

Water Supply Reserve Fund – Grant and Loan Program
Water Activity Summary Sheet
November 20-21, 2019
Agenda Item 17(a)

Applicant & Grantee: Yampatika Outdoor Awareness Association
Water Activity Name: Yampa White Green Youth Water Education
Water Activity Purpose: Education & Outreach/Implementation
County: Moffat, Routt & Rio Blanco
Drainage Basin: Yampa
Water Source: na
Amount Requested: \$99,053 Yampa/White/Green Basin Account
Matching Funds: Applicant & 3rd Party Match (cash) = \$27,500
• 28% of the Basin Account request (meets 25% min)

Staff Recommendation:

Staff recommends approval of up to \$99,053 from the Yampa/White/Green Basin Account to help fund the project titled: Yampa White Green Youth Water Education.
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Water Activity Summary: WSRF grant funds, if approved, will assist Yampatika to develop and implement a K-12 focused youth water education program in the Yampa/White/Green Basin. This project will include the development of curriculum based on Next Generation Science Standards state standards, and a comprehensive evaluation system that measures both quantitative and qualitative success. Youth water education programs will focus on increasing general water education, which includes highlighting the importance of water in the Basin to all relevant stakeholders including agriculture, municipalities, recreation, businesses, community members, and the environment. These education programs will be a valuable opportunity to highlight Colorado Water Plan, the Basin Implementation Plan, and the critical role of the YWG Basin Roundtable to address the consumptive and non-consumptive water needs across the Basin. Evaluation components will be created for the programs to ensure short and long-term success of water education programs. Both students and teachers will be surveyed to ensure successful implementation. The WSRF funds will be used over a three-year period.

Discussion: This effort will assist the Yampa/White/Green Basin Roundtable meet the following goals as called out in their Education Action Plan, such as: Raise public awareness of YWG Roundtable activities (PEPO Goal 1); and Raise public awareness of the YWG BIP and Colorado's Water Plan (PEPO Goal 2), while also supporting Section 9.5: Outreach, Education and Public Engagement as highlighted in Colorado's Water Plan.

Issues/Additional Needs: The applicant must submit several letters of matching commitment (see *Funding Summary/Matching Funds* section below) prior to entering into a contract with the state, otherwise no issues or additional needs have been identified.

Eligibility Requirements: The application meets requirements of all eligibility components: General Eligibility, Entity Eligibility, Water Activity Eligibility, and Eligibility Based on Match Requirements.

Evaluation Criteria: This activity has undergone review and evaluation and staff has determined that it satisfies the Evaluation Criteria. Please refer to Basin Roundtable Chair's Recommendation Letter and the WSRF Grant Application for applicant's detailed response.

Funding Summary/Matching Funds:

<u>Funding Source</u>	<u>Cash</u>	<u>In-kind</u>	<u>Total</u>	<u>Status</u>
Upper Yampa Water Conservancy District	\$15,000	\$0	\$0	Pending
City of Steamboat Springs	\$5,000	\$0	\$5,000	Pending
Mt Werner Water & Sanitation District	\$2,500	\$0	\$2,500	Pending
Mountain Valley Bank	\$5,000	\$0	\$5,000	Secured
Sub-total	\$27,500	\$0	\$27,500	
WSRF Gunnison Basin Account	\$99,053	\$0	\$99,053	
Total Project Costs	\$126,553	\$0	\$126,553	

CWCB Project Manager: Ben Wade



November 7, 2019

Mr. Godbout:

At our September 11th meeting, the Yampa White Green Basin Roundtable approved the Yampatika Request of \$99,053 WSRF. Tim Winkler made the motion, Deirdre Macnab seconded and spoke in favor of the project, the motion passed unanimously.

The Yampa/White/Green Basin Roundtable (BRT) is committed to protecting and enhancing the Yampa River for agricultural, municipal, industrial, environmental and recreational users, as expressed in the 2015 Basin Implementation Plan (BIP) and its eight goals. Like all nine Basin Roundtables, the Yampa, White, Green was legislatively created and funded to facilitate discussions on water management and encourage locally-driven collaborative solutions.

The BRT's support of Yampatika is based on the need for fulfillment of our education priorities in the Basin. We are excited to see where this three year project goes and appreciative of the good foundation that Yampatika will build with our K-12 students throughout the entire basin.

Please do not hesitate to contact me with any questions, and thank you for your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to be 'JB' followed by a long horizontal stroke.

Jackie Brown
Yampa White Green Basin Roundtable, Chair



Last Update: July 31, 2018

Colorado Water Conservation Board
Water Supply Reserve Fund Grant Application

Instructions

All WSRF grant applications shall conform to the current [2016 WSRF Criteria and Guidelines](#).

To receive funding from the WSRF, a proposed water activity must be approved by a Roundtable(s) **AND** the Colorado Water Conservation Board (CWCB). The process for Roundtable consideration and recommendation is outlined in the 2016 WSRF Criteria and Guidelines. The CWCB meets bimonthly according to the schedule on page 2 of this application.

If you have questions, please contact the current CWCB staff Roundtable liaison:

Arkansas Ben Wade ben.wade@state.co.us 303-866-3441 x3238	Gunnison North Platte South Platte Yampa/White Craig Godbout craig.godbout@state.co.us 303-866-3441 x3210	Colorado Metro Rio Grande Southwest Megan Holcomb megan.holcomb@state.co.us 303-866-3441 x3222
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WSRF Submittal Checklist (Required)
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X	I acknowledge this request was recommended for CWCB approval by the sponsoring roundtable.
X	I acknowledge I have read and understand the 2016 WSRF Criteria and Guidelines .
X	I acknowledge the Grantee will be able to contract with CWCB using the Standard Contract . ⁽¹⁾
Application Documents	
X	Exhibit A: Statement of Work ⁽²⁾ (<i>Word – see Template</i>)
X	Exhibit B: Budget & Schedule ⁽²⁾ (<i>Excel Spreadsheet – see Template</i>)
X	Letters of Matching and/or Pending 3 rd Party Commitments ⁽²⁾
N/A	Map ⁽²⁾
N/A	Photos/Drawings/Reports
	Letters of Support
Contracting Documents ⁽³⁾	
	Detailed/Itemized Budget ⁽³⁾ (<i>Excel Spreadsheet – see Template</i>)
	Certificate of Insurance ⁽⁴⁾ (<i>General, Auto, & Workers' Comp.</i>)
	Certificate of Good Standing ⁽⁴⁾
	W-9 Form ⁽⁴⁾
N/A	Independent Contractor Form ⁽⁴⁾ (<i>If applicant is individual, not company/organization</i>)
	Electronic Funds Transfer (ETF) Form ⁽⁴⁾

(1) Click "Grant Agreements". For reference only/do not fill out or submit/required for contracting

(2) Required with application if applicable.

(3) Additional documentation providing a Detailed/Itemized Budget maybe required for contracting. Applicants are encouraged to coordinate with the CWCB Project Manager to determine specifics.

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



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Schedule		
CWCB Meeting	Application Submittal Dates	Type of Request
January	December 1	Basin Account; BIP
March	February 1	Basin/Statewide Account; BIP
May	April 1	Basin Account; BIP
July	June 1	Basin Account; BIP
September	August 1	Basin/Statewide Account; BIP
November	October 1	Basin Account/BIP

Desired Timeline	
Desired CWCB Hearing Month:	November
Desired Notice to Proceed Date:	December 1, 2019

Water Activity Summary		
Name of Applicant	Yampatika Outdoor Awareness Association (DBA Yampatika)	
Name of Water Activity	Yampa White Green Rivers K-12 Curriculum	
Approving Roundtable(s)	Basin Account Request(s) ⁽¹⁾	
Yampa White Green Basin Roundtable	\$99,053	
Basin Account Request Subtotal	\$99,053	
Statewide Account Request ⁽¹⁾	\$0	
Total WSRF Funds Requested (Basin & Statewide)	\$99,053	
Total Project Costs	\$126,553	

(1) Please indicate the amount recommended for approval by the Roundtable(s)

Grantee and Applicant Information



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Grantee and Applicant Information	
Name of Grantee(s)	Yampatika
Mailing Address	925 Weiss Drive, Steamboat Springs, CO 80487
FEIN	84-1216132
Grantee's Organization Contact ⁽¹⁾	Joseph P. Haines
Position/Title	Executive Director
Email	joe@yampatika.org
Phone	970-871-9151
Grant Management Contact ⁽²⁾	<u>Sue Hansen</u>
Position/Title	Office Manager
Email	sue@yampatika.org
Phone	970-871-9151
Name of Applicant (if different than grantee)	
Mailing Address	
Position/Title	
Email	
Phone	

(1) Person with signatory authority

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

Description of Grantee
Provide a brief description of the grantee's organization (100 words or less).
<p>Yampatika has been connecting people to nature for more than 27 years. Yampatika's mission is to inspire environmental stewardship through education. We accomplish this by providing science-based, education opportunities for children and adults residing in or visiting Northwest Colorado. We believe this is best accomplished by taking the classroom outdoors for hands-on learning.</p> <p>Yampatika offers year-round programs they include school-based programs, seasonal walks, and tours for adults and opportunities at our Environmental Learning Center at Legacy Ranch in Steamboat Springs. We are the only organization in the Yampa Valley focused on common sense environmental stewardship for individuals of all ages.</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: are eligible for funding from the Basin Accounts but not for funding from the Statewide Account.
X	Non-governmental organizations: broadly, any organization that is not part of the government
	Covered Entity: as defined in Section 37-60-126 Colorado Revised Statutes

Type of Water Activity (check one)	
	Study
X	Implementation

Category of Water Activity (check all that apply)		
	Nonconsumptive (Environmental)	
	Nonconsumptive (Recreational)	
	Agricultural	
	Municipal/Industrial	
	Needs Assessment	
X	Education & Outreach	
	Other	Explain:

Location of Water Activity	
Please provide the general county and coordinates of the proposed activity below in decimal degrees . The Applicant shall also provide, in Exhibit C, a site map if applicable.	
County/Counties	Moffat, Routt and Rio Blanco Counties
Latitude	
Longitude	



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Water Activity Overview

Please provide a summary of the proposed water activity (200 words or less). Include a description of the activity and what the WSRF funding will be used for specifically (e.g. studies, permitting, construction). Provide a description of the water supply source to be utilized or the water body affected by the activity. 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, area of habitat improvements. If this project addresses multiple purposes or spans multiple basins, please explain. The Applicant shall also provide, in Exhibit A, a detailed Statement of Work, Budget, and Schedule.

Yampatika proposes to develop and implement a K-12 focused youth water education program in the Yampa/White/Green (YWG) Basin. This project will include the development of curriculum based on Next Generation Science Standards (NGSS) state standards, and a comprehensive evaluation system that measures both quantitative and qualitative success.

Youth water education programs will focus on increasing general water education, which includes highlighting the importance of water in the Basin to all relevant stakeholders including agriculture, municipalities, recreation, businesses, community members, and the environment. These education programs will be a valuable opportunity to highlight Colorado Water Plan, the Basin Implementation Plan, and the critical role of the YWG Basin Roundtable to address the consumptive and non-consumptive water needs across the Basin.

Evaluation components will be created for the programs to ensure short and long-term success of water education programs. Both students and teachers will be surveyed to ensure successful implementation.

The WSRF funds will be used over a three-year period.

Measurable Results

To catalog measurable results achieved with WSRF funds please provide any of the following values.

	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)	
	Length of Pipe/Canal Built or Improved	
Youth participating in water education programs	Other	Explain: We will quantify the number of youth who participate in these programs.



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Water Activity Justification

Provide a description of how this water activity supports the goals of [Colorado's Water Plan](#), the most recent [Statewide Water Supply Initiative](#), and the respective [Roundtable Basin Implementation Plan and Education Action Plan](#) ⁽¹⁾. 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).

For applications that include a request for funds from the Statewide Account, the proposed water activity shall be evaluated based upon how well the proposal conforms to Colorado's Water Plan criteria for state support (CWP, Section 9.4, pp. 9-43 to 9-44;) (Also listed pp. 4-5 in [2016 WSRF Criteria and Guidelines](#)).

This project supports section 9.5 (Outreach, Education and Public Engagement) of Colorado's Water Plan (CWP). Specifically, this activity supports the goal of "...provides technical and financial assistance for high-quality, balanced, and grassroots water education and outreach efforts..." In addition, CWP states

"Colorado's Water plan expands outreach and education efforts that engage the public and promote well-informed community discourse regarding balanced water solutions. The plan addresses a number of topics that benefit water consumers, including increased conservation, reuse, preservation and enhancement of the natural environment." (9-53)

In terms of the Roundtable Basin Implementation Plan (BIP) and Education Action Plan (EAP), this program will support most aspects of the EAP vision including;

- Facilitating educational opportunities about the Colorado and YWG Basin water challenges. (PEPO vision 1)
- Locally driven collaboration solutions. (PEPO vision 2)
- Increase collaborations and partnerships with other YWG basin organizations that wish to promote water education. (PEPO vision 3)

Specific goals supported in the EAP include;

- Raise public awareness of YWG roundtable activities (PEPO goal 1)
- Raise public awareness of the YWG BIP and CWP (PEPO goal 2)

The project will not only create curriculum that covers important water topics as outlined in Yampatika's Water Education Survey, but also include the important role the YWG Basin Roundtable and CPW has in supporting healthy water system's in the basin and state.

(1) Access Basin Implementation Plans or Education Action Plans from Basin drop down menu.



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Matching Requirements: Basin Account Requests

Basin (only) Account grant requests require a 25% match (cash and/or in-kind) from the Applicant or 3rd party and shall be accompanied by a **letter of commitment** as described in the 2016 WSRF Criteria and Guidelines (submitted on the contributing entity's letterhead). Attach additional sheet if necessary.

Contributing Entity	Amount and Form of Match (note cash or in-kind)
Upper Yampa Water Conservancy District (cash, pending)	\$15,000
City of Steamboat Springs (cash, pending)	\$5,000
Mt Werner Water (cash)	\$2,500
Mountain Valley Bank (cash)	\$5,000
Total Match	\$27,500
If you requested a Waiver to the Basin Account matching requirements, indicate the percentage you wish waived.	N/A

Matching Requirements: Statewide Account Requests

Statewide Account grant requests require a 50% match as described in the 2016 WSRF Criteria and Guidelines. A minimum of 10% match shall be from Basin Account funds (cash only). A minimum of 10% match shall be provided by the applicant or 3rd party (cash, in-kind, or combination). The remaining 30% of the required match may be provided from any other source (Basin, applicant, or 3rd party) and shall be accompanied by a **letter of commitment**. Attach additional sheet if necessary.

Contributing Entity	Amount and Form of Match (note cash or in-kind):
N/A	
Total Match	\$
If you requested a Waiver to the Statewide Account matching, indicate % you wish waived. (Max 50% reduction of requirement).	



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Related Studies

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

- Yampa Integrated Water Management Plan – In-Progress
- Fish Creek Critical Community Watershed Wildfire Protection Plan (CWP) – 2019
- Yampa River Health Assessment and Streamflow Management Plan – 2018
- Yampa River Management Plan – 2003

This project assists in the implementation of these related studies.

Previous CWCB Grants

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

None

Tax Payer Bill of Rights

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

There are no relevant TABOR issues that may affect the applicant.



Last Update: September 3, 2019

<u>Colorado Water Conservation Board</u>	
Water Supply Reserve Fund	
<u>Exhibit A –Statement of Work</u>	
Date:	September 3, 2019
Water Activity Name:	Yampa White Green Rivers K-12 Curriculum
Grant Recipient:	Yampatika
Funding Source:	Yampa/White/Green Basin Roundtable
Water Activity Overview: (Please provide brief description of the proposed water activity (no more than 200 words). Include a description of the overall water activity and specifically what the WSRF funding will be used for.	
<p>Yampatika proposes to develop and implement a K-12 focused youth water education program for the Yampa/White/Green (YWG) Basin Roundtable. This project will include the development of curriculum based on Next Generation Science Standards (NGSS) state standards, a comprehensive evaluation system that measures both quantitative and qualitative success and professional development opportunities for educators related to water education.</p> <p>Youth water education programs will focus on increasing general water education, which includes highlighting the importance of water in the Basin to all relevant stakeholders including agriculture, municipalities, recreation, businesses, community members, and the environment. These education programs will be a valuable opportunity to highlight Colorado Water Plan, the Basin Implementation Plan, and the critical role of the YWG Basin Roundtable to address the consumptive and non-consumptive water needs across the Basin.</p> <p>Evaluation components will be created for school-based programs and professional development opportunities to ensure short and long-term success of water education programs.</p> <p>The WSRF funds will be used over a three-year period to accomplish these educational objectives.</p>	
Objectives:	
<ol style="list-style-type: none">1. Offer a selection of water education opportunities throughout the YWG Basin focusing on new K - 12 NGSS and other Colorado State Standards.2. Evaluate youth water education programs throughout the YWG Basin.3. Collaborate and communicate amongst relevant agencies to increase the educational outreach and promote the educational objectives of the grant.4. Promote relationships between schools and their local water resource agencies and alliances.	



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Tasks
<u>Task 1 – Planning phase</u>
Description of Task:
Review data, requests, and collect new information to inform the most impactful youth water education plan for the Basin.
Method/Procedure:
<ul style="list-style-type: none">▪ Review survey and pilot program results from 2018-2019. Focus on feedback from specific water education areas of interests from teachers and administrators working in the YWG Basin.▪ Develop a list of contacts with school districts and within individual schools that can be “champions” for water education programs.▪ Develop a list of local speakers willing to support water education programs.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
<ul style="list-style-type: none">▪ Meet with Administrative staff at schools and school districts in each Basin so they have an opportunity to express their interest in a program allowing all schools an opportunity to be part of the strategic plan process that will be implemented during the grant cycle.▪ Create a plan to offer water education programs throughout the Basin starting in the 2020 school year (ready by June 2020).
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
<ul style="list-style-type: none">▪ Yampatika will share the YWG water education plan with CWCB in the first 6-month report.

Tasks
<u>Task 2 - Water Education Programs in YWG Basin Schools</u>
Description of Task:
Design, promote, and implement water education programs throughout YWG Basin that build upon results of the initial research and piloted programs. Offer a selection of water education opportunities throughout the YWG Basin focusing on new K - 12 NGSS and Colorado State Standards.
Arrange and financially support school field trips to enable hands-on, place-based learning for the participating students and teachers.
Method/Procedure:



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<ul style="list-style-type: none">▪ Arrange and support water education focused field trips with YWG Basin teachers/district transportation directors to support transportation and field trip costs.▪ Create 5 new water education programs targeting the standards and topics highlighted in the survey.▪ Schedule and implement water education programs with schools including in-class and field based instruction.▪ Adjust existing and add additional programs based on teacher feedback.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
<ul style="list-style-type: none">▪ Yampatika will have five standardized water education programs that meet current/new state education standards.▪ Water education programs will reach 50% of a K-5 school; and 1 MS and 1 HS class in each district each year.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
<ul style="list-style-type: none">▪ Send a progress report to CWCB at 6 month intervals. This progress report will include a list of programs implemented, locations and schools served, along with participant numbers.

Tasks
<u>Task 3 - Creating Evaluation Tools for Measuring Impact of Water Education Programs</u>
Description of Task:
<p>Evaluating the success of water education programs is an essential piece for maintaining quality and relevance. Yampatika will work with an outside evaluator to create, implement and analyze data and feedback to evaluate the success of the program on an annual basis and make programmatic changes based on the results.</p> <p>Evaluation tools will be designed for both students and teachers. Evaluation tools will measure both quantitative and qualitative impacts of the program. Teacher surveys will be administered following each water education program to gain feedback and evaluate if the program is helping teachers reach their learning goals and reinforce important standards.</p> <p>The evaluation component will be implemented starting with the 2020-2021 school year to ensure a full year of programming is measured.</p>
Method/Procedure:
<ul style="list-style-type: none">▪ Yampatika staff will work with an outside evaluator to create evaluation survey tools.▪ Yampatika staff will create a system for effective implementation of student and teacher surveys.▪ Surveys will be used starting with the 2020-2021 school year.▪ Staff will review the relevance and feedback of the programs every semester.▪ A final evaluation report will be created at the end of the school year and shared.▪ Programs, surveys, and processes will be adjusted for the 2021-2022 school year based on report findings.



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<ul style="list-style-type: none">Evaluations completed will include (though not limited to): qualitative and quantitative data collection (i.e. numbers of participants, increased knowledge of water issues, etc.)
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
<ul style="list-style-type: none">Yampatika will create evaluation tools to measure student learning as well as post-program surveys for teachers (ready for the 2020- 2021 school year).Yampatika will create an annual report at the end of each school year highlighting both quantitative and qualitative measures of success, areas for improvement and additional recommended programs for the future.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
<ul style="list-style-type: none">Yampatika will send an evaluation report by the end of June 2021 and include any relevant updates in the 6-month reports.

Tasks
<u>Task 4 - Final Program Report</u>
Description of Task:
Create a final report sharing the scope of work completed along with qualitative and quantitative data collected. <ul style="list-style-type: none">At the end of the grant period, Yampatika will create a final report evaluating the overall plan and highlight the successes and challenges with a lens of looking forward to continuing free water education programs throughout the YWG Basin.
Method/Procedure:
<ul style="list-style-type: none">At the end of the grant period, Yampatika will create a final report evaluating the overall plan and highlight the successes and challenges with a lens of looking forward to continuing free water education programs throughout the YWG Basin.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
<ul style="list-style-type: none">A final report will be created and submitted within two months of the end of funding.
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
<ul style="list-style-type: none">A final report will be submitted to CWCB within two months of the end of funding.
Tasks
<u>Task 5 – Grant Administration</u>
Description of Task:
Maintaining and tracking revenue and expenses is an important aspect of this grant. Yampatika staff will manage and maintain accurate accounting records and submit invoices on a regular basis for reimbursement.
Method/Procedure:



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<ul style="list-style-type: none">▪ Yampatika's office manager will accurately enter and code expenses related to the grant and submit invoices on a regular basis for reimbursements.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
<ul style="list-style-type: none">▪ Accurate financial reports with interim and the final report.▪ Accurate invoices for reimbursements
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
<ul style="list-style-type: none">▪ Accurate financial reports with interim and the final report.▪ Accurate invoices for reimbursements

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



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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.

**COLORADO**Colorado Water
Conservation Board

Department of Natural Resources

Colorado Water Conservation Board**Water Supply Reserve Fund****EXHIBIT B - BUDGET AND SCHEDULE - Direct & Indirect (Administrative) Costs****Date:** 9/30/19**Water Activity Name:** Yampa White Green Rivers K-12 Curriculum**Grantee Name:** Yampatika

Task No. ⁽¹⁾	Description	Start Date ⁽²⁾	End Date	Matching Funds (cash)	Matching Funds (in-kind)	WSRF Funds (Basin & Statewide combined)⁽³⁾	Total
1	Planning Phase	1/1/2020	12/31/2022	\$ 1,000	\$ -	\$ 5,638	\$ 6,638
2	Water Education Programs in the YWG Basin schools	1/1/2020	12/31/2022	\$ 22,500	\$ -	\$ 72,122	\$ 94,622
3	Creating Evaluation Tools for Measuring Impact of Water Ed programs	1/1/2020	12/31/2022	\$ 3,000	\$ -	\$ 16,275	\$ 19,275
4	Final Program Report	1/1/2020	12/31/2022	\$ 1,000	\$ -	\$ -	\$ 1,000
5	Grant Administration	1/1/2020	12/31/2022	\$ -	\$ -	\$ 5,018	\$ 5,018
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
Total				\$ 27,500	\$ -	\$ 99,053	\$ 126,553

(1) The single task that include costs for Grant Administration must provide a labor breakdown (see Indirect Costs tab below) where the total WSRF Grant contribution towards that task does not exceed 15% of the total WSRF Grant amount.

(2) Start Date for funding under \$100K - 45 Days from Board Approval; Start Date for funding over \$100K - 90 Days from Board Approval.

(3) Round values up to the nearest hundred dollars.

- Reimbursement eligibility commences upon the grantee's receipt of a Notice to Proceed (NTP)

- NTP will not be accepted as a start date. Project activities may commence as soon as the grantee enters contract and receives formal signed State Agreement.

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

- Additionally, the applicant shall provide a progress report every 6 months, beginning from the date of contract execution

- Standard contracting procedures dictate that the Expiration Date of the contract shall be 5 years from the Effective Date.

Mount
Werner
Water



November 4, 2019

Yampatika
Joseph P. Haines, Executive Director
joe@yampatika.org

RE: Yampa River K-12 Curriculum

Dear Joe,

On behalf of the Mount Werner Water and Sanitation District (District), the District is pleased to donate a \$2500 matching cash contribution for Yampatika's Yampa-White-Green Basin Roundtable Application. The contribution will be for Yampatika's, "Yampa River K-12 Curriculum". The contribution will be available on or after January 1, 2020.

The District and its Board of Directors are excited to offer this support for the program. We look forward to learning more about the curriculum and are available to assist if requested.

Please do not hesitate to contact me with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Frank Alfano", with a long horizontal stroke extending to the right.

Frank Alfano, General Manager
Mount Werner Water and Sanitation District



**Mountain
Valley Bank**



Hayden • Meeker • Steamboat Springs • Walden

October 10, 2019

Yampatika
Joe Haines, Executive Director
925 Weiss Drive
Steamboat Springs, CO 80487

Dear Mr. Haines,

It is my pleasure to inform you that Mountain Valley Bank would be delighted to provide \$5,000 in matching funds for the Yampatika Basin Grant. The \$5,000 sponsorship will be paid in equal installments over the next three years. We are honored to be joining with Yampatika to bring this program to the youth of our area. If you have any questions or concerns, please reach out to me at 970-875-2043 or rgould@bankmvp.com.

Sincerely,

Rebecca M. Gould
Assistant Vice President