, CPW, and others regarding low head dams. If we can increase awareness, we can lessen the uncertainty that the water future has.

In chapter 7 of the Colorado Water Plan, water availability is addressed in regards to natural hazards such as fire and flood events that not only affect availability but quality, watershed health, etc. This grant proposal will add onto the Water Plan by ensuring that ditch and reservoir companies know how to best address these water availability and infrastructure concerns when a fire or flood is imminent. Water availability is linked to infrastructure which has a high risk of damage in a fire and flood and with proper awareness and resources, a ditch and reservoir company can get the best possible outcomes.

Describe how the project achieves the education, outreach, and public engagement goals set forth in the applicable Basin Implementation Plan(s).

This grant application will span the state, so each basin PEPO plan will be assessed and PEPO coordinators may be invited to be a part of the process. DARCA will incorporate the SWEAP strategies into the curriculum delivery to enhance the system to include awareness, knowledge and skills, behavior change, and systems changes. The SWEAP plan is integrated into basin PEPO plans, so by using the SWEAP documents, DARCA will directly align with each basin.

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

This grant application will span the state, so each basin PEPO plan will be assessed and PEPO coordinators may be invited to be a part of the process. DARCA will incorporate the SWEAP strategies into the curriculum delivery to enhance the system to include awareness, knowledge and skills, behavior change, and systems changes. The SWEAP plan is integrated into basin PEPO plans, so by using the SWEAP documents, DARCA will directly align with each basin.



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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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Colorado Water Conservation Board
Water Plan Grant - Exhibit A

Statement Of Work	
Date:	June 2021
Name of Grantee:	Ditch and Reservoir Company Alliance
Name of Water Project:	Ditch and Reservoir Outreach, Education, and Programming
Funding Source:	Water Plan Grant and DARCA match
Water Project Overview:	
<p>The proposed water project covers four tasks. Communications, outreach, and partnership building will allow DARCA to reach members and nonmembers alike regarding policy at the state and national level, raise awareness about programs and partnerships such as the low head dam effort through DNR, build the website and social media platform to include a diverse stakeholder group and private members-only portions to communicate, building an ambassador program for collegiate aged individuals and beginning industry folks, as well as build greater connections for DARCA members to do their jobs well such as the fire and flood mapping which will allow a ditch and reservoir company to have a reference document to prepare for a fire or flood before, during, or after an event. This funding will allow for capacity at DARCA to be able to produce these programs and resources for ditch and reservoir companies and other water stakeholders. These programs will reach several people and organizations. It is expected that at least 40 individuals attend the ambassador program over two years, social media and website reach at least 100 people, fire and flood mapping has the potential to reach at least 100 people, and other outreach methods and partnership building will add to that number.</p>	
Project Objectives:	
<ol style="list-style-type: none">1. To build awareness of water topics2. To engage public and water community3. To increase capacity and infrastructure for information exchange4. To provide additional resources to the ditch and reservoir community5. To provide an educational program for collegiate-aged and beginning industry individuals6. To partner with the ambassadors to be allies for the water community	



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Tasks
Task 1 – Communications, Outreach, and Partnership Building
Description of Task:
<p>Communications, outreach, and partnership building is an integral part of most organizations, but especially for a nonprofit like DARCA. DARCA considers itself lucky to be involved in a variety of partnerships which directly benefits the members and sponsors of DARCA as they receive resources and opportunities, they would otherwise not be privy to. Additionally, in order to efficiently to distribute information, resources, and build partnerships is via an up-to-date website, accessible resource hub, and social media. It is increasingly clear that engagement is increased via the aforementioned platforms and will increase the effectiveness of DARCA overall. This task will increase capacity and infrastructure needed for DARCA to reach both members and nonmembers alike.</p>
Method/Procedure:
<ol style="list-style-type: none">1. Hire intern to increase capacity to increase accessibility and usefulness of platforms2. Assess website and accessibility and usefulness3. Create a communications plan for all digital and non-digital platforms4. Intern to go through SWEAP and CWP for opportunities for engagement, alignment of topics, etc.5. Curate meaningful content and keep relevant and current6. Enhance partnership building and use social media, website, and resource hubs in partnerships
Deliverable:
<ol style="list-style-type: none">1. Data on engagement will be provided in reports.2. Changes in communications plan and alignment with CWP and SWEAP will be provided in reports.3. Partnerships, memberships, and other “gains” will be revealed in reports as will projects acquired via this task



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Tasks	
Task 2 – Fire and Flood Process Mapping	
Description of Task:	
<p>Delivery and storage infrastructure can be compromised by devastating events that Colorado experiences each year and tend to be increasing, namely fire and flood after fire. Ditch and reservoir companies can often be left in the dark if they are not actively engaged in an organization like COCO, ARWC, or the like. In this case, DARCA will gather resources and put them in one place for easy access in the case of an event on or near their system. Information gathered can be contacts for FEMA, a process on how to protect a system, what to do in a flood event to protect infrastructure and life, where funding is in the case that the infrastructure is damaged, etc. Many people and organizations watch and wait and hope for the best in a situation like this, but if DARCA can do the hard work of compiling everything together, relief is provided faster and more efficiently to those that need it. Partnerships are built so that ditch and reservoir companies have contacts to utilize when they need help. A clear process and a map of such is a clear need for this demographic of water folks.</p>	
Method/Procedure:	
<ol style="list-style-type: none">1. Get a list of partners who are willing to help in this effort2. Begin compiling before, during, and after portions to the guide for easy accessibility3. Format everything together to make it easy to use and put on a website as well as print4. Deliver to the water community	
Deliverable:	
<ol style="list-style-type: none">1. The process map/guide will be provided to CWCB	

Tasks



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Task 3 - Ambassador Program
Description of Task:
<p>A water program will be delivered to two pathways. The first pathway is for collegiate-aged individuals who are interested in supplementing their education and experience with an internship-like program that will bring awareness, education, experience, and networking together in one place. This pathway will be utilized for those looking to choose a career or those who are hoping to increase knowledge in this arena to complement their declared major. The second pathway will be provided to beginning industry folks: volunteer board positions, secretaries of water organizations, ditch riders, etc. who have found their way into a position but need supplemental education and experience in order to perform their job well. In each track, ambassadors will learn content in each of the goals of the Water Plan and will experience content in a variety of platforms including online content built in a meaningful manner and to be self-paced; in-person training and tours to get more hands-on support; and networking opportunities. DARCA hopes this program will provide necessary information and background to aide ambassadors as they further their career and education so that they advocate for water in educated and meaningful ways.</p>
Method/Procedure:
<ol style="list-style-type: none">1. Partner with other organizations to offer a robust program and diverse perspectives2. Create a meaningful curriculum3. Create a certification program for ambassadors to earn4. Search for potential ambassadors in both pathways5. Run the ambassador program6. Obtain feedback on the program from both pathways7. Adjust as necessary and needed/implement feedback
Deliverable:
<ol style="list-style-type: none">1. Detailed description of program including successes, challenges, and outcomes2. Curriculum overviews3. Certificates earned4. Feedback received from ambassadors

Tasks

Task 4 - Grant and Project Management

Description of Task:



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Grant and project management is necessary to implement the pieces of this grant well and to be sure the grant is successful. Subtasks include timeline management, monitoring progress, managing ambassadors, coordinating with partners on all tasks, managing and adjusting budget and match as needed, etc. This task will allow for reporting and communications with grantor and stakeholders.

Method/Procedure:

1. Manage project and staff
2. Monitor progress and adjust as needed
3. Monitor budget and adjust as needed
4. Write reports and manage communications

Deliverable:

All progress and final reports will be delivered as outlined by grantor and communications will be professional, timely, and informational.

Repeat for Task 3, Task 4, Task 5, etc.

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.



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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.

(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.



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Department of Natural Resources

Last Updated: May 2021

(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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Department of Natural Resources

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Water Plan Grant - Exhibit C Budget and Schedule

Prepared Date: June 2021

Name of Applicant: Ditch and Reservoir Company Alliance

Name of Water Project: Ditch and Reservoir Outreach, Education, and Advocacy Programming

Project Start Date: NTP

Project End Date: December 2023

Task No.	Task Description	Task Start Date	Task End Date	Grant Funding Request	Match Funding	Total
1	Communications, outreach, partnership build	NTP	December 2023	\$69,375	\$ 23,125	\$92,500
2	Fire and Flood Process Mapping	NTP	December 2023	\$62,500	\$18,750	\$81,250
3	Ambassador Program	NTP	December 2023	\$98,375	\$41,125	\$139,500
4	Grant and Project Management	NTP	December 2023	\$30,000	\$5,000	\$35,000
Total				\$260,250	\$88,000	\$348,250



June 28, 2021

Ben Wade
Colorado Water Conservation Board
1313 Sherman St. Suite 718
Denver, CO 80203

Re: Ditch and Reservoir Outreach, Education, and Advocacy Programming

Dear Alex and Colorado Water Conservation Board and Staff;

The Ditch and Reservoir Company Alliance is thankful for the opportunity to apply for a grant. This project will directly impact ditch and reservoir companies, their systems, communities, and overall water community. DARCA believes in the project and is eager to work with members, sponsors, partners, and other stakeholders to make this project a reality.

DARCA is happy to contribute \$88,000 match, both in-kind and cash, to the grant project.

We look forward to this project moving forward and to fully understand the needs of irrigators statewide.

Sincerely,

Amber Weber

Amber Weber, Executive Director
Ditch and Reservoir Company Alliance