



COLORADO

**Colorado Water
Conservation Board**

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

WSRF – Metro River Basin
10.10.10 Water & Climate Program
POGG1 2021-2519 (WSRF)

Colorado Non-Profit Development Center
789 Sherman Street, Suite 250
Denver, CO 80203

RE: Official Notice to Proceed – WSRF Grant Project

Dear Grantee:

We are pleased to inform you that the Colorado Department of Natural Resources, Colorado Water Conservation Board (CWCB) has approved your request for funding for your project pursuant to the Grant Programs (“Program”). This letter authorizes you to proceed with the approved project in accordance with the terms of this Grant Award Letter.

Attached to this letter are the terms and conditions of your Grant. Please review these terms and conditions as they are requirements of this Grant to which you Grantee agree by accepting the Grant Funds.

If you have any questions regarding your grant award, contact Ben Wade, Project Manager at 303-866-3441 or at Ben.Wade@state.co.us. Please send all grant correspondence directly to the project manager and cc me on your invoice billing requests.

Thank you.

Sincerely,

//s//

Doriann Vigil

Program Assistant II

O 303-866-3441 ext. 3250

1313 Sherman Street, Rm. 719, Denver, CO 80203

Dori.vigil@state.co.us / cwcb.state.co.us

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STATE OF COLORADO
Department of Natural Resources

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ORDER		*****IMPORTANT*****				
Number:	POGG1,PDAA,202100002519	The order number and line number must appear on all invoices, packing slips, cartons, and correspondence.				
Date:	11/12/20					
Description:	WSRF - 10.10.10 WATER & CLIMATE PRGM	BILL TO				
		COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Effective Date:	11/16/20					
Expiration Date:	12/15/23					
BUYER		SHIP TO				
Buyer:		COLORADO WATER BOARD CONSERVATION 1313 SHERMAN STREET, ROOM 718 DENVER, CO 80203				
Email:						
VENDOR		SHIPPING INSTRUCTIONS				
COLORADO NONPROFIT DEV CTR 789 Sherman St Ste 250 Denver, CO 80203		Delivery/Install Date: - FOB: FOB Dest, Freight Allowed				
Contact: Kristin Fulton						
Phone: 843-422-3237						
VENDOR INSTRUCTIONS						
EXTENDED DESCRIPTION						
Line Item	Commodity/Item Code	UOM	QTY	Unit Cost	Total Cost	MSDS Req.
1	G1000		0	0.00	\$45,000.00	<input type="checkbox"/>
Description: WSRF - 10.10.10 WATER & CLIMATE PRGM						
Service From: 11/16/20		Service To: 12/15/23				
TERMS AND CONDITIONS						
https://www.colorado.gov/pacific/osc/small-dollar-grant-award-terms-conditions						
DOCUMENT TOTAL = \$45,000.00						

Colorado Water Conservation Board	
Water Supply Reserve Fund	
<u>Exhibit A - Statement of Work</u>	
Date:	October 6, 2020
Water Activity Name:	Water and Climate Program
Grant Recipient:	10.10.10, a project of Colorado Nonprofit Development Center
Funding Source:	Metro Roundtable Basin Account
Water Activity Overview:	
<p>10.10.10, a project of the Colorado Nonprofit Development Center, harnesses the power of systems thinking, research, and entrepreneurship to address “wicked problems”--those problems in systems theory that resist definitive formulation and are difficult to solve due to incomplete, contradictory, and changing requirements. WSRF funding will help support research activities and stakeholder engagement connected to our 2021 program on <i>Water and Climate</i>. The Water and Climate virtual program will transpire over four weeks and will involve participation from 15-20 entrepreneurs, a range of stakeholders within the broader Colorado water community, and 35-50 other talented professionals.</p> <p>WSRF funds would fund the exploration of specific challenges relevant to water in the region and will be applied to our research efforts. Our research process is wholly unique and proven to facilitate innovative solutions to wicked problems. We actively engage “validators”--individuals and stakeholders with deep subject matter expertise--from a variety of sectors to produce systems maps and research briefs that in turn create nuanced and comprehensive views of an issue and accelerate collaborative learning and insight. The three phases of our research process-- stakeholder (aka, “validator”) engagement, systems mapping, and the production of research resources--will be devoted to METRO ROUNDTABLE identified priority issues concerning water and climate along the front range, specifically in the areas of conservation and reuse, implementation of IP&Ps, and--via the very nature of the program and research process--education out outreach.</p>	
Objectives: List the objectives of the project.	
<p>The project’s ultimate goal is to facilitate the creation of products, services, and businesses that address water and climate challenges <i>while simultaneously</i> reframing the problem through system maps and innovative research, thereby providing opportunities for public education and outreach. Overall, the research and stakeholder engagement process connected to our Water and Climate program will:</p> <ul style="list-style-type: none"> • facilitate a unique and collaborative learning process for stakeholders, • unite subject matter experts and highly experienced entrepreneurs to produce new ways of understanding and thinking about the complex systems of water and climate, • provide funders with the information, perspective, and partnerships to lead their fields in conversations related to water and climate, and • Inspire communities to better understand and tackle wicked problems connected to climate and water. 	

Tasks	
Provide a detailed description of each task using the following format:	
<u>Task 1 - Validator Engagement</u>	
Description of Task:	
<ul style="list-style-type: none"> Who is involved: 10.10.10 research team, funding partners, and a range of other stakeholders (or referred to as “validators”) from government, the nonprofit sector, and private industry Purpose: Cultivate a multi-faceted source of expertise to inform a robust understanding of wicked problems (WP) related to water and climate Timeframe: 6-8 weeks <i>Value for METRO ROUNDTABLE: Builds a joint understanding of the WP, why it persists, and the roles each stakeholder plays, in turn producing a shared level of accountability and heightened collaboration</i> <p>Validator Engagement is a key component of the research process & a way of developing a source of expertise to help inform exploration of wicked problems and is a precursor to systems mapping. Validator engagement is a 6-8 week process wherein 10.10.10/CNDC works with the project funders to identify and engage a range of stakeholders in the area of water and climate. The convening of these stakeholders—(“validators”) --helps flesh out a bigger picture of the wicked problem and helps those involved “appreciate how they not only support but also often unwittingly undermine system performance, thereby empowering them to think and act more effectively” (David Stroh, <i>Systems Thinking for Social Change</i>). CNDC will work closely with the METRO ROUNDTABLE, to engage in the steps related to validator engagement as outlined below.</p>	
Method/Procedure:	
<ol style="list-style-type: none"> Identify the key individuals and organizations that affect and are affected by the issue. These may be thought leaders, government or community representatives, for-profit and nonprofit organizations, researchers, community members, and anyone with a vested interest in solving the problem or preventing it from being solved. Convene validators and facilitate the creation of a focusing question. Reach out to validators and cultivate buy-in, & convene validators in small groups and begin the work of understanding the wicked problem. Conduct systems interviews. With the focusing question in mind, conduct systems interviews with all validators. These interviews serve as the groundwork for the systems mapping process and provide an opportunity to explore the problem in depth. 	
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)	
<ul style="list-style-type: none"> Validator (aka, stakeholder) list Raw data from group meetings and interviews Narrowed list of wicked problems for additional exploration 	
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)	

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- Validator (stakeholder list) with names, roles, and contact information
- Narrowed list of wicked problems (in line with METRO ROUNDTABLE priorities) for further exploration
- A presentation to brief METRO ROUNDTABLE on the findings from the raw data

Tasks
<u>Task 2 - Systems Mapping</u>
<p>Description of Task:</p> <p>Based on the first-hand experience and boots-on-the-ground feedback from the validators, and in combination with extended secondary research, CNDC will map the challenges, constraints, causal relationships, and feedback loops of the most pressing problems related to water and climate. CNDC will use systems maps to reveal how a wicked problem is grounded in two things: interconnectedness and dynamism. Systems maps will allow CNDC to see how various components of a problem are tied to one another, to observe the often rapid change of a system, and to note the full patterns contributing to a wicked problem.</p> <ul style="list-style-type: none"> • Who is involved: 10.10.10 research team, in conjunction with METRO ROUNDTABLE and validators • Purpose: Move from a focus on components of a problem to a full view of the issue, thereby revealing knowledge gaps, intervention points, and insights that would otherwise go undetected • Timeframe: 4 weeks • <i>Value for METRO ROUNDTABLE: New ways of seeing, creation or enhancement of a learning culture, comprehensive view of the systems connected to water and climate along the front range, identification of intervention points and other insights</i>
<p>Method/Procedure:</p> <ol style="list-style-type: none"> 1. Preliminary systems analysis. The 10.10.10 first creates a preliminary systems analysis. 2. Presentation of all systems maps to METRO ROUNDTABLE and validators for further discussion and refinement. This stage is an opportunity to gain any additional feedback and allows validators to respond to the tools CNDC will have created. It is also the stage at which validators explore interventions.
<p>Grantee Deliverable: (Describe the deliverable the grantee expects from this task)</p> <ul style="list-style-type: none"> • Initial and final systems maps • Feedback collected from validators
<p>CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)</p>



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- Presentation of systems maps and how to use them to inspire innovation and identify opportunities for intervention and collaboration
- All systems maps and accompanying resources cobranded with METRO ROUNDTABLE/CWCB

Tasks
Provide a detailed description of each task using the following format: (PLEASE DEFINE ACRONYMS)
<u>Task 3 - Create Research Resources</u>
Description of Task: <p>CNDC will create research briefs outlining wicked problems in detail, yet with an engaging narrative style to ensure the resources are accessible to a range of users. These resources are valuable supplements to existing research and help identify points of leverage for future projects and plans. Like the systems maps, research briefs are co-branded with 10.10.10/X Genesis and our funders, and funders can distribute and utilize these resources to enhance their leadership positions in their fields as well as increase understanding of an issue. These resources would be the product of funding from METRO ROUNDTABLE and made available to METRO ROUNDTABLE for future use.</p> <ul style="list-style-type: none">• Who is involved: 10.10.10 research team• Purpose: Ensure all research efforts and resulting resources are accessible to a range of users• Timeframe: 4-6 weeks• <i>Value for METRO ROUNDTABLE: Engaging and accessible series of resources for METRO ROUNDTABLE distribution to increase education around issues related to water and climate, and to serve the METRO ROUNDTABLE priority area of education and outreach</i>
Method/Procedure:
<ol style="list-style-type: none">1. Write research briefs. All research briefs include the following components:<ul style="list-style-type: none">• Discussion of the factors contributing to the wicked problem• Overview of the history and trends of the wicked problem• Identification of the populations and agents relevant to the wicked problem• Exploration of existing approaches and workarounds to the wicked problem2. Digital design of research briefs. CNDC will work with a graphics designer to enhance the overall look and navigability of our resources.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
<ul style="list-style-type: none">• Series of engaging research briefs, in electronic, interactive form, designed to fully explore the wicked problems associated with water and climate.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)

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

- Series of engaging research briefs, in electronic, interactive form, designed to fully explore the wicked problems associated with water and climate as identified by validators
- All resources cobranded with METRO ROUNDTABLE/CWCB
- Presentation to METRO ROUNDTABLE offering an overview of all research briefs

Tasks	
Provide a detailed description of each task using the following format:	
<u>Task 4 – Grant Management</u>	
Description of Task:	
<p>CNDC will manage subcontractors, invoicing, logistics and distributions and provide written reports to CWCB.</p> <ul style="list-style-type: none"> • Who is involved: 10.10.10 research team • Timeframe: Throughout project 	
Method/Procedure:	
<p>Ensure subcontractors are working on & completing Tasks 1-3. Provide logistical support as well as managing distributions for Tasks 1-3. Write complete progress and a final report for CWCB.</p>	
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)	
<ul style="list-style-type: none"> • Invoicing, reporting and providing logistical support throughout the project. 	
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)	
<ul style="list-style-type: none"> • Final reports & six month progress reports 	



Budget and Schedule

Exhibit B - Budget and Schedule: This Statement of Work shall be accompanied by a combined [Budget and Schedule](#) that reflects the Tasks identified in the Statement of Work and shall be submitted to CWCB in excel format. A separate excel formatted Budget is required for engineering costs to include rate and unit costs.

Reporting Requirements

Progress Reports: The grantee shall provide the CWCB a progress report every 6 months, beginning from the date of issuance of a purchase order, or the execution of a contract. The progress report shall describe the status of the tasks identified in the statement of work, including a description of any major issues that have occurred and any corrective action taken to address these issues. The CWCB may withhold reimbursement until satisfactory progress reports have been submitted.

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

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

Payments

Payment will be made based on actual expenditures, must include invoices for all work completed and must be on grantee's letterhead. The request for payment must include a description of the work accomplished by task, an estimate of the percent completion for individual tasks and the entire Project in relation to the percentage of budget spent, identification of any major issues, and proposed or implemented corrective actions.

The CWCB will pay the last 10% of the entire water activity budget when the Final Report is completed to the satisfaction of CWCB staff. Once the Final Report has been accepted, and final payment has been issued, the water activity and purchase order or contract will be closed without any further payment. Any entity that fails to complete a satisfactory Final Report and submit to CWCB within 90 days of the expiration of a purchase order or contract may be denied consideration for future funding of any type from CWCB.

Performance Requirements

Performance measures for this contract shall include the following:

(a) Performance standards and evaluation: Grantee will produce detailed deliverables for each task as specified. Grantee shall maintain receipts for all project expenses and documentation of the minimum in-kind contributions (if applicable) per the budget in Exhibit B. Per Grant Guidelines, the CWCB will pay out the last 10% of the budget when the final deliverable is completed to the satisfaction of CWCB staff. Once the final deliverable has been accepted, and final payment has been issued, the purchase order or grant will be closed without any further payment.

(b) Accountability: Per the Grant Guidelines full documentation of project progress must be submitted with each invoice for reimbursement. Grantee must confirm that all grant conditions have been complied with on each invoice. In addition, per the Grant Guidelines, Progress Reports must be submitted at least once every 6 months. A Final Report must be submitted and approved before final project payment.

(c) Monitoring Requirements: Grantee is responsible for ongoing monitoring of project progress per Exhibit A. Progress shall be detailed in each invoice and in each Progress Report, as detailed above. Additional inspections or field consultations will be arranged as may be necessary.

(d) Noncompliance Resolution: Payment will be withheld if grantee is not current on all grant conditions. Flagrant disregard for grant conditions will result in a stop work order and cancellation of the Grant Agreement.

Water Supply Reserve Fund								
EXHIBIT B - BUDGET AND SCHEDULE - Direct & Indirect (Administrative) Costs								
Date: September 30, 2020								
Water Activity Name: Water and Climate Program								
Grantee Name: 10.10.10, a project of Colorado Nonprofit Development Center								
Task No. ⁽¹⁾	Description	Start Date ⁽²⁾	End Date	Total Matching Funds (cash & in-kind)	WSRF Funds (Basin & Statewide)	Water Plan	X Genesis Match (cash & in-kind)	Total (WSRF Funds + Matching Funds)
1	Validator Engagement	11/16/2020	12/15/2023	\$38,000	\$16,000	\$10,000	\$28,000	\$54,000
2	Systems Mapping	11/16/2020	12/15/2023	\$16,000	\$9,000	\$14,000	\$2,000	\$25,000
3	Creation of Research Resources	11/16/2020	12/15/2023	\$21,000	\$11,000	\$8,000	\$13,000	\$32,000
4	Grant Administration	11/16/2020	12/15/2023	\$5,000	\$9,000	\$5,000	\$0	\$14,000
	by Previously Awarded CWCBC Funds							
	Validator recruitment and management			\$10,000			\$10,000	\$10,000
	Prospective CEO recruiting and management			\$20,000		\$20,000	\$0	\$14,200
	management			\$15,000		\$15,000	\$0	\$15,000
Subtotal				\$125,000	\$45,000	\$72,000	\$53,000	\$164,200
Total								\$164,200