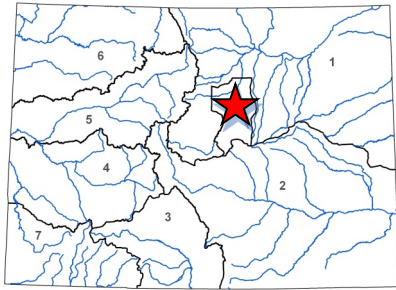




Water Plan Grant Application



L O C A T I O N	
County/Countries:	Denver, Adams, Jefferson
Drainage Basin:	Metro

D E T A I L S	
Total Project Cost:	\$405,849
Water Plan Grant Request:	\$146,809
Recommended Amount:	\$146,809
Other CWCB Funding:	\$0
Other Funding Amount:	\$259,040
Applicant Match:	\$0
Project Type(s):	Other
Project Category(Categories):	Conservation and Land Use Planning
Measurable Result:	450 visits to low income residents;
Annual Savings:	5,828,600 gallons of water, 9,890 Therms, \$22,100 (200 housing units)

Mile High Youth Corps’ (MHYC) Energy & Water Conservation (E&W) Program will employ young adults (Corpsmembers) to provide water-efficiency service visits to 450 low-income households over 18 months. Service visits will include an assessment of the household’s water and energy usage and the replacement of inefficient water fixtures and toilets with low-flow fixtures and ultra-high efficiency toilets. Leveraged funding from other E&W program partners will also allow for the installation of LED lighting and programmable thermostats to further reduce a household’s energy consumption. Each service visit is estimated to save an average of 28,000 gallons of water and 49 Therms annually.

Corpsmembers will provide one-on-one conservation education and behavior coaching, and act as a community resource agent while visiting the household. This approach multiplies the impact of each home visit by connecting residents to additional resources and services. Based on assessment findings and personal need, Corpsmembers will provide information and referrals to outside agencies for weatherization and HVAC upgrades, bill assistance, and other health and human services connections. All services encourage long-term sustainability within the household, reduce the impact of water and energy bills on low-income residents, and promote the social equity of all community members. Corpsmembers will leave MHYC with hands-on service experience and a better understanding of the environmental issues facing their community and planet. Corpsmembers earn a stipend and are enrolled in the AmeriCorps program, earning post-secondary education scholarships over the course of their service term. MHYC’s service terms offer young adults a unique opportunity for career development while serving their local community.

Overall, MHYC’s Energy & Water Conservation program will:

- Complete up to 450 service visits in the Denver Metro area; homes qualified as “low-income” using 60% State Median Income
- Install an estimated 250 ultra-high-efficiency toilets
- Track conservation totals from installs including client water savings (gal), water heating estimates (Therms), household financial savings (\$), and UHETs recycled. Additional conservation totals for energy installs (lighting, thermostats) also available.
- Estimated conservation totals from projected scope of work:
 - o Annual Savings: 5,828,600 gallons of water, 9,890 Therms, \$22,100 (200 housing units)
 - o Life Cycle Savings: 58,300,000 gallons, 98,000 Therms, \$221,000 (200 units)



Colorado Water Conservation Board

Water Plan

Water Project Summary

Name of Applicant	Year One, Inc. DBA Mile High Youth Corps	
Name of Water Project	Project-01864 Single Family Energy & Water Audits and Installs	
Grant Request Amount		\$146,809.00
Primary Category		\$146,809.00
<i>Conservation & Land Use Planning</i>		
Total Applicant Match		\$259,040.00
<i>Applicant Cash Match</i>		\$259,040.00
<i>Applicant In-Kind Match</i>		
Total Other Sources of Funding		\$259,040.00
<i>Denver Agency for Human Rights & Community Partnerships</i>		\$65,202.00
<i>City of Westminster</i>		\$128,108.00
<i>Energy Outreach Colorado</i>		\$65,730.00
Total Project Cost		\$664,889.00

Applicant & Grantee Information

Name of Grantee: Year One, Inc. DBA Mile High Youth Corps
 Mailing Address: 1801 Federal Boulevard Denver CO 80204
 FEIN: 841,182,631

Organization Contact: Colleen Wallace
 Position/Title: Email: colleenw@mhyc.net
 Phone: 7209740500 xt 544

Organization Contact - Alternate: Jeslin Shahrezaei
 Position/Title: Senior Director of Development & Communications Email: jeslins@mhyc.net
 Phone:

Grant Management Contact: Colleen Wallace
 Position/Title: Email: colleenw@mhyc.net
 Phone: 7209740500 xt 544

Grant Management Contact - Alternate: Jeslin Shahrezaei
 Position/Title: Senior Director of Development & Communications Email: jeslins@mhyc.net
 Phone:

Description of Grantee/Applicant

Mile High Youth Corps addresses the educational and employment needs of Denver's youth while connecting them to their community and the outdoors.

Type of Eligible Entity

- Public (Government)
- Public (District)
- Public (Municipality)
- Ditch Company
- Private Incorporated
- Private Individual, Partnership, or Sole Proprietor
- Non-governmental Organization
- Covered Entity
- Other

Category of Water Project

- Agricultural Projects
Developing communications materials that specifically work with and educate the agricultural community on headwater restoration, identifying the state of the science of this type of work to assist agricultural users among others.
- Conservation & Land Use Planning
Activities and projects that implement long-term strategies for conservation, land use, and drought planning.
- Engagement & Innovation Activities
Activities and projects that support water education, outreach, and innovation efforts. Please fill out the Supplemental Application on the website.
- Watershed Restoration & Recreation
Projects that promote watershed health, environmental health, and recreation.
- Water Storage & Supply
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.

Location of Water Project

Latitude 0.000000
Longitude 0.000000
Lat Long Flag
Water Source
Basins
Counties
Districts

Water Project Overview

Major Water Use Type Municipal
Subcategory
Scheduled Start Date - Design
Scheduled Start Date - Construction
Description
Mile High Youth Corps' Energy & Water (E&W) Conservation Program will employ young adults, ages 18-24, to provide water efficiency service visits to 450 low-income households over an 18-month period. Service visits will

include a robust assessment of each household’s water and energy usage and the replacement of inefficient water fixtures with ultra-high-efficiency toilets, faucet aerators, and high efficiency showerheads. Leveraged funding from other E&W program partners will also allow for the installation of LED lighting and programmable thermostats to further reduce a household’s energy consumption. Outdated, inefficient materials within a home lead to higher water and energy consumption and financial drain for low-income households. Installing new, efficient devices immediately reduces consumption and monthly expenditures. Each service visit is estimated to save an average of 28,000 gallons of water and 49 Therms annually.

The young adults, called Corpsmembers, will work on small crews while gaining the customer service skills and technical training necessary for careers in the “green” industry. Corpsmembers will provide one-on-one client education and coaching for conservation behavior and act as a community resource agent during each visit. Based on assessment findings and personal need, Corpsmembers will provide information and referrals to outside agencies for weatherization and HVAC upgrades, bill assistance, and other health and human services connections. Mile High Youth Corps (MHYC) provide Corpsmembers with hands-on experience and greater knowledge and understanding of the environmental issues facing their community and the planet, creating life-long environmental stewards for generations. Corpsmembers earn a stipend and are enrolled in the AmeriCorps program through which they earn post-secondary education scholarships over the course of their service term. MHYC offers young adults a unique opportunity for career development while serving their local community; communities and the environment benefit from Corpsmembers’ work through improved quality of life, increased conservation skills, and utility cost-savings.

Measurable Results

	New Storage Created (acre-feet)
	New Annual Water Supplies Developed or Conserved (acre-feet), Consumptive or Nonconsumptive
	Existing Storage Preserved or Enhanced (acre-feet)
	New Storage Created (acre-feet)
	Length of Stream Restored or Protected (linear feet)
\$101,250	Efficiency Savings (dollars/year)
	Efficiency Savings (acre-feet/year)
	Area of Restored or Preserved Habitat (acres)
	Quantity of Water Shared through Alternative Transfer Mechanisms or water sharing agreement (acre-feet)
	Number of Coloradans Impacted by Incorporating Water-Saving Actions into Land Use Planning
	Number of Coloradans Impacted by Engagement Activity

Water Project Justification

Colorado’s current population of 5.7 million is projected to increase to 8.6 - 10.5 million people by 2050. One of the overall themes highlighted in the above documents is the importance of conserving the state’s natural resources through action, including increasing public awareness and engagement. CWCB states on page 4 of the Water Plan Executive Summary that a main difficulty is “Developing a statewide conservation ethic that recognizes the need to work within Colorado’s naturally arid environment, increases the understanding of conservation practices, and reduces wasteful behavior.” The Colorado Water Plan goal of “Education, Outreach, and Innovation” sets a measurable objective to “Engage Coloradans statewide on at least five key water challenges (identified by CWCB) that should be addressed by 2030.”

As noted on the Water Information Program (WIP) website, “energy production requires an abundant, predictable, and reliable source of water”, and “the electric industry is second only to agriculture as the largest user of water in the United States.” According to WIP, “it has been estimated that water use can be reduced by

more than 40% over business as usual by simply incorporating more conservation, efficiency, and renewable energy alternatives. That equates to 82 billion gallons of saved water or 252,000 acre-feet per year.”

Launched in 2006, MHYC’s Energy & Water Conservation (E&W) program provides low-income residents of Denver with an array of services that lower utility bills while reducing energy and water consumption. Over the last five years alone, the E&W program has retrofitted over 7,000 low-income residential units and non-profit facilities, installing over 2,300 UHETs/HETs, conserving 88 million gallons of water annually, saving over 19,000,000 lifetime (10 year) kilowatt-hours, and 47,000 lifetime (10 year) dekatherms. (Xcel Energy Calculator).

A critical component of MHYC’s E&W program focuses on educating clients and the community on conservation and energy savings efforts. Corpsmembers work with clients one on one to engage in conversation about behavioral changes and ways to be environmental stewards in the home such as lowering water heater temperature, turning off the water while brushing teeth, and washing clothes in cold water. Increasingly, clients are interested in reducing their environmental impact, but don’t have the resources and/or awareness of energy and water savings techniques to do so.

Corpsmembers are full-time AmeriCorps members and most serve a full year of service. Each year, 20-25 new young adults engage in this service experience and learn about energy and water conservation. As they complete their terms and move on, often to careers in conservation, the lessons learned remain with them. Their futures are stamped with greater knowledge and understanding of environmental concerns, energy saving tips and experience conversing with diverse groups of people about energy and water consumption. These experiences continue to be passed on to friends and family and help to create life-long environmental stewards for generations.

Related Studies

According to the US Energy Information Administration, the residential sector represented 24% of the state's total energy consumption in 2019. According to Energy Outreach Colorado's 2020 annual report, over \$12.5 million was spent on utility assistance for low-income residents. According to the Department of Energy, after home improvements based on an audit are put in place, a family can save up to 30% on energy bills.

In 2015, Drs. Ken Seeley, Antonio Olmos, Krystina Finlay, in addition to University of Denver doctoral student, Ksenia Polson, conducted a three-month study to determine the historical effectiveness of Denver’s Energy Efficiency Program for single and multi-family housing as well as structures for nonprofit organizations. The results showed Mile High Youth Corps “produces significantly higher electricity savings compared to each of the other contractors individually, for a fraction of the cost.”

Taxpayer Bill of Rights

No Tax Bill of Rights provided

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.

Reporting Requirements

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

Final Report: At completion of the project, the applicant shall provide the CWCB a Final Report on the applicant's letterhead that: (1) Summarizes the project and how the project was completed. (2) Describes any obstacles encountered, and how these obstacles were overcome. (3) Confirms that all matching commitments have been fulfilled. (4) Includes photographs, summaries of meetings and engineering reports/designs. 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.

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 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 the Budget & Schedule 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.

Last Updated: May 2021

Colorado Water Conservation Board
Water Plan Grant – Statement of Work – Exhibit A

Statement Of Work	
Date:	December 1, 2021
Name of Grantee:	Year One Inc., dba Mile High Youth Corps
Name of Water Project:	MHYC’s Single Family Energy & Water Audits and Installs
Funding Source:	Mile High Youth Corps (in-kind) Energy Outreach Colorado (committed) Denver Office of Non-Profit Engagement (committed) City of Westminster (committed)
Water Project Overview:	
<p>Mile High Youth Corps’ (MHYC) Energy & Water Conservation (E&W) Program will employ young adults (Corpsmembers) to provide water-efficiency service visits to 450 low-income households over 18 months. Service visits will include an assessment of the household’s water and energy usage and the replacement of inefficient water fixtures and toilets with low-flow fixtures and ultra-high efficiency toilets. Leveraged funding from other E&W program partners will also allow for the installation of LED lighting and programmable thermostats to further reduce a household’s energy consumption. Each service visit is estimated to save an average of 28,000 gallons of water and 49 Therms annually.</p> <p>Corpsmembers will provide one-on-one conservation education and behavior coaching, and act as a community resource agent while visiting the household. This approach multiplies the impact of each home visit by connecting residents to additional resources and services. Based on assessment findings and personal need, Corpsmembers will provide information and referrals to outside agencies for weatherization and HVAC upgrades, bill assistance, and other health and human services connections. All services encourage long-term sustainability within the household, reduce the impact of water and energy bills on low-income residents, and promote the social equity of all community members.</p> <p>Corpsmembers will work on small crews while gaining the technical skills and customer service experience for careers in “green” industries. Corpsmembers will leave MHYC with hands-on service experience and a better understanding of the environmental issues facing their community and planet. Corpsmembers earn a stipend and are enrolled in the AmeriCorps program, earning post-secondary education scholarships over the course of their service term. MHYC’s service terms offer young adults a unique opportunity for career development while serving their local community.</p>	



Last Updated: May 2021

Project Objectives:

Funding from CWCB will cover service and material costs for each household water audit and retrofit. Households receiving CWCB-funded water audits and upgrades will also receive energy retrofits with funds leveraged from other program partners. Overall, MHYC’s Energy & Water Conservation program will:

- Complete up to 450 service visits in the Denver Metro area; homes qualified as “low-income” using 60% State Median Income
 - Assessment of existing water fixtures and usage, replacement of inefficient fixtures with low-flow fixtures and ultra-high efficiency toilets. Conservation education and behavioral coaching conducted at each service visit.
- Install an estimated 250 ultra-high-efficiency toilets
- Track conservation totals from installs including client water savings (gal), water heating estimates (Therms), household financial savings (\$), and UHETs recycled. Additional conservation totals for energy installs (lighting, thermostats) also available.
- Estimated conservation totals from projected scope of work:
 - Annual Savings: 5,828,600 gallons of water, 9,890 Therms, \$22,100 (200 housing units)
 - Life Cycle Savings: 58,300,000 gallons, 98,000 Therms, \$221,000 (200 units)

Tasks

Task 1 – Water and Energy Audit and Upgrades

Description of Task:

Water and Energy Audit:

- Upon arrival, residents will sign an Income Disclosure form to ensure qualification for program (60% SMI, US Dept. Health and Human Services 2021).
- Corpsmembers will inspect and document current water fixtures (faucet aerators, showerheads, toilets) in the home. Based on the needs of the client, Corpsmembers will install 1.5 GPM showerheads (no limit per dwelling), 1.5 GPM sink aerators (no limit), and 1.0 GPM bathroom aerator (no limit). Material specs and qualifications outlined in “Method/Procedure” below.
- With E&W leveraged funding, Corpsmembers will additionally inspect the residence’s insulation levels, furnace efficiency, lighting, carbon monoxide and smoke detectors, and thermostat. Based on the needs of the client, Corpsmembers will install 20 LED bulbs per home, carbon monoxide and smoke detectors, and a programmable thermostat. Material specs and qualifications outlined in “Method/Procedure” below. Energy audit and material upgrades are supported by leveraged funding from Energy Outreach Colorado and Xcel Energy rebates.
- After completing the audit and installs, Corpsmembers deliver 1-on-1 conservation education and behavior coaching. Behavior coaching includes verbal instructions on the use of installed upgrades (e.g., UHE Toilet), and behavior change strategies that will increase conservation (e.g., lower the water heater temperature, turn off the water while brushing teeth, washing clothes in cold water, etc.). Written materials that outline conservation statistics and fixture upgrades are left with residents. Conservation behavior coaching is supported by leveraged Energy Outreach Colorado funding.
- Corpsmembers also distribute an “Additional Resources” document. Based on observed or stated client needs, Corpsmembers can connect residents to third-party services including



Last Updated: May 2021

free or low-cost home repairs, weatherization services, or conservation services (e.g. appliance replacement) that MHYC does not perform.

- Assessment and upgrade data is collected during each visit and entered into a project management database at the end of each work day. Once a month, reports are generated detailing the total number of service visits, upgrades completed (aerators, showerheads, toilets etc.), educational surveys completed, and the conservation totals for the month. The database generates monthly invoices and reports for CWCB. Conservation reports contain estimated water, energy, and financial savings resulting from service visits.
- Assessments are anticipated to be completed within 90 minutes.

Method/Procedure:

- MHYC uses Low-Income Energy Assistance Program (LEAP) enrollment lists for a majority of its clients. Corpsmembers call residents registered on the LEAP list to inform potential customers about services. Customers can typically be scheduled for service visits a week after the first call. Corpsmembers complete a preliminary income verification during the scheduling call.
- E&W plans to provide services to each area outlined in the attached map. LEAP contact lists are available to reach customers in each locale.
- Assessment and installation of low-flow fixtures:
 - Showerheads - Check flowrate using available markings or measure volume over 15 seconds, replace if greater than 2.0 GPM, corroded, or poorly functioning
 - Bathroom aerators - Check flowrate using available markings or measure volume over 15 seconds, replace if greater than 1.5 GPM, corroded, or poorly functioning
 - Kitchen Aerator - Check flowrate using available markings or measure volume over 15 seconds, replace if greater than 2.0 GPM, corroded, or poorly functioning
 - Toilet - Check flush volume using available markings or measure approximate volume using the following formula: $V=WT_{\text{Tank}} \times LT_{\text{Tank}} \times \Delta H_{\text{Flush}}$
 - Recommend replacement if toilet GPF is greater than 1.6, toilet was manufactured before 1995, toilet does not meet accessibility needs of client (e.g. installation of ADA toilet for mobility-challenged clients), or toilet is poorly functioning (e.g. flapper valve not sealed correctly)
- Assessment and upgrade of energy using fixtures: (leveraged funds)
 - LEDs - Replace all incandescent and CFL bulbs greater than 20W, burnt out or missing
 - Thermostat - Replace any non-programmable thermostat. If programmable thermostat already present, check programmed settings for set points and times
- Assessment of appliances : (leveraged funds)
 - Domestic Hot Water Heater - Check if Energy Star rated and determine manufacture year, fuel type and consumption from available markings/labels. If not marked, estimate Energy Factor using US Dept. of Energy Conservation Standards, Check current temperature set point and capacity, check for other variables such as visible corrosion, presence of tank and pipe insulation, etc.
 - Furnace - Check if Energy Star rated and determine manufacture year, fuel type and rated efficiency from available markings/labels. If no rating found, estimate efficiency from manufacture year and fuel type, Check for leaks (visual inspection) from exhaust, if present
 - Refer household to Energy Resource Center based on findings.
- Assessment of other home energy usage factors: (leveraged funds)



Last Updated: May 2021

<ul style="list-style-type: none"> ○ Windows - Visual check for presence of single-paned glass windows ○ Attic insulation- if attic is accessible, record type and depth of insulation. ○ Plug-in electronics - Check for sources of phantom loads ○ Refer household to Energy Resource Center based on findings.
<p>Deliverable:</p> <ul style="list-style-type: none"> ● Over an 18-month period, MHYC will conduct water and energy audits to 200 low-income residences (60% SMI). During audits, Corpsmembers will upgrade water and energy fixtures; installs include low-flow showerheads, bathroom and kitchen aerators, LED bulbs, and programmable thermostats. Corpsmembers will identify toilets eligible for replacement (Task #2), and refer households to weatherization and HVAC services as needed. ● Mile High Youth Corps will submit a monthly progress report that describes status of Task #1, contract progress, narrative of monthly service visits, and a final report summarizing the project and the project’s impact on Corpsmembers, the community and the environment.

Tasks
<p>Task 2 – Install and Upgrade of Ultra-High Efficiency Toilets (UHETs)</p>
<p>Description of Task:</p> <ul style="list-style-type: none"> ● Corpsmembers will schedule toilet installations for toilets that use over 1.6gpf, were manufactured before 1995, are faulty, or do not meet accessibility needs of residents. These toilets will have been previously qualified during CWCB funded audits (Task #1) or qualified at assessments funded by other E&W partners ● E&W will complete 250 toilet installations over 18 months ● MHYC uses Niagara Stealth 0.8gpf UHETs for replacement; typical installations use either an ADA-rated elongated or round bowl toilet. Limit of (2) UHETs per household. ● Homeowner will be provided, and sign, a customer agreement and waiver. Renters will be required to have property owner permission for toilet replacements. ● Corpsmembers will remove each old, inefficient toilet and replace these units with 0.8gpf UHETs. Toilets are replaced according to International Building Code best practices, sealed and tested with the homeowner present. Corpsmembers provide the homeowner with information on their new toilet- how to properly operate, troubleshoot issues, and request warranty service. Manufacturers’ warranty materials are left with the homeowner, as is contact information for MHYC customer service. ● Removed toilets are transported back the E&W warehouse and prepped for recycling. E&W partners with Colorado Springs Recycling to recycle old toilets (in-kind funding from MHYC).
<p>Method/Procedure:</p>



Last Updated: May 2021

- E&W Corpsmembers calls clients to schedule a return visit for toilet replacements. Toilets for replacement are pre-qualified from previous water and energy audits.
- Team of two Corpsmembers travels to their assigned service sites. Corpsmembers confirm that toilets within a home qualify for replacement then begin replacement of inefficient toilets.
 - Corpsmembers shut-off water supply to the toilet, remove existing caulking and supply line. Remove the toilet from the flange and sewage line.
 - Corpsmembers install new flanges if the existing structure is damaged or will not fit the new toilet placement. New wax is applied and the UHET is placed and tested for proper function.
 - Corpsmembers test for leaks and reseal the toilet and supply line. Demonstrate UHET usage to the resident and review install for quality assurance.
- Each Corpsmember in the Energy & Water Conservation Program has been trained on industry standards for proper removal of old toilets and the prep and installation of UHETs. New installations are tested for quality assurance and Corpsmembers provide UHET information to residents.
- Toilet warranty and service warranty information are left with the resident.

Deliverable:

- Over 18 months, E&W will install 250 UHET’s to low-income households (60% SMI).
- Mile High Youth Corps will submit a monthly progress report that describes status of Task #2, contract progress, narrative of monthly service visits, and a final report summarizing the project and the project’s impact on Corpsmembers, the community and the environment.

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.

Reporting Requirements

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

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

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

The CWCB will 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.

Payment



Last Updated: May 2021

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 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 C. Per 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 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 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 Water Conservation Board

Water Plan Grant - Detailed Budget Estimate

Fair and Reasonable Estimate

Prepared Date: November 21, 2021
Name of Applicant: Year One Inc., dba Mile High Youth Corps
Name of Water Project: MHYC's Single Family Water & Energy Audit and Upgrades

EXAMPLE C: Construction

Task 1 - Water and Energy Audits and Upgrades

<i>Sub-task</i>	Unit	Quantity	Unit Cost	Total Cost	CWCB Funds	Matching Funds
CWCB Audits and Upgrades	CWCB EA	200	\$ 280.00	\$ 79,000.00	\$ 56,000.00	\$ 23,000.00
Other Audits and Upgrades	D-ONE EA	150	\$ 326.00	\$ 66,300.00		\$ 66,300.00
	CoW EA	120	\$ 280.00	\$ 47,520.00		\$ 47,520.00
Materials						
Showerheads	SH	100	\$ 10.20	\$ 1,020.00	\$ 1,020.00	
Bathroom Aerators	BA	80	\$ 1.80	\$ 144.00	\$ 144.00	
Kitchen Aerators	KA	50	\$ 3.00	\$ 150.00	\$ 150.00	
Other Materials				\$ 24,910		\$ 24,910.00

Task 2 - Toilet Installs

<i>Sub-task</i>	Unit	Quantity	Unit Cost	Total Cost	CWCB Funds	Matching Funds
Toilet Installs (CWCB)	p/ Install	250	\$ 95.00	\$ 23,750.00	\$ 23,750.00	
Other Toilet Installs	p/ Install	280	\$ 95.00	\$ 26,600.00		\$ 26,600.00
Materials						
UHE- Toilet	UHET	250	\$ 199.50	\$ 49,875.00	\$ 49,875.00	
UHE-Toilet (Other)	UHET	280	\$ 199.50	\$ 55,860.00		\$ 55,860.00
Indirect Costs				\$ 30,720.00	\$ 15,870.00	\$ 14,850.00
TOTAL				\$ 405,849.00	\$ 146,809	\$ 259,040