

**Water Supply Reserve Fund  
Water Activity Summary Sheet  
July 17, 2019  
Agenda Item 8(c)**

**Applicant & Grantee:** Learning By Doing, Inc.  
**Water Activity Name:** Design of Hammond Ditch Improvements: Phase One  
**Water Activity Purpose:** Env, Rec, & Agricultural Study  
**County:** Grand  
**Drainage Basin:** Colorado  
**Water Source:** Fraser River  
**Amount Requested:** \$27,000 Colorado Basin Account  
**Matching Funds:** Applicant Match (cash & in-kind) = \$11,000

- 40.7% of the Basin Account request (meets 25% min)
- 28.9% of the total project cost of \$38,000

<b>Staff Recommendation:</b>
Staff recommends approval of up to \$27,000 from the Colorado Basin Account to help fund the project titled: Design of Hammond Ditch Improvements: Phase One.

**Water Activity Summary:** This project is a collaborative effort by the Learning By Doing (LBD) partners to improve an irrigation diversion structure to prevent fish entrainment, improve diversions efficiency, and improve habitat connectivity and fish passage on the Fraser River. LBD is a cooperative effort of Grand County, Denver Water, Northern Water, Middle Park Water Conservancy District, Colorado River Water Conservation District, Trout Unlimited and Colorado Parks and Wildlife, resulting from two intergovernmental agreements.

LBD plans to install a fish screen at the headgate of Hammond No. 1 Ditch to prevent fish loss in the ditch, make improvements to the diversion structure to reduce leakage, and retrofit a rock cross vane on the mainstem Fraser River in the vicinity of the headgate to improve fish passage. A Colorado Parks and Wildlife fish biologist documented fish entrainment in the ditch when it's diverting. Significant leaks at the diversion structure were also observed. Further, the rock cross vane diversion structure is potentially a barrier to some fish species and life stages, preventing upstream migration to spawning areas. LBD plans to complete this project in two phases, beginning with design and engineering in 2019 (this request), followed by construction in 2020 providing funding is secured. LBD anticipates requesting additional funding once the cost of construction is estimated as part of design and engineering. Ditch owners have provided preliminary approval pending review of the design.

**Discussion:** As described in the Colorado Basin Roundtable (BRT) chair's recommendation letter, this project was unanimously supported and recommended for approval by the roundtable on May 20, 2019. This project will meet two primary Colorado Basin Implementation Plan goals to 1) "Protect and Restore Healthy Streams, Rivers, Lakes and Riparian Areas" and 2) "Sustain Agriculture". Specifically, the project will improve irrigation infrastructure while improving improve habitat connectivity and fish passage on the Fraser River.

**Issues/Additional Needs:** None

**Eligibility Requirements:** The application meets requirements of all eligibility components.

**Evaluation Criteria:** Staff has determined this activity satisfies the Evaluation Criteria.

**Funding Summary / Matching Funds:**

<b><u>Funding Source</u></b>	<b><u>Cash</u></b>	<b><u>In-Kind</u></b>	<b><u>Total</u></b>
Learning By Doing Management Committee	\$9,000	\$2,000	\$11,000
WSRF Colorado Basin Account	\$27,000	n/a	\$27,000
<b>Totals</b>	<b>\$36,000</b>	<b>\$2,000</b>	<b>\$38,000</b>

**CWCB Project Manager:** Megan Holcomb

***THE COLORADO BASIN ROUNDTABLE***  
***C/O P.O. BOX 1120***  
***GLENWOOD SPRINGS, COLORADO 81602***

May 29, 2019

**Megan Holcomb**  
**Colorado Water Conservation Board**  
**Water Supply Planning Section**  
1313 Sherman Street  
Denver CO

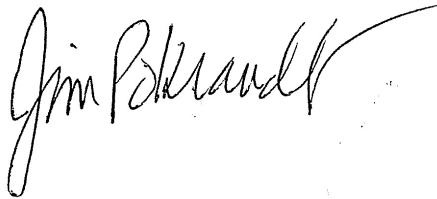
Dear Megan:

The Colorado Basin Roundtable voted unanimously at its May 20, 2019 meeting to support the WSRF request of \$27,000 to support a Learning by Doing Project to design and engineer a fish screen on the Hammond Ditch in Grand County.

As the application indicates, Learning by Doing is a cooperative effort of Grand County, Denver Water, Northern Water, Middle Park Water Conservancy District, Colorado River Water Conservation District, Trout Unlimited and Colorado Parks and Wildlife, resulting from two intergovernmental agreements. The purpose of Learning by Doing is to protect and, where possible, restore and enhance the aquatic environment of the Upper Colorado, Fraser and Williams Fork river basins.

This project is a collaborative effort by the LBD partners to improve an irrigation diversion structure to prevent fish entrainment, make diversions more efficient, and improve habitat connectivity and fish passage on the Fraser River. The project will comport with the CBRT BIP by improving irrigation infrastructure while improving improve habitat connectivity and fish passage on the Fraser River.

Sincerely yours,

A handwritten signature in black ink, reading "Jim Pokrandt". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Jim Pokrandt  
Chair, Colorado Basin Roundtable



Last Update: July 31, 2018

<b>Colorado Water Conservation Board</b>
<b>Water Supply Reserve Fund Grant Application</b>

<b>Instructions</b>
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All WSRF grant applications shall conform to the current [2016 WSRF Criteria and Guidelines](#).

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

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

**Arkansas**

Ben Wade  
[ben.wade@state.co.us](mailto:ben.wade@state.co.us)  
303-866-3441 x3238

**Gunnison | North Platte |  
South Platte | Yampa/White**

Craig Godbout  
[craig.godbout@state.co.us](mailto:craig.godbout@state.co.us)  
303-866-3441 x3210

**Colorado | Metro | Rio Grande |  
Southwest**

Megan Holcomb  
[megan.holcomb@state.co.us](mailto:megan.holcomb@state.co.us)  
303-866-3441 x3222

<b>WSRF Submittal Checklist (Required)</b>
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x	I acknowledge this request was recommended for CWCB approval by the sponsoring roundtable.
x	I acknowledge I have read and understand the <a href="#">2016 WSRF Criteria and Guidelines</a> .
x	I acknowledge the Grantee will be able to contract with CWCB using the <a href="#">Standard Contract</a> . <sup>(1)</sup>
<b>Application Documents</b>	
x	Exhibit A: Statement of Work <sup>(2)</sup> ( <i>Word – see Template</i> )
x	Exhibit B: Budget & Schedule <sup>(2)</sup> ( <i>Excel Spreadsheet – see Template</i> )
x	Letters of Matching and/or Pending 3 <sup>rd</sup> Party Commitments <sup>(2)</sup>
x	Map <sup>(2)</sup>
x	Photos/Drawings/Reports
	Letters of Support
<b>Contracting Documents<sup>(3)</sup></b>	
TBP	Detailed/Itemized Budget <sup>(3)</sup> ( <i>Excel Spreadsheet – see Template</i> )
x	Certificate of Insurance <sup>(4)</sup> ( <i>General, Auto, &amp; Workers' Comp.</i> )
x	Certificate of Good Standing <sup>(4)</sup>
x	W-9 Form <sup>(4)</sup>
	Independent Contractor Form <sup>(4)</sup> ( <i>If applicant is individual, not company/organization</i> )
TBP	Electronic Funds Transfer (ETF) Form <sup>(4)</sup>

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

(2) Required with application if applicable.

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

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



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

Desired Timeline	
Desired CWCB Hearing Month:	July 2019
Desired Notice to Proceed Date:	August 2019

Water Activity Summary		
Name of Applicant	Learning By Doing, Inc.	
Name of Water Activity	Design of Hammond Ditch Improvements: Phase One	
Approving Roundtable(s)	Basin Account Request(s) <sup>(1)</sup>	
Colorado River	\$27,000	
Basin Account Request Subtotal	\$27,000	
Statewide Account Request <sup>(1)</sup>		
Total WSRF Funds Requested (Basin & Statewide)	\$27,000	
Total Project Costs	\$38,000	

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



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Grantee and Applicant Information	
Name of Grantee(s)	Learning By Doing, Inc.
Mailing Address	P.O. Box 264, Hot Sulphur Springs, CO 80451
FEIN	30-1176284
Grantee's Organization Contact <sup>(1)</sup>	Ed Moyer
Position/Title	Assistant Manager, Grand County
Email	emoyer@co.grand.co.us
Phone	970-725-3012
Grant Management Contact <sup>(2)</sup>	Kiki Sayre
Position/Title	Project Coordinator, Learning By Doing
Email	kikisayre@msn.com
Phone	303-744-2414
Name of Applicant (if different than grantee)	
Mailing Address	
Position/Title	
Email	
Phone	

(1) Person with signatory authority

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

Description of Grantee
Provide a brief description of the grantee's organization (100 words or less).
Learning By Doing is a cooperative effort of Grand County, Denver Water, Northern Water, Middle Park Water Conservancy District, Colorado River Water Conservation District, Trout Unlimited and Colorado Parks and Wildlife, resulting from two intergovernmental agreements. The purpose of Learning By Doing is to protect and, where possible, restore and enhance the aquatic environment of the Upper Colorado, Fraser and Williams Fork river basins.



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Type of Eligible Entity (check one)	
	<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.
	<b>Public (Districts):</b> authorities, Title 32/special districts (conservancy, conservation, and irrigation districts), and water activity enterprises
x	<b>Private Incorporated:</b> mutual ditch companies, homeowners associations, corporations
	<b>Private Individuals, Partnerships, and Sole Proprietors:</b> are eligible for funding from the Basin Accounts but not for funding from the Statewide Account.
	<b>Non-governmental organizations:</b> broadly, any organization that is not part of the government
	<b>Covered Entity:</b> as defined in <a href="#">Section 37-60-126 Colorado Revised Statutes</a>

Type of Water Activity (check one)	
x	Study
	Implementation

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

Location of Water Activity	
Please provide the general county and coordinates of the proposed activity below in <b>decimal degrees</b> . The Applicant shall also provide, in Exhibit C, a site map if applicable.	
County/Countries	Grand
Latitude	39.952082
Longitude	-105.814357



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### Water Activity Overview

Please provide a summary of the proposed water activity (200 words or less). Include a description of the activity and what the WSRF funding will be used for specifically (e.g. studies, permitting, construction). Provide a description of the water supply source to be utilized or the water body affected by the activity. Include details such as acres under irrigation, types of crops irrigated, number of residential and commercial taps, length of ditch improvements, length of pipe installed, area of habitat improvements. If this project addresses multiple purposes or spans multiple basins, please explain. The Applicant shall also provide, in Exhibit A, a detailed Statement of Work, Budget, and Schedule.

The goal of this LBD collaborative project, the “Hammond Ditch Improvement Project,” is to improve an irrigation headgate structure to prevent fish entrainment, make diversions more efficient, and improve habitat connectivity and fish passage on the Fraser River. To achieve this goal, LBD plans to install a fish screen at the headgate of Hammond No. 1 Ditch to prevent fish loss in the ditch, make improvements to the headgate structure to reduce leakage, and retrofit a rock cross vane on the mainstem Fraser River to improve fish passage.

The need for this project arose when LBD documented fish entrainment in the ditch when it’s diverting. Significant leaks at the headgate structure were also observed when the headgate was shut off. Further, the rock cross vane diversion structure that directs water towards the headgate was observed to be a barrier to some fish species and life stages at low flows, preventing upstream migration to spawning areas.

LBD plans to complete this project in two phases, with design in 2019 and construction in 2020, providing funding is secured. This request seeks funds for the engineering design phase. LBD has contacted ditch owners, who have provided preliminary approval, pending review of design.

### Measurable Results

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

		New Storage Created (acre-feet)
		New Annual Water Supplies Developed or Conserved (acre-feet), Consumptive or Nonconsumptive
		Existing Storage Preserved or Enhanced (acre-feet)
		Length of Stream Restored or Protected (linear feet)
		Efficiency Savings (indicate acre-feet/year OR dollars/year)
		Area of Restored or Preserved Habitat (acres)
		Length of Pipe/Canal Built or Improved
x	Other	Explain: Replacing a leaking headgate that supplies water to a 3-mile-long irrigation ditch that currently entrains fish. New headgate will include a fish screen and replacement of the existing rock vein diversion structure with a diversion structure to include fish passage. While it is impossible to quantify the linear distance of





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Measurable Results		
		the Fraser River that would be improved by eliminating fish entrainment into the Hammond Ditch, we have collected evidence that in a typical year hundreds of fish are entrained in the ditch, including multiple year-classes of brown, brook, and rainbow trout. Construction of this project would prevent this loss of fish from the Fraser, benefitting a significant distance both upstream and downstream from the diversion point.

Water Activity Justification
<p>Provide a description of how this water activity supports the goals of <a href="#">Colorado's Water Plan</a>, the most recent <a href="#">Statewide Water Supply Initiative</a>, and the respective <a href="#">Roundtable Basin Implementation Plan and Education Action Plan</a> <sup>(1)</sup>. 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).</p> <p>For applications that include a request for funds from the Statewide Account, the proposed water activity shall be evaluated based upon how well the proposal conforms to Colorado's Water Plan criteria for state support (CWP, Section 9.4, pp. 9-43 to 9-44;) (Also listed pp. 4-5 in <a href="#">2016 WSRF Criteria and Guidelines</a>).</p>



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### Water Activity Justification

“Protect and Restore Healthy Streams, Rivers, Lakes and Riparian Areas” and “Sustain Agriculture” are among the six initiatives of the [Colorado Basin Implementation Plan](#) (p43). Learning By Doing’s Hammond Ditch Improvement Project addresses both of these initiatives by improving a diversion site for agricultural and fisheries benefits.

Jon Ewert, aquatic biologist with Colorado Parks & Wildlife (CPW), and Kirk Klancke, president of the Trout Unlimited Colorado River Headwaters Chapter, both LBD members, conducted an assessment along the Hammond Ditch just after it was shut off in late July 2018, to verify the fish entrainment issue. They found 82 trout and 1 sculpin in the first 370 feet, and 2 trout in the next 300-foot section. (*See attached report*). This project will protect fish from entrainment, thereby improving the health of the fishery and the Fraser River.

In 2017, LBD completed a river restoration project on a 0.9-mile section of the Fraser River (Fraser Flats River Habitat Project) downstream from the proposed project site near County Road 83. Part of our post-project monitoring at this downstream site involves fish sampling to determine if the project successfully improved fish habitat. While fish population estimates have improved significantly post-project, LBD would like to ensure that fish migration up and down the Fraser isn’t impaired, as it has been to some extent with fish entrained in Hammond Ditch. A fish screen at the headgate and replacement of the rock vein diversion structure with a structure that allows fish passage during low flows would address this problem, while helping to support the Colorado Roundtable’s “Protect and Restore Health Streams, Rivers and Riparian Areas” goals.

Additionally, the Hammond Ditch headgate improvements will reduce leakage and make diversions for agricultural use more efficient, helping support the Colorado Roundtable’s “Sustain Agriculture” goals.

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

### Matching Requirements: Basin Account Requests

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

Contributing Entity	Amount and Form of Match (note cash or in-kind)
Learning By Doing Management Committee	\$9,000 (cash)



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Matching Requirements: Basin Account Requests	
Learning By Doing team members	\$2,000 (in-kind)
- Project management	
- Contracts and accounting	
- Review of engineering design	
- Coordination with project stakeholders, including ditch owners	
Total Match	\$11,000
If you requested a Waiver to the Basin Account matching requirements, indicate the percentage you wish waived.	

Matching Requirements: Statewide Account Requests	
<b>Statewide Account</b> grant requests require a 50% match as described in the 2016 WSRF Criteria and Guidelines. A minimum of 10% match shall be from Basin Account funds (cash only). A minimum of 10% match shall be provided by the applicant or 3rd party (cash, in-kind, or combination). The remaining 30% of the required match may be provided from any other source (Basin, applicant, or 3 <sup>rd</sup> party) and shall be accompanied by a <b>letter of commitment</b> . Attach additional sheet if necessary.	
Contributing Entity	Amount and Form of Match (note cash or in-kind):
Total Match	\$
If you requested a Waiver to the Statewide Account matching, indicate % you wish waived. (Max 50% reduction of requirement).	

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



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### Related Studies

Assessment of Fish Entrainment in Hammond Ditch, Colorado Parks & Wildlife, July 2018

### Previous CWCB Grants

List all previous or current CWCB grants (including WSRF) awarded to both the Applicant and Grantee. Include: 1) Applicant name; 2) Water activity name; 3) Approving RT(s); 4) CWCB board meeting date; 5) Contract number or purchase order

N/A

### Tax Payer Bill of Rights

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

N/A



Last Update: January 9, 2018

<b><u>Colorado Water Conservation Board</u></b>	
<b>Water Supply Reserve Fund</b>	
<b><u>Exhibit A - Statement of Work</u></b>	
<b>Date:</b>	March 14, 2019
<b>Water Activity Name:</b>	Design of Hammond Ditch Improvements: Phase One
<b>Grant Recipient:</b>	Learning By Doing, Inc.
<b>Funding Source:</b>	Colorado River Basin Roundtable
<b>Water Activity Overview:</b> (Please provide brief description of the proposed water activity (no more than 200 words). Include a description of the overall water activity and specifically what the WSRF funding will be used for.) <p>This project is a collaborative effort by the LBD partners to improve an irrigation diversion structure to prevent fish entrainment, improve diversions efficiency, and improve habitat connectivity and fish passage on the Fraser River. LBD plans to install a fish screen at the headgate of Hammond No. 1 Ditch to prevent fish loss in the ditch, make improvements to the diversion structure to reduce leakage, and retrofit a rock cross vane on the mainstem Fraser River in the vicinity of the headgate to improve fish passage. A Colorado Parks and Wildlife fish biologist documented fish entrainment in the ditch when it's diverting. Significant leaks at the diversion structure were also observed. Further, the rock cross vane diversion structure is potentially a barrier to some fish species and life stages, preventing upstream migration to spawning areas. LBD plans to complete this project in two phases, beginning with design in 2019, followed by construction in 2020 providing funding is secured. This request seeks funds for design and engineering. LBD anticipates requesting additional funding once the cost of construction is estimated as part of design and engineering. Ditch owners have provided preliminary approval pending review of the design.</p>	
<b>Objectives:</b> (List the objectives of the project)	
<ol style="list-style-type: none"><li>1. Improve an irrigation diversion structure to make it more efficient and fish-friendly</li><li>2. Provide fish passage for trout and sculpin on the mainstem Fraser River without entraining fish or interfering with water diversion at the headgate of Hammond No. 1 Ditch;</li><li>3. Provide resilience during future flood events;</li><li>4. Facilitate natural stream processes (i.e. sediment transport)</li></ol>	



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<b>Task 1 - (Name)</b> Selection of contractor for project design
Description of Task: LBD partners choose a qualified firm for project design through an RFP process
Method/Procedure: Complete an RFP containing with project background, goals and objectives, scope of work, proposal requirements, selection criteria and timeline. Post RFP. Host pre-proposal site visit and conduct interviews, if necessary. Use selection criteria to choose a qualified contractor. Enter into a Professional Services Agreement between selected contractor and LBD, Inc.
<b>Grantee Deliverable:</b> (Describe the deliverable the grantee expects from this task) Selection of and contract with a qualified firm to execute project design
<b>CWCB Deliverable:</b> (Describe the deliverable the grantee will provide CWCB documenting the completion of this task) Notice of firm selection, design timeline and cost



Last Update: January 9, 2018

Tasks
Provide a detailed description of each task using the following format:
<b>Task 2 - (Name)</b> Review of engineering design; Coordination with project stakeholders; Finalize project design and budget for project construction
Description of Task:  Oversee contractor milestones and performance, and coordinate with stakeholders (i.e. ditch owners) to ensure a successful final design and construction budget.
Method/Procedure:  LBD project coordinators will work closely with the contractor throughout the project to ensure performance standards and project milestones are met, including: <ul style="list-style-type: none"><li>- An initial scoping/coordination meeting</li><li>- Ditch users review period on the 60% design</li><li>- 60% design review meeting with LBD</li><li>- Final design review meeting</li></ul>
Grantee Deliverable: (Describe the deliverable the grantee expects from this task)
Final design report and cost estimate of final build, with identification of all necessary required permits for construction
CWCB Deliverable: (Describe the deliverable the grantee will provide CWCB documenting the completion of this task)
Final design report



Last Update: January 9, 2018

### Budget and Schedule

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

### Reporting Requirements

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

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

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

### Payments

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

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

### Performance Requirements

Performance measures for this contract shall include the following:

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

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

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

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



**COLORADO**Colorado Water  
Conservation Board

Department of Natural Resources

**Colorado Water Conservation Board****Water Supply Reserve Fund****EXHIBIT B - BUDGET AND SCHEDULE - Direct & Indirect (Administrative) Costs****Date: March 14, 2019****Water Activity Name: Design of Hammond Ditch Fish Screen and Diversion Structure****Grantee Name: Learning By Doing, Inc.**

<u>Task No.</u> <sup>(1)</sup>	<u>Description</u>	<u>Start Date</u> <sup>(2)</sup>	<u>End Date</u>	<u>Matching Funds</u> (cash & in-kind) <sup>(3)</sup>	<u>WSRF Funds</u> (Basin & Statewide combined) <sup>(3)</sup>	<u>Total</u>
<b>Task 1</b>	Prepare and issue RFP; Selection of contractor for project design	<b>1-Apr-19</b>	<b>14-Jun-19</b>	\$2,000 (LBD partner in-kind)		\$2,000
Task 2	Review of engineering design; Coordination with project stakeholders; Finalize project design and budget for project construction	Aug. 15, 2019	Nov. 1, 2019	\$9,000 (LBD cash)	\$27,000 (basin)	\$36,000
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
						\$0
<b>Total</b>				<b>\$11,000</b>	<b>\$27,000</b>	<b>\$38,000</b>

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

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

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

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

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

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

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

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

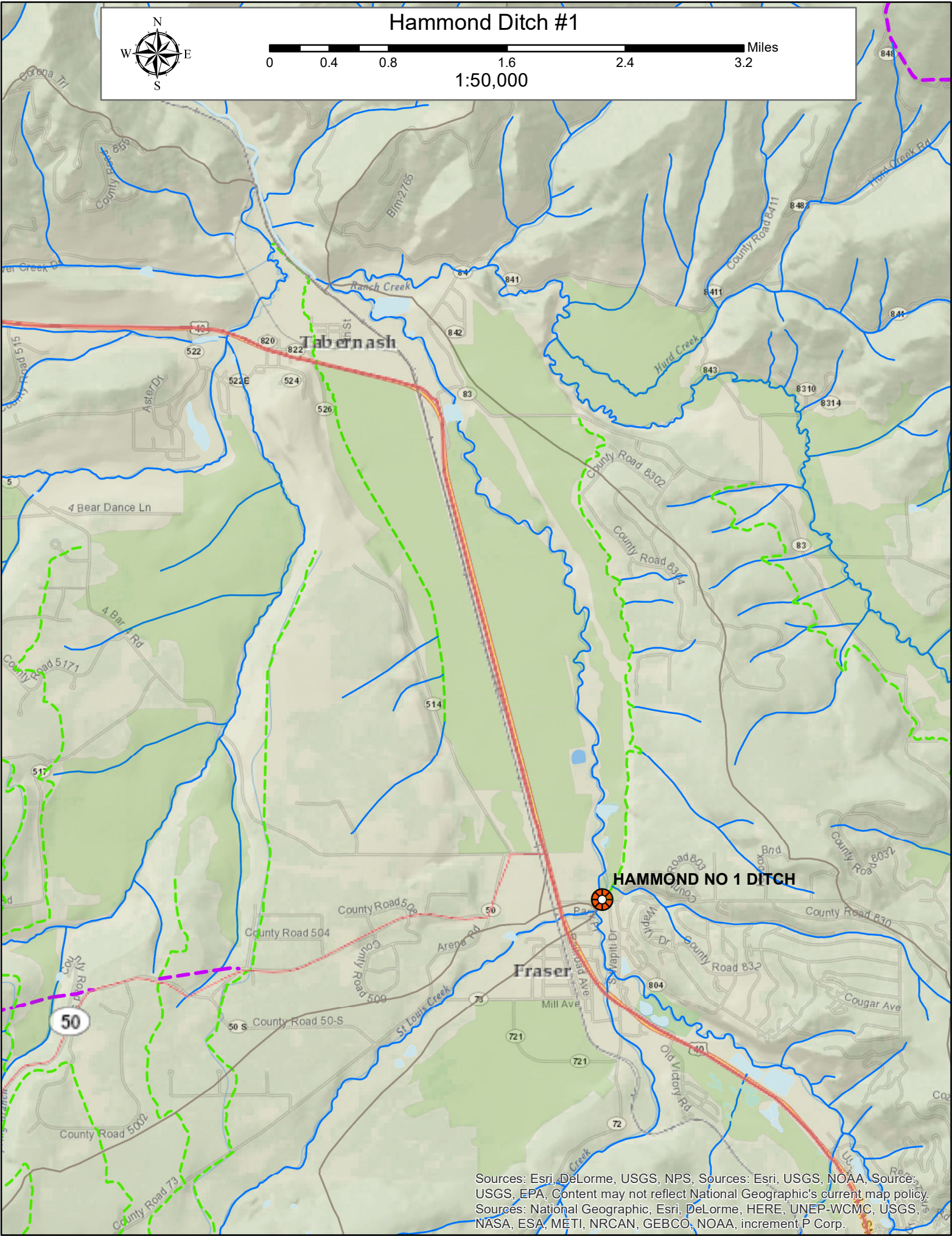
- Standard contracting procedures dictate that the Expiration Date of the contract shall be 5 years from the Effective Date.

# Hammond Ditch #1

00.40.81.62.43.2

Miles

1:50,000



Sources: Esri, DeLorme, USGS, NPS, Sources: Esri, USGS, NOAA, Source: USGS, EPA, Content may not reflect National Geographic's current map policy. Sources: National Geographic, Esri, DeLorme, HERE, UNEP-WCMC, USGS, NASA, ESA, METI, NRCAN, GEBCO, NOAA, increment P Corp.



## LEARNING BY DOING

March 14, 2019

Dear Colorado Basin Roundtable,

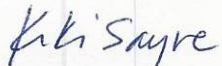
On behalf of the Learning By Doing (LBD) cooperative effort, we commit to providing the required 25% match for Learning By Doing, Inc.'s proposed "Design of Hammond Ditch Improvements" grant application.

The LBD Management Committee unanimously passed a motion on March 6<sup>th</sup> committing "LBD and others" (potentially the ditch owners) to providing the required \$9,000 toward the Roundtable Water Supply Reserve Fund grant proposal.

In addition, two LBD team members have agreed to volunteer their time to serve as project co-managers (an in-kind value of \$2,000).

Thank you for consideration of LBD's proposal.

Sincerely,



Kiki Sayre, LBD Project Coordinator