

Water Supply Reserve Fund – Grant and Loan Program
Water Activity Summary Sheet
July 15, 2020
Agenda Item 16(g)

Co-applicants & Grantee: YWG Basin Roundtable/Community Ag Alliance
Grantee: Community Ag Alliance
Water Activity Name: Yampa-White-Green Education and Outreach
Water Activity Purpose: Education & Outreach
County: Moffat, Routt & Rio Blanco
Drainage Basin: Yampa
Water Source: na
Amount Requested: \$99,000 Yampa/White/Green Basin Account
Matching Funds: none required/none provided

Staff Recommendation:

Staff recommends approval of up to \$99,000 from the Yampa/White/Green Basin Account to help fund the project titled: Yampa-White-Green Education and Outreach.

Water Activity Summary: WSRF grant funds, if approved, will assist the Yampa/White/Green Basin Roundtable and the Community Ag Alliance provide: ongoing education and outreach activities within the Basin; support for the YWG BRT website and related updates; develop and implement a related social media plan; continue the media plan for radio and print ads on the State Water Plan and the YWG BRT Basin Implementation Plan, and water issues within the Basin; provide education at forums and events within the Basin on water issues; outreach on the YWG BRT WSRF grant process and other CWCB grants.

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: None

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: n/a

Funding Summary/Matching Funds: This is a Yampa/White Green Basin roundtable initiated water activity effort therefore there is no match requirements.

Total Project Costs: **\$99,000**

CWCB Project Manager: Ben Wade



May 29, 2020

Mr. Patrick Stanko
Yampa-White-Green Basin Round Table – Applicant
Community Agriculture Alliance Grantee
P.O. Box 774134
Steamboat Springs, Colorado 80487

Re; Yampa-White-Green Education and Outreach Basin WSRF grant

Dear Mr. Patrick Stanko,

The YWG BRT is pleased to inform at the May 13, 2020 Yampa – White – Green Basin Roundtable (YWGBRT) meeting the round table unanimously approved the Yampa-White-Green Education and Outreach Basin WSRF grant request for \$100,000. As summarized within the grant application the purpose is to provide education and outreach to the public through events, forums, YWGBRT website, print and radio ads on Basin Implementation Plan and water issues within the basin.

The grant is for the Public Education and Public Outreach requirement of the YWG BRT aiding in community awareness, interactions, and education. With the Website, Social Media Outreach, Radio Ads, Print Ads, Events and Forums should reach 75% of the basin constituents, which is part of the State Water Plan and the Basin Education Action Plan.

For additional assistance please contact me at (970) 625-2525 or aldenvb@yahoo.com.

Sincerely,

A handwritten signature in blue ink that reads 'Alden Vanden Brink'. The signature is written in a cursive style with a large initial 'A' and 'B'.

Alden Vanden Brink

Yampa – White – Green Basin Round Table, Chair



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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

WSRF Submittal Checklist (Required)

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⁾
	Map ⁽²⁾
	Photos/Drawings/Reports
	Letters of Support
Contracting Documents ⁽³⁾	
x	Detailed/Itemized Budget ⁽³⁾ (<i>Excel Spreadsheet – see Template</i>)
x	Certificate of Insurance ⁽⁴⁾ (<i>General, Auto, & Workers' Comp.</i>)
	Certificate of Good Standing ⁽⁴⁾
x	W-9 Form ⁽⁴⁾
	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:	July, 2020
Desired Notice to Proceed Date:	Sept, 2020

Water Activity Summary	
Name of Applicant	Yampa-White-Green Basin Roundtable / Community Agriculture Alliance
Name of Water Activity	Yampa-White-Green Education and Outreach
Approving Roundtable(s)	Basin Account Request(s) ⁽¹⁾
Yampa-White-Green Basin Roundtable	\$99,000
Basin Account Request Subtotal	\$99,000
Statewide Account Request ⁽¹⁾	\$0
Total WSRF Funds Requested (Basin & Statewide)	\$99,000
Total Project Costs	\$99,000

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



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Grantee and Applicant Information	
Name of Grantee(s)	Community Agriculture Alliance
Mailing Address	P.O Box 774134
FEIN	84-1506246
Grantee's Organization Contact ⁽¹⁾	Michele Meyer
Position/Title	Executive Director
Email	michele@communityagalliance.org
Phone	970-879-4370
Grant Management Contact ⁽²⁾	Patrick Stanko
Position/Title	Ag Resource Coordinator
Email	patrick@communityagalliance.org
Phone	970-879-4370
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>Community Agriculture Alliance (CAA) is an incorporated, non-profit organization serving the Yampa River Valley. CAA was established in 1999 in response to concerns over the loss of agriculture and the community's desire to ensure ongoing support, allowing agriculture to adapt to changes in the local and regional economy. The overall goal is to allow agriculture to remain an active and vital part of the area for generations to come. CAA's mission is <i>"To preserve the agricultural heritage of the Yampa River Valley by initiating, supporting and encouraging actions, programs and policies that mutually benefit and connect agricultural producers and consumers"</i>.</p> <p>CAA is legally registered as a 501(c)3 and carries insurance for general liability, director liability and worker compensation. CAA's Board of Directors and Advisors meet quarterly and maintains a diverse membership.</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/Countries	Moffat, Rio Blanco, Routt
Latitude	N/A
Longitude	N/A



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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.

The Yampa White Green Basin Round Table (YWG BRT) has partnered with the Community Agriculture Alliance (CAA) since 2009 to provide administrative support for water education and outreach in the region. This grant will continue past activities coordinated by CAA, that provide education and outreach to the public through events, forums, YWG BRT website, print and radio advertisements on the Basin Implementation Plan and water issues within the Basin.

Specific tasks related to this new grant include: ongoing education and outreach activities with in the Basin; support for the YWG BRT website and related updates; develop and implement a related social media plan; continue the media plan for radio and print ads on the State Water Plan and the YWG BRT Basin Implementation Plan and water issues within the Basin; provide education at forums and events within the Basin on water issues; outreach on the YWG BRT WSRF grant process and other CWCB grants.

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	
X	Other	Explain: Track attendance, website analytics and social media metrics.



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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 grant application is for the Public Education Participation Outreach requirement of the Yampa White Green Basin Roundtable. With the website, social media outreach, radio ads, print ads, events and forums should reach 75% of the basin constituents, which is part of the State Water Plan and the Basin Education Action Plan.

The objectives of the Grant/EAP is:

- Raise public awareness of the YWG Basin Roundtable, YWG Basin Implementation Plan, the Colorado Water Plan, and the IWMP of the Yampa and White Rivers
- Raise public awareness of YWG Roundtable activities and objectives
- Increase public awareness of water related issues, projects and program in Northwest Colorado, the Basin
- Encourage collaboration and partnerships to promote better water education, discussions, and locally driven collaborative solutions
- Use the State Water Plan education goals and the Statewide Water Education Action Plan to develop education and outreach initiatives
- Continue the development of an information system to inform the members of the YWG BRT of projects and activities within the Basin

(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)
Total Match	\$ NA (Education Outreach)
If you requested a Waiver to the Basin Account matching requirements, indicate the percentage you wish waived.	

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):
Total Match	\$NA
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.

Colorado Statewide Water Education Action Plan

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

Previous WSRF Grant:

Community Agriculture Alliance, Inc.
Yampa White Green Rivers Basin Roundtable Educational Outreach
Yampa White Green Basin Roundtable (Letter dated March 30, 2016)
Contract # CTGG1 2017-728

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.

NA



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Colorado Water Conservation Board	
Water Supply Reserve Fund	
Exhibit A - Statement of Work	
Date:	May 5, 2020
Water Activity Name:	Yampa-White-Green Basin Roundtable Education and Outreach
Grant Recipient:	Community Agriculture Alliance
Funding Source:	Yampa-White-Green Basin WSRF fund
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>This WSRF funding will continue the Public Education Participation Outreach work that the Yampa White Green Basin Roundtable has coordinated through the Community Agriculture Alliance (CAA). Since 2016, CAA has developed and coordinated a related media plan specific to water issues in the region and how the Basin relates to the Colorado River Basin and the State Water Plan. CAA has organized and held workshops or forums and developed partnerships to help the public better understand water related issues in Northwest Colorado. This three-year grant will continue to support the media plan by via management and support for the Yampa White Green Basin Roundtable website and related social media plan. Funding will continue the print and radio ads that focus on the YWG BRT, Basin Implementation plan and its update, and other water issues related to the Basin. Grant funds will also continue work with partners in the Basins to provide water education and forums in Northwest Colorado and provide support the YWG BRT WSRF grant process.</p>	
Objectives: (List the objectives of the project)	
<ul style="list-style-type: none">• Increase public awareness of the YWG Basin Implementation Plan, the Colorado Water Plan, and the IWMP for the Yampa and White Rivers• Raise public awareness of YWG Roundtable activities• Increase public awareness of water related issues, projects and programs in Northwest Colorado• Encourage collaboration and partnerships to promote improved water education, discussions, and locally driven collaborative solutions• Develop and implement a system to inform the members of the YWG BRT of projects and activities within their basins	



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Tasks
Provide a detailed description of each task using the following format:
Task 1 – Implement and Maintain the YWG BRT Social Media
Description of Task: Development, implementation and ongoing maintaining of the social media (website/social media) of the YWG BRT to better inform the public about the purpose of the Roundtable, water issues of the Basin, how the Basin relates to the Colorado River and the Colorado Water Plan. Support the IWMP plans of the Yampa/White Rivers.
Method/Procedure: CAA will convene with the YWG BRT PEPO Sub-committee to develop and implement topics, issues of the YWG BRT to be posted on the website and/or social media outlets. Outreach efforts will be focused on providing education for the general public within the Basin who do not regularly attend BRT meetings or events and provide information on all that the BRT and partners are working on. CAA will work with all BRT members so that the website becomes their source of information for the YWG BRT. CAA will coordinate work with website contractor to utilize analytics available to enhance the website and social media information.
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Maintain and provide ongoing improvements for the YWG BRT website Timely YWG BRT social media posts on targeted social networks Provide related analytics to the YWG BRT PEPO Committee for review and discussion
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
The Yampa White Green Basin Roundtable Website Another channel for the CWCB to get statewide information out to the Northwest corner of Colorado CAA will provide invoices and reports of progress



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Tasks	
Task 2 – Development/Implementation of a communication plan for the YWG BRT	
Description of Task:	
Development and implementation of a communication plan (print and radio) for the YWG BRT to provide education and information on the YWG BRT, issues of the BRT, Basin Implementation Plan update, accomplishments of the YWG BRT, how the basin relates to the Colorado River and Colorado State Water Plan.	
Method/Procedure:	
CAA will convene with the YWG BRT PEPO Sub-committee to develop and implement a plan to provide effective education and engage community members and regional stakeholders. CAA will work with regional newspapers and radio stations to communicate with the general public and cover the three counties within in the Basin. CAA will use the State Water Education Action Plan when appropriate.	
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)	
Radio and print ads on YWG Basin Water issues on regional radio stations and print newspapers. Ads will also be placed on the YWG BRT website and copied on social media channels as appropriate.	
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)	
Copy of the print and radio ads Invoices and documentation	



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Tasks	
Task 3 – Development and Support of Water Events with in the YWG Basins	
Description of Task:	
Development and Implementation of a three-year plan to further focus the community education, outreach and stakeholder/partners participation through events.	
Method/Procedure:	
CAA will convene with the YWG BRT PEPO Sub-committee to develop a plan on events to support in the Basin that focus on water related issues. Events will be developed or supported that bring in general public, targeted audiences, and regional partners that cover YWG BRT water issues or topics. CAA will use the State Water Education Action Plan when appropriate.	
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)	
Events will be held for the public benefit to educate them on water issues.	
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)	
Invoices and summary of events	



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Budget and Schedule

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

Reporting Requirements

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

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

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

Payments

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

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

Performance Requirements

Performance measures for this contract shall include the following:

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

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

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

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



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: May 5, 2020

Water Activity Name: Yampa-White-Green Basin Roundtable Education and Outreach

Grantee Name: Community Agriculture Alliance

<u>Task No.</u> ⁽¹⁾	<u>Description</u>	<u>Start Date</u> ⁽²⁾	<u>End Date</u>	<u>Matching Funds</u> (cash & in-kind) ⁽³⁾	<u>WSRF Funds</u> (Basin & Statewide combined) ⁽³⁾	<u>Total</u>
1	Implement and Maintain the YWG BRT Social Media	September 1, 2020	August 1, 2023	\$0	\$13,500	\$13,500
2	Development/Implementation of a communication plan for the YWG BRT	September 1, 2020	August 1, 2023	\$0	\$48,000	\$48,000
3	Development and Support of Water Events with in the YWG Basins	September 1, 2020	August 1, 2023	\$0	\$37,000	\$37,000
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
Total				\$0	\$99,000	\$99,000

(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) Round values up to the nearest hundred dollars.

• Additional documentation providing a Detailed/Itemized Budget may be required for contracting. Applicants are encouraged to coordinate with the CWCB Project Manager to determine specifics.

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