



Colorado Water Conservation Board

Water Efficiency Grant Fund Grant Application

Instructions

All WEGF grant applications shall conform to Grant Guidelines. Please do not recycle previously used applications; download a current version directly from [CWCB](#).

If you have questions, please contact CWCB staff:

Ben Wade
Ben.wade@state.co.us
303-866-3441 ext 3238

WEGF Submittal Checklist (Required)

✓	I acknowledge I have read and understand the WEGF Criteria and Guidelines.
Attachments	
✓	Scope of Work ⁽¹⁾ (<i>Word – see Template</i>)
✓	Budget & Schedule ⁽¹⁾ (<i>Excel Spreadsheet – see Template</i>)
	Letters of Support (For Public Education/Outreach Grants)
Contracting Documents (For Public Education/Outreach Grants)	
	W-9 ⁽²⁾
	Certificate of Insurance ⁽²⁾ (General, Auto, & Workers' Comp.)

(1) Required with application if applicable.

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

Water Efficiency Project Summary

Name of Applicant	Deutsch Domestic Water Company, Inc ("DDWC")	
Name of Grant Project	DDWC Drought Management Plan 2021	
WEGF Grant Request Total		\$ 20,000
In-Kind Match		\$ 15,000
Cash Match		\$ 5,000
Total Project Costs		\$ 40,000



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Applicant Information	
Name of Applicant	Deutsch Domestic Water Company, Inc
Mailing Address	PO Box 45, Crawford, Colorado 81415
Applicant's Organization Contact ⁽¹⁾	Austin R Hobbs
Position/Title	President
Email	hobbsalaska@msn.com
Phone	(907) 232-4409
Grant Management Contact ⁽²⁾	Lori L Hobbs
Position/Title	General Manager
Email	lorihobbs587@msn.com
Phone	(907) 232-3425
Name of Consultants (if applicable)	Larry Reschke, PE Teryl Stacey, PE
Mailing Address	14609 Hwy 65, Eckert, CO 81418 6845 E Washington, Las Vegas, NV 89110
Position/Title	Professional Water System Engineers
Email	larryresche@gmail.com teryl.stacey@gmail.com
Phone	(970) 209-0212 (605) 393-7517

(1) Person with signatory authority

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



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Organizations & Individuals Assisting on the Project

A list of the organizations and/or individuals including those hired or otherwise retained by the entity that will assist in the project, and a written statement of their role and contributions

Benny Archuleta – Water Operator (970) 209-8570

Ed Pagon – Maintenance Contractor (970) 270-3549

Type of Eligible Entity (check one)

	Covered Entity: as defined in Section 37-60-126 Colorado Revised Statutes
✓	Non-covered Entity/ State or Local Governmental Entity
	Public or Private Agency: entity whose primary purpose includes the promotion of water resource conservation. Please disclose your organizational structure and charter (or equivalent)

Type of Project (check one)

✓	Drought Management Plan
	Drought Management Implementation
	Water Efficiency Plan
	Water Efficiency Implementation
	Public Education & Outreach

Location of Entity

Please provide the county and applicants (if needed) location identified by the Colorado Water Plan Technical Analysis (formerly known as SWSI)

Basin	Delta County / Smith Fork of the Gunnison River
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Retail Water Delivery over Past 5 Years

Please identify retail water delivery by the entity for each of the past five years (in acre feet) and additional information characterizing past water use by sector (e.g., residential, commercial, industrial, irrigation) and source (e.g., surface water, groundwater, etc.).

DDWC Retail Water Deliveries over Past 5-Years (acre-feet/yr)						Average	
years	2016	2017	2018	2019	2020	2016-2020	Percent
			(drought yr)				
Water Supply	65.3	65.3	45.0	65.3	65.3	61.3	100%
Customer Category							
Residential	24.7	24.7	23.3	26.7	29.0	25.7	42%
Commercial	0.6	0.6	0.6	0.6	0.6	0.6	1%
Irrigation	2.0	2.0	1.5	2.1	2.2	2.0	3%
Live Stock	2.0	2.0	1.8	2.0	2.0	2.0	3%
Total Deliveries	29.3	29.3	27.1	31.3	33.8	30.1	49%
Spillage	36.1	36.1	17.9	34.1	31.5	31.1	51%
GPCD							
Residential Taps						150	100%
Active Taps	63	63	66	68	74	67	45%
Population	221	221	231	238	259	234	
Residential GPCD	100.0	100.0	90.0	100.0	100.0	98.0	
Total GPCD	118.5	118.5	104.9	117.3	116.6	115.1	



Projections of Future Annual Retail Demand

A reasonable estimate must be submitted with detailed projections of future annual retail demand for the next five years based on predicted population (provide source of data), building permits, expected new taps, and/or some other credible information

DDWC Retail Water Deliveries over Next 5-Years (acre-feet/yr)						Average	
years	2021	2022	2023	2024	2025	2021-2025	Percent
	(drought yr)						
Water Supply	45.0	65.3	65.3	65.3	65.3	61.3	100%
Customer Category							
Residential	26.8	31.0	32.1	33.3	34.9	31.6	52%
Commercial	0.6	0.6	0.6	0.6	0.6	0.6	1%
Irrigation	1.5	2.3	2.4	2.5	2.6	2.3	4%
Live Stock	1.8	2.0	2.0	2.0	2.0	2.0	3%
Total Deliveries	30.7	35.9	37.1	38.4	40.1	36.4	59%
Spillage	14.3	29.5	28.2	26.9	25.3	24.8	41%
GPCD							
Residential Taps						150	100%
Active Taps	76	79	82	85	89	82	55%
Population	266	277	287	298	312	288	
Residential GPCD	90.0	100.0	100.0	100.0	100.0	98.0	
Total GPCD	103.0	115.8	115.5	115.2	114.9	112.9	

Background Characterizing the Water System

Current and past system wide and single family residential per capita water use for the last five years, and the basis for those calculations.

Past, current and future system wide and single family residential per-capita use based on attached approved augmentation plan to achieve full build-out capacity.



Potential Growth – Population

Provide population for the past five years, current year and 10 year population projection served by the entity and the source of this information

DDWC Projected Population Growth				
Year	Active Taps	Population	Change	Percentage
2016	63	221	6	3%
2017	63	221	0	0%
2018	66	231	11	5%
2019	68	238	7	3%
2020	74	259	21	8%
2021	76	266	7	3%
2022	79	277	11	4%
2023	82	287	11	4%
2024	85	298	11	4%
2025	89	312	14	4%
2026	93	326	14	4%
2027	97	340	14	4%
2028	101	354	14	4%
2029	105	368	14	4%
2030	109	382	14	4%
2031	113	396	14	4%

Estimated Water Savings Goals

Estimate water savings goals to be achieved through implementation of the Plan in acre feet and as a percentage.

7 acre-feet/year or about 20%

Estimated Water Savings Goals – Monitoring

Indicate how the activities will be monitored to estimate actual water savings during Project implementation (Implementation & Public Education/Outreach Projects)

By closely monitoring system demand, customer usage, spillage, and providing periodic reports describing our effectiveness in coordinating water conservation and water efficiency measures to mitigate drought impacts.



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Drought Impacts (Drought Management Planning Grants Only)

Description of the impacts experienced by the covered entity, or state or local governmental entity, during the 2000-2003, 2012-2014 & 2018 droughts including a breakdown by water use sector (e.g. municipal, commercial, industrial, irrigation, etc.) of those adverse impacts and steps taken to address drought impacts to date. Include short term and long term impacts, as well as social and economic impacts where applicable and as feasible.

During 2000-2003 drought periods, we were serving less than 20 households with excess supply to meet demands.

During 2012-2014 & 2018 drought periods, we had expanded our system to serve more than 60 households and had installed storage but still had to limit non-essential uses (irrigation & livestock watering) and rotate service interruptions.

Short-Term Impacts, were reduced water supply, increased operating costs, and interruption of service to customers.

Long-Term Impacts, has been the inability to serve more customers.

Adequacy, Stability, and Reliability

Explain the adequacy, stability, and reliability of the entity's water system and provide the entities location with respect to areas of current and future water needs as identified by the Colorado Water Plan Analysis and Technical Update.

Our water system meets high adequacy, stability, and reliability standards from the implementation of attached approved augmentation plan to expand our ability to serve 150 residents that included the purchase of senior water rights and other measures to assure adequate water supply during drought periods.

We believe strategically placed storage, that makes use off-peak spillage to help meet on-peak demand, would significantly improve our water system efficiencies and use in coordination with water conservation measures to mitigate drought impacts.



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Outreach Goals & Efforts

Identify the groups, individuals, organizations and/or institutions that will be included within the education and outreach efforts to be proposed as the Project.

Identify the specific goals of the Project (e.g., identify target audience(s) to reach, policy changes, outcomes of educational efforts, etc.) with respect to promoting the benefits of water resource conservation and water efficiency through education and outreach activities. Make note of how the goals of the Project tie to the mission and objectives of the CWCB and its programs (Colorado Water Plan/Basin Implementation Plans), as appropriate.

Identify in detail the specific activities and tasks to be funded with the Water Efficiency Grant Program monies, including all meetings, workshops, fairs, printings, mailings and all other tasks and activities that will be used to promote the benefits of water resource conservation and water efficiency.

DDWC will determine where improvements may be made to its drought public information campaign and/or develop new strategies. Improvements may include creating a company website and including information in billings regarding water efficiency, conservation and/or drought management activities and programs.

DDWC will also participate in educational outreach activities with its customers about the need for water efficiency and conservation planning.

DDWC also hopes to implement a Water Efficiency Plan that makes use of as much off-peak spillage as possible to fill strategically placed storage to help meet on-peak demands and used in coordination with water conservation measures to mitigate drought impacts.

DDWC's goal is to reduce the per-capita residential water demands and non-essential uses through education outreach programs to improve water efficiency. In the future, DDWC may apply for water efficiency implementation grants to fund improvement projects identified in its Water Efficiency Plan.

Signature of an individual with the authority to commit the resources of the entity seeking Water Efficiency Grant program monies.

Austin R Hobbs / President

June 27, 2021

Name/Title

Date

**Water Efficiency Grant Fund****Scope of Work****Date:** June 27, 2021**Project Name:** Drought Management Plan**Grant Applicant:** Deutsch Domestic Water Company, Inc

The scope of work shall state the purpose and primary features of the project, end products to be delivered, clear timelines and provide a detailed narrative of all tasks to be performed for completion of plan. (Timelines must include 50 and 75% progress reports and final plan submission dates.) Each task within the scope of work must:

- Be numbered
- Contain a detailed description of work to be performed
- Identify those responsible for performing the task
- Identify funding sources, such as; grant monies, entity funds, in-kind services, and cash contributions, necessary to complete the task.
- Include estimated dates for progress reports and the final report.

The Deutsch Domestic Water Company ("DDWC") will develop a Drought Management Plan and has contracted with professional water system engineers to assist. The main purpose of this Plan is to guide the effective and most efficient use of DDWC's water resources and provide recommended water efficiency and drought mitigation and response planning steps. A secondary purpose of this effort is to develop a Plan that meets the Colorado Water Conservation Board ("CWCB") requirements enabling DDWC to apply for State financial assistance for subsequent projects, further empowering DDWC to establish water efficiency and drought mitigation programs that might not be possible otherwise.

The primary features or sections of this Plan will include the following:

1. Stakeholder, Plan Objectives, and Principals
2. Historical Drought and Impact Assessment
3. Drought Vulnerability Assessment
4. Drought Mitigation and Response Strategies
5. Drought Stages, Trigger Points, and Response Targets
6. Staged Drought Response Program
7. Implementation and Monitoring
8. Plan Review and Updates

Each of these sections and steps to accomplish are described in more detail within the Task sections within the SOW.

During the course of the Plan, DDWC will provide 25%, 50% and 75% progress reports as well as a final Plan. The CWCB will receive an electronic pdf version as well as a number of hard bound copies of the Plan.

Timelines are listed within the Task sections within the SOW as well as included in spread sheets.

**Objectives:** (List the objectives of the project)

1. To develop well-coordinated Drought Management Plans to provide highly effective long-term drought mitigation benefits.
2. Provide overall view of DDWC's water supply system, water supply reliability and water efficiency.
3. Help DDWC to evaluate previous drought mitigation and response strategies, benefits from those strategies, and lessons learned.
4. Develop steps with the Plan that will help DDWC achieve lasting, long-term improvements in water efficiency and drought mitigation and response planning, including developing drought stages, trigger points, and response targets.
5. Develop strategies that will compliment other planning efforts and goals of DDWC, its Tap Holders, and other stakeholders.

Tasks

Provide a detailed description of each task using the following format:

Task 1 – Introduction and Stakeholders, Plan Objectives and Principals**Description of Task:**

Deutsche Domestic Water Company (DDWC) Staff Meeting #1 – Kickoff Meeting with consulting engineers
(estimated date: Oct 1, 2021).

1.1 Drought Planning Committee

- 1.1.1 DDWC staff and consulting engineers will define the role of the Drought Planning Committee in developing the overall Plan.
- 1.1.2 DDWC staff, in coordination with the consulting engineers, will select members that will be involved as stakeholders through the development of this Plan. A list of these members will be developed including their job titles and description of expertise.

1.2 Objectives of Drought Management Plan

- 1.2.1 DDWC staff and engineers will discuss the major objectives for this plan, how these objectives fit within broader water planning efforts and operating principals.
- 1.2.2 DDWC and engineers will discuss how the objectives for the Plan reflect the water use priorities during a drought.
- 1.2.3 DDWC stall and engineers will develop a list of water use priorities for the Plan.

Drought Planning Committee Meeting #1 – Kickoff Meeting with the Drought Planning Committee to discuss overall project and gather data (estimated date: November 1, 2021).

Budget Task	1		
Est Start Date	October 1, 2021		
Est End Date	November 15, 2021		
Total (in-kind)	Matching Funds	Grant Request	Total
\$ 1,500	\$ 1,000	\$ 2,500	\$ 5,000



Tasks
Method/Procedure:
Much of this task will be done through email exchanges for data and other information. Plan framework will be established, and information will begin to be input to spreadsheets, tables, charts, and the main body of the Plan. DDWC Staff Meeting #1 (Kickoff meeting) and Drought Planning Committee Meeting #1 will also help establish relationships as well as gather additional needed data and other information. A large percentage of the information needed during this task may have been already gathered during the Grant Application process.
Applicant Deliverable: (Describe the deliverable the applicant expects from this task)
No specific deliverable. DDWC will: <ul style="list-style-type: none"> • Provide meeting agenda and supporting documents. • Conduct Drought Planning Committee Meeting #1 and provide meeting agenda and supporting documents.
CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)
No specific deliverable. DDWC will: <ul style="list-style-type: none"> • If requested, provide CWCB the progress of the Plan at the end of Task #1. • If at the end of Task-1, it appears that the Plan is progressing significantly different than originally estimated, provide CWCB an updated schedule.

Tasks
Provide a detailed description of each task using the following format:
<u>Task 2 – Historical Drought Impact and Assessment</u>
Description of Task:
<p>2.1 <u>Historical Assessment of Drought, Available Supplies and Demands</u></p> <p>2.1.1 Deutsche Domestic Water Company (DDWC) will collect historical information that may include spring flow data, precipitation, water quality issues, etc. to identify significant previous/current droughts and how they affected the water company's water supply.</p> <p>2.1.2 DDWC will describe the existing operational factors, concepts, and terms essential to public communications (i.e., water rights, spring flows & water efficiencies).</p> <p>2.1.3 DDWC will outline the water demands during previous droughts, which may include per-capita water demands (GPCD), demands by customer type, indoor and outside water uses, etc.</p> <p>2.2 <u>Historical Drought Impact, Mitigation and Response Assessment</u></p> <p>2.2.1 DDWC will utilize Worksheet A from the Guidance Document to provide a list of historical and current drought related impacts.</p> <p>2.2.2 DDWC will utilize Worksheets B & C from the Guidance Document to provide a list of historical demand and supply-side mitigation measures that were employed to minimize impacts during previous/current droughts.</p>

**Tasks**

2.2.3 DDWC will utilize Worksheets B & C from the Guidance Document to show the overall effectiveness of drought response measures employed during previous/current droughts.

Budget Task	2		
Est Start Date	November 1, 2021		
Est End Date	February 1, 2022		
Total (in-kind)	Matching Funds	Grant Request	Total
\$ 1,500	\$ 1,000	\$ 2,500	\$ 5,000

Method/Procedure:

Much of this task will be done through email exchanges for data and other information. Information will continue to be input into the Plan. DDWC Staff Meeting #1 (Kickoff meeting) and Drought Planning Committee Meeting #1 will have provided some of this needed information for this task. Data will be filtered, analyzed, and incorporated into tables and charts to illustrate the various elements of Task-2. Other methods and procedures are discussed within the descriptions of Task-2 above. DDWC will prepare a 25% progress Report to submit to the CWCB describing the status of the Plan elements to be completed under Task 1 and 2 in this SOW.

Applicant Deliverable: (Describe the deliverable the applicant expects from this task)

No specific deliverable. DDWC will:

- Submit 25% Progress Report to CWCB.
- Provide additional data and information as requested by CWCB.

CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)

Deliverables: DDWC will:

- Email CWCB a 25% Progress Report indicating the Plan has reached a 25% completion stage.
- The 25% Progress Report will indicate the “essential” elements for Tasks 1 & 2 that have been completed, such as:
 - Role of the drought committee in the development of the Plan
 - List of objectives and operating principals
 - Discussion of significant historical droughts and how they affected water supplies
 - Impacts experienced during historical and current droughts
 - Mitigation measures historically employed minimize drought impacts
 - Drought response measures employed during previous droughts and overall effectiveness
- If at the end of Task-2, it appears that the timing of the Plan is progressing significantly different than originally estimated, provide CWCB an updated schedule.

**Tasks**

Provide a detailed description of each task using the following format:

Task 3- Drought Vulnerability Assessment

Description of Task:

3.1 Water Supply Reliability and Drought Management Planning

3.1.1 Deutsche Domestic Water Company (DDWC) will provide a summary of water supply reliability documents.

3.1.2 DDWC will define key terms used to define water supply reliability.

3.1.3 DDWC will describe how water supply reliability and efficiency are closely related to drought planning.

3.2 Drought Impact Assessment

3.2.1 DDWC will identify potential impacts that could occur during future droughts.

3.2.2 DDWC will show the relative priority of potential impacts.

Budget Task	3		
Est Start Date	November 1, 2021		
Est End Date	February 1, 2022		
Total (in-kind)	Matching Funds	Grant Request	Total
\$ 1,300	\$ 200	\$ 1,500	\$ 3,000

Method/Procedure:

Much of this task will be done through email exchanges for data and other information. Information will continue to be input into the Plan. DDWC Staff Meeting #1 (Kickoff meeting) and Drought Planning Committee Meeting #1 will have provided some of this needed information for this task. Data will be filtered, analyzed, and incorporated into tables and charts to illustrate the various elements of Task-3. Other methods and procedures are discussed within the descriptions of Task-3 above.

Applicant Deliverable: (Describe the deliverable the applicant expects from this task)

No specific deliverable. DDWC will:

- If requested, provide CWCB with progress of the Plan at end of Task-3.

CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)

No specific deliverables: DDWC will:

- If requested, provide progress of Plan at end of Task-3.
- If at the end of Task 3, it appears that the timing of the Plan is progressing significantly different than originally estimated, provide CWCB an updated schedule.

**Tasks**

Provide a detailed description of each task using the following format:

Task 4 - Drought Mitigation and Response Strategies

Description of Task:

4.1 Drought Mitigation Measures

- 4.1.1 Deutsche Domestic Water Company (DDWC) will develop a list of drought mitigation measures.
- 4.1.2 DDWC will use Worksheets B & C in the Guidance Document to select and screen supply and demand-side response strategies. Worksheet A might be used to develop new mitigation actions steps.
- 4.1.3 DDWC will describe the criteria used to select the mitigation measures.

4.2 Supply-Side Response Strategies

- 4.2.1 DDWC will use Worksheet B to develop a list of supply-side response strategies and specific measures that will be employed.
- 4.2.2 DDWC will describe the criteria used to select the mitigation measures.

4.3 Demand-Side Response Strategies

- 4.3.1 DDWC will use Worksheet C to develop a list of demand-side response strategies and specific measures that will be employed.
- 4.3.2 DDWC will describe the criteria used to select the mitigation measures.

4.4 Drought Public Information Campaign

- 4.4.1 DDWC may use Worksheet D to outline the information for the public drought campaign such as: target audience, communication tools, and specific key information.
- 4.4.2 DDWC may develop scripted messages to be delivered to the public throughout the various stages of drought.

Budget Task	4		
Est Start Date	November 1, 2021		
Est End Date	March 1, 2022		
Total (in-kind)	Matching Funds	Grant Request	Total
\$ 1,700	\$ 300	\$ 2,000	\$ 4,000

Method/Procedure:

Much of this task will be done through email exchanges for data and other information. Information will continue to be input into the Plan. DDWC Staff Meeting #1 (Kickoff meeting) and Drought Planning Committee Meeting #1 will have provided some of this needed information for this task. Data will be filtered, analyzed, and incorporated into tables and charts to illustrate the various elements of Task-4. Other methods and procedures are discussed within the descriptions of Task-4 above. DDWC will submit a 50% Progress Report to CWCB describing the status of the Plan elements to be completed under Tasks 1 through 4 in this SOW.



Tasks
Applicant Deliverable: (Describe the deliverable the applicant expects from this task)
<p>No specific deliverable. DDWC will:</p> <ul style="list-style-type: none"> Email 50% Progress Report to CWCB.
CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)
<p>Deliverables: DDWC will:</p> <ul style="list-style-type: none"> Email 50% Progress Report to CWCB. The 50% Progress report will indicate the “essential” elements for Tasks 3 & 4 that have been completed, such as: <ul style="list-style-type: none"> Potential impacts that could occur during future droughts List of drought mitigation measures List of the selected supply-side response strategies List of the selected demand-side response strategies General components of the public drought campaign Completed elements under Tasks 1 & 2 outlined in the 25% Progress Report If at the end of Task-4, it appears that the timing of the Plan is progressing significantly different than originally estimated, provide CWCB an updated schedule.

Tasks
Provide a detailed description of each task using the following format:
<u>Task 5 - Drought Stages, Trigger Points, and Response Targets</u>
Description of Task:
<p>5.1 <u>Drought Stage, Trigger Points, and Response Targets</u></p> <p>5.1.1 Deutsche Domestic Water Company (DDWC) will present drought stages and, if applicable, corresponding drought trigger points and response targets. Worksheet E may be used to present this information.</p> <p>5.1.2 DDWC will explain how each drought stage corresponds to the severity of the drought and the amount of water that needs to be saved.</p> <p>5.2 <u>Drought Declaration and Predictability</u></p> <p>5.2.1 DDWC will discuss the nature of the weather in western Colorado and challenges for detecting drought conditions early.</p> <p>5.2.2 DDWC will develop a final list of drought indicators and how they reflect current water supply conditions.</p> <p>5.2.3 DDWC will describe why the drought triggers were selected.</p> <p>5.2.4 DDWC will discuss how drought indicators, triggers and other pertinent data are incorporated into the decision-making process.</p> <p>5.2.5 DDWC will provide a summary of how the drought indicators should be monitored.</p>

**Tasks**

Drought Planning Committee Meeting #2 – present proposed drought stages to get feedback.
(estimated date: March 15, 2022).

Budget Task	5		
Est Start Date	November 1, 2021		
Est End Date	March 15, 2022		
Total (in-kind)	Matching Funds	Grant Request	Total
\$ 3,000	\$ 1,000	\$ 3,000	\$ 7,000

Method/Procedure:

Much of this task will be done through email exchanges for data and other information. Information will continue to be input into the Plan. Other sections may be updated as new information received. DDWC Staff Meeting #1 (Kickoff meeting) and Drought Planning Committee Meeting #1 will have provided some of this needed information for this task. Drought Planning Committee Meeting #2 will provide feedback on proposed drought stages. Implementation and monitoring plans will be also be discussed. Data will be filtered, analyzed, and incorporated into tables and charts to illustrate the various elements of Task-5. Other methods and procedures are discussed within the descriptions of Task-5 above.

Applicant Deliverable: (Describe the deliverable the applicant expects from this task)

No specific deliverable. DDWC will:

- Conduct Drought Planning Committee Meeting #2 and provide meeting agenda and supporting documents.

CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)

No specific deliverables: DDWC will:

- If requested, provide CWCB the progress of the Plan at the end of Task-5.
- If at the end of Task-5, it appears that the timing of the Plan is progressing significantly different than originally estimated, provide CWCB an updated schedule.

**Tasks**

Provide a detailed description of each task using the following format:

Task 6 – Staged Drought Response Program

Description of Task:

6.1 Monitoring Drought Stages

- 6.1.1 Deutsche Domestic Water Company (DDWC) will present supply and demand-side response measures by drought stage.
- 6.1.2 DDWC will present summary table of the drought response measures including the drought stages, trigger points, and response targets.
- 6.1.3 DDWC will present the staged public drought campaign along with the drought stages.
- 6.1.4 DDWC will develop a staged drought program with input from stakeholders and the Drought Planning Committee.

Budget Task	6		
Est Start Date	November 1, 2021		
Est End Date	April 1, 2022		
Total (in-kind)	Matching Funds	Grant Request	Total
\$ 2,000	\$ 500	\$ 2,500	\$ 5,000

Method/Procedure:

Much of this task will be done through email exchanges for data and other information. Information will continue to be input into the Plan. Other sections may be updated as new information received. DDWC Staff Meeting #1 (Kickoff meeting) and Drought Planning Committee Meeting #1 will have provided some of this needed information for this task. Drought Planning Committee Meeting #2 will provide feedback on proposed drought stages. Implementation and monitoring plans will be also be discussed. Data will be filtered, analyzed, and incorporated into tables and charts to illustrate the various elements of Task-6. Other methods and procedures are discussed within the descriptions of Task-6 above. Other methods and procedures are discussed within the descriptions of Task-6 above. DDWC will submit a 75% Progress Report describing the status of the Plan elements to be completed under Tasks 1 through 6 in this SOW.

Applicant Deliverable: (Describe the deliverable the applicant expects from this task)

No specific deliverable. DDWC will:

- Submit 75% Progress Report.

CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)

Deliverables: DDWC will:

- Submit a 75% Progress Report.
- The 75% Progress Report will indicate the “essential” elements for Tasks 5 & 6 that have been completed, such as:

**Tasks**

- Presentation of the drought stages and corresponding trigger points and response targets.
 - List of selected drought indicators and description of how these indicators are reflective of conditions.
 - Discussion of how the drought indicators, triggers, and other data are incorporated into the decision-making process of declaring a drought.
 - Summary of how drought indicators will be monitored.
 - Supply and demand-side response measures by drought stage.
 - Summary table that highlights stages, trigger points, response targets, and measures.
 - Completed elements under Tasks 1 through 4 outlined in the 50% Progress Report.
- If at the end of Task 6, it appears that the timing of the Plan is progressing significantly different than originally estimated, provide CWCB an updated schedule.

Tasks

Provide a detailed description of each task using the following format:

Task 7 – Implementation and Monitoring

Description of Task:

7.1 Mitigation Action Plan

- 7.1.1 DDWC will list the drought mitigation actions to be employed.
- 7.1.2 DDWC will outline the steps necessary to implement each mitigation action.
- 7.1.3 DDWC will set milestones deadlines for the Plan.
- 7.1.4 DDWC will outline entities and/or staff responsible for administering the mitigation actions.

7.2 Monitoring Drought Indicators

- 7.2.1 DDWC will outline the drought data that is to be monitored on an annual and seasonal basis.
- 7.2.2 DDWC will outline the decision-makers responsible for declaring a drought and corresponding drought stages where applicable.
- 7.2.3 DDWC to discuss the importance of identifying and declaring a drought in a timely manner as well as addressing the timing of when the decision-makers and the general public will be informed.

7.3 Drought Declarations

- 7.3.1 DDWC will present the guidelines (trigger points and/or indicator data) to be used by staff to evaluate drought conditions.
- 7.3.2 DDWC will outline decision-maker responsible for declaring a drought and corresponding drought stages where applicable.
- 7.3.3 DDWC will discuss the importance of identifying and declaring a drought in a timely manner as well as addressing the timing of when decision-makers and general public will be informed.
- 7.3.4 DDWC will outline entities and/or staff responsible for announcing drought declaration to the public.

7.4 Implementation of Staged Drought Response Program

- 7.4.1 DDWC will outline the entities and/or staff responsible for administering the staged drought response program.

**Tasks**

7.4.2 DDWC will outline the staff responsible for administering the public drought campaign.

7.4.3 DDWC will outline the coordination and communication between various entities and staff.

7.5 Enforcement of Staged Drought Response Program

7.5.1 DDWC will decide what enforcement policies are appropriate for each stage of drought.

7.5.2 DDWC will decide the level of monitoring/patrolling necessary for each stage of drought.

7.5.3 DDWC will outline how the enforcement information to be conveyed to the public.

7.5.4 DDWC will decide who is responsible for the administration efforts and approving exceptions to the enforcement policy.

7.6 Revenue Implications and Financial Budgeting Plan

7.6.1 DDWC will discuss how the reduction of water use can lead to loss of revenue and create financial hardship.

7.6.2 DDWC will analyze what financial resources may be necessary to implement the response programs such as the public drought campaign or state drought response program.

7.6.3 DDWC will develop strategies to address the potential revenue losses and determine the general timing for implementing these strategies relative to the declaration of a drought.

7.7 Monitoring and Plan Effectiveness

7.7.1 DDWC will outline the data to be collected during a drought.

7.7.2 DDWC will outline staff responsible for data collection, evaluation, and recommendations on the Plan improvements.

Drought Planning Committee Meeting #3 – Committee reviews draft Plan and provides comments.
(estimated April 15, 2022)

Budget Task	7		
Est Start Date	November 1, 2021		
Est End Date	May 15, 2022		
Total (in-kind)	Matching Funds	Grant Request	Total
\$ 2,000	\$ 500	\$ 3,500	\$ 6,000

Method/Procedure:

At this point the Plan will be getting close to the final stages and a draft Plan will be completed for review by DDWC staff and the Drought Planning Committee. Remaining details will be clarified through emails and phone calls. DDWC Staff Meeting #1 (Kickoff meeting) and Drought Planning Committee Meeting #1 will have provided much of the needed information for this task. Drought Committee Meeting #2 will also have provided much of the information in the Plan. Drought Planning Committee Meeting #3 will provide DDWC with final feedback on the proposed draft Plan. Comments and feedback from the Drought Planning Committee will be incorporated into the Plan. Remaining data and information will continue to be filtered, analyzed, and incorporated into tables and charts to illustrate the various elements of Task-7. Other methods and procedures are discussed within the descriptions of Task-7 above.

Applicant Deliverable: (Describe the deliverable the applicant expects from this task)



Tasks
No specific deliverable. DDWC will: <ul style="list-style-type: none"> Conduct the drought Planning Meeting #3 and provide agenda and supporting documents.
CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)
No specific Deliverables: DDWC will: <ul style="list-style-type: none"> Provide CWCB the progress of the Plan at the end of Task-7. If at the end of Task-7, it appears that the timing of the Plan is progressing significantly different than originally estimated, provide CWCB an updated schedule.

Tasks
Provide a detailed description of each task using the following format:
<u>Task 8 – Public Review Process</u>
Description of Task:
<p>8.1 <u>Mitigation Action Plan</u></p> <p>8.1.1 Deutsche Domestic Water Company (DDWC) will describe the public review process and how the public accessed the Plan.</p> <p>8.1.2 DDWC will provide an overview of how the public was involved with the Drought Planning Committee.</p> <p>8.1.3 The public review process will be generally as follows:</p> <ul style="list-style-type: none"> DDWC staff will review a draft of the Plan with the Drought Planning Committee Will incorporate final comments before the public review process The public will be notified that the Plan is available for review and be given at least 60 days to review and provide comments Comments will be solicited and incorporated into the Plan as necessary DDWC will formally adopt the final Plan DDWC will submit the final Plan to CWCB CWCB expected to review the final Plan and provide notification of approval, conditional approval, or disapproval with modifications <p>8.2 <u>Monitoring of Drought Indicators</u></p> <p>8.2.1 DDWC will summarize the polices necessary to implement this Plan.</p> <p>8.3 <u>Drought Declarations</u></p> <p>8.3.1 DDWC will summarize the formal process for the Plan adoption.</p> <p>8.4 <u>Implementation of Staged Drought Response Program</u></p> <p>8.4.1 DDWC will summarize the process that will occur to facilitate the update of the Plan.</p> <p>8.4.2 DDWC will provide an anticipated date for the next update.</p> <p>8.4.3 DDWC will provide the staff members responsible for initiating the next Plan update.</p>

**Tasks****8.5 Suggested Appendices**

8.5.1 DDWC will prepare suggested appendices.

DDWC Stakeholder Meeting #1 – Meeting with Tap Holders and others stakeholders to present the draft Plan. (estimated May 1, 2022)

Budget Task	8		
Est Start Date	November 1, 2021		
Est End Date	May 15, 2022		
Total (in-kind)	Matching Funds	Grant Request	Total
\$ 2,000	\$ 500	\$ 2,500	\$ 5,000

Method/Procedure:

At this point the Plan will be finished. If anything remains, details will be clarified through emails and phone calls. Feedback and comments received may be received during the Stakeholder Meeting #1. DDWC will incorporate this feedback into the final draft Plan. The public will also have an opportunity to give feedback during the 60-day public review period. Other methods and procedures within the descriptions of Task-8 above. Once completed, the Plan will be submitted to the CWCB for review and finalization.

Applicant Deliverable: (Describe the deliverable the applicant expects from this task)

No specific deliverable. DDWC will:

- Conduct the Stakeholder Meeting #1 and provide agenda and supporting documents.
- Once CWCB has issued the official Letter of Approval, DDWC will create both an electronic pdf version as well as hard bound copies for the Plan for distribution as applicable.

CWCB Deliverable: (Describe the deliverable the applicant will provide CWCB documenting the completion of this task)

Deliverables: DDWC will:

- Send CWCB the final Plan that has been officially adopted (estimated by December 31, 2022).
- The Plan will include a cover letter with DDWC's letterhead and also include:
 - Name and contact information
 - Organizations and individuals assisting with the Plan
 - Profile of the existing water supply system and service area
 - Profile of the drought mitigation and response planning efforts
 - "Essential" elements requested by the CWCB in the Drought Management Plan Guidance Document for Tasks 1 through 8
 - Additional "beneficial" public and "document" elements incorporated into the Plan.
 - Dates of public comment period
 - Signature with authority to commit resources to submitting entity



Tasks

- The Plan will not be completely finalized until CWCB has completed its review. If any components of the Plan need to be added or modified, they will be addressed, and CWCB will review the changes and upgrades.

Budget and Schedule

Budget: This Scope of Work and Schedule shall be accompanied by a Budget that reflects the Tasks identified in the Scope of Work and Schedule and shall be submitted to CWCB in an excel format.

Schedule: This Scope of Work and Budget shall be accompanied by a Schedule that reflects the Tasks identified in the Scope of Work and Budget and shall be submitted to CWCB in an excel format.

Reporting Requirements

Reporting: The applicant shall provide the CWCB a Progress Report at 25%, 50% & 75% completion of the project. The Progress Report shall address the following:

- the success of meeting previously identified goals and objectives
- obstacles encountered
- preliminary findings or accomplishments
- potential need for revisions to the scope of work and timelines

(The CWCB may withhold reimbursement until satisfactory Progress Reports have been submitted.)

Final Deliverable: At the completion of the project, the applicant shall provide the CWCB a final report on the applicant's letterhead including a review of the activities completed, an estimate of actual water savings realized (for covered entities), and other information that is relevant to the Board's record of the Project and future use of the Project outcomes.

The CWCB will withhold the last 10% of the grant request until 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 contract will be closed without any further payment.

Water Efficiency Grant Fund

Exhibit C - BUDGET & SCHEDULE

Date: September 15, 2021

Project Name: DDWC Drought Management Plan

Applicant: Deutsch Domestic Water Company, Inc CO 0215225

Task No.	Description	Start Date ⁽¹⁾	End Date	Consultants & Staff (rate of \$100/hr) ²		Matching Funds (In-kind rate of \$100/hr) ²		WEGF Grant Request	Total
				Hours	Sub Total	Cash	In-Kind		
1	Introduction, Stakeholders, Plan Objectives	Oct 1, 2021	Nov 15, 2021	50	\$ 5,000	\$ 1,000	\$ 1,500	\$ 2,500	\$ 5,000
2	Historical Drought Impact & Assessment	Oct 1, 2021	Feb 1, 2022	50	\$ 5,000	\$ 1,000	\$ 1,500	\$ 2,500	\$ 5,000
3	Drought Vulnerability Assessment	Oct 1, 2021	Feb 1, 2022	10	\$ 1,000	\$ 200	\$ 1,300	\$ 1,500	\$ 3,000
4	Drought Mitigation & Response Strategies	Oct 1, 2021	Mar 1, 2022	10	\$ 1,000	\$ 300	\$ 1,700	\$ 2,000	\$ 4,000
5	Drought Stages, Trigger Points & Response	Oct 1, 2021	Mar 15, 2022	50	\$ 5,000	\$ 1,000	\$ 3,000	\$ 3,000	\$ 7,000
6	Staged Drought Response Program	Oct 1, 2021	Apr 1, 2022	10	\$ 1,000	\$ 500	\$ 2,000	\$ 2,500	\$ 5,000
7	Implementation & Monitoring	Oct 1, 2021	May 15, 2023	10	\$ 1,000	\$ 500	\$ 2,000	\$ 3,500	\$ 6,000
8	Public Review Process	Oct 1, 2021	September 15, 2023	10	\$ 1,000	\$ 500	\$ 2,000	\$ 2,500	\$ 5,000
Total				200	\$ 20,000	\$ 5,000	\$ 15,000	\$ 20,000	\$ 40,000

(1) Start Date for funding under \$50K ~ 30 Days from Application Submittal; Start Date for funding over \$50K ~ 30 Days from Board Approval.

(2) Please insert additional columns if needed for additional staff working on project.

Project may begin as soon as the grantee enters contract/purchase Order

CWCB will withhold the last 10% of the entire grant budget until the Final Report (Deliverable) is completed and accepted (per the WEGF Criteria & Guidelines).