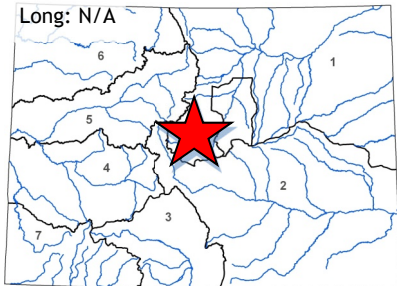




## Water Plan Grant Application

Lat: N/A

Long: N/A



L O C A T I O N	
County/Countries:	Adams, Arapahoe, Denver, Douglas, El Paso, Elbert
Drainage Basin:	South Platte & Arkansas

D E T A I L S	
Total Project Cost:	\$81,600
Water Plan Grant Request:	\$32,600
Recommended Amount:	\$32,600
Other CWCB Funding:	\$25,000 (WSRF pending)
Other Funding Amount:	\$0
Applicant Match:	\$24,000
Project Type(s):	Other
Project Category(Categories):	Engagement/Innovation
Measurable Result:	Helps to demand for new supplies.

The applicant, the Independence Water and Sanitation District is a Title 32 Special District located in the Town of Parker, established in September 2017. The District is authorized to acquire, construct, finance, and maintain public water, sewer, and storm drainage improvements for the use and benefit of service users of the District's systems.

If approved, the applicant would use grant funds to develop materials, training guidance, a video, and other resources to help utilities educate potential customers on the safe and effective use of reclaimed water for edible crop irrigation. The project will create educational and training guide templates for three user types (commercial, non-commercial, and residential). These templates will ensure that all the necessary components are included to comply with CDPHE's Regulation 84 and can be edited for the needs of individual end users. The templates will ensure that required content is in place, but also provide recommended items that the end user may choose to retain, delete, or modify. Finally, a video will be created that educates all users about safe irrigation practices using reclaimed water.

The process will engage utilities, end users, and CDPHE to help develop templates that meet the needs of all stakeholders. The grant funds will be used to conduct stakeholder meetings, review other state's educational materials, create templates for review and comment, finalize the templates, create a video, and distribute them to potential users. Due to the nature of reclaimed water, the potential users are primarily within the Metro, South Platte, and Arkansas basins.

The project aligns with the Water Plan by maintaining, enhancing and proactively managing water quality for all use classifications and helps improve the level of public awareness of water issues. This project also aligns with the South Platte Basin Implementation Plan by addressing the challenge of adequate water quality for domestic and municipal water uses.

**Funding Recommendation:** Staff is recommending a grant of \$32,600 from the Engagement and Innovation category of funding.



Last Updated: June 2020

## 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:

Water Storage Projects  
Conservation, Land Use Planning  
Engagement & Innovation Activities  
Agricultural Projects  
Environmental & Recreation  
Projects

Matthew.Stearns@state.co.us  
Kevin.Reidy@state.co.us  
Ben.Wade@state.co.us  
Alexander.Funk@state.co.us  
Chris.Sturm@state.co.us

**FINAL SUBMISSION:** Submit all application materials in one email to

**[waterplan.grants@state.co.us](mailto:waterplan.grants@state.co.us)**

in the original file formats [Application (word); Statement of Work (word); Budget/Schedule (excel)]. Please do not combine documents. In the subject line, please include the funding category and name of the project.

#### Water Project Summary

Name of Applicant	Independence Water and Sanitation District	
Name of Water Project	Regulation 84 Edible Crop Irrigation Public Education and Outreach	
CWP Grant Request Amount		\$32,600
Other Funding Sources	<u>WSRF South Platte RT</u>	\$5,000
Other Funding Sources	<u>WSRF Metro RT</u>	\$5,000
Other Funding Sources	<u>WSRF Statewide</u>	\$15,000
Applicant Funding Contribution		\$24,000 (cash and in-kind)
Total Project Cost		\$81,600

#### Applicant & Grantee Information



Last Updated: June 2020

Name of Grantee(s): Independence Water and Sanitation District
Mailing Address: 2370 Antelope Ridge Trail
FEIN: 61-1866911
Organization Contact: Kurt Schlegel (Special District Solutions, Inc.)
Position/Title: Manager
Email: kurt@specialdistrictsolutions.com
Phone: 303-662-1999 x 1
Grant Management Contact: Kurt Schlegel (Special District Solutions, Inc.)
Position/Title: Manager
Email: kurt@specialdistrictsolutions.com
Phone: 303-662-1999 x 1
Name of Applicant (if different than grantee): David Takeda, MSK Consulting, LLC
Mailing Address: 7157 S. Andes Circle, Centennial, CO 80016
Position/Title: Owner
Email: dave@mskwater.com
Phone: 303-903-0918
<b>Description of Grantee/Applicant</b>
Provide a brief description of the grantee's organization (100 words or less).
The Independence Water and Sanitation District (District) is a Title 32 Special District that was established on September 7, 2017. The District is authorized to acquire, construct, finance, and maintain public water, sewer, and storm drainage improvements for the use and benefit of service users of the District's systems. The District has all of the powers of a water and sanitation district as set forth in Colorado Revised Statutes.

Type of Eligible Entity (check one)	
<input type="checkbox"/>	<b>Public (Government):</b> 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.
<input checked="" type="checkbox"/>	<b>Public (Districts):</b> Authorities, Title 32/special districts (conservancy, conservation, and irrigation districts), and water activity enterprises.
<input type="checkbox"/>	<b>Private Incorporated:</b> Mutual ditch companies, homeowners associations, corporations.
<input type="checkbox"/>	<b>Private Individuals, Partnerships, and Sole Proprietors:</b> Private parties may be eligible for funding.
<input type="checkbox"/>	<b>Non-governmental organizations (NGO):</b> Organization that is not part of the government and is non-profit in nature.
<input type="checkbox"/>	<b>Covered Entity:</b> As defined in <a href="#">Section 37-60-126 Colorado Revised Statutes</a> .

Type of Water Project (check all that apply)
--



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	Study
	Construction
	Identified Projects and Processes (IPP)
X	Other

**Category of Water Project (check the primary category that applies and include relevant tasks)**

	Water Storage - Projects that facilitate the development of additional storage, artificial aquifer recharge, and dredging existing reservoirs to restore the reservoirs' full decreed capacity and 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>	
	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):</i>	
X	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>	
	Other	Explain:

**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	Denver, Elbert, Douglas, Arapahoe, El Paso, Adams
Latitude	n/a
Longitude	n/a



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### Water Project Overview

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.

The Applicant shall also provide, in Exhibit A, a detailed Statement of Work, Budget, Other Funding Sources/Amounts and Schedule.

The project will develop materials, training guidance, a video, and other resources to help utilities educate potential customers on the safe and effective use of reclaimed water for edible crop irrigation. The project will create educational and training guide templates for three user types (commercial, non-commercial, and residential). These templates will ensure that all the necessary components are included to comply with CDPHE's Regulation 84 and can be edited for the needs of individual end users. The Templates will ensure that required content is in place, but also provide recommended items that the end user may choose to retain, delete, or modify. Furthermore, a video will be created that educates all users about safe irrigation practices using reclaimed water.

The process will engage utilities, end users, and CDPHE to help develop templates that meet the needs of all stakeholders. The WSRF funds will be used to conduct stakeholder meetings, review other state's educational materials, create templates for review and comment, finalize the templates, create a video, and distribute them to potential users. Due to the nature of reclaimed water, the potential users are primarily within the Metro, South Platte, and Arkansas basins.

### 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
	Number of Coloradans Impacted by Incorporating Water-Saving Actions into Land Use Planning
	Number of Coloradans Impacted by Engagement Activity
	Other
	Explain:



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### 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;)

This project will have statewide impact with the vast majority of reuse occurring in the Metro, South Platte, and Arkansas Basins. The project will help address existing and future municipal and industrial (M&I) demands by making residential, non-commercial (such as school gardens), and commercial edible crop irrigation with municipal reuse water more accessible. This will help decrease demand for new supplies. The project will also help meet Colorado's Water Plan objective of achieving 400,000 acre-feet of municipal and industrial water conservation by 2050.

The primary focus of this project is education and outreach to implement additional reuse. It will start with educating members of three communities (agricultural, residential, and gardening) about the benefits of safe and effective reuse while promoting reuse as a conservation strategy.

This is a Conservation and Reuse and Education and Outreach project that will help meet the South Platte Basin Implementation Plan (BIP) Element #2 - "Maintain leadership in conservation and reuse and implement additional measures to reduce water consumption rates." The project helps to satisfy BIP Element #9 - "Facilitate effective South Platte communications and outreach programs that complement the State's overall program." Expanding reuse is in the Water Plan and this project will ease the burden of implementing edible crop irrigation. In addition, the project will help meet BIP Element #10 - "Research New Technologies and Strategies." Irrigation of edible crops with reuse water has previously been prohibited in Colorado. With its recent approval, this use requires a higher level of treatment, additional water quality monitoring, more oversight, and increased education for users. The project will fill the educational gap and inform users of the managerial and technical issues associated with reuse water.

This project will satisfy the Metro Roundtable's "Water Conservation and Efficiency" and "Education and Outreach" WSRF grant selection criteria. It will also assist the Roundtable to make progress on the key BIP element to advance "the ongoing leadership and advancement of conservation and reuse to efficiently use current and future water supplies in the basin."

The project will address the Arkansas Basin Roundtable's need to close the municipal supply gap by encouraging water conservation and water efficiency. It is consistent with the identified water saving measure of "water reuse systems" from Table 4.3.1 if the BIP.

### 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.

none

### 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



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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	

Submittal Checklist	
x	I acknowledge the Grantee will be able to contract with CWCB using the <a href="#">Standard Contract</a> .
Exhibit A	
x	Statement of Work <sup>(1)</sup>
x	Budget & Schedule <sup>(1)</sup>
n/a	Engineer's statement of probable cost (projects over \$100,000)
x	Letters of Matching and/or Pending 3 <sup>rd</sup> Party Commitments <sup>(1)</sup>
Exhibit C	
n/a	Map (if applicable) <sup>(1)</sup>
n/a	Photos/Drawings/Reports
x	Letters of Support (Optional)
x	Certificate of Insurance (General, Auto, & Workers' Comp.) <sup>(2)</sup>
n/a	Certificate of Good Standing with Colorado Secretary of State <sup>(2)</sup>
x	W-9 <sup>(2)</sup>
n/a	Independent Contractor Form <sup>(2)</sup> (If applicant is individual, not company/organization)
Engagement & Innovation Grant Applicants ONLY	
x	Engagement & Innovation Supplemental Application <sup>(1)</sup>

(1) Required with application.

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



Last Updated: June 2020

## ENGAGEMENT & INNOVATION GRANT FUND SUPPLEMENTAL APPLICATION

### Introduction & Purpose

Colorado's Water Plan calls for an outreach, education, public engagement, and innovation grant fund in Chapter 9.5.

The overall goal of the Engagement & Innovation Grant Fund is to enhance Colorado's water communication, outreach, education, and public engagement efforts; advance Colorado's water supply planning process; and support a statewide water innovation ecosystem.

The grant fund aims to engage the public to promote well-informed community discourse regarding balanced water solutions statewide. The grant fund aims to support water innovation in Colorado. The grant fund prioritizes measuring and evaluating the success of programs, projects, and initiatives. The grant fund prioritizes efforts designed using research, data, and best practices. The grant fund prioritizes a commitment to collaboration and community engagement. The grant fund will support local and statewide efforts.

The grant fund is divided into two tracks: engagement and innovation. The Engagement Track supports education, outreach, communication, and public participation efforts related to water. The Innovation Track supports efforts that advance the water innovation ecosystem in Colorado.

### Application Questions

\*The grant fund request is referred to as "project" in this application.

Overview (answer for both tracks)
In a few sentences, what is the overall goal of this project? How does it achieve the stated purpose of this grant fund (above)?
The overall goal of the project is to remove barriers (perceived and actual) that might prevent utilities and users from implementing the irrigation of edible crops with reclaimed water. Many users, and some utilities, may not have the expertise or resources to develop education and training materials. If they are unable to create these materials, then they may elect not to use reclaimed water for edible crop irrigation and decide to use other water supplies.
Who is/are the target audience(s)? How will you reach them? How will you involve the community?
The target audiences are: smaller utilities, commercial growers, community gardens (including schools), homeowner's associations, and residential vegetable gardeners. Representatives from these communities will be a part of the stakeholder process and also be targeted for distribution of the final products.
Describe how the project is collaborative or engages a diverse group of stakeholders. Who are the partners in the project? Do you have other funding partners or sources?
As discussed previously, representatives from each of the target audiences will be included in the stakeholder process. The project partners include Denver Urban Gardens, Denver Water, Colorado Springs Utilities, Ochatona, and the Colorado Department of Public Health and Environment.
Describe how you plan to measure and evaluate the success and impact of the project?
Success will be measured by feedback from utilities that implement edible crop irrigation with reclaimed water. The utilities will partner with users (commercial growers, community gardens, residential gardeners). The distribution of the final products will help determine how many users are utilizing the materials.





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Overview (answer for both tracks)
What research, evidence, and data support your project?
Until 2020, irrigation of edible crops was not allowed in Colorado. The inclusion of this use was proposed by a wide range of potential users and the utilities that will supply the reclaimed water. Virtually all of those who participated in the push to get edible crop irrigation approved are either project partners or stakeholders in the proposed project. As such, each is ready to have edible crop irrigation implemented, but many do not have the resources to prepare the educational and training documents.
Describe potential short- and long-term challenges with this project.
Short-term challenges are attempting to develop the educational and training programs for Colorado, but without any existing documents or guidance from which to start. The project team will look to other states to see what has already been developed. The long-term challenges will be evaluating how well the educational materials convey the proper information to a diverse audience (farmers, home gardeners, students, teachers, HOAs, irrigation contractors). Each of these groups doesn't presently need to have knowledge about reclaimed water and our challenge will be to make the information easy to take in, remember, and practice.

Please fill out the applicable questions for either the Engagement Track or Innovation Track, unless your project contains elements in both tracks. If a question does not relate to your project, just leave it blank. Please answer each question that relates to your project. Please reference the relevant documents and use chapters and page numbers (Colorado's Water Plan, Basin Implementation Plan, PEPO Education Action Plan, etc.).

Engagement Track
Describe how the project achieves the education, outreach, and public engagement measurable objective set forth in Colorado's Water Plan to "significantly improve the level of public awareness and engagement regarding water issues statewide by 2020, as determined by water awareness surveys."
This project will develop educational materials (templates and video) that can be distributed to multiple user types. With edible crop irrigation approval in Regulation 84, commercial growers now have the ability to benefit from reclaimed water. This a new community that has traditionally been left out of the reclaimed water discussion. Community gardens are often managed by schools and in more urban areas. Teachers and students will be educated about where reclaimed water comes from, how it can be used, and the overall benefits to the water cycle. Lastly, private residents that have vegetable gardens will also be introduced to the reclaimed water conversation. Most, if not all, of these groups are likely to have little knowledge about reclaimed water and other overall water issues in Colorado.
Describe how the project achieves the other measurable objectives and critical goals and actions laid out in Colorado's Water Plan around the supply and demand gap; conservation; land use; agriculture; storage; watershed health, environment, and recreation; funding; and additional.
This project will make it easier for utilities and users to expand the use of reclaimed water irrigation, which conserves other water supplies. In turn, the water supply/demand gap will be reduced. Reuse is an effective water conservation strategy, and the expansion of reclaimed water irrigation will further conservation in Colorado.
Describe how the project achieves the education, outreach, and public engagement goals set forth in the applicable Basin Implementation Plan(s).
This project will help meet the South Platte Basin Implementation Plan (BIP) Element #9 - "Facilitate effective South Platte communications and outreach programs that complement the State's overall program." New and diverse groups of users will be engaged during the development of the project's materials and targeted after completion. For the same reasons, the project will satisfy the Metro



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Roundtable's "Water Conservation and Efficiency" and "Education and Outreach" WSRF grant selection criteria.
Describe how the project achieves the basin roundtable's PEPO Education Action Plans.
The project will further the public's education of reclaimed water throughout Colorado. Most of the implementation will occur in the South Platte, Metro, and Arkansas basins. The final products will be shared with each of those roundtable's PEPO Workgroups for inclusion into their respective action plans. If those Workgroups request presentations or meetings to discuss the project and/or final products, the project team will enthusiastically participate.

Innovation Track
Describe how the project enhances water innovation efforts and supports a water innovation ecosystem in Colorado.
n/a
Describe how the project engages/leverages Colorado's innovation community to help solve our state's water challenges.
n/a
Describe how the project helps advance or develop a solution to a water need identified through TAP-IN and other water innovation challenges. What is the problem/need/challenge?
n/a
Describe how this project impacts current or emerging trends; technologies; clusters, sectors, or groups in water innovation.
n/a



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Colorado Water Conservation Board
Water Plan Grant - Exhibit A

Statement Of Work	
Date:	November 30, 2020
Name of Grantee:	Independence Water and Sanitation District
Name of Water Project:	Regulation 84 Edible Crop Irrigation Public Education and Outreach
Funding Source:	Water Plan Grant Fund, WSRF (Basin and Statewide)
<b>Water Project Overview:</b>	
<p>The project will develop materials, training guidance, a video, and other resources to help utilities educate potential customers on the safe and effective use of reclaimed water for edible crop irrigation. The project will create educational and training guide templates for three user types (commercial, non-commercial, and residential). These templates will ensure that all the necessary components are included to comply with CDPHE's Regulation 84 and can be edited for the needs of individual end users. The Templates will ensure that required content is in place, but also provide recommended items that the end user may choose to retain, delete, or modify. Furthermore, a video will be created that educates all users about safe irrigation practices using reclaimed water.</p> <p>The process will engage utilities, end users, and CDPHE to help develop templates that meet the needs of all stakeholders. The WSRF funds will be used to conduct stakeholder meetings, review other state's educational materials, create templates for review and comment, finalize the templates, and distribute them to potential users.</p>	
<b>Project Objectives:</b>	
<p>In 2020, CDPHE's Regulation 84 added a new approved use – irrigation of edible crops with reclaimed water. This has never been allowed in Colorado and Regulation 84 required extensive public education and outreach for entities that implement edible crop irrigation. The educational requirements could be a burden for some utilities and users (commercial gardens, community gardens, and private residences). The overall objective of the project is to remove barriers (actual and perceived) regarding the use of reclaimed water irrigation. The intent is to develop templates for Educational Manuals and Training Guides that are reviewed and accepted by CDPHE. These templates will make it easier for utilities and users to implement reclaimed water irrigation for edible crops. In some cases, a utility or user may not have the expertise or experience to develop these Educational Manuals and Training Guides. If this lack of knowledge is perceived to be a significant barrier, then that utility or user may choose not to implement a reclaimed water irrigation program, thus continuing to rely on other water sources. At the completion of the project it will be easier to adopt, implement or expand a reclaimed water irrigation program. In turn, it will help preserve other water supplies and facilitate one of the goals of the Colorado Water Plan.</p> <p>Ultimately, the project will encourage the use of reclaimed water as a viable source for irrigating edible crops in both in agricultural and municipal communities. By encouraging more use of reclaimed water, other water supplies can be preserved for Colorado's needs.</p>	



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Tasks
<b>Task 1 – Develop Public Education Requirements</b>
Description of Task:
The Regulation 84 requirements for edible crop irrigation are defined, but not fully developed. There is potential for different expectations amongst the Colorado Department of Public Health and Environment (CDPHE), the utilities, and users. The first step is to work with each party (individually and collectively) to facilitate communication about what is required for the public education components of Regulation 84.
Method/Procedure:
<ul style="list-style-type: none"><li>• MSK will conduct one meeting/conference call individually with CDPHE, participating utilities, and participating users to determine the expectations from each user type (commercial, non-commercial, and residential).</li><li>• MSK will conduct one meeting/conference call with stakeholders of each user type (commercial, non-commercial, and residential) and CDPHE to develop a consensus of the required and desired components of the templates (educational manuals and training guides) and other educational materials.</li><li>• MSK will summarize each user type's requirements.</li></ul>
Deliverable:
A summary detailing the agreed upon requirements will be prepared for each user type's educational templates.

Tasks
<b>Task 2 – Prepare Educational Manual Templates</b>
Description of Task:
Prepare educational manual templates for each user type (commercial, non-commercial, residential), as described below:
<ul style="list-style-type: none"><li>• <u>Commercial</u>: The template is for a user's On-site Manual and includes an explanation of reclaimed water, best management practices (BMP), and irrigation practices for safe and effective use. Templates will also be developed and provided for signage.</li><li>• <u>Non-commercial</u>: The template is for a user's On-site Manual and includes an explanation of reclaimed water, BMPs, and irrigation practices for safe and effective use. Templates will also be developed and provided for signage.</li><li>• <u>Residential</u>: 1) A template for the utility's Educational Manual that is provided to the customer and informs the customer that reclaimed water is not potable, provides methods for safe usage of reclaimed water (hand washing, produce washing, etc.), and provides agronomic rates. 2) A template for the utility's verbal communication to each customer. The verbal communication template will include bullet points to include in a meeting, video, or website. 3) A template for the utility's Public Education Program that informs customers, workers, contractors, and inspectors about the need to prevent cross-connections, identification of reclaimed water service lines, BMPs, and safe practices.</li><li>• <u>Educational Video</u>: Prepare an educational video for all user types that informs the public on the safe and effective practices for reclaimed water irrigation. It will educate the public on where reclaimed water originates, the treatment processes, regulatory protections, irrigation practices, and examples.</li></ul>
Method/Procedure:



Last Updated: June 2020

Tasks
<ul style="list-style-type: none"><li>Based on the summaries of individual and group stakeholder meetings, MSK will develop draft educational manual templates for each user type. MSK's subconsultant, Ochotona, will assist with developing the templates.</li><li>MSK will distribute the draft templates to CDPHE, participating utilities, and participating users for comments. MSK will conduct a workshop to discuss the feedback.</li><li>MSK will prepare final draft template and distribute to the same entities for final comments.</li><li>MSK will incorporate final comments into final versions of the educational manual templates.</li></ul>
Deliverable:
The deliverables for each user type are: 1) draft templates, 2) final draft templates, 3) final templates, and 4) educational video

Tasks
<b>Task 3 – Prepare Training Guide Templates</b>
Description of Task:
Prepare customer training templates for each user type (commercial, non-commercial, residential). <ul style="list-style-type: none"><li><u>Commercial</u>: The template is for a customer Training Manual and is intended for employees, on-site workers, contractors, and volunteers. The Training Manual will provide an explanation of reclaimed water, BMPs, and irrigation practices for safe and effective use.</li><li><u>Non-commercial</u>: The template is for a customer Training Manual and is intended for employees, on-site workers, contractors, and volunteers. The Training Manual will provide an explanation of reclaimed water, BMPs, and irrigation practices for safe and effective use. Part of the Training Manual will be dedicated to instructing children on the rules for reclaimed water irrigation.</li><li><u>Residential</u>: 1) The template is for a Training Manual to be given to contractors that perform work on the public irrigation systems (parks, open spaces, common areas) and residential systems. The Training Manual will provide an explanation of reclaimed water, BMPs, and irrigation practices for safe and effective use.</li></ul>
Method/Procedure:
<ul style="list-style-type: none"><li>Based on the summaries of individual and group stakeholder meetings, MSK will develop draft training guide templates for each user type. MSK's subconsultant, Ochotona, will assist with developing the templates.</li><li>MSK will distribute the draft templates to CDPHE, participating utilities, and participating users for comments. MSK will conduct a workshop to discuss the feedback.</li><li>MSK will prepare a final draft template and distribute to the same entities for final comments.</li><li>MSK will incorporate final comments into final versions of the educational training templates.</li></ul>
Deliverable:
The three deliverables for each user type are: 1) draft training guide templates, 2) final draft training guide templates, and 3) final training guide templates

Tasks
<b>Task 4 – Contract Administration</b>
Description of Task:



Last Updated: June 2020

Tasks
<p>The District will administer the CWCB contract, deliverables, and coordination. Those tasks include:</p> <ul style="list-style-type: none"><li>• MSK will prepare invoices and in-kind contributions and submit to the District for review.</li><li>• The District will prepare reimbursement requests from CWCB.</li><li>• MSK will prepare all project deliverables and the District will submit them to CWCB.</li><li>• MSK will prepare and modify the project schedule. The District will track project progress.</li><li>• The District will conduct monthly progress meetings/conference call to verify the schedule and deliverables are being satisfied.</li><li>• The District will monitor the project budget.</li><li>• The District and MSK will coordinate with CWCB staff.</li><li>• MSK will prepare 50% and 75% Progress Reports. The District will submit to CWCB, Project Partners, and stakeholders.</li><li>• MSK will prepare the Final Report. The District will submit to CWCB, Project Partners, and stakeholders.</li><li>• MSK will prepare project close-out documents. The District will submit to CWCB, Project Partners, and stakeholders.</li></ul>
Method/Procedure:
<p>The District will conduct monthly project meetings with MSK. MSK will update the project schedule and invoicing summaries. MSK will prepare monthly progress reports that summarize work completed, next steps, and new issues.</p>
Deliverable:
<p>Agreements, Notice to Proceed, Progress Reports, Reimbursement Requests, Final Report, and close-out documentation.</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>

Reporting Requirements
<p><b>Progress Reports:</b> 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.</p>
<p><b>Final Report:</b> At completion of the project, the applicant shall provide the CWCB a Final Report on the applicant's letterhead that:</p> <ul style="list-style-type: none"><li>• Summarizes the project and how the project was completed.</li><li>• Describes any obstacles encountered, and how these obstacles were overcome.</li><li>• Confirms that all matching commitments have been fulfilled.</li><li>• Includes photographs, summaries of meetings and engineering reports/designs.</li></ul> <p>The CWCB will pay out the last 10% of the 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 purchase order or grant will be closed without any further payment.</p>



Last Updated: June 2020

### Payment

Payment will be made based on actual expenditures and must include invoices for all work completed. 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.

Costs incurred prior to the effective date of this contract are not reimbursable. The last 10% of the entire grant will be paid out when the final deliverable has been received. All products, data and information developed as a result of this contract must be provided to CWCB in hard copy and electronic format as part of the project documentation.

### Performance Measures

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 Water Plan Grant Guidelines, the CWCB will pay out the last 10% of the 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 purchase order or grant will be closed without any further payment.
- (b) Accountability: Per Water Plan 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 Water Plan 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 Plan Grant - Exhibit B  
Budget and Schedule**

**Prepared Date:** November 30, 2020

**Name of Applicant:** Independence Water and Sanitation District

**Name of Water Project:** Regulation 84 Edible Crop Irrigation Public Education and Outreach

**Project Start Date:** May 2021

**Project End Date:** October 2021

Task No.	Task Description	Task Start Date	Task End Date	Grant Funding Request	Match Funding	Total
1	Develop Public Educ. Requirements (MSK)	NTP	NTP + 2 months	\$1,500	\$6,000	\$7,500
1	Develop Public Educ. Requirements (DUG)	NTP	NTP + 2 months	\$1,000	\$0	\$1,000
1	Develop Public Educ. Requirements (Ochotona)	NTP	NTP + 2 months	\$800	\$0	\$800
1	Develop Public Educ. Requirements (In-kind)	NTP	NTP + 2 months		\$4,500	\$4,500
1	Develop Public Educ. Requirements (Expenses)	NTP	NTP + 2 months	\$150	\$0	\$150
2	Prepare Public Educ. Templates (MSK)	NTP + 2 months	NTP + 5 months	\$2,500	\$13,000	\$15,500
2	Prepare Public Educ. Templates (DUG)	NTP + 2 months	NTP + 5 months	\$1,250	\$0	\$1,250
2	Prepare Public Educ. Templates (Ochotona)	NTP + 2 months	NTP + 5 months	\$1,800	\$0	\$1,800
2	Prepare Public Educ. Templates (Sakata)	NTP + 2 months	NTP + 5 months	\$200	\$0	\$200
2	Prepare Public Educ. Templates (In-kind)	NTP + 2 months	NTP + 5 months	\$0	\$6,000	\$6,000
2	Prepare Public Educ. Templates (Expenses)	NTP + 2 months	NTP + 5 months	\$150	\$0	\$150
2	Video	NTP + 2 months	NTP + 5 months	\$10,000	\$8,000	\$18,000
3	Prepare Training Templates (MSK)	NTP + 2 months	NTP + 5 months	\$6,500	\$6,000	\$12,500
3	Prepare Training Templates (DUG)	NTP + 2 months	NTP + 5 months	\$1,500	\$0	\$1,500
3	Prepare Training Templates (Ochotona)	NTP + 2 months	NTP + 5 months	\$1,800	\$0	\$1,800
3	Prepare Training Templates (Sakata)	NTP + 2 months	NTP + 5 months	\$200	\$0	\$200
3	Prepare Training Templates (In-kind)	NTP + 2 months	NTP + 5 months	\$0	\$4,250	\$4,250
3	Prepare Training Templates (Expenses)	NTP + 2 months	NTP + 5 months	\$150	\$0	\$150
4	Contract Administration (MSK)	NTP	NTP + 5 months	\$3,000	\$0	\$3,000
4	Contract Administration (In-kind)	NTP	NTP + 5 months		\$1,250	\$1,250
4	Contract Administration (Expenses)	NTP	NTP + 5 months	\$100	\$0	\$100
<b>Total</b>				<b>\$32,600</b>	<b>\$49,000</b>	<b>\$81,600</b>





## INDEPENDENCE WATER & SANITATION DISTRICT

c/o Special District Solutions, Inc.  
2370 Antelope Ridge Trail  
Parker, CO 80138  
303-662-1999  
[www.IndependenceDistricts.com](http://www.IndependenceDistricts.com)

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February 23, 2021

Mr. Ben Wade  
Colorado Department of Natural Resources  
Water Supply Planning  
1313 Sherman Street  
Room 271  
Denver, CO 80203

RE: Letter for Commitment for the Independence Water and Sanitation District's Regulation 84 Edible Crop Education and Outreach Water Plan Grant Application

The Independence Water and Sanitation District (the "District") is pleased to submit a Letter of Commitment for the "Regulation 84 Edible Crop Irrigation Public Education and Outreach" grant application.

The District operates potable water, sanitary sewer, and irrigation water systems for a new residential development in Elbert County. The District will be the first utility in the state of Colorado to use reclaimed water for the irrigation of residential vegetable gardens. This practice will be implemented in accordance with Colorado Department of Health and Environment's (CDPHE) Regulation 84 and requires a significant amount of public education and outreach. If awarded, the grant will help develop educational materials to help ensure the safe and effective use of reclaimed water for gardeners and commercial growers.

The District is committing \$8,000.00 and in-kind support of up to 40 hours of labor. As the Applicant, the District is aware of the obligations required for administering the contract as well as being an active participant in the development of the educational materials.

We look forward to participating in the project and working with the project partners to expand the use of reclaimed water in our state.

Sincerely,

DocuSigned by:  
A handwritten signature in black ink that reads "Tim Craft".  
F1B239AE26D84A0...  
Timothy Craft  
President of the Board

November 18, 2020

Mr. Ben Wade  
Colorado Water Conservation Board  
1313 Sherman Street, Room 721  
Denver, CO 80203

RE: Metro Roundtable Support for WSRF Basin and Water Plan Grants for the Independence Water and Sanitation District's Regulation 84 Edible Crop Irrigation Public Education and Outreach Project

Dear Mr. Wade:

At the November 12, 2020 meeting, the Metro Roundtable approved a Metro WSRF Basin grant of \$5,000, support for a Statewide WSRF grant of \$15,000, and support for a Water Plan Grant for the Independence Water and Sanitation District's project titled "Regulation 84 Edible Crop Irrigation Public Education and Outreach". The project is intended to reduce barriers to expanding reuse irrigation in Colorado by creating educational and training templates for commercial, non-commercial, and residential users. These templates can be customized for the individual entity's specific needs and will satisfy the educational and training requirements stipulated in Regulation 84. Many of the edible crop irrigation users will be small farms, HOAs, and schools that do not have the expertise or resources to develop the educational and training materials. Without these documents, those users will not be allowed to irrigate with reclaimed water and will have to use other water supplies. The goal of this project is to facilitate the development of these manuals, ensure they are satisfactory to CDPHE, and to educate the public about the benefits of reclaimed water.

The Independence Water and Sanitation District's WSRF application meets the Metro Roundtable's WSRF Guidelines and WSRF Grant Program criteria. In addition, the Metro Roundtable believes the project meets the Water Plan Guidelines. The project will advance the South Platte Basin Implementation Plan's goals of reducing water consumption rates and promoting water conservation and reuse. Lastly, it will further advance Colorado's Water Plan conservation and reuse objectives.

Upon review and consideration of the Independence Water and Sanitation District's application, the Metro Roundtable unanimously voted to approve the full \$5,000 of Basin WSRF funds requested by the applicant, support for its \$15,000 Statewide WSRF application, and support for its Water Plan Grant application.

Sincerely,



Barbara Biggs, Chair  
Metro Roundtable



October 27, 2020

Re: Letter of Support for Independence Water and Sanitation District's grant entitled "Regulation 84 Edible Crop Irrigation PEO"

To Whom It May Concern:

Colorado Springs Utilities supports Independence Water and Sanitation District's (District) efforts to develop educational materials to support the adoption of residential crop irrigation under CDPHE Regulation 84.

Colorado Springs Utilities is an enterprise of the City of Colorado Springs, a Colorado home-rule city and municipal corporation. The enterprise is one of the largest four-service municipally owned utilities in the nation and provides electric, natural gas, water and wastewater services to the populous of approximately 465,195 people in the Colorado Springs area.

Once the named grant is awarded to the District, Colorado Springs Utilities will provide in-kind support, of labor, up to 24 hours, in the performance of feasible administrative tasks including but not limited to, meeting participation and proofreading developed educational/outreach materials.

I believe our support and commitment will significantly improve the developed educational materials for applicability to a wide variety of reclaimed water systems.

We look forward to playing a role and ensuring the success of this project.

Sincerely,

Aram Benyamir

Chief Executive Officer, Colorado Springs Utilities

121 S. Tejon Street  
P.O. Box 1103 Mail Code 954  
Colorado Springs  
Colorado 80947-0954  
Phone 719.448.8000  
Fax 719.668.3825  
csu.org

November 19, 2020

RE: Letter for Support for the Independence Water and Sanitation District's Grant Application

To Whom It May Concern:

The Colorado Department of Public Health and Environment, Water Quality Control Division (division) is pleased to submit a Letter of Support for the Independence Water and Sanitation District's grant application for "Regulation 84 Edible Crop Irrigation Public Education and Outreach."

Colorado established regulatory requirements in Reclaimed Water Control Regulation 84 for the safe use of food crop irrigation with reclaimed water in 2019. Multiple requirements in Regulation 84 include robust public notification, education and training for safe use of reclaimed water for food crop irrigation. The division will be issuing permits and enforcing compliance with these regulatory requirements, and the educational/outreach materials that are developed in this project will help to ensure safe and appropriate use of reclaimed water. The educational/outreach materials from this project will benefit the division, the public, reclaimed water users and treaters and safe expansion of water reuse in Colorado.

The division will provide in-kind support of up to 24 hours of labor for meetings and input to help the project team develop educational/outreach materials for safe and effective edible crop irrigation with reclaimed water. The division's role will help ensure the project will meet the requirements of Regulation 84 and allow reclaimed water to be safely utilized in multiple reclaimed water systems.

We look forward to participating in the project and contributing to its success.

Sincerely,

Meg Parish, Water Quality Control Division

cc: Nicole Rowan and Brandi Honeycutt, Water Quality Control Division