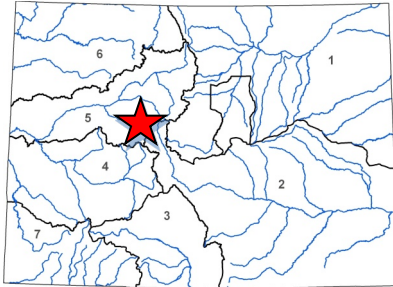




## Water Plan Grant Application



L O C A T I O N	
County/Countries:	Summit and Eagle Counties
Drainage Basin:	Colorado

D E T A I L S	
Total Project Cost:	\$142,976
Water Plan Grant Request:	\$99,413
Recommended Amount:	\$99,413
Other CWCB Funding:	\$
Other Funding Amount:	\$
Applicant Match:	\$43,563
Project Type(s):	Other
Project Category(Categories):	Conservation and Land Use Planning
Measurable Result:	17 af/yr water efficiency savings; 1,000 Number of Coloradans Impacted by Incorporating Water-Saving Actions into Land Use Planning

The primary objective of this project is to reduce outdoor water use in Summit County through implementation of the outdoor efficiency program designed for High Country Conservation Center (HC3) by WaterNow Alliance and Western Resource Advocates as part of the Project Accelerator program.

Specific project objectives include:

- Help local landscapers and government staff gain a broader understanding of Colorado's water resources and learn the technical skills to conduct irrigation audits for residential and commercial water customers.
- Drive demand for irrigation audits performed by certified professionals. The local WEP estimates that audits alone would help residents reduce outdoor water use by 15%.
- Reduce water use on new and existing irrigated landscapes through the increased use of water efficient equipment including: WaterSense labeled smart irrigation controllers, flow sensors, soil moisture sensors, and high-efficiency sprinkler nozzles. HC3 will apply for funding from another grantor to help residents convert turf to low-water landscaping.
- Build a water efficiency ethic among residents, second homeowners, business owners, and industry professionals through targeted education and outreach.

HC3's project will result in a robust outdoor efficiency program that, in the future, can be funded through local water providers and incorporated into land use initiatives. The WEP projects a savings of 17 acre feet annually through implementation of a countywide outdoor efficiency program.



Colorado Water Conservation Board

## Water Plan

### Water Project Summary

Name of Applicant	High Country Conservation Center
Name of Water Project	Project-01869 Advancing Irrigation Efficiency Across Summit County
Grant Request Amount	<b>\$99,413.00</b>
Primary Category	\$99,413.00
<i>Conservation &amp; Land Use Planning</i>	
Total Applicant Match	<b>\$0.00</b>
<i>Applicant Cash Match</i>	
<i>Applicant In-Kind Match</i>	\$0.00
Total Other Sources of Funding	<b>\$41,563.00</b>
<i>Town of Dillon</i>	\$5,000.00
<i>Town of Breckenridge</i>	\$10,000.00
<i>Eagle River Water &amp; Sanitation District</i>	\$18,563.00
<i>Town of Frisco</i>	\$8,000.00
Total Project Cost	<b>\$140,976.00</b>

### Applicant & Grantee Information

Name of Grantee: High Country Conservation Center  
Mailing Address: PO Box 4506 Frisco CO 80443  
FEIN: 840,740,775

Organization Contact: Rachel Zerowin  
Position/Title: Email: [rachel@highcountryconservation.org](mailto:rachel@highcountryconservation.org)  
Phone: 970-668-5703

Organization Contact - Alternate: Jennifer Schenk  
Position/Title: Email: [jenschenk@highcountryconservation.org](mailto:jenschenk@highcountryconservation.org)  
Phone: 9706685703

Grant Management Contact: Rachel Zerowin  
Position/Title: Email: [rachel@highcountryconservation.org](mailto:rachel@highcountryconservation.org)  
Phone: 970-668-5703

Grant Management Contact - Alternate: Jennifer Schenk  
Position/Title: Email: [jenschenk@highcountryconservation.org](mailto:jenschenk@highcountryconservation.org)  
Phone: 9706685703

### Description of Grantee/Applicant

High Country Conservation Center (HC3) is a nonprofit 501(c)3 organization with a mission to promote practical solutions for resource conservation and waste reduction in Summit County, Colorado. HC3's community programs conserve water, reduce greenhouse gas emissions, increase recycling, educate K-12 students and increase local food production.

### 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	39.621023
Longitude	-106.137555
Lat Long Flag	County centroid: Coordinates based on centroid of county boundary
Water Source	
Basins	Colorado
Counties	Eagle; Summit
Districts	36-Blue River Basin; 37-Eagle River Basin

### Water Project Overview

Major Water Use Type	Municipal
Subcategory	
Scheduled Start Date - Design	
Scheduled Start Date - Construction	
Description	HC3's project – Advancing Irrigation Efficiency Across Summit County – conserves water, reduces future demand and promotes a water efficiency ethic through the following activities: irrigation certification of local

landscapers and government staff, development of a rebate program that provides incentives for irrigation audits and equipment upgrades, and environmental education designed to drive water savings. The project implements the outdoor efficiency and educational strategies identified in the Blue River Watershed Water Efficiency Plan (WEP) and incorporates the expert recommendations provided by WaterNow Alliance and Western Resource Advocates as part of the Project Accelerator program. CWCB funding will allow our community to establish an outdoor efficiency program that can be codified in the future through planning initiatives in five local jurisdictions.

While most project activities take place within Summit County, HC3 is partnering with Eagle River Water & Sanitation District to offer Qualified Water Efficient Landscaper (QWEL) training in both Summit and Eagle counties, thus extending project benefits beyond our watershed. QWEL training combined with rebates and education will establish a robust outdoor efficiency program that helps our community adapt to both a changing climate and the projected increases in population. With initial support from CWCB, local water providers are positioned to continue the program into the future.

### 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)
	Efficiency Savings (dollars/year)
17	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)
1,000	Number of Coloradans Impacted by Incorporating Water-Saving Actions into Land Use Planning
10,000	Number of Coloradans Impacted by Engagement Activity

### Water Project Justification

High Country Conservation Center's (HC3) project will conserve water, reduce future demand and promote an efficiency ethic through the following activities: water efficiency certification for local landscapers and government staff, development of a rebate program that provides incentives for irrigation audits and equipment upgrades, and environmental education. Through these activities, the project helps meet Colorado's Water Plan (CWP) conservation goals, avoids adverse environmental impacts, and maximizes the responsible use of water resources. This project will also help meet the conservation goals and measurable outcomes identified in the Colorado Basin Implementation Plan (BIP), meets an identified need, demonstrates a commitment to collaboration, addresses an identified gap between water supply and demand, and will establish a sustainable irrigation efficiency program in Summit County.

Both Colorado's Water Plan and the Colorado BIP emphasize the importance of improved water efficiency and water conservation for reducing the municipal gap. Better managing outdoor landscapes and irrigation, specifically through practices such as water audits and efficiency improvements, is called out in many instances in these documents.

For instance, the CWP recognizes that "water conservation activities and water reuse will play an important role in balancing the need for additional water supply with strategies to lessen that need" (CWP p.6-59). Table 5-1 (CWCB p. 5-8) includes several conservation strategies to support this effort: "public information and education;" "landscape water use reductions (residential and nonresidential)" "targeted audits for high-demand landscape

customers;” and “irrigation efficiency improvements.”

“Conservation: Colorado’s Water Plan sets a measurable objective to achieve 400,000 acre-feet of municipal and industrial water conservation by 2050”, noting “Colorado must address projected gaps between future water needs and available water provisions from both the supply side and the demand side. Every acre-foot of conserved water used to meet new demands is an acre-foot of water that does not need to come from existing uses.” (CWP p. 10-5). HC3’s project aims to build towards meeting this deliverable. Additionally, Chapter 9 of the CWP highlights local and regional organizations as “critical resources in implementing the outreach, education, and public engagement actions the plan identifies.” (CWP p.9-55). HC3 is one such local (Summit County) organization that has a long-established trust within the community. Past education and outreach conducted by HC3 includes water tours for local elected officials, annual delivery of water curriculum for 6th graders in the Summit School District, and public outreach campaigns.

In the Colorado BIP, theme four is to “encourage a high level of basin-wide conservation.” The plan notes that “although many stakeholders within the Basin have begun to embrace the importance of conservation, more conservation, efficiency and reuse efforts are needed” (CO BIP p. 16). An example of how water providers are accomplishing this includes “adoption of plans that require more xeriscaping, using plants that don’t require irrigation, and reducing irrigation of remaining turf” (CO BIP p. 60). The CO BIP also states that “an important step in obtaining a high conservation level is education” (p. 61). This education is greatly needed in Summit County, where a 2016 survey revealed that half the respondents were not aware that most water waste occurs outdoors, yet most stated they would be willing to conserve if they were aware of potential water shortages. HC3’s project promotes a water efficiency ethic while achieving tangible water savings.

#### Related Studies

This project conserves water in the Blue River watershed, which is facing a projected supply/demand gap of up to 48,000 acre-feet annually, as identified in the Colorado Basin Implementation Plan (Colorado Basin Roundtable, 2015). The project achieves goals and incorporates strategies for technical efficiency that are outlined in the CWCB-funded, state-approved Blue River Watershed Water Efficiency Plan (2018), and the four provider plans (Breckenridge, Copper Mountain Metro, Dillon and Frisco) that align with the regional plan. The project executes the 2021 recommendations created specifically for our community by WaterNow Alliance and Western Resource Advocates as part of Project Accelerator (2021). The project supports resiliency in a changing climate. “Climate Projections in Summit County, Colorado” (Rocky Mountain Climate Organization, 2021) details the county’s warming temperatures and decreasing water availability.

#### Taxpayer Bill of Rights

Not applicable

#### 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

<b>Date:</b>	<b>11-22-2021</b>
<b>Name of Grantee:</b>	<b>High Country Conservation Center (HC3)</b>
<b>Name of Water Project:</b>	<b>Advancing Irrigation Efficiency Across Summit County</b>
<b>Funding Source:</b>	<b>CWCB Water Plan Conservation &amp; Land Use Grant</b>
<b>Water Project Overview:</b>	
<p>HC3's project – Advancing Irrigation Efficiency Across Summit County – conserves water, reduces future demand and promotes a water efficiency ethic through the following activities: irrigation certification of local landscapers and government staff, development of a rebate program that provides incentives for irrigation audits and equipment upgrades, and environmental education designed to drive water savings. The project implements the outdoor efficiency and educational strategies identified in the Blue River Watershed Water Efficiency Plan (WEP) and incorporates the expert recommendations provided by WaterNow Alliance and Western Resource Advocates as part of the Project Accelerator program. CWCB funding will allow our community to establish an outdoor efficiency program that can be codified in the future through planning initiatives in five local jurisdictions.</p> <p>While most project activities take place within Summit County, HC3 is partnering with Eagle River Water &amp; Sanitation District to offer Qualified Water Efficient Landscaper (QWEL) training in both Summit and Eagle counties, thus extending project benefits beyond our watershed. QWEL training combined with rebates and education will establish a robust outdoor efficiency program that helps our community adapt to both a changing climate and the projected increases in population. With initial support from CWCB, local water providers are positioned to continue the program into the future.</p>	
<b>Project Objectives:</b>	
<p>The primary objective of this project is to reduce outdoor water use in Summit County through implementation of the outdoor efficiency program designed by WaterNow Alliance and Western Resource Advocates as part of the Project Accelerator program. Specific project objectives include:</p> <ul style="list-style-type: none"><li>• Help local landscapers and government staff gain a broader understanding of Colorado's water resources and learn the technical skills to conduct irrigation audits for residential and commercial water customers.</li><li>• Drive demand for irrigation audits performed by certified professionals. The local WEP estimates that audits alone would help residents reduce outdoor water use by 15%.</li></ul>	



Last Updated: May 2021

Project Objectives, continued

- Reduce water use on new and existing irrigated landscapes through the increased use of water efficient equipment including: WaterSense labeled smart irrigation controllers, flow sensors, soil moisture sensors, and high-efficiency sprinkler nozzles. HC3 will apply for funding from another grantor to help residents convert turf to low-water landscaping.
- Build a water efficiency ethic among residents, second homeowners, business owners, and industry professionals through targeted education and outreach.

HC3's project will result in a robust outdoor efficiency program that, in the future, can be funded through local water providers and incorporated into land use initiatives. The WEP projects a savings of 17 acre feet annually through implementation of a countywide outdoor efficiency program.

### Tasks

#### Task 1 – Train local landscapers and government staff through two QWEL certification events

Description of Task:

HC3 will partner with the Eagle River Water & Sanitation District (ERWSD) to offer two 3-day trainings, one each in spring and fall, to certify landscapers and government staff in the Qualified Water Efficient Landscaper (QWEL) program. By including parks and water department staff in the trainings, towns can lead by example in parks and other town-owned irrigated spaces, and the jurisdictions that wish to have staff perform audits for water customers will have the flexibility to do so. Additionally, residential and commercial water customers can work with their existing landscaper or irrigation professional to receive audits.

ERWSD will coordinate the spring training in Eagle County, while HC3 will coordinate the fall training in Summit County. The organizations will split all contracted costs and seek to host a train-the-trainer event in fall to reduce contracted costs in future years.

Method/Procedure:

HC3 will conduct the following activities to complete Task 1:

1. Collaborate with ERWSD to execute all administrative tasks related to the trainings and cost-share partnership.
2. Work with key Summit County water providers to ensure their staff training needs are met through the spring and fall sessions.
3. Conduct direct outreach to large, medium and small landscape/irrigation businesses to ensure training participation from a variety of landscape professionals.
4. Coordinate all logistics for the fall training in Summit County.
5. Certify at least one HC3 staff member in QWEL.

Deliverable:

- Host two 3-day QWEL trainings, one each in Eagle County (spring) and Summit County (fall)
- Train 30 local (Summit County-based) landscapers and/or government staff





Last Updated: May 2021

Tasks
<b>Task 2 – Develop a rebate program for incentivizing irrigation audits and equipment upgrades</b>
Description of Task:
Using the program recommendations designed for our community through Project Accelerator, HC3 will create a rebate program for residential and commercial water customers to receive no- or low-cost irrigation audits and approved water-efficient equipment.
Method/Procedure:
HC3 will conduct the following activities to complete Task 2: <ol style="list-style-type: none"><li>1. Create standard operating procedures (SOPs) for the new outdoor efficiency rebate program. The SOPs will combine the outdoor efficiency recommendations created through Project Accelerator with the day-to-day administrative systems HC3 already has in place for its existing indoor water efficiency and energy audit programs. SOPs will also include a timeline and direction for assessing the program.</li><li>2. Create key program documents and information including:<ol style="list-style-type: none"><li>A. List of certified irrigation audit professionals with contact information, to be published on HC3's website and town/provider websites.</li><li>B. List of all audit and equipment rebates/guidelines, to be published on HC3's website and town/provider websites, and communicated with irrigation audit professionals.</li><li>C. Standardized audit report template.</li><li>D. Irrigation audit/efficient equipment rebate form to be completed by the water customer.</li></ol></li></ol>
Deliverable:
<ul style="list-style-type: none"><li>• Copies of all rebate program documents, including:<ol style="list-style-type: none"><li>A. List of (or link to) certified irrigation audit professionals with contact information</li><li>B. List of (or link to) all audit and equipment rebates/guidelines</li><li>C. Standardized audit report template</li><li>D. Irrigation audit/efficient equipment rebate form</li><li>E. HC3's standard operating procedures for the new outdoor efficiency rebate program</li></ol></li></ul>

Tasks
<b>Task 3 – Drive demand for irrigation audits and efficient equipment through education and outreach</b>
Description of Task:



Last Updated: May 2021

HC3 will educate the Summit County community on the need to conserve and help our target audiences save water through participation in the water efficiency rebate program. Our staff will work with contractors and water providers to create and distribute educational content. HC3 will focus on three key audiences: industry professionals, residents and second homeowners, and business owners/managers. Through this project, we anticipate reaching a total of 10,000 Coloradans with educational activities. Specific outreach activities for each group are detailed below:

**Industry professionals:** Educational activities for this audience may include workshops designed to update irrigation and landscape professionals on rebates available to customers. HC3 will coordinate with industry professionals to determine the most appropriate activity, timeline and materials for distribution to their existing customers.

**Residents and second homeowners:** HC3 will hire a marketing agency to develop water messaging and shoot photos specific to mountain communities. We have learned through experience that stock content designed for a Front Range audience is often not relatable in the mountains and thus does not perform well in our community. HC3 will distribute the new messaging using no-cost radio ads and newspaper columns, no-cost public relations initiatives, paid advertising, promotion at local events such as the Dillon Farmer's Market, customer engagement at local plant stores, partnership with local non-profits and more. HC3 will also work with local providers to ensure that messaging and rebate information is distributed directly to their customers.

**Business owners/managers:** HC3 will work with water providers to identify and conduct one-on-one outreach to high-use irrigation customers. This may include the identification of parks and other public spaces where local jurisdictions can lead by example. Staff will also seek out opportunities to communicate with business and community groups such as Rotary, lodging or property manager associations, and HC3's network of businesses participating in the Resource Wise sustainable business program.

#### Method/Procedure:

HC3 will conduct the following activities to complete Task 3:

1. Distribute the key rebate documents (basic information created in Task 2 – Develop a rebate program) to all stakeholders.
2. Compile and promote a list of published watering restrictions across Summit County. Some providers do not have watering restrictions and in other districts, the information is not easily discoverable.
3. Hire a marketing agency to create water messaging specific to our mountain community.
4. Shoot local photos illustrating low-water landscapes.
5. Host or attend one industry event to ensure local landscape and irrigation professionals are aware of the rebates and have the content they need to inform customers. HC3 will coordinate with industry professionals to determine details of this activity.
6. Create and execute a marketing and public relations plan to maximize use of all no-cost channels and ensure paid advertisements reach the intended audience.
7. Attend five events or activities to promote water conservation and water-saving action to residents and second homeowners. Events in planning include a booth at the Dillon Farmer's Market and stewardship projects with a local non-profit.
8. Identify and work individually with one large water user in each of the three project partner districts (Breckenridge, Dillon, Frisco).
9. Attend at least one business event to promote water conservation and water-saving action to local business owners and/or managers.
10. Include water audits and equipment upgrades as a way to increase scores in the Resource Wise sustainable business program.



Last Updated: May 2021

Deliverable:
<ul style="list-style-type: none"><li>• Links to rebate information and water restrictions posted online.</li><li>• Marketing campaign style guide and 3-5 pieces of creative (print ad, social media ad, postcard) used to promote audits and rebates.</li><li>• Selection of local photos that illustrate low-water landscapes.</li><li>• Copy of the marketing and public relations plan, along with links to or screenshots of media in market.</li><li>• Photos of HC3 staff at engagement and/or stewardship events.</li><li>• Results of one-on-one work with large water users.</li></ul>

Tasks
Task 4 – Issue rebates for audit completions and water efficient upgrades
<p>Description of Task:</p> <p>HC3 will manage a rebate pool of \$25,000 and distribute rebates to the community in accordance with the SOPs created in Task 2 – Develop a rebate program. HC3 has a proven track record of success for conducting this type of work through our home energy, business, and indoor water assessment/rebate programs. Additionally, the recommendations developed for our community through the Project Accelerator program will ensure that our rebate program aligns with stakeholder feedback while incorporating industry best practices.</p> <p>Our community is home to a wide variety of irrigated properties including multi-family residential, multi-family commercial and varying sizes of single-family homes/lots. As such, the cost of an audit and recommended upgrades is expected to vary widely, so it is difficult to estimate exactly how many audits and equipment upgrades will exhaust the rebate pool. However, HC3 has goals to achieve the following within the grant period: 1) Serve a minimum of 20 single-family homeowners and 16 businesses or large users with audits by certified professionals; and 2) Support 25% of those who complete audits with rebates for equipment upgrades. If the rebate pool is quickly exhausted, HC3 will work with partner providers to fund additional rebates for their customer base.</p> <p>CWCB funds will allow HC3 to develop the overall outdoor irrigation program, which over time will decrease in cost as our community establishes local QWEL trainers, educational and marketing materials, and standard processes. By the close of the grant period, funds from local providers will continue the program into the future. Once the full program is established, towns may also choose to codify some elements of the program, for example, requiring QWEL certification for any town-issued RFPs.</p>
<p>Method/Procedure:</p> <p>HC3 will conduct the following activities to complete Task 4:</p> <ol style="list-style-type: none"><li>1. Finalize any internal processes required to follow the SOPs created in Task 2 – Develop a rebate program.</li><li>2. Follow up with homeowners and property managers to offer continued coaching and rebate assistance.</li><li>3. Process rebates within four weeks.</li></ol>
<p>Deliverable:</p> <p>Due to the varying size and scope of irrigated properties, it is difficult to estimate exactly how many audits and equipment upgrades will exhaust the rebate pool, however HC3 hopes to achieve the following:</p> <ul style="list-style-type: none"><li>• 36 audits completed and rebates issued on a mix of single family and large water user properties.</li><li>• 9 properties upgraded to efficient equipment and supported with rebates.</li></ul>



Last Updated: May 2021

Tasks
<b>Task 5 – Manage, assess, and report on both the project and the grant</b>
Description of Task: <p>As project manager, HC3 will coordinate work with local water providers, government jurisdictions, project partners and stakeholders. Our staff will ensure all project work is completed in an efficient manner and consistent with both the project budget and CWCB invoicing and reporting requirements. As a local environmental leader that has already successfully executed other elements of the local WEP, HC3 has a proven track record of water program implementation. Our existing partnerships with local governments, water providers, businesses and a wide variety of stakeholders make us well-positioned to carry out the project for the benefit of the Blue River Watershed, Colorado’s water resources, and millions of downstream users.</p>
Method/Procedure: <p>HC3 will conduct the following activities to complete Task 5:</p> <ol style="list-style-type: none"><li>1. Host regular meetings with key Summit County water providers to maximize overall program effectiveness and stakeholder collaboration. Meeting topics will include but not be limited to: project status updates, project results, feedback on processes developed as part of the project, and educational opportunities. HC3 will serve as the facilitator of these meetings, which in the past have proven integral to achieving the regional collaboration called for in the local WEP. <i>Goal: 3 meetings annually</i></li><li>2. Manage all elements of the grant, including reporting and invoicing.</li></ol>
Deliverable: <ul style="list-style-type: none"><li>• Progress Report delivered to CWCB every six months</li><li>• Final Report delivered to CWCB at the end of the project, including attachments with all project deliverables</li></ul>

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
<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.



Last Updated: May 2021

**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

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

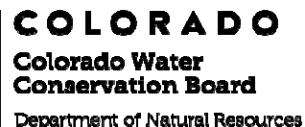
Performance measures for this contract shall include the following:

(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.



## Water Plan Grant - Exhibit C

### Budget and Schedule

**Project End Date: 12/31/2024**

<b>Task No.</b>	<b>Task Description</b>	<b>Task Start Date</b>	<b>Task End Date</b>	<b>Grant Funding Request</b>	<b>Match Funding</b>	<b>Total</b>
1	Train landscapers / 2 QWEL events	4/25/2022	10/31/2022	\$1,400	\$39,376	\$40,776
2	Develop a rebate program	6/1/2022	9/30/2022	\$15,500	\$0	\$15,500
3	Drive rebate demand with education	6/1/2022	12/31/2024	\$47,813	\$4,187	\$52,000
4	Issue rebates for audits and upgrades	6/1/2022	12/31/2024	\$29,000	\$0	\$29,000
5	Manage and report on the grant and project	6/1/2022	12/31/2024	\$5,700	\$0	\$5,700
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
<b>Total</b>				\$99,413	\$43,563	\$142,976



**Colorado Water Conservation Board**  
**Water Plan Grant - Detailed Budget Estimate**  
**Fair and Reasonable Estimate**

**Prepared Date: November 23, 2021**

**Name of Applicant: High Country Conservation Center (HC3)**

**Name of Water Project: Advancing Irrigation Efficiency Across Summit County**

Item	Hourly Rate	# Hours	Sub-total	Direct Costs	Total	CWCB Funds	Matching Funds
<b>Task 1 - Train landscapers / 2 QWEL events</b>							
Contracted QWEL costs			\$ -	\$ 37,126.00	\$ 37,126.00	\$ -	\$ 37,126.00
HC3 Program Director	\$ 50.00	45	\$ 2,250.00	\$ -	\$ 2,250.00	\$ -	\$ 2,250.00
HC3 Program Coordinator	\$ 40.00	35	\$ 1,400.00	\$ -	\$ 1,400.00	\$ 1,400.00	\$ -
Subtotal					\$ 40,776.00	\$ 1,400.00	\$ 39,376.00
<b>Task 2 - Develop a rebate program</b>							
HC3 Program Director	\$ 50.00	250	\$ 12,500.00		\$ 12,500.00	\$ 12,500.00	\$ -
HC3 Program Coordinator	\$ 40.00	75	\$ 3,000.00		\$ 3,000.00	\$ 3,000.00	\$ -
Subtotal					\$ 15,500.00	\$ 15,500.00	\$ -
<b>Task 3 - Drive rebate demand with educational activities</b>							
Campaign development	\$ -	0	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ -
Production (photos, printing)	\$ -	0	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
Paid media	\$ -	0	\$ -	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ -
Event hard costs	\$ -	0	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
HC3 Program Director	\$ 50.00	150	\$ 7,500.00	\$ -	\$ 7,500.00	\$ 7,500.00	\$ -
HC3 Marketing Manager	\$ 45.00	100	\$ 4,500.00	\$ -	\$ 4,500.00	\$ 313.00	\$ 4,187.00
HC3 Program Coordinator	\$ 40.00	150	\$ 6,000.00	\$ -	\$ 6,000.00	\$ 6,000.00	\$ -
Subtotal					\$ 52,000.00	\$ 47,813.00	\$ 4,187.00
<b>Task 4 - Issue rebates for audits and upgrades</b>							
Rebate pool	\$ -	0	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
HC3 Program Coordinator	\$ 40.00	100	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -
Subtotal					\$ 29,000.00	\$ 29,000.00	\$ -
<b>Task 5 - Manage and report on the grant and project</b>							
HC3 Program Director	\$ 50.00	30	\$ 1,500.00	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -
HC3 Program Coordinator	\$ 40.00	105	\$ 4,200.00	\$ -	\$ 4,200.00	\$ 4,200.00	\$ -
Subtotal					\$ 5,700.00	\$ 5,700.00	\$ -
<b>OVERALL TOTAL</b>					<b>\$ 142,976.00</b>	<b>\$ 99,413.00</b>	<b>\$ 43,563.00</b>





## Letters of Matching 3rd Party Commitments

High Country Conservation Center (HC3) has secured commitments totaling \$43,563 from project partners through cash matches and a cost-sharing agreement as described below.

### Committed Match

Letters of commitment follow this cover page.

- The Town of Breckenridge (water department) committed a \$10,000 cash match.
- The Town of Frisco (water department) committed an \$8,000 cash match.
- The Town of Dillon (water department) committed a \$5,000 cash match.
- Eagle River Water & Sanitation District is covering 1 QWEL training (\$18,563 in hard costs).



November 22, 2021

Kevin Reidy  
Colorado Water Conservation Board  
1313 Sherman St.  
Denver, CO 80203

**RE: Letter of support and financial commitment for High Country Conservation Center's Project:  
*Advancing Irrigation Efficiency Across Summit County***

Dear Kevin,

As a stakeholder in the Blue River Watershed Water Efficiency Plan, the Town of Breckenridge is pleased to support High Country Conservation Center's (HC3) Colorado Water Conservation Board Water Plan Grant application for their project: *Advancing Irrigation Efficiency Across Summit County*. The project will save water and support implementation of both the town's and the region's state-approved water efficiency plans.

**The Town of Breckenridge will commit \$10,000 to The Project in 2022.**

Breckenridge supports HC3's efforts to offer Qualified Water Efficient Landscaper (QWEL) training for local landscapers and government staff, while helping community members overcome the cost barriers of irrigation audits. As revealed in past surveys, the Summit County community lacks awareness of water scarcity. The Town is confident in HC3's ability to successfully educate residents and execute the overall requirements of this project, which was designed with extensive stakeholder input and the expert support offered by WaterNow Alliance's Project Accelerator program.

By reducing outdoor irrigation and improving irrigation efficiency, this project aligns with municipal conservation objectives and themes stated in both the Colorado Water Plan and the Colorado Basin Implementation Plan. The Town of Breckenridge is committed to these same conservation goals and fully supports HC3's implementation of this new outdoor water efficiency program.

Sincerely,



Laura Lynch  
Water Division Manager  
Town of Breckenridge  
970-453-3378



November 22, 2021

Kevin Reidy  
Colorado Water Conservation Board  
1313 Sherman St.  
Denver, CO 80203

**RE: Letter of support and financial commitment for High Country Conservation Center's Project:  
*Advancing Irrigation Efficiency Across Summit County***

Dear Kevin,

As a stakeholder in the Blue River Watershed Water Efficiency Plan, the Town of Frisco is pleased to support High Country Conservation Center's (HC3) Colorado Water Conservation Board Water Plan Grant application for their project: *Advancing Irrigation Efficiency Across Summit County*. The project will save water and support implementation of both the town's and the region's state-approved water efficiency plans.

**The Town of Frisco will commit \$8,000 to The Project in 2022.**

Frisco supports HC3's efforts to offer Qualified Water Efficient Landscaper (QWEL) training for local landscapers and government staff, while helping community members overcome the cost barriers of irrigation audits. As revealed in past surveys, the Summit County community lacks awareness of water scarcity. The Town is confident in HC3's ability to successfully educate residents and execute the overall requirements of this project, which was designed with extensive stakeholder input and the expert support offered by WaterNow Alliance's Project Accelerator program.

By reducing outdoor irrigation and improving irrigation efficiency, this project aligns with municipal conservation objectives and themes stated in both the Colorado Water Plan and the Colorado Basin Implementation Plan. The Town of Frisco is committed to these same conservation goals and fully supports HC3's implementation of this new outdoor water efficiency program.

Sincerely,

A handwritten signature in blue ink, appearing to read "Ryan Thompson".

Ryan Thompson  
Water Operations Supervisor  
Town of Frisco  
RyanT@Townoffrisco.com



November 22, 2021

Kevin Reidy  
Colorado Water Conservation Board  
1313 Sherman St.  
Denver, CO 80203

**RE: Letter of support and financial commitment for High Country Conservation Center's Project:  
*Advancing Irrigation Efficiency Across Summit County***

Dear Kevin,

As a stakeholder in the Blue River Watershed Water Efficiency Plan, the Town of Dillon is pleased to support High Country Conservation Center's (HC3) Colorado Water Conservation Board Water Plan Grant application for their project: *Advancing Irrigation Efficiency Across Summit County*. The project will save water and support implementation of both the towns and the region's state-approved water efficiency plans.

**The Town of Dillon will commit \$5,000 to The Project in 2022.**

Dillon supports HC3's efforts to offer Qualified Water Efficient Landscaper (QWEL) training for local landscapers and government staff, while helping community members overcome the cost barriers of irrigation audits. As revealed in past surveys, the Summit County community lacks awareness of water scarcity. The Town is confident in HC3's ability to successfully educate residents and execute the overall requirements of this project, which was designed with extensive stakeholder input and the expert support offered by WaterNow Alliance's Project Accelerator program.

By reducing outdoor irrigation and improving irrigation efficiency, this project aligns with municipal conservation objectives and themes stated in both the Colorado Water Plan and the Colorado Basin Implementation Plan. The Town of Dillon is committed to these same conservation goals and fully supports HC3's implementation of this new outdoor water efficiency program.

Sincerely,

Mark A. Helman  
Town of Dillon  
Water Utility Superintendent, ORC  
[mhelman@townofdillon.com](mailto:mhelman@townofdillon.com)  
Office – (970) 262-3426  
Mobile – (970) 418-3268



November 30, 2021

Kevin Reidy  
Colorado Water Conservation Board  
1313 Sherman Street  
Denver, CO 80203

Dear Kevin,

Eagle River Water & Sanitation District (District) is pleased to support High Country Conservation Center's (HC3) Colorado Water Conservation Board Water Plan Grant application for their project: *Advancing Irrigation Efficiency Across Summit County*. The project will save water, support implementation of the region's state-approved water efficiency plan, benefit downstream users within the Colorado River Basin, and support water efficiency partnerships across two Colorado Counties, Summit and Eagle.

The District is partnering with HC3 to offer joint Qualified Water Efficiency Landscaper (QWEL) trainings scheduled for 2022. This partnership between ERWSD and HC3 will support regional strategies aimed at efficient outdoor water use in both Eagle and Summit Counties. The District will host and fund one QWEL training in Eagle County, and HC3 will host and fund a second QWEL training in Summit County. It is our anticipation that HC3 will utilize a portion of the grant funds to implement the joint QWEL program, which is one of the water efficiency plan strategies identified in the *Advancing Irrigation Efficiency Across Summit County* project.

The District supports HC3's efforts to offer QWEL training for local landscapers and government staff, helping community members overcome the cost barriers of irrigation audits. The District is confident in HC3's ability to successfully educate residents and landscapers and execute the overall requirements of this project, which was designed with extensive stakeholder input and the expert support offered by WaterNow Alliance's Project Accelerator program and staff at Western Resource Advocates.

By reducing outdoor irrigation demand and improving irrigation efficiency, this project aligns with municipal conservation objectives and themes stated in both the Colorado Water Plan and the Colorado Basin Implementation Plan. Eagle River Water & Sanitation District is committed to these same conservation goals and fully supports HC3's implementation of this new outdoor water efficiency program.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jason Cowles".

Jason Cowles  
Director of Engineering and Water Resources