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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:

Supply and Demand Gap Projects	Gregory.Johnson@state.co.us
Water Storage Projects	Anna.Mauss@state.co.us
Conservation, Land Use Planning	Kevin.Reidy@state.co.us
Engagement & Innovation Activities	Mara.MacKillop@state.co.us
Agricultural Projects	Brent.Newman@state.co.us
Environmental & Recreation Projects	Linda.Bassi@state.co.us

Applicants interested in submitting an ‘Intent to Apply’ in the future are encouraged to check here and fill in all sections with the best information available at the time. Exhibits may be excluded.

This “Intent to Apply” will help CWCB prioritize Projects that are not ready for fully completed Water Plan Grant Application due to the initial timeframe and required deadlines.

FINAL SUBMISSION: Submit all application materials 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.

Water Project Summary

Name of Applicants	Babbitt Center for Land and Water Policy Getches-Wilkinson Center for Natural Resources, Energy and Environment	
Name of Water Project	Guidance to Covered Entities for Land Use Planning Components of Water Efficiency Plans	
CWP Grant Request Amount	\$ 35,000	
Other Funding Sources: <u>Lincoln Inst. of Land Policy</u>	\$ 30,000	
Other Funding Sources: _____	\$	
Other Funding Sources _____	\$	
Applicant Funding Contribution	\$ 19,990 (in kind contribution of Babbitt Center staff time)	
Total Project Cost	\$ 84,990	



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Applicant & Grantee Information	
Name of Grantee(s)	Babbitt Center for Land and Water Policy
Mailing Address	11010 N. Tatum Blvd., Suite D-101, Phoenix, AZ 85028
FEIN	
Organization Contact	Jim Holway
Position/Title	Director
Email	jholway@lincolninst.edu
Phone	602-393-4305
Grant Management Contact	Mia Stier
Position/Title	Program Coordinator
Email	mstier@lincolninst.edu
Phone	602-393-4309
Name of Applicant (if different than grantee)	Getches-Wilkinson Center for Natural Resources, Energy, and the Environment (co-applicant with Babbitt Center)
Mailing Address	University of Colorado School of Law, 401 UCB, Boulder, CO 80309
Position/Title	Alice Donnelly Madden, Executive Director
Email	Alice.Madden@colorado.edu
Phone	303-492-1288

Description of Grantee/Applicant
Provide a brief description of the grantee's organization (100 words or less).
<p>The Babbitt Center for Land and Water Policy provides the research, innovation, leadership, and education that communities and states in the Colorado River Basin require as they strive to orchestrate locally appropriate land use decisions that integrate land use and water planning. The Babbitt Center's concerted focus and expertise, enhanced by partnerships with stakeholders and the best organizations in our field, will advance water sustainability and resilience throughout the West.</p> <p>The Getches-Wilkinson Center for Natural Resources, Energy, and the Environment is part of the University of Colorado Law School and performs high-quality and impactful research to help identify and solve natural resources, energy, and environmental challenges.</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)	
X	Study
	Construction
	Identified Projects and Processes (IPP)
X	Other

Category of Water Project (check all that apply and include relevant tasks)	
	Supply and Demand Gap - Multi-beneficial projects and those projects identified in basin implementation plans to address the water supply and demand gap. <i>Applicable Exhibit A Task(s):</i>
	Water Storage - Projects that facilitate the development of additional storage, artificial aquifer recharge, and dredging existing reservoirs to restore the reservoirs' full decreed capacity. <i>Applicable Exhibit A Task(s):</i>
X	Conservation and Land Use Planning - Activities and projects that implement long-term strategies for conservation, land use, and drought planning. <i>Applicable Exhibit A Task(s): All tasks (Tasks 1-5) described in Exhibit A</i>
	Engagement & Innovation - Activities and projects that support water education, outreach, and innovation efforts. Please fill out the Supplemental Application on the website. <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>

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	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	
Longitude	

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>

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Water Project Overview

Senate Bill 2015-008 added to the requirements for Water Efficiency Plans (WEPs) that must be filed by Covered Entities. WEPs include an evaluation of water saving measures and programs to be used by the Covered Entity and an estimate of the amount of water that has been, and is expected to be, saved through conservation. SB 8 requires in addition an evaluation of best management practices for water demand management that may be implemented through land use planning efforts.

The CWCB has provided detailed guidance to Covered Entities for developing WEPs; however, this guidance has not been updated to include the land use planning components mandated by SB 8. To aid the CWCB in the development of such materials, this project will provide draft addenda to the Guidance Document and the sample WEP addressing water and land use planning. These addenda will be submitted to the CWCB for consideration and potential adoption.

To ensure that the draft addenda appropriately balance the intensely local nature of land use decisions with the regional impacts of water supplies and use, input will be obtained from a broad-based advisory group and through workshops convened to obtain feedback from interested stakeholders, local government land use authorities, and Covered Entities.

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
Potentially 4-5 million	Number of Coloradans Impacted by Incorporating Water-Saving Actions into Land Use Planning
	Number of Coloradans Impacted by Engagement Activity



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Measurable Results		
X	Other	Produce draft addendum to the existing Water Efficiency Plan Guidance and Sample Plan addressing requirement to evaluate water conservation best management practices implemented through land use planning efforts, for consideration by the CWCB

Water Project Justification

Provide a description of how this water project supports the goals of [Colorado's Water Plan](#), the most recent [Statewide Water Supply Initiative](#), 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).

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;)

Colorado's Water Plan (CWP) includes a measurable objective "that by 2025, 75% of Coloradans will live in communities that have incorporated water-saving actions into land-use planning." CWP Ch. 10, p. 10-5. As described above, legislation now requires Covered Entities to include in their Water Efficiency Plans an evaluation of best management practices that may be implemented through land use planning efforts. Colo. Rev. Stat. § 37-60-126(4)(f)(l).

Drawing from consultations of WEPs submitted to CWCB since 2015, as well as interviews with water providers throughout the state and review of relevant literature, this project will synthesize successful examples of water and land use integration to develop best practices that will guide Colorado water providers as they update their WEPs in conformance with the new requirements.

The CWP also provides that the CWCB will develop "new guidance for water conservation plans that requires the incorporation of land-use practices" over the next 18 months. CWP Ch. 6, Section 6.3.3, pp. 6-89 to 6-90.

Again, drawing from a review of WEPs and interviews with water providers – in addition to examples of best practices of water and land use integration from across the Colorado River Basin (particularly, water provider plans from Arizona) – this project will produce a draft addendum to the existing Guidance on Water Efficiency Plans, as well as a draft addendum to the existing Sample Plan. The guidance and sample plan will be updated to incorporate water and land use planning practices, providing a thorough example to water providers as they update their individual WEPs.

The Statewide Water Supply Initiative (SWSI) Vision Goals include encouraging "cooperation between water supply planners and land use planners." SWSI Executive Summary, pp. ES-28, ES-33; SWSI Section 7, pp. 7-13 to 7-14.

Several aspects of this project will encourage coordination between the commonly siloed water and land use planning sectors. At a primary level, a multi-disciplinary advisory committee and diverse workshop attendance will encourage direct interaction of water and planning professionals, including water providers and local government land use authorities. At a secondary level, the best practices, draft WEP guidance, and draft WEP Sample Plan produced through this project will all recommend the coordination of water and planning staff, as well as increased integration of water and land use planning elements within their respective plans and processes.

There is widespread agreement that incorporating water considerations into land use planning is a



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Water Project Justification

necessary and appropriate goal. A joint comment on the draft CWP from county commissioners and other local elected officials states: Every community can do better on water conservation and efficiency via locally determined measures, such as, but not limited to, reinvestment in aging infrastructure, community education, enhanced building codes, and water-sensitive land-use planning." (Emphasis added.) CWP p. 6-83. Guidance on how to implement integrated land and water planning will support the overall and specific goals of the CWP and SWSI.

As reported in the CWP, the Arkansas, Colorado, Gunnison, South Platte/Metro, and Southwest Basin roundtables support better integration of land use and water resources planning. CWP pp. 6-86 to 6-88. The section in the CWP on land use planning acknowledges that academic institutions, including the University of Colorado, "can advance land-use and water-integration innovation and research." CWP p. 6-90.

Achieving integration of water and land use planning is not an easy task. Many Covered Entities have no land use authority. Many local governments with land use authority have multiple water suppliers within their jurisdictional and growth management boundaries. Land use and development decisions are intensely local but the water usage resulting from those decisions impacts both local water suppliers and regional resources. The CWCB has provided excellent guidance on all other aspects of the preparation of a Water Efficiency Plan, and this guidance has been followed assiduously by Covered Entities. The emphasis on the water and land use connection in the CWP and the SWSI, together with the statutory directive to include a land use evaluation in WEPs underscores the need to provide appropriate guidance on the integration of land use planning with water planning so that Covered Entities will have a strong baseline understanding from which to plan for and incorporate these considerations.

Related Studies

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

This project will assist with the implementation of the land use measurable objective in Colorado's Water Plan and the CWCB's efforts to integrate land and water planning. It is complementary to the CWCB's efforts to implement the Colorado Water Conservation Act and provide practical and meaningful guidance for the filing of Water Efficiency Plans by Covered Entities. It will build on and add to the guidance provided in the following documents:

Municipal Water Efficiency Plan Guidance Document, July 2012. Prepared for CWCB by AMEC Environment & Infrastructure, <http://cwcb.state.co.us/technical-resources/water-conservation-plan-development-guide/Documents/FinalWaterEfficiencyGuidanceDocument.pdf>

Sample of a Municipal Water Efficiency Plan, August 2012. Prepared for CWCB by Aquacraft, Inc. Water Engineering & Management, <http://cwcbweblink.state.co.us/weblink/0/doc/165342/Electronic.aspx?searchid=c730f355-1106-4544-96b5-ab048f090518>

Guidebook of Best Practices for Municipal Water Conservation in Colorado, August 2010, Colorado WaterWise, prepared with support from the CWCB, <http://cwcbweblink.state.co.us/WebLink/ElectronicFile.aspx?docid=146033&searchid=27e430b2-9543-4835-a25e-50db7d4f429c&dbid=0>

Breaking Down Silos, Integrating Water Efficiency into Land Use Planning, A Guide for Colorado Communities, Pace University School of Law, Land Use Law Center, and related modules on comprehensive plans and zoning.

Colorado Water and Growth Dialog Research Report, Clarion Associates, The Keystone



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Related Studies

Center, March 2015
Coordinated Planning Guide – A How-To Resource for Integrating Alternative Water Supply and Land Use Planning, 2018, by Water Research Foundation, Brendle Group, and Western Resource Advocates,

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.

None

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.

None applicable

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Submittal Checklist	
	I acknowledge the Grantee will be able to contract with CWCB using the Standard Contract .
Exhibit A	
	Statement of Work ⁽¹⁾
	Budget & Schedule ⁽¹⁾
	Letters of Matching and/or Pending 3 rd Party Commitments ⁽¹⁾
Exhibit C	
	Map (if applicable) ⁽¹⁾
	Photos/Drawings/Reports
	Letters of Support (Support letter from Basin Roundtable encouraged)
	Certificate of Insurance (General, Auto, & Workers' Comp.) ⁽²⁾
	Certificate of Good Standing with Colorado Secretary of State ⁽²⁾
	W-9 ⁽²⁾
	Independent Contractor Form ⁽²⁾ (If applicant is individual, not company/organization)
Engagement & Innovation Grant Applicants ONLY	
	Engagement & Innovation Supplemental Application ⁽¹⁾

(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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Colorado Water Conservation Board
Water Plan Grant - Exhibit A

Statement Of Work

Date:	Jan. 23, 2018
Name of Applicant:	Babbitt Center for Land and Water Policy, Getches-Wilkinson Center for Natural Resources, Energy and Environment
Name of Water Project:	
Funding Source:	Colorado Water Plan – Conservation and Land Use

Water Project Overview: Please provide a summary of the proposed water project (200 words or less). The same summary can be used from Page 5 of the CWP Grant Application.

Senate Bill 2015-008 added to the requirements for Water Efficiency Plans (WEPs) that must be filed by Covered Entities. WEPs include an evaluation of water saving measures and programs to be used by the Covered Entity and an estimate of the amount of water that has been, and is expected to be, saved through conservation. SB 8 requires in addition an evaluation of best management practices for water demand management that may be implemented through land use planning efforts.

The CWCB has provided detailed guidance to Covered Entities for developing WEPs; however, this guidance has not been updated to include the land use planning components mandated by SB 8. To aid the CWCB in the development of such materials, this project will provide draft addenda to the Guidance Document and CWCB's sample WEP addressing land use planning. These addenda will be submitted to the CWCB for consideration and potential adoption.

To ensure that the draft addenda appropriately balance the intensely local nature of land use decisions with the regional impacts of water supplies and use, input will be obtained from a broad-based advisory group and through workshops convened to obtain feedback from interested stakeholders, local government land use authorities, and Covered Entities.

Objectives: List the objectives of the project.

Advance the measurable objective of Colorado's Water Plan that, by 2025, 75% of Coloradans will live in communities that have incorporated water-saving actions into land-use planning (CWP p. 10-5). Advance the goal of further integrating land use and water planning (CWP p. 6-59). These goals and objectives will be advanced through the following activities:

Producing a draft addendum to the existing Water Efficiency Plan Guidance document and a draft addendum to the existing Sample Water Efficiency Plan addressing the statutory requirement enacted in 2015 to evaluate "best management practices for water demand management, water efficiency, and water conservation that may be implemented through land use planning efforts." These draft addenda would be provided for consideration by the CWCB for adoption into the existing guidance and sample plan.

Following an intensive research and engagement process and developing resulting products that are representative of the needs and expectations of interested stakeholders, water providers, and both elected officials and land use planning authorities of local governmental entities. Any

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additions to the existing guidance addressing land use planning must be sensitive to the differing needs and authorities of the dozens of water providers in Colorado that file Water Efficiency Plans and to the differing goals and challenges of local land use authorities and the elected boards they answer to. To ensure the value and integrity of the draft addenda and to engender buy-in by interested stakeholders, water suppliers, and local governments, an advisory committee will be formed and workshops will be conducted to provide feedback on early drafts of the draft addenda.

Promoting the integration of water and land use planning at multiple jurisdictional levels throughout Colorado, from the state to the local level. The updated guidance and Sample Plan developed through this project will assist Covered Entities in meaningfully carrying out their obligations to evaluate land use planning efforts. In order to reach the measurable objective in the Water Plan, water suppliers need more information on how best to coordinate with land use planning entities to enhance the sustainability of their supplies. The workshops will provide education to the participants on the integration of water and land use planning as well as feedback on the draft addenda.

Tasks
Provide a detailed description of each project task using the following format:
Task 1 – Research and literature review and interviews of selected water providers
Description of Task:
<p>Review of existing literature relating to this issue, including, but not limited to:</p> <ul style="list-style-type: none"> Municipal Water Efficiency Plan Guidance Document, July 2012. Sample of a Municipal Water Efficiency Plan, August 2012. Guidebook of Best Practices for Municipal Water Conservation in Colorado, August 2010 Breaking Down Silos, Integrating Water Efficiency into Land Use Planning, A Guide for Colorado Communities Coordinated Planning Guide – A How-To Resource for Integrating Alternative Water Supply and Land Use Planning, by Water Research Foundation, Brendle Group, and Western Resource Advocates, 2018 Book expected from Western Resource Advocates on integrated land and water planning Colorado Water and Growth Dialog Research Report, Clarion Associates, The Keystone Center, March 2015 <p>Review of existing Water Efficiency Plans filed since 2015 when SB 15-008 was enacted and began requiring that such plans contain evaluations of implementation of water conservation practices through land use planning efforts. Review of earlier-filed plans of water providers known to be coordinating land use practices with water conservation.</p> <p>Interviews of selected water providers on this topic, in Colorado and elsewhere in the western states.</p> <p>Throughout the research process, best practices and model language from notable WEPs will be cataloged. Summaries of interviews and literature review will be prepared.</p> <p>Matching funds will be used to complete the efforts in Task 1 prior to receiving any grant approval and a Notice To Proceed from the CWCB.</p>
Method/Procedure:

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Tasks
<p>As noted above, research methods will involve a literature review, consultation of WEPs and other water provider conservation plans, and interviews with select water providers. In each of these research components, efforts will be made to identify practices appropriate to water suppliers of varying sizes and location, and to highlight practices that are widespread or appear to be innovative with particular promise.</p>
<p>Grantee Deliverable: Describe the deliverable the grantee expects from this task</p>
<p>Identification of best management practices, both Colorado-specific and more general to the Western United States that incorporate water conservation through land use planning efforts. Identification of existing efforts by Covered Entities in Colorado to implement water conservation through land use planning as described in existing Water Efficiency Plans and other water provider conservation plans and obtained through interviews with water suppliers.</p>
<p>CWCB Deliverable: Describe the deliverable the grantee will provide CWCB documenting the completion of this task</p>
<p>Synthesis and synopsis of best management practices identified in relevant literature, with an emphasis on practices most relevant to Colorado communities. Synthesis and synopsis of water conservation implementation through land use planning identified in existing Water Efficiency Plans and other water provider conservation plans and obtained through interviews with water suppliers.</p>

Tasks
<p>Provide a detailed description of each task using the following format:</p>
<p>Task 2 – Assemble and obtain feedback from Advisory Committee</p>
<p>Description of Task:</p>

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Tasks
<p>An Advisory Committee will be formed to provide initial vetting of the information assembled in Task 1 and make initial suggestions concerning the addenda to the existing guidance on Water Efficiency Plans and sample plan to address implementation through land use planning efforts. After the completion of initial drafts of the addenda (Task 3), the Advisory Committee will be asked to review those drafts. The Advisory Committee members will be selected to provide input from a variety of perspectives, including water providers, local land use authorities, trade organizations representing those interests, CWCB, and individuals knowledgeable in the area of integrated water and land use planning.</p> <p>Matching funds will be used to support the first portions of the efforts in Task 2 prior to receiving any grant approval and a Notice To Proceed from the CWCB.</p>
<p>Method/Procedure:</p> <p>The CWCB and DOLA have assembled a Colorado Land Use Advisory Group that held a strategic coordination workshop on Dec. 11, 2017. The Advisory Committee for this effort will pull from the interested individuals in that group and ensure representation from: (1) water suppliers that have made progress on the integration of land use planning efforts; (2) trade groups such as the Colorado Municipal Leagues and/or Colorado Counties, Inc. representing local land use authorities and the Special District Association representing many water supplying special districts. Individuals with particularized knowledge in this area will also be invited to participate, including representatives from CWCB and DOLA and local government participants in the training sessions on integration of water and land use planning recently conducted by Pace University and Sonoran Institute. The Advisory Committee will meet initially to discuss the process for assembling draft addenda to the guidance documents and provide input on content. Initial drafts of the draft guidance and sample plan will be vetted through the Advisory Committee.</p>
<p>Grantee Deliverable: Describe the deliverable the grantee expects from this task</p> <p>Representative input from a spectrum of stakeholders on what would be most helpful to Covered Entities in the guidance and sample plan on the evaluation of best management practices for water conservation that may be implemented through land use planning. Reaction and feedback on early drafts and more advanced drafts will help to ensure that the product presented to the CWCB is reflective of local needs and consistent with professional expertise.</p>
<p>CWCB Deliverable: Describe the deliverable the grantee will provide CWCB documenting the completion of this task</p> <p>Notification of meetings of the Advisory Committee and brief description of substance of discussions.</p>

Tasks
<p>Provide a detailed description of each task using the following format:</p>
<p>Task 3 – Draft Proposed Addenda to Existing Water Efficiency Plan Guidance and Sample Plan</p>
<p>Description of Task:</p>

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Tasks
<p>Based on the information obtained through literature reviews, research into Water Efficiency Plans and other water provider conservation plans, water provider interviews, and input from the Advisory Committee, a draft addendum to the existing Guidance on Water Efficiency Plans will be prepared together with a draft addendum to the existing Sample Plan.</p> <p>Matching funds will be used to support the first portions of the efforts in Task 3 prior to receiving any grant approval and a Notice To Proceed from the CWCB.</p>
<p>Method/Procedure:</p> <p>The grantee team will synthesize the information obtained through Tasks 1 and 2 to develop the draft addenda, revise internally, then share with the Advisory Committee described in Task 2 for review and feedback. All feedback will be cataloged and considered thoroughly in the grantee team's revision process for producing draft addenda to the existing WEP guidance and Sample Plan.</p>
<p>Grantee Deliverable: Describe the deliverable the grantee expects from this task</p> <p>Draft addendum to the existing Guidance on Water Efficiency Plans and draft addendum to the existing Sample Plan.</p>
<p>CWCB Deliverable: Describe the deliverable the grantee will provide CWCB documenting the completion of this task</p> <p>Draft addendum to the existing Guidance on Water Efficiency Plans and draft addendum to the existing Sample Plan.</p>
<p>Provide a detailed description of each task using the following format:</p> <p>Task 4 – Conduct Workshops to Obtain Feedback on Draft Addenda</p> <p>Description of Task:</p>

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Tasks
<p>Hold facilitated workshops engaging water suppliers and local government land use authority representatives to review the draft addenda and provide feedback and suggestions for additional exploration or research.</p>
<p>Method/Procedure:</p>
<p>See above. Assistance will be requested from CWCB and DOLA staff and the Advisory Committee described in Task 2 to ensure representative participation. It is anticipated that two half-day workshops will be held in the late summer of 2018, one on the Front Range and one on the Western Slope. The grantee team will arrange for facilitation of the workshops and take thorough notes that will assist in the revision process.</p>
<p>Grantee Deliverable: Describe the deliverable the grantee expects from this task</p>
<p>The grantee team expects a range of feedback on the draft addenda, including highly productive comments and critical identification of gaps and impractical recommendations. It is expected that the workshops will provide additional ideas for consideration, and proposed next steps.</p>
<p>CWCB Deliverable: Describe the deliverable the grantee will provide CWCB documenting the completion of this task</p>
<p>A summary report of the two workshops, including attendance lists, general proceedings, and key outcomes and recommendations.</p>
<p>Provide a detailed description of each task using the following format:</p>
<p>Task 5 – Redraft Addenda based on feedback and submit to CWCB for consideration</p>
<p>Description of Task:</p>

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Tasks	
	<p>Based on the feedback obtained through the Advisory Committee and workshops described in Task 4 and additional review of literature and possible additional interviews, the grantee team will redraft the proposed addenda to the guidance on Water Efficiency Plans and the sample plan. The redrafted addenda will be provided to CWCB staff for consideration and eventual submission to the CWCB for approval and incorporation into the existing guidance.</p>
Method/Procedure:	<p>Utilizing the notes taken during each of the two workshops, as well as any additional research that may have been conducted, the grantee team will work together to revise the draft addenda and develop a final draft for submission to CWCB staff.</p>
Grantee Deliverable: Describe the deliverable the grantee expects from this task	<p>The grantee team expects to develop draft addenda that they feel are representative of the needs and expectations of the stakeholder community, and that are of a rigor and quality fit for approval by CWCB and incorporation into the State's existing guidelines.</p>
CWCB Deliverable: Describe the deliverable the grantee will provide CWCB documenting the completion of this task	<p>Draft Addenda to the existing guidance on Water Efficiency Plans and the existing sample plan for CWCB consideration.</p>

Budget and Schedule	
<p>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.</p>	

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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. The CWCB may withhold reimbursement until satisfactory progress reports have been submitted.

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 withhold disbursement the last 10% of the budget 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 grant will be closed without any further payment.

Colorado Water Conservation Board

Water Plan Grant - Detailed Budget Estimate

Date: January 24, 2018

Name of Applicant: Babbitt Center for Land and Water Policy and Getches-Wilkinson Center for Natural Resources, Energy, and the Environment

Name of Water Project: Guidance to Covered Entities for Land Use Planning Components of Water Efficiency Plans

Task 1 - Research and literature review and interviews of selected water providers

Sub-task	Item	Hourly			Item Cost	Item		Total
		Rate	# Hours	Subtotal		Quantity	Subtotal	
Literature Review								
	Anne Castle	\$ 175.00	52	\$ 9,100.00			\$ -	\$ 9,100.00
	Bailey Kennett	\$ 75.00	95	\$ 7,125.00			\$ -	\$ 7,125.00
	Mia Stier	\$ 35.00	0	\$ -			\$ -	\$ -
	Jim Holway	\$ 135.00	5	\$ 675.00			\$ -	\$ 675.00
Interviews								
	Anne Castle	\$ 175.00	30	\$ 5,250.00			\$ -	\$ 5,250.00
	Bailey Kennett	\$ 75.00	40	\$ 3,000.00			\$ -	\$ 3,000.00
	Mia Stier	\$ 35.00	0	\$ -			\$ -	\$ -
	Jim Holway	\$ 135.00	0	\$ -			\$ -	\$ -
TOTAL Task 1			222					\$ 25,150.00

Task 2 - Assemble Advisory Committee and obtain feedback

Hourly				Item			
Item	Rate	# Hours	Subtotal	Item Cost	Quantity	Subtotal	Total
Anne Castle	\$ 175.00	55	\$ 9,625.00			\$ -	\$ 9,625.00
Bailey Kennett	\$ 75.00	10	\$ 750.00			\$ -	\$ 750.00
Mia Stier	\$ 35.00	0	\$ -			\$ -	\$ -
Jim Holway	\$ 135.00	0	\$ -			\$ -	\$ -
TOTAL Task 2		65					\$ 10,375.00

Task 3 - Draft proposed addenda to existing Water Efficiency Plan Guidance and Sample Plan

Item	Hourly		Subtotal	Item Cost	Item		Total
	Rate	# Hours			Quantity	Subtotal	
Anne Castle	\$ 175.00	50	\$ 8,750.00			\$ -	\$ 8,750.00
Bailey Kennett	\$ 75.00	5	\$ 375.00			\$ -	\$ 375.00
Mia Stier	\$ 35.00	2	\$ 70.00			\$ -	\$ 70.00
Jim Holway	\$ 135.00	2	\$ 270.00				\$ 270.00
TOTAL Task 3		59					\$ 9,465.00

Task 4 - Conduct 1 workshop and additional Advisory Committee input to obtain feedback on draft addenda

Item	Hourly		Subtotal	Item Cost	Item		Total
	Rate	# Hours			Quantity	Subtotal	
Anne Castle	\$ 175.00	70	\$ 12,250.00			\$ -	\$ 12,250.00
Bailey Kennett	\$ 75.00	20	\$ 1,500.00			\$ -	\$ 1,500.00
Mia Stier	\$ 35.00	16	\$ 560.00			\$ -	\$ 560.00
Jim Holway	\$ 135.00	0	\$ -			\$ -	\$ -
Advisory Committee travel expenses			\$ -	\$ 3,500.00	1.00	\$ 3,500.00	\$ 3,500.00
Dissemination for public comment			\$ -	\$ 470.00	1.00	\$ 470.00	\$ 470.00
Facilitator fee			\$ -	\$ 5,000.00	1.00	\$ 5,000.00	\$ 5,000.00
Facilitator expenses			\$ -	\$ 1,000.00	1.00	\$ 1,000.00	\$ 1,000.00
Room rental			\$ -	\$ 500.00	1.00	\$ 500.00	\$ 500.00
F & B for participants			\$ -	\$ 1,300.00	1.00	\$ 1,300.00	\$ 1,300.00
Audio/visual			\$ -	\$ 200.00	1.00	\$ 200.00	\$ 200.00
Materials for participants			\$ -	\$ 400.00	1.00	\$ 400.00	\$ 400.00
Travel for Primary Researcher			\$ -	\$ 100.00	1.00	\$ 100.00	\$ 100.00
Travel for Babbitt staff			\$ -	\$ 470.00	1.00	\$ 470.00	\$ 470.00
			\$ -			\$ -	\$ -
TOTAL Task 4		106					\$ 27,250.00

Task 5 - Redraft Addenda based on feedback and submit to CWCB for consideration

Item	Hourly Rate	# Hours	Subtotal	Item Cost	Item Quantity	Subtotal	Total
Anne Castle	\$ 175.00	40	\$ 7,000.00			\$ -	\$ 7,000.00
Bailey Kennett	\$ 75.00	5	\$ 375.00			\$ -	\$ 375.00
Mia Stier	\$ 35.00	2	\$ 70.00			\$ -	\$ 70.00
Jim Holway	\$ 135.00	0	\$ -			\$ -	\$ -
TOTAL Task 5		47					\$ 7,445.00

Administrative Tasks

Item	Hourly Rate	# Hours	Subtotal	Item Cost	Item Quantity	Subtotal	Total
Bailey Kennett	\$ 75.00	24	\$ 1,800.00			\$ -	\$ 1,800.00
Mia Stier	\$ 35.00	36	\$ 1,260.00			\$ -	\$ 1,260.00
Jim Holway	\$ 135.00	16	\$ 2,160.00			\$ -	\$ 2,160.00
TOTAL Administrative Tasks		76					\$ 5,220.00

Subtotal Hours	575	575					
Subtotal Labor/ Subcontractor cost			\$71,965			\$ 12,940	\$84,905.00
Subcontractor Administration Fee @ 5%							\$0.00
Other Direct Costs (see below)						\$ 85.00	\$85.00
GRAND TOTAL BUDGET							\$84,990.00
MATCHING FUNDS							\$30,000.00
IN-KIND DONATION							\$19,990.00
TOTAL GRANT REQUEST							\$35,000.00

Other Direct Costs

Item:	Copies & Printing (Black & White)	Copies & Printing (Color)	Materials and Final Report Productio n	Lodging and Meals	Travel Expenses (Airfare and Car Rental)	Mileage	Total
Units:	600	50	Lump Sum	Per Diem	Lump Sum	Miles	
Unit Cost:	\$0.10	\$0.50	\$ 200.00			\$0.535	
	\$60.00	\$25.00					\$85.00
Total Units:							
Total Cost:	\$60	\$25	\$0	\$0	\$0	\$0	\$85.00

