WATER USE AND EFFICIENCY BRANCH
P.O. Box 942836
Sacramento, CA 94236-0001

FINAL
2014 WATER DESALINATION PROPOSAL SOLICITATION PACKAGE

Brackish and Seawater Desalination Construction Projects
Pilot and Demonstration Projects
Feasibility Study Projects
Research Projects

Proposals are due BY 5 PM PST January 16, 2014

November 27, 2013

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NOTICE OF PUBLIC WORKSHOP
Final
2014 Water Desalination
Proposal Solicitation Package

Workshop Date and Location:

SACRAMENTO	Thursday December 5, 2013 1:00 p.m. to no later than 4:00 p.m.	Department of Water Resources Resources Building Auditorium 1416 9th Street, Sacramento, California 95814

The complete text of the Final 2014 Water Desalination Proposal Solicitation Package (PSP) and related attachments are available at http://www.water.ca.gov/desalination/2014DesalGrants.cfm.

Purpose of Workshop: To discuss and clarify information about PSP application requirements, application submittal process, and criteria for review and selection of applications.

Workshop Agenda:

- Welcome and Introductions	15 min
- Desalination PSP and Application requirements	25 min
- Review and Selection Criteria	25 min
- Online application submittal process	25 min
- Public Comments and Questions	30 min
- Adjourn	

Water Desalination Grant Application Proposals are due by 5:00 PM on January 16, 2014

by mail to:

Department of Water Resources
Water Use and Efficiency Branch
Attn: Richard Mills
P. O. Box 942836
Sacramento, California 94236-0001

or hand delivered or by overnight carrier to:

Department of Water Resources
Water Use and Efficiency Branch
Attn: Richard Mills
901 P Street, Third Floor
Sacramento, California 95814

For More Information: Requests to be placed on an email list for future notifications about this funding program or PSP should be sent to DesalPSP@water.ca.gov.

Richard Mills, section chief, can be reached at (916) 651-0715 or by e-mail Richard.Mills@water.ca.gov

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FINAL
2014 WATER DESALINATION
PROPOSAL SOLICITATION PACKAGE

1. INTRODUCTION

The Department of Water Resources (DWR) is seeking proposals for grant funding to support brackish water and seawater desalination as a water supply or quality option. This Proposal Solicitation Package (PSP) is provided to assist potential applicants in preparing and submitting a grant application to apply for funding. Projects to be considered for funding should directly support local resources and indirectly provide water supply benefits to the State. The following categories of water desalination projects will be funded by these grants.

- Construction project with a completed feasibility study or facility plan, and permitting and design either ready to proceed or already proceeding towards construction of a full-scale desalination treatment or brine disposal facility
- Pilot or demonstration project with a completed feasibility study or facility plan to assess one or more components of a specific, planned facility
- Feasibility study, which may include environmental documentation, to assess the viability of implementing a brackish groundwater desalination project in a specific area
- Environmental documentation to supplement a completed feasibility study of a desalination project
- Research project that supports permitting agencies in establishing policies and regulatory criteria for water desalination projects and that is not for the sole purpose of assessing a specific project

The grants to be awarded under this PSP are funded by Proposition 50, the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (California Water Code Section 79500 et seq.). Awarded grants are intended to assist local public agencies with the development of new local potable water supplies through the construction of feasible brackish and seawater desalination projects and to advance full-scale implementation of water desalination technology through pilot and demonstration projects. Grants may also be awarded for research that would directly support the permitting process of seawater desalination plants.

This document serves as both the guidelines for the Water Desalination Grant Program and as the proposal solicitation package for grant funding applications, hereinafter referred to as PSP. Sections 1 through 9 provide background, requirements, and explanations for different grant submittal issues. Sections 10 and 11 describe procedures and required content of the grant application, including specific physical and electronic attachments to be included in the application. Also included in and referenced throughout this PSP are Exhibits, which provide additional information on specific PSP topics. The PSP exhibits are:

- A list of acronyms and abbreviations (Exhibit A)
- A glossary of PSP terms (Exhibit B)
- Recommended content for grantee reporting documents (Exhibits C through F)
- The scoring criteria for proposal review (Exhibit G)

- The Application Checklist (Exhibit H)
- Eligible benefits (Exhibit I)
- Feasibility study contents (Exhibit J)

Templates of files and spreadsheets required as application attachments are found on DWR's Desalination website at http://www.water.ca.gov/desalination/2014DesalGrants/cfm. This website also provides additional information and guidance for preparing proposals.

The total amount of funding for this round of Water Desalination Grants under Proposition 50 for the 2014 Grant Funding Cycle is $8.7 million. If additional Proposition 50 funds are made available, under provisions of section 79545(a) of the Water Code, this PSP may be reopened to make additional awards from another future solicitation.

The proposal solicitation for the Water Desalination Grant Program is an online application process completed with the online submittal tool: Grants Review and Tracking System (GRanTS), formerly known as Bond Management System (BMS). Additional information on GRanTS is found in Section 10.3.

Questions regarding the PSP for this grant program should be submitted to Rich Mills at (916) 651-0715, or send an e-mail to DesalPSP@water.ca.gov. Desalination staff will respond to e-mails.

Questions on using the online submittal tool should be directed to GRanTS Administration helpdesk (888) 907-4267 or to Jim Lin at (916) 651-7201 or Jim.Lin@water.ca.gov.

2. PSP BACKGROUND, GOALS, PRIORITIES, AND OBJECTIVES

In November 2002, California voters passed Proposition 50, the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002. This grant program implements California Water Code (CWC) Chapter 6, Section 79545(a) added by Proposition 50. This section authorizes the California Department of Water Resources to administer the desalination program to assist local public agencies with the development of new local potable water supplies through the construction of feasible brackish and seawater desalination projects or the planning, engineering, design, environmental assessments, or related work necessary for the construction of a desalination treatment or brine disposal facility, or the construction of a pilot or demonstration facility. Grants may also be awarded for research that would directly support the permitting process of seawater desalination plants. Two previous rounds of desalination grants were awarded in 2005 and 2006, resulting in projects completed in northern and southern California, involving both seawater and brackish groundwater desalination.

The overall goal of this PSP is to fund projects that advance desalinated water as part of California's water supply. "Ready-to-proceed" projects within each of the five project categories may be ranked higher during the prioritization process for grant funding. This would include projects with completed or nearly completed California Environmental Quality Act (CEQA) documents including climate change impacts (e.g., greenhouse gas emission calculations), demonstrated public relations and public acceptance, completed permitting and approvals, and executed interagency agreements and funding share commitments. In addition, projects that provide needed water supply benefits are preferred to projects investigating the possibility of desalination to meet an estimated future water demand or to provide water supply reliability.

Positive consideration will be given to projects that:

- Produce a potable water supply for municipal users through treatment of a saline water source
- Improve local water supply reliability
- Increase the knowledge base regarding desalination
- Support appropriate planning and/or construction of desalination facilities to increase municipal water supplies
- Conserve energy, reduce greenhouse gas (GHG) emissions, and increase carbon sequestration to meet goals in implementation of the State Climate Change Adaptation Strategies through dedication or other use of renewable energy sources to produce municipal drinking water. (http://resources.ca.gov/climate_adaptation/local_government/adaptation_policy_guide.html)

3. ELIGIBILITY AND BENEFIT

This section of the PSP provides an overview of the applicant and project eligibility requirements that must be met for 2014 Water Desalination grant application to be considered for funding. Project benefits are also discussed in this section.

3.1 GRANT APPLICANT ELIGIBILITY

The following is a list of entities that are eligible to apply for a Proposition 50 Water Desalination grant:

- Cities
- Counties
- Joint Power Authorities (JPAs)
- Investor Owned Utilities (IOUs) regulated under Public Utilities Code section 216 (except research projects)
- Public Special Districts, such as water or irrigation districts
- Tribes
- Non-profit organizations (including water management groups)
- Universities and colleges
- State agencies (except for construction projects)
- Federal agencies (except for construction projects)
- Other political subdivisions of the State

Only a single water management entity may apply for funding -- that entity will become the grantee and be the primary contact with the State for the administration of the project. Other collaborative partners not part of the water management entity may participate in the project, but only one entity will have a contractual relationship with DWR. Applicants who wish to collaborate on a project and pursue a regional approach to desalination facilities may elect to use a subcontractor, a joint venture, a joint powers authority, or other appropriate mechanism. A consultant may also participate as a subcontractor to the grantee but is not able to be the legal water management entity for contract administration with DWR. This is discussed further in Section 11.

Successful grant applicants will enter into a contractual agreement with the State. Agreements shall be executed with one eligible entity only, which is to be the same as the entity identified as the organization responsible for the administration, invoicing, and execution of the work.

3.2 ELIGIBLE PROJECT CATEGORIES

The primary grant program goal is to create new or alternative potable water supplies (as defined in the glossary) to the State using saline water sources. Saline water is water with a salinity that exceeds normally acceptable standards for municipal, domestic, and irrigation beneficial uses. For the purpose of this grant program, only projects with water sources containing a Total Dissolved Solids (TDS) concentration exceeding 1,000 milligrams per liter will be considered for funding.

Projects from throughout the State will be considered for funding in this program. As outlined in Water Code Section 79547.2(c), "desalination project" includes construction, planning, engineering, design, environmental assessments, or related work necessary for the construction of a desalination facility, or the construction of a pilot or demonstration facility. For the purpose of this PSP, eligible projects include brackish water and seawater desalination projects to use, plan for, research, or demonstrate desalination technology for the development of municipal water supplies in California.

Construction Projects
Construction projects consist of the design and construction of full-scale permanent desalination facilities and related infrastructure to result in an operable municipal water supply project. Applications for construction can include funding for design, but design will not be funded as a stand-alone project. Applications for construction projects that are dependent upon future phases for an operable facility are not eligible.

Pilot and Demonstrations Projects
Pilot and demonstration projects are intended to refine design criteria, aid site selection, or study particular technologies for the purpose of implementing a full-scale municipal desalination facility. Applicants must document completion of the feasibility study to support the implementation of a full-scale project. Construction or fabrication of facilities and treatment trains, the testing of equipment and appurtenances in single or multiple configurations, and the analysis and reporting of collected data are all essential components of a pilot or demonstration project.

Feasibility Studies
Feasibility studies are intended to determine whether desalination of a source water is feasible, and, if it is, to incorporate the planning sufficient to begin design and implementation steps. Applications for reconnaissance-level master plans are not eligible for this grant application cycle. An eligible feasibility study will investigate and assess the viability of implementing a groundwater desalination project not under the direct influence of the ocean. It may include the preparation of the environmental documentation of the groundwater desalination project.

Environmental Documentation
Environmental documentation for compliance with CEQA or National Environmental Policy Act (NEPA) will be considered for a desalination project, as long as the basic feasibility study has already been completed. As a requirement for funding, the completed portions of the feasibility study must be submitted with the application.

Research Projects
Research projects are projects intended to advance the knowledge base of desalination technology, related infrastructure, and by-products treatment and disposal. For the purpose of this PSP, research projects will be restricted to developing information that will address regulatory permitting issues for desalination projects. The research should fulfill data or information needs by regulatory agencies in establishing standards, regulations, policies, or guidelines. Research projects can serve specific project needs but cannot be for the sole purpose of assessing a specific project. Applications must include documentation from a regulatory agency on how the proposed research will fulfill an identified need. Funded research projects will be expected to interface with third-party advisory committees as established by DWR. Research topics of potential regulatory significance may include, but are not limited to:

1. Feedwater intake technology and impacts
2. Feedwater treatment processes and strategies
3. Brine/concentrate management and disposal
4. Studies of mixing zone turbulence entrainment
5. Protocols for sampling, testing, analysis, and monitoring
6. Other applied investigations to refine or advance desalination technology affecting regulatory parameters
7. Renewable power coupling to the desalination treatment process (e.g., wave energy)

3. 3 PROJECT BENEFITS

Grant funds are provided as an incentive to local or regional entities to implement projects that create State, regional, and local increased water supply or reliability benefits. A proposed project must have at least one statewide benefit to be eligible for grant funding. Specific benefits provided by the proposed project will be identified by the applicant in Part 2 and Part 4 of the online application, Attachment 14. Important benefits this program is attempting to achieve are:

- Increased water supply
- Increased local water supply reliability
- Data acquisition that supports permitting processes
- Renewable energy coupling to power desalination processes

The applicant may indicate other project benefits in its application (see Section 11.2 and Attachment 14).

3.4 INELIGIBLE PROJECTS

The following project categories will not be considered (are ineligible) for this round of funding:

- Wastewater treatment, and the potable water treatment of impaired waters and agricultural drainage water intended primarily for the removal of chemicals other than salinity , even if the technology employed is one is commonly used for water desalination
- Projects intending to desalinate water sources containing an average TDS concentration of less than 1,000 milligrams per liter
- Feasibility studies of seawater desalination except for environmental work necessary to complete the feasibility study

4. FUNDING

This section presents the overall grant fund distribution, as well as grant funding eligibility of specific costs. Cost Share requirements are also discussed.

4.1 TARGET DISTRIBUTION OF FUNDS

Desalination grant funds are available for projects in the following five categories for the 2014 cycle of funding:

	Grant Funding Cap Per Project	Total Planned Allocation
Implementation/Construction Projects	Up to $3,000,000	$5,600,000
Pilot or Demonstration Projects	Up to $1,000,000	$3,100,000
Feasibility Studies (Brackish Groundwater)	Up to $250,000	
Environmental Documentation (Brackish or Sea Water)	Up to $250,000	
Research (Permitting Threshold Levels)	Up to $500,000	

Funding caps are considered maximum amounts that may be awarded. At DWR's discretion, actual project awards may be less, depending on available funds and/or the qualifications of submitted projects. In the event insufficient qualified projects are submitted in one category and qualified projects exceeding the total allocated funds in another category are submitted, DWR may move funds between categories.

4.2 PROJECT COSTS AND FUNDING SOURCES

A project as conceived of and implemented by a grant applicant may include components that 1) the applicant is not requesting state funding for or 2) may not be eligible for state funding according to the rules of the funding program. Also, there are restrictions on what funds quality to match the state grant. To assist the applicant in defining costs that are eligible for grant reimbursement or that qualify as Funding Match, Figure 4.1 has been prepared. The terms used in the figure are defined below and additional explanation is provided.

- 1. Total Project Cost: The cost associated with the total project as conceived by the applicant and includes eligible and may include ineligible costs as defined in this PSP.
- 2A. Eligible Project: The portion of the total project that is considered consistent with the goals and scope of the DWR Water Desalination Grant Program as defined in Section 3.2 and is necessary for an operable project. The cost of the Eligible Project may include ineligible costs (see Non-Funded Portion of Eligible Project).
- 2B. Ineligible Portion of Total Project: The portion of the total project which is considered outside the goals or scope of the DWR Water Desalination Grant Program or of the project

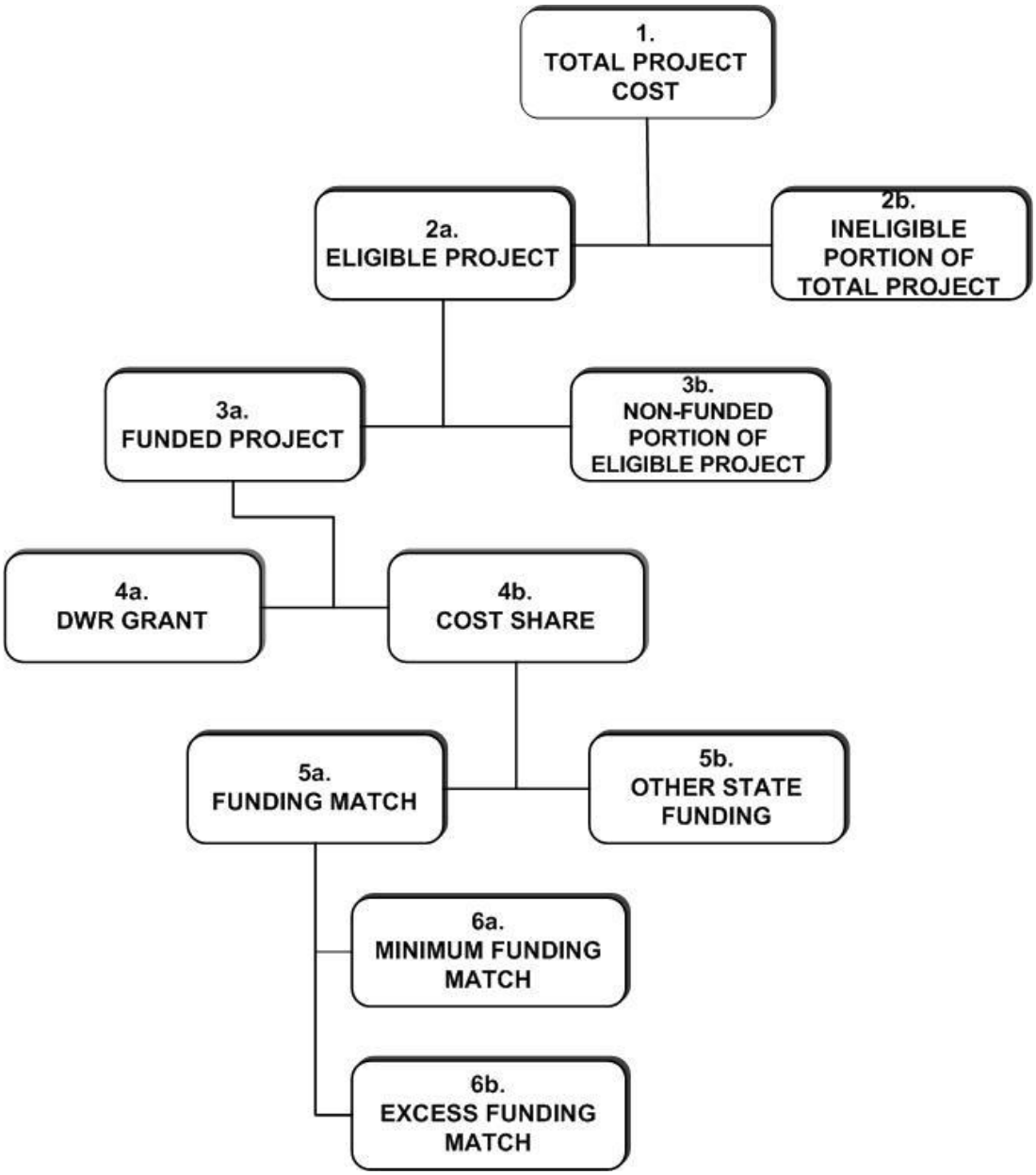

Figure 4.1 Costs and Funding Diagram

for which funding is requested. The costs of the ineligible portions of the total project are not fundable or applicable to cost shares as defined in Cost Share in this PSP.

- 3A. Funded Project: The funded portion of the Eligible Project, which consists of only eligible costs as defined in Section 4.3. Funded Project costs are financed by the DWR Grant and the applicant's Cost Share.
- 3B. Non-Funded Portion of Eligible Project: The portion of Eligible Project that is necessary and reasonable for completion of an operable project but which consists of ineligible costs, as defined in Section 4.4.

- 4A. DWR Grant: The amount of funds requested by the applicant for grant funding from the DWR Water Desalination Grant Program or awarded by DWR to the applicant for an Eligible Project. Grant funds can be used to reimburse only eligible costs, as described in Section 4.3, that are incurred after the effective date of the grant agreement and before agreement termination.
- 4B. Cost Share: The applicant's portion of funding the Funded Project. The cost-share portion of the funded project is provided by the applicant and consists of funds qualifying as a Funding Match and other funds which do not qualify as a Funding Match (Other State Funding).
- 5A. Funding Match: The non-state fund portion of Cost-Share made available by the applicant to assist in financing the Eligible Project and in compliance with the Funding Match criteria as described in Section 4.6. The Funding Match is the sum of the Minimum Funding Match and the Excess Funding Match.
- 5B. Other State Funding: The portion of Cost Share that comes from state funding other than the DWR Water Desalination Grant Program. Within GRanTS, this is referred to as Other Contributions.
- 6A. Minimum Funding Match: The portion of Funding Match that is the minimum amount required to match the state grant. By statute, the Minimum Funding Match is at least 50 percent of the total cost of the project, which for the purposes of this PSP is 50 percent of the cost of the Funded Project, in no case less than the DWR grant.
- 6B. Excess Funding Match: The portion of Funding Match in excess of the Minimum Funding Match. Excess Funding Match is not required for grant funding.

4.3 ELIGIBLE COSTS

- Eligible costs are costs that may be reimbursed by the DWR desalination grant and may also be paid by the funding sources qualifying as Funding Match. Eligible costs must be incurred between the grant award date (the date DWR announces final funding decision for the grant awards) and agreement termination date (date of termination of the funding agreement). See further discussion on dates in Section 4.2 and 4.6 regarding the DWR grant and Funding Match. All eligible costs must be related to the scope of work. Eligible costs to be considered for grant funding are:

  - Reasonable direct administrative costs less than ten percent of the total DWR grant costs. Eligible administrative costs are the necessary costs incidentally but directly related to the project, including the portion of overhead and administrative expenses that are related to the project in accordance with standard accounting practices.
  - Contingency funds may be allocated in the project budget. Contingency costs are not eligible for grant reimbursement until they are expended on an eligible cost. If the contingency funds are accessed during the execution of the project, a thorough explanation must be provided to the DWR project manager when the invoice is submitted. If there is a question about the eligibility of the expenditure, the grantee should contact the DWR project manager prior to expending the funds.
  - Construction, fabrication, installation, and improvement of facilities. Capital outlay expenditures shall be tied immediately and exclusively to the achievement of the project

purposes. Facilities must be and remain owned by the grantee unless otherwise approved by DWR.

- Project-specific equipment. Dedicated equipment (such as computers, monitoring equipment, and others) that cannot be used for other purposes. Equipment must be and remain owned by the grantee unless otherwise approved by DWR.
- Operation and maintenance during the operation of pilot or demonstration projects
- Research, cost of reports, and studies
- Force account costs (as documented) to perform tasks within the scope of work, including direct staff overhead
- Consultant costs
- Environmental reports

4.4 INELIGIBLE COSTS

Ineligible costs that will NOT be considered for grant reimbursement or counted as Funding Match are:

- Expenses not identified in the grant application scope of work (Attachment 8) or budget (Attachment 10), or not approved in writing by DWR as part of an agreed-scope change. Projects with unjustified or excessive costs may be awarded reduced funding.
- Operation and maintenance costs of permanent facilities
- Post-project performance and monitoring costs
- Costs incurred before award date
- Costs to repair or replace equipment
- Contingency for the project budget greater than ten percent of total Eligible Project costs. Projects with unjustified or excessive contingency costs may be awarded reduced funding.
- Capital outlay expenditures not tied to the achievement of the project purposes
- Non-dedicated equipment (such as computers, monitoring equipment, and others) that can be used for other purposes
- Vehicles
- Establishing a reserve fund
- Purchase of water supplies
- Replacement of existing funding sources for ongoing programs
- Legal and court costs resulting from the CEQA process, violation of laws, or civil actions
- Costs of applying for funding
- Costs of land, easements, and rights-of-way

- Force account indirect costs, such as agency overhead costs not directly related to the project
- Educational institution's overhead in excess of 25 percent
- Support of existing punitive regulatory agency requirements and/or mandates in response to negligent behavior
- Meals, food items, or refreshments unless part of approved per diem travel expense and must not be more that the State's per diem rate in effect at the time of travel
- Costs associated with travel unless approved by DWR when described in the scope work as essential to specific tasks
- Payment of principal of, or interest on, indebtedness

4.5 PROJECT BUDGET

The Project Budget is to be developed according to the guidelines provided in Attachment 10.

The grant award is a maximum amount available to a grantee in this funding cycle. Grant funds will be disbursed based on actual eligible expenditures. Any funds remaining at the conclusion of the project remain the property of the State.

Ten percent of the project invoice disbursement requests will be held as retention until receipt and approval of the project final report. For construction projects that have non-funded portions that are necessary for achieving an operable project, the retention will be held until all necessary portions are completed.

4.6 FUNDING MATCH

The applicant is responsible for providing a Funding Match from non-state sources[1] of at least fifty percent (50%) of the total Funded Project cost in the form of cash or donated services. "Funding Match" means funds made available by the grant recipient and may include, but is not limited to, federal funds, local funds, or donated services from non-state sources. An exception is grantees that are state agencies, which may include state funds and services as matching funds. With respect to the foregoing, applicants are responsible for determining and complying with all applicable legal requirements concerning such monetary contributions or donated services.

Funding Match requirements are defined below. "Funds" includes in-kind services.

- Funds must be spent on eligible costs, as defined in Section 4.3.
- In-kind services must consist of work performed or items contributed by the applicant or project partners directly related to the execution of the tasks in the scope of work.
- Funds must be spent on work performed between the grant award date and agreement termination date. Project costs incurred after the award date but prior to the effective date of the agreement may be considered, at DWR's discretion, as a part of the applicant's Funding Match. Applicants that start work before agreement execution do so at their own risk. Advance funds cannot be provided.
- The funds or associated work performed must not have been used to match another State grant or loan.

[1] Water Code Section 79545(a)

- Excessive overhead expenses or discounts of overhead foregone cannot be counted as Funding Match.
- The Funding Match must be documented in the grant application, Attachment 10, Project Budget.

Funding Match sources considered in this grant application may be other non-state grants that the applicant has received, applied for, or for which applications are planned. Sources, amounts, and the status of procuring the identified Funding Match are to be included in the proposal. If funding identified in this application does not occur after the grant award date, then the Grantee will notify DWR and provide alternative funding and/or reduced scope options.

American Recovery and Resources Act (ARRA) funds, even if received from a state agency, are not considered state funds and may be used as a Funding Match. Clean Water State Revolving Funds or Safe Drinking Water State Revolving Funds are considered state funds and cannot be used as Funding Match.

The Funding Match and related information must be included in the funding agreement. During the administration of the grant agreement, grantees will be required to provide documentation of actual expenditure of Funding Match and its use for Eligible Project costs at time of invoice submittal for grant disbursements. The Funding Match work information must be included in the project's reports: quarterly, annual, and final reports, and technical memos, etc.

5. DURATION OF PROJECTS

The duration of work within the project scope submitted in the grant application may not be longer than 2 years from the agreement signing date. However, a grantee may apply for an extension before the end of the initial agreement period if unexpected delays cause a need for more time to complete the project tasks. An extension is subject to DWR approval, and, if granted, will be at no additional cost to the State beyond the initial grant amount. An extension may also be subject to legislative appropriation of funds for the project.

The applicant is to clearly show in the proposal (Project Schedule, Attachment 11) the duration of each task included in the project. If a Funded Project is a part of a larger project, then the duration and scheduling of the Funded Project is to be shown relative to the other parts of the larger project. Note that the grantee is responsible for reporting on the entire project as presented in the proposal, even if unfunded parts of the project do not occur during the duration of the Funded Project.

Projects which fall over a year behind in activity or reporting may be terminated. Prior to termination, grantees will be notified of DWR's intent to terminate because of non-activity or non-reporting and will be given the opportunity to address the lapse. Acceptance of substantial project delays will be determined on a case-by-case basis at the discretion of DWR. Grant recipients whose agreements have been terminated may be required to repay all grant monies with interest.

Expect the contracting process to take at least 6 months between final grant award date and grant agreement execution. Agreements are planned to be signed in 2014.

6. GRANTEE COMPLIANCE WITH STATE LAWS AND REGULATIONS

Projects receiving funding are required to maintain compliance with applicable state requirements throughout the duration of the grant. Documentation for 6.2, 6.3, and 6.4 will be required in the application (see Section 10). Applicable state requirements include:

6.1 REGISTERED CIVIL ENGINEER

For construction projects, a California registered civil engineer must prepare and stamp both the Plans and Specifications documents.

6.2 SBX7-7, SBX7-6, AB1420, AND AB1404

Successful grant applicants are required to comply with water conservation and/or water efficiency legislation including Senate Bill (SB) X7-7 (Water conservation), Assembly Bill (AB)1420 (Water conservation measures), SB X7-6 (Groundwater monitoring), AB1404 (Surface water diversion reporting), and any other applicable regulation. The DWR will require proof of compliance from the applicant and its project partners with the following or any applicable state laws and regulations in effect at the time of application and agreement execution. The applicant will complete Attachment 3 of the grant application as a first step in documenting compliance. In the second step, if awarded a grant, the applicant will be required to provide supporting documentation to DWR within 30 days of the award date to prevent award forfeiture.

a. Urban Water Management Plans (UWMPs) - An applicant who is an Urban Water Supplier required by the Urban Water Management Planning Act to submit an UWMP to DWR must have submitted a 2010 UWMP to DWR to be eligible to apply for any grant or loan (CWC §10656). In order to receive the grant or loan award from DWR, such applicants and their applicable urban water supplier co-applicants and co-operators, if any, must have complete UWMPs (as determined by DWR) by the time the agreement is executed (http://www.water.ca.gov/urbanwatermanagement/) .

b. Best Management Practices (BMP, also called demand management measures) - Applicants who are Urban Water Suppliers must be compliant with AB 1420 Water Conservation Requirements (CWC §10631.5) by having submitted complete AB 1420 documents (compliance tables and supporting documentation) (http://www.water.ca.gov/wateruseefficiency/finance/) to be considered eligible for grant funding. This requirement terminates on July 1, 2016 and will be replaced by provisions in CWC §10608.56 described below.

c. Water Conservation - CWC §10608.56(a) states that on and after July 1, 2016, an urban water supplier is not eligible for a water grant or loan awarded or administered by the State unless the supplier complies with SB X7-7 water conservation requirements outlined in Part 2.55 (commencing with §10608) of Division 6 of the CWC.

d. Water Meters - Applicants who are Urban Water Suppliers must be compliant with Water Metering Requirements (CWC §525 et seq.) by submitting a certification form (http://www.water.ca.gov/wateruseefficiency/finance/).

e. Agricultural Water Management Plans (AWMPs) - An applicant who is an Agricultural Water Supplier required by the Agricultural Water Management Planning Act to submit an AWMP to DWR must have submitted a 2012 AWMP to DWR to be eligible to apply for

any grant or loan (CWC §10608.56(b)). In order to receive the grant or loan award from DWR, such applicants and their applicable agricultural water supplier co-applicants and co-operators, if any, must have complete AWMPs (as determined by DWR) by the time the agreement is executed (http://www.water.ca.gov/wateruseefficiency/sb7/).

f. Groundwater Monitoring - CWC §10920 et seq. (SB X7-6) requires the formation of a groundwater monitoring program designed to monitor and report groundwater elevations in all or part of a basin or subbasin. The CWC §10933.7 limits the ability of counties and other entities specified in CWC §10927(a)-(d) to receive grants or loans in the event that DWR is required to perform groundwater elevation monitoring functions pursuant to CWC §10933.5. This requirement is only applicable if there is a groundwater component to the grant application. Groundwater monitoring requirements are part of the California Statewide Groundwater Elevation Monitoring (CASGEM) Program (http://www.water.ca.gov/groundwater/casgem/).

g. Groundwater Management Plans - Agencies desalinating brackish groundwater, including coastal aquifer groundwater, must comply with CWC §10753.7 and provide any applicable groundwater management plan. This requirement is only applicable if there is a groundwater component to the grant application (http://www.water.ca.gov/groundwater/gwmanagement/ab_3030.cfm).

h. Surface Water Diversion Reporting Compliance - Beginning January 1, 2012, a diverter of surface water is not eligible for a water grant or loan awarded or administered by the State unless it complies with surface water diversion reporting requirements outlined in section 5103(e)(2) of the CWC (http://www.waterboards.ca.gov/waterrights/water_issues/programs/diversion_use/).

6.3 COMPLIANCE WITH ENVIRONMENTAL LAWS

Applicants are required to obtain all necessary permits, licenses, and approvals, including those required under the CEQA, NEPA, and the California Endangered Species Act (ESA), as well as all applicable engineering and design permits. DWR as a fund source is a CEQA Responsible Agency and thus has discretionary approval power over the project, must review all environmental documents, and must make a finding regarding CEQA documents prior to grant fund expenditures. The applicant and Lead Agency for the project must complete all CEQA documents prior to execution of a grant agreement with DWR. Significant delays in completion of CEQA documents could result in DWR withdrawing the grant award.

If an environmental impact report (EIR) is to be prepared, the project's Lead Agency must notify DWR via a brief notice or "Notice of Preparation" and subsequent documents. The purpose of the notice is to solicit guidance as to the scope and content of the environmental information to be included in the EIR. CEQA documentation will be submitted as part of Attachment 15.

Projects with applicants who are obligated to and do not comply with CEQA requirements are not eligible for funding.

6.4 CLIMATE CHANGE

In 2005, California Governor Schwarzenegger's Executive Order S-3-05 committed the State to reduce GHG emissions. One year later, the Governor signed the "Global Warming Solutions Act of 2006" (AB 32), which legally obligates the state to reduce GHG emissions to 1990 levels by

2020. Analysis of GHG emissions was made a requirement in the CEQA Guidelines in December 2009, becoming effective March 18, 2010.

Additional information on climate change may be found at DWR's Climate Change Clearinghouse. http://www.water.ca.gov/climatechange/docs/IRWM-ClimateChangeClearinghouse.pdf.

The GHG emissions analysis in CEQA documents will be reviewed by DWR. Applicants should refer to the *Informal Guidance for DWR Grantees: GHG Assessment for CEQA Purposes* which is available at the website http://www.water.ca.gov/climatechange/resources.cfm. (Click on the link titled "CEQA Greenhouse Gas Analysis Guidance for DWR Grantees".)

GHG emissions will be reviewed and evaluated in two ways:

- Applicants will be required to provide specific GHG emission estimates as part of a project energy source portfolio as described in Section 11.4, Attachment 12.
- Applicants will be required to provide CEQA documentation as part of the Section 11.4, Attachment 15.

7. FUNDED PROJECT REQUIREMENTS

7.1 AGREEMENT REQUIREMENTS

If the applicant is selected to receive grant funding, the grantee will enter into an agreement with DWR. Projects selected for funding shall be subject to State's standard agreement terms and conditions, and DWR agreement template. Federal agencies' standard terms and conditions in conflict with state standard terms and conditions or with the State's ability to administer the grant consistent with this PSP will not be permitted. Funds will be delivered in accordance with the executed agreement. Work costs incurred prior to the final execution of the agreement and notice to proceed issued by DWR will not be reimbursed with grant funds. Therefore, applicants commencing work prior to agreement execution should do so at their own expense. Agreement execution and disbursements are subject to the availability of funds.

The scope of work to be included in the agreement will be the same as that provided in the grant application as Attachment 8, but it may be modified for clarity and consistency with this PSP.

7.2 PROJECT DOCUMENTATION REQUIREMENTS

Each grantee will be required to provide certain reports both during the performance of the project and for five years following project completion.

The following project documents are required to be provided to DWR:

a. **Quarterly Reports**. The grantee is required to submit to DWR brief quarterly fiscal and programmatic reports throughout the project. The intent of the quarterly reports is that they are to summarize the work performed and the project expenditures in each quarter, the planned work during the next quarter, and an update on the overall project schedule and budget. Quarterly reports are to be provided to DWR no more than 90 days after the completion of the quarter. Projects with reports more than one year late may be cancelled. The quarterly report format is shown in Exhibit C.

b. **Annual Reports.** The grantee is required to submit an annual report with the fourth quarterly report, no later than March 1 of the subsequent calendar year. Exhibit D

indicates the information to be included in the annual report, which includes project benefits, collected data, as well as a summary of the project work completed to date. Data and information obtained under the agreement will become public information. The requirement for annual reports may be waived if comparable project documents are prepared. This waiver will be at the discretion of DWR after review of the list of planned project documents.

c. **Interim Project Documents.** DWR is to receive copies (electronic and 1 hard copy) of project documents prepared during the project. These include, but are not limited to: task reports, 10/50/90 percent design reports, white papers, technical memoranda, task memoranda, etc. During agreement negotiations, DWR will identify which planned project deliverables it would like to receive.

d. **Final Report.** A comprehensive final report (Exhibit E) is to be provided to DWR at the end of the project (electronic and 2 hardcopies)**.**

e. **Performance Report.** The grantee will provide to DWR a brief performance report annually for a period of 5 years, or a reporting time period as negotiated and agreed with DWR, summarizing post-grant desalination activities, as described in Exhibit F.

f. **Disbursement Requests.** The Grantee may request grant disbursements as frequently as quarterly. All invoices for disbursements must be supported by quarterly reports describing the work performed and Grantees must use invoice forms provided by DWR. Expenditures must be separated by quarter and should be shown in the quarter that they became due and payable by the grantee. Invoices must also be supported by other documentation as prescribed by DWR.

7.3 ADDITIONAL PROJECT REQUIREMENTS

During DWR's funding of the project, the following issues must also be fulfilled.

a. **Labor Code Compliance.** Funding recipients shall keep informed of and take all measures necessary to ensure compliance with Labor Code requirements, including but not limited to, Section 1720 et seq. of the Labor Code regarding public works, limitations on use of volunteer labor (California Labor Code Section 1720.4), labor compliance programs (California Labor Code Section 1771.3) and payment of prevailing wages for work done and funded pursuant to this PSP, including any payments to the Department of Industrial Relations under Labor Code Section 1771.3. For additional information on Labor Code compliance, please refer to the Department of Industrial Relations (DIR) website: http://www.dir.ca.gov

   The applicant must comply with all applicable laws when it hires private consultants to implement its project partially or fully.

b. **Conflict of Interest.** All participants are subject to State and Federal conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent grant agreement being declared void. Other legal action may also be taken. Accordingly, before submitting an application, applicants are urged to seek legal counsel regarding potential conflict of interest concerns and requirements for disclosure. Applicable statutes include, but are not limited to, Government Code, Section 1090 and Public Contract Code, Sections 10410 and 10411, for State conflict of interest requirements.

i. Current State Employees: No State officer or employee shall engage in any employment, activity, or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any State agency, unless the employment, activity, or enterprise is required as a condition of regular State employment. No State officer or employee shall contract on his or her own behalf as an independent contractor with any State agency to provide goods or services.

ii. Former State Employees: For the two-year period from the last day of State employment, no former State officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements, or any part of the decision-making process relevant to the contract while employed in any capacity by any State agency. For the twelve-month period after the last day of left State employment, no former State officer or employee may enter into a contract with any State agency if he or she was employed by that State agency in a policy-making position in the same general subject area as the proposed contract within the twelve-month period prior to his or her leaving State service.

c. Confidentiality. All proposals will become public information upon submittal to DWR. Once the proposal is signed and submitted to DWR, the applicant waives any rights to privacy and confidentiality of the proposal.

d. Rights in Data. Per Exhibit D of the State Funding Agreement, Standard Conditions, "Rights in Data", the Funding Recipient agrees that all data, plans, drawings, specifications, reports, computer programs, operating manuals, notes and other written or graphic work produced in the performance of this Funding Agreement shall be made available to the State and shall be in the public domain to the extent to which release of such materials is required under the California Public Records Act, California Government Code §§ 6250 et seq. Funding Recipient may disclose, disseminate and use in whole or in part, any final-form data and information received, collected and developed under this Funding Agreement, subject to appropriate acknowledgement of credit to State for financial support. Funding Recipient shall not have exclusive rights to utilize the materials for any profit-making venture and it shall not sell or grant rights to a third party who intends to do so. The State shall have the right to use any data described in this paragraph for any public purpose.

DWR intends to post grantees' final work products on the internet for information dissemination. These products will remain in public domain.

e. Financial Records. The grantee is responsible for maintaining appropriate accounting records. Projects may be audited. Records must be maintained for a period of 3 years, in accordance with Government Code Section 8546.7. See the Integrated Regional Water Management (IRWM) Guideline document for a discussion of auditable records (http://www.water.ca.gov/irwm/grants/guidelines.cfm).

f. Investor-Owned Facilities. Any investor-owned water system receiving funding will be prohibited from earning a profit from the use of these funds and achieving a financial benefit from the later disposition of assets purchased by these funds regardless of whether or not said assets are a useful part of the water system.

g. **Changed Conditions.** If during the execution of a project, project conditions are found to be substantively different from those presented in the grant application process, the grantee will consult with DWR to determine an appropriate course of action. For example, if an awarded grantee discovers actual feed water conditions are less saline than 1,000 mg/L. The grantee must inform the DWR project administrator and must await instructions before proceeding with the project.

8. DWR PSP FUNDING PROCESS

Proposals (applications) are to be prepared in accordance with the requirements of this PSP. Proposals will be selected based on the information provided. The funding process consists of the steps described here.

First, eligibility will be determined. Proposals will be screened for eligibility using the following criteria:

- Was the application received on time?
- Was the application submitted online?
- Was a hard copy of the application received?
- Is the applicant eligible to receive a grant?
- Is the proposal complete – does it contain all required submittals?
- Is the proposed project an Eligible Project?
- Does the proposed project have State benefits?
- Is the proposed project in the correct funding category?
- Has applicant identified its Cost Share?
- Does the applicant have any conflicts of interest?
- Does the applicant object to the State's rights in data of the project?
- Is the applicant able to use the state agreement?
- Any other issues or concerns?

Based on the screening, ineligible proposals will be removed from further consideration and the applicants will be notified.

Second, screened proposals will be reviewed and scored by review panels using the score sheet selection criteria (Exhibit G). Projects are required to A receive at least half of the available points in each scoring criteria to be considered for funding. DWR reserves the right to use information to support proposal evaluation other than that provided in the proposal.

Third, once each proposal is scored, DWR will:

- Interview applicants or visit proposed projects, if needed
- Prepare a list of draft funding recommendations
- Hold a public workshop to release the draft funding recommendations. The public will be able to provide comments and applicants will be given appeal time
- Finalize funding decision and announce final funding decision for grant awards

Fourth, DWR begins agreement negotiations and executes agreements with each successful applicant. If an agreement is not successfully negotiated with an awardee, then DWR reserves the right to withdraw the award and to make additional awards.

9. SCHEDULE

The schedule for PSP funding process is:

December 26, 2012	Draft PSP posted online
January 24, 2013	Public Workshop for Draft PSP – Inland Empire
January 28, 2013	Public Workshop for Draft PSP – Sacramento
February 8, 2013	Comments on Draft PSP Due
November 21, 2013	Final PSP Release
December 5, 2013	Public Workshop for Final PSP – Sacramento
January 16, 2014	**Proposals Due, 5 pm PDT**
April 4, 2014*	Announce Desalination Draft Funding Decision
April 15, 2014*	Public Workshop for Draft Funding Awards – Sacramento
May 1, 2014*	Announce Desalination Final Funding Decision[2]
May 15, 2014*	Desalination Agreement Negotiations Begin
Spring/Summer 2014	Desalination Agreements Executed and Projects Begin

* Dates are approximate.

10. APPLICATION SUBMITTAL

10.1 WHEN TO SUBMIT

Applications must be submitted online by:

5:00 pm on January 16, 2014 PDT

The system will not accept submittals after that time.

DWR requires that each applicant submit **ONE** hard copy version of its application to DWR. The hard copy version must be postmarked by **January 16, 2014 PDT.** The hard copy is to be submitted to:

by mail, addressed to:	or hand delivered to, or in the hands of an overnight carrier by January 16, 2014 addressed to:
Department of Water Resources Water Use and Efficiency Branch Attn: Richard Mills P. O. Box 942836 Sacramento, California 94236-0001	Department of Water Resources Water Use and Efficiency Branch Attn: Richard Mills 901 P Street, Third Floor Sacramento, California 95814

2 This is considered the Award Date referred to in Section 4.4.

10.2 WHAT TO SUBMIT

The completed application consists of both online submittal and one hard copy to DWR. A check list for the applicant to use to confirm completion of required components is included as Exhibit H. The hard copy of the application is to include print outs of information provided in the online submittal tool, GRanTS Parts 1, 2 and 3, as well as attachments indicated in the PSP that are also to be submitted in hard copy format. The hard copy is to be submitted as described in Section 10.1.

10.3 HOW TO SUBMIT

Applicants must complete and submit proposals through DWR's GRanTS. GRanTS can be accessed through the GRanTS homepage at: http://www.water.ca.gov/grants/.

Applicants must create an account through GRanTS and complete the online application. Applicants must submit the application and all required attachments online, as discussed in Section 10.2. Please use Internet Explorer 6-9 when accessing GRanTS.

If an applicant does not have an existing GRanTS account, the applicant must sign up for one. A detailed guide on how to create a GRanTS account is located at the "getting started" tab on the website above or at the website: water.ca.gov/grants/docs/Registrationv3/registrationv3.html. To complete the registration, the required fields, indicated by a red asterisk, in the Contact, Organization, and Account tabs must be completed. Please note the video still reflects BMS and is in the process of being updated to GRanTS.

Applicants are encouraged to register for an online account in GRanTS and become familiar with the tool well before the application deadline such that DWR can provide technical assistance to applicants with questions. Also, GRanTS allows applicants to enter information and save as drafts before submitting the final application. Applications can be modified even after submittal, up to the PSP submittal deadline.

Information on using, printing, and then submitting the completed application through GRanTS is located at the "getting started" tab on the GRanTS homepage or at the website: water.ca.gov/grants/docs/CreateProposalv2/Create%20Proposalv2.html. Please note the video still reflects BMS and is in the process of being updated to GRanTS.

Questions on the online submittal tool only should be directed to GRanTS Administration helpdesk (888) 907-4267 or to Jim Lin at (916) 651-7201 or Jim.Lin@water.ca.gov. Questions about the PSP should be directed to Rich Mills at (916) 651-0715 or Richard.Mills@water.ca.gov.

An electronic copy of this PSP and the attachments can be found online at http://www.water.ca.gov/desalination/2014DesalGrants/.

11. APPLICATION COMPONENTS

The application consists of four parts, which correspond to the four tabs within the online application. Each part must be fully completed for the application to be considered 'complete'.

After the applicant has entered GRanTS and started the application, four tabs will be accessible. Each tab corresponds to the following parts:

Part	Application Component (Tab)	Description	How Completed
1	Applicant Information	General information for the entity with lead contractual responsibility for the project, and which will be the primary contact with DWR throughout the grant funding contracting and implementation	GRanTS
2	Projects	Project-related information	GRanTS
3	Eligibility Questions	Forms and tables to be completed by the applicant that provide additional project details, such as schedule, budget, and information on other project participants	GRanTS
4	Application Attachments	Separate files to be uploaded as part of the application process. These files include templates or documents the applicant must complete as part of the application. Additional files pertinent to the application, such as environmental documents, may also be uploaded.	Files are completed separately and then uploaded through GRanTS.

Specific information for completing each of the tabs is included below.

Within GRanTS, pull down menus, text boxes, or multiple-choice selections will be used to receive answers to the requested information. GRanTS allows applicants to type text or cut and paste information from other documents directly into a GRanTS submittal screen.

Information entered can be saved at any time after all required fields, indicated by a red asterisk, have been completed by using the Save icons located at the bottom of each tab. After clicking the Save icon, a message that says “The Proposal has been Saved Successfully” will appear on the screen. If you do not see this message, your proposal is not saved. The information will only be submitted to DWR after the submit icon is clicked. After clicking the Submit icon, a message that says “The Proposal has been Submitted Successfully” will appear on the screen and you will receive a confirmation email that the proposal has been submitted. If you do not see this message, your proposal is not submitted. Changes can be made to the application, even after it is submitted, by re-opening the proposal, making the needed changes, and then resubmitting. Changes cannot be made to the application after the deadline is past.

11.1 PART 1: APPLICANT INFORMATION

There are four subparts within the Applicant Information tab. Help icons link to tools to help the applicant provide requested information.

Applicant Information
The applicant is considered the party with lead financial and contractual responsibility for the project. The applicant also will be the primary contact with DWR throughout the grant funding, contracting, and implementation.

- **Organization Name**. Select from the drop down menu. Should the Proposal be successful, this Organization will be referred to as the Grantee during the completion of the project. This is the organization responsible for the administration, implementation, reporting, payments, and accounting of the work, as well as the contractual obligations.
- **Point of Contact**. Click on the Registered User. The Add New User function does not work. A drop down menu will appear from which to select the contact. If your name or the name you want to select as the point of contact does not appear in the drop down list, please contact GRanTS Admin at GRanTSAdmin@water.ca.gov.
- **Proposal Name**. This is the same as the Project Name included in Part 2: Projects. It is the name of the specific project for which grant funding is being requested. This Proposal/Project Name is to be included on all correspondence with the Department and should also be the same name the Organization uses internally to refer to the project. This field accepts 150 characters, but only use 125 characters because this entry is the same as Part 2 Project Name which accepts only 125.
- **Proposal Objective**. This is a brief statement about why the project is being done and how it addresses critical local, regional, Bay-Delta, or State water issues. Although the system here allows entry of 2,000 characters, please limit it to 500 characters. The Proposal Objective is repeated in Part 2, but only 500 characters are allowed in Part 2.

Budget

The budget information to be presented here applies to the part of the Funded Project, as defined in Section 4.2, directly applicable to the grant funding application and is to correspond directly to the overall budget provided in Attachment 10 and the cost share funding contribution totals in Attachment 4. The budget in this part does not include ineligible costs of the project or components of the project for which grant funds are not requested. The project budget, including all costs of all project components will be provided in Attachment 10.

The Desalination Grant Program requires a minimum matching contribution of 50 percent of total Funded Project proposal funds. For applicants or grantees that are not state agencies, these matching funds cannot be obtained from state sources, as described in section 4.6. Considered Matching Funds can be those listed in the budget categories: Local, Federal, or In-Kind contributions. Amounts entered are to be to the nearest dollar. If there is no a contribution from a particular source, then enter zero in that field.

Information entered here applies only to the specific project (Funded Project) for which grant funding is being sought, as follows:

- **Other Contribution.** If the applicant is not a state agency, enter other State funds or in-kind services being used to complete the project, not including the requested DWR grant. For example, this would include grants received from other State agencies, such as the State Water Resources Control Board, California Department of Public Health, or other DWR programs. These funds **are not** considered matching funds.
- **Local Contribution.** If the applicant is not a state agency, enter funds from any source other than state or federal. These funds could be obtained from the grantee, other participating agencies, wholesale agencies, or sources such as environmental groups or other organizations. Local contributions include Grantee cash contributions from existing accounts, revenue sources, or bond or other lending sources. If the applicant is a state

agency, funds from any source, including its cash contribution and excluding federal funds, in this category.

- **Federal Contribution.** Enter Federal funds or in-kind services being used to complete the project.
- **In-kind Contribution.** If the applicant is not a state agency, enter the dollar value of project work or services performed by the grantee or other project participants, other than state or federal sources. This can include staff time, supplies, facility use, and equipment use. Provide the total amount of in-kind services in dollars. If the applicant is a state agency, its in-kind contribution is to be placed in this category.
- **Amount Requested.** Enter the amount of total grant funds requested. Grant requested cannot be greater than the Funding Match.
- **Total Project Cost.** This cell automatically sums the components previously entered in this subpart. The amount shown here must agree with both the Total Funding and Labor and Expense Total columns in the project budget (Attachment 10).

Geographic Information

Provide the information for the specific location of the facility for which grant funding is being sought. A map tool to determine coordinates in the World Geodetic System 1984 (WGS84) is at http://www.water.ca.gov/grants/map.cfm. This tool provides coordinates in degrees/minutes/seconds by either entering the project's address into the search box or zooming into the correct location using the plus (+) on the map. A gray call out box will appear over the map with the degrees/minutes/seconds with each value separated by a space. Note that this tool's numerical value for the seconds will include decimals. The seconds' field in GRanTS will only allow two digits, so the value entered for the seconds will need to be rounded. It is acceptable for the applicant to include clarifying information in the Longitude/Latitude Clarification box. For projects covering a large area, map a single point or location representing a key project feature with the map tool. Indicate which feature was mapped in the Longitude/Latitude Clarification text box.

- **Latitude.** Enter the latitude degrees, minutes, and seconds. The degree field will permit a negative value to be entered. Only two digits are allowed to be entered in each cell.
- **Longitude.** Enter the longitude degrees, minutes, and seconds. The degree field will permit a negative value to be entered. Three digits can be entered in the degrees' cell and two digits are allowed to be entered in the minutes and seconds cells.
- **Longitude/Latitude Clarification.** Provide the coordinate system (such as WGS84) or other relevant information used to determine the latitude and longitude. Note that this text box can be used to provide the latitude and longitude in decimal format.
- **Location.** Identify the specific point to which the coordinates correspond. This can be a street address or a description.
- **County.** Use the drop-down menu to identify the county in which the facility is located. If the facility is located within multiple counties, hold down the control key and select all that apply.
- **Ground Water Basin.** Use the drop-down menu to identify the ground water basin in which the facility is located. If the facility is located within multiple groundwater basins, hold down the control key and select all that apply.

- **Hydrologic Region.** Use the drop-down menu to identify the hydrologic region in which the facility is located. If the facility is located within multiple hydrologic regions, hold down the control key and select all that apply.
- **Watershed.** Provide the name of the watershed. A map of California watersheds can be found at: http://www.conservation.ca.gov/dlrp/wp/Documents/CALFED_Watershed_Map[1].pdf. If your Proposal covers multiple watersheds, identify the watershed within which a majority of the project occurs.

Legislative Information
Using the drop-down menus, enter the State assembly, State senate, and U.S. congressional districts of the specific location of the facility for which grant funding is being sought. Use district numbers only, not the name of the Legislator. For regions that include more than one district, hold the control key down and select all that apply.

11.2 PART 2: PROJECTS

This part addresses specific questions about the proposed project. Although GRanTS can accept entries for multiple projects, a function needed for other types of DWR grant applications, for the Water Desalination Grant Program, only one project can be submitted for each application. If an applicant seeks to submit applications for multiple projects, each project must be submitted in a separate application.

Project Information
The information provided is to be consistent with that provided in Part 1, and will need to be copied from Part 1.

- **Project Name.** This is the formal name of the project and is the same as the Proposal Name from Part 1. Limit of 125 characters.
- **Implementing Organization.** This is the same as the Organization Name from Part 1 and is to be entered from the drop down menu.
- **Secondary Implementing Organization.** If one other organization is directly involved in implementing the project in a capacity other than a contractor or subcontractor, enter its name here. If more than one organization is involved in the project, enter 'See Attachment 3' (information on other participating organizations will be provided as Attachment 3). If no other organization is involved in the project, enter 'Not Applicable'.
- **Proposed Start Date.** Enter the date the project is scheduled to begin, as MM/DD/YYYY. If a specific date is not known, provide the closest estimate.
- **Proposed End Date.** Enter the date the project is scheduled to be completed, as MM/DD/YYYY. If a specific date is not known, provide the closest estimate.
- **Scope of Work.** Enter "See Attachment 8". Do not add additional text. The scope of work for the project is submitted as Attachment 8.
- **Project Description.** Briefly describe the project components and overall project objective. If the proposed project is part of a larger program, it is to be mentioned here. This is the description that will be included with funding summary press releases. It should provide a brief project overview. Limit of 2,000 characters.
- **Project Objective.** Copy the Project Objective provided in Part 1. Limit of 500 characters.

Project Benefits Information

Project benefits will be identified here. Benefits identified here are restricted by the drop-down menu. This is an optional entry but may be completed at the applicant's discretion using the drop-down menu. Exhibit I identifies the benefit options within GRanTS. Attachment 14 (Project Benefits) , addressed in Part 4 of the GRanTS application, is required and enables more flexibility in identifying project benefits. In Part 2 of the application, up to 6 benefits can be identified. When the applications are reviewed, the benefits included in Attachment 14 are the ones which will be reviewed in detail as part of the grant review process. See additional discussion on benefits in Section 3.3.

- **Benefit Level.** Select the level of importance from the drop down menu. Do not enter benefits below 'tertiary' level. Multiple benefits can be provided for a particular benefit, such as multiple secondary benefits.
- **Benefit Type.** Select from the drop down menu of 14 types. If 'other' is selected, provide explanation in the Description field. Multiple benefits may be defined here.
- **Benefit.** Select from the drop down menu. Each Benefit Type selected in the previous field has a different set of 'Benefits'.
- **Measurement.** When the Benefit is selected in the previous field, it will automatically add units to the measurement field (note that they do not print out). Insert the number associated with the requested units. Commas are automatically added.
- **Description.** Provide a brief description of how the benefit will be attained. Limit of 2,000 characters.

Budget

Click on the icon "Copy Budget data from Application" to automatically transfer the information from Part 1.

Geographic Information

Click on the icon "Copy Geographical data from Application" to automatically transfer the information from Part 1.

Legislative Information

Click on the icon "Copy Legislative data from Application" to automatically transfer the information from Part 1.

11.3 PART 3: ELIGIBILITY QUESTIONS

The answers to the questions in this section will be used in processing the application and determining eligibility and completeness. The questions as they appear in GRanTS are included in bold type. Additional instructions for the applicant are included as italic text, but do not appear in GRanTS.

Answer the questions indicated in the following table, based on the grant application category as follows:

Category	Questions to Answer
Implementation/Construction Projects	1 through 4 AND 6 through 17
Pilot or Demonstration Projects	1 through 4 AND 6 through 9
Feasibility Studies (Brackish Groundwater)	1 through 4 AND 6 through 9
Environmental Documentation (Brackish or Sea Water)	1 through 4 AND 6 through 9 AND 11 through 13
Research (Permitting Threshold Levels)	1 through 5

Question 1 - This project applies for the following categories of desalination grant funding (select one).

DWR reserves the right to shift an application from one category to another. If shifting is proposed, DWR will contact the applicant for consent.

a. ○ **A construction project for seawater or groundwater desalination to create new or alternative potable water supplies (as defined in the PSP Glossary)**

b. ○ **A pilot or demonstration project for seawater or groundwater desalination to create new or alternative potable water supplies**

c. ○ **A feasibility project to augment local water supplies for either a groundwater desalination study or to complete the environmental documentation of a seawater desalination study**

d. ○ **An environmental document to supplement a completed feasibility study of an ocean desalination project**

e. ○ **A research project that supports establishment of threshold levels to facilitate permitting criteria**

Question 2 - Is the project located within the State of California?

a. ○ **Yes**
b. ○ **No**

If "No", explain in the text box how this research directly benefits California desalination projects and when these benefits will be available for implementation. Research projects are the only projects located outside of California and within the United States that will be considered for funding (500 character limit).

Question 3 - What type of organization is the applicant as entered in Part 1 of the application (select one)?

- a. ○ City, County, or City and County
- b. ○ Joint Powers Authority
- c. ○ Public Water/Irrigation District
- d. ○ Investor Owned Utility
- e. ○ Tribe
- f. ○ Non-profit Organization (including Water Management Groups)
- g. ○ University or College
- h. ○ State Agency, for non-construction grants only
- i. ○ Federal Agency, for non-construction grants only
- j. ○ Other

If "other", specify the type of your organization in the text box (500 character limit).

Question 4 – How will data generated during this project be managed and also made available to DWR (2,000 character limit)?

Question 5 – Are there any pending, planned, or potential patents that would or could evolve from the proposed research?

- a. ○ Yes
- b. ○ No

If "Yes", describe patents (5000 characters limit).

Question 6 – Provide information on the source of the feed water for the planned desalination facility. For groundwater sources, it is assumed that groundwater basin identified in Part 1 of the application is the basin from which groundwater will be drawn.

- a. ○ Groundwater from a basin not directly connected to the ocean
- b. ○ Groundwater from a basin with an ocean connection, but the planned project is more than ½ mile inland from the shore.
- c. ○ Groundwater from a location within ½ mile inland of mean high tide line of the ocean or under the ocean, including slant or collector wells
- d. ○ Ocean seafloor infiltration gallery (located under the sand or soil of the ocean floor)
- e. ○ Ocean subsurface intake (located within the water column)
- f. ○ Effluent from a co-located facility
- g. ○ Other

If (f) or (g) is selected, provide either the name of the co-located facility (f) or the other feedwater source (g) (500 character limit).

Question 7 – What is the TDS (mg/L) of the feed water prior to treatment (50 character limit)?

Question 8 – What is the estimated start date for the project (mm/yyyy) (50 character limit)?

Question 9 – What is the estimated duration for the project in months (50 character limit)?

Question 10 – If this is a construction project, what is the expected lifetime of the proposed facility in years (50 character limit)?

Question 11 – What CEQA document(s) has been, is being, or will be prepared?

a. ○ Initial Study
b. ○ Draft EIR
c. ○ Final EIR
d. ○ Negative Declaration
e. ○ Notice of Determination
f. ○ No environmental documents are planned

If (a) through (e) are selected, answer Questions 12 OR 13.

If no CEQA documents are planned (f), please provide an explanation in the text box (2,000 character limit).

Question 12 – If the CEQA document identified in Question 11 is complete, provide the State Clearinghouse Number or document website address. Do not answer Question 13.

Question 13 – If the CEQA document identified in Question 11 is not complete, provide the estimated completion date (mm/yyyy).

Question 14 – Are the design documents complete?

a. ○ Yes (document link or upload will be requested in Part 4, Attachment 17)
b. ○ No

If "No", please indicate the current level of progress, planned completion date, and any known obstacles to completion (2,000 character limit).

Question 15 – Will 3rd party construction management (CM) be used? (100 character limit)?

a. ○ **Yes**
b. ○ **No**

If "Yes", provide the company name in the box. If the company has not been determined, enter TBD (to be determined, 500 character limit).

Question 16 – Will an entity other than the grantee own the constructed facility now or in the future? (Note that there may be restrictions on transferring ownership to an entity other than the Grantee.)

a. ○ **Yes**
b. ○ **No**

If "Yes", provide the company name and the relationship of the owning organization to the applicant in the box (500 character limit).

Question 17 – Will an entity other than the grantee operate the constructed facility?

a. ○ **Yes**
b. ○ **No**

If "Yes", provide the company name and the relationship of the operating organization to the applicant in the box (500 character limit).

Question 18 – Describe any known active, pending, or planned legal challenges to the project. Otherwise, enter "None" in the box (2000 character limit).

11.4 PART 4: APPLICATION ATTACHMENTS

Completion of the 2014 Water Desalination Grant Program proposal application requires preparing and submitting supplemental tables and files. Part 4 identifies what is to be provided in each attachment. Some attachments have templates (indicated in the header for each attachment) and others require the applicant to provide information. Each attachment is discussed in this Section of the PSP by providing an explanation of what is to be included either in the template or the applicant-generated file. Unless otherwise stated or approved by DWR, the specified forms or templates must be used. Attachments for which templates are provided are located on the PSP website, http://www.water.ca.gov/desalination/2014DesalGrants/cfm. Part 4 addresses how to complete the required attachments and identifies what other files may need to be submitted as part of the application. The PSP checklist (Exhibit H) also provides a summary of the attachment requirements.

Acceptable attachment file formats are: Microsoft (MS) Word, MS Excel, MS Project, or PDF. PDF files should be generated, if possible, from the original application file rather than scanning a hardcopy.

Maps, photographs, documents, and reports should be formatted with no file size larger than 50MB. However, DWR strongly recommends that for speed of upload you limit the file size to 20 MB. Documents greater than 50 MB should be divided into their parts (e.g., cover page, table of contents, chapters, figures, photos, appendices).

When uploading an attachment in GRanTS, the following attachment title naming convention must be used:

DS13_Att#_AttachmentName_#ofTotal##

Where:

a. "DS13" is the code of this solicitation

b. "Att#" is the attachment number

c. "AttachmentName" is the name of the attachment as specified in the instructions for each attachment

d. "#of##" is an optional part of an attachment filename. If multiple files are needed for submittal, this portion of the filename identifies the number of files that make up an attachment, where "#" is the number of a file and "##" is the total number of files submitted in the attachment

For example, if the Attachment 9 – Work Plan for applicant is made up of 3 files, the second file in the set would be named "DS13_Att9_WorkPlan_2of3".

For instructions on attaching files, please refer to the GRanTS User Manual. Requirements for information to be included in these attachments are found in the following part of this PSP.

Not all attachments are to be prepared for each application category. Attachment 21 is optional for each project category. Attachments are required to be provided for application categories, as follows:

Category	Attachments to Submit
Implementation/Construction Projects	1 through 20, excluding 19
Pilot or Demonstration Projects	1 through 14, 16, 18, and 20
Feasibility Studies (Brackish Groundwater)	1 through 11, 13, 18, and 19
Environmental Documentation (Brackish or Sea Water)	1 through 11, 16, and 18
Research (Permitting Threshold Levels)	1 through 11, 14, and 18

Each of the following Application Attachments are explained subsequently in this document:

Attachment 1 – Signature Page
Attachment 2 – Proposal Authorization
Attachment 3 – Participating Organizations and Water Regulation Compliance
Attachment 4 – Cost Share Funding Contributions
Attachment 5 – Funding Match Agreement
Attachment 6 – Project Background
Attachment 7 – Technical/Scientific Merit
Attachment 8 – Scope Of Work
Attachment 9 – Work Plan
Attachment 10 – Project Budget
Attachment 11 – Project Schedule
Attachment 12 – Greenhouse Gas Emission Estimations
Attachment 13 – Outreach And Community Involvement
Attachment 14 – Project Benefits
Attachment 15 – Environmental Documentation
Attachment 16 – Feasibility Study
Attachment 17 – Project Plans And Specifications
Attachment 18 – Project Team Qualifications
Attachment 19 – Plan Of Study For Feasibility Study
Attachment 20 – Economic Analysis
Attachment 21 – Other Information

ATTACHMENT 1 – SIGNATURE PAGE

AttachmentName: Signature
pdf file

Attachment 1 is the signature page for the proposal. An unchanged version of this form, available on the PSP website, is to be printed and completed by hand. The original signed copy of the Signature Page/Authorization must be included with the hard copy submittal of the Application. A scanned copy is to be included as Attachment 1 in the GRanTS application.

2014 Water Desalination
Proposal Solicitation Package
Attachment 1 – Signature Page

Applicant: _____

Project Title: _____

By signing below, the official declares the following:

- The truthfulness of all representations in the proposal;
- The individual signing the form has the legal authority to submit the proposal on behalf of the applicant;
- There is no pending litigation that may impact the financial condition of the applicant or its ability to complete the proposed project;
- The individual signing the form has read and understands the conflict of interest, confidentiality, and rights in data section of this PSP (Section 7) and waives any and all rights to privacy and confidentiality of the proposal on behalf of the applicant;
- The applicant will comply with all terms and conditions identified in this Proposal Solicitation Package if selected for funding; and
- The applicant has legal authority to enter into an agreement with the State.

_____	_____
Name	Title
_____	_____
Signature	Date

ATTACHMENT 2 – PROPOSAL AUTHORIZATION

AttachmentName: Authorization
Pdf file

Authorizing Documentation – The applicant must provide a resolution adopted by the applicant's governing body designating an authorized representative to submit the application, execute an agreement and any amendments, and certify funding disbursements with the State of California for a Desalination Grant. The authorized representative must be affiliated with the eligible grantee and not a subcontractor. If the proposed project involves the participation of other entities, resolutions from each of the participating entities are also to be submitted.

The following text provides an example resolution.

AUTHORIZING RESOLUTION

RESOLUTION No. ____

WHEREAS, pursuant and subject to all of the terms and provisions of the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (Proposition 50, California Water Code Section 79500 et seq.), the California Department of Water Resources is sponsoring the 2014 Grant Funding Cycle of the Water Desalination Grant Program.

WHEREAS …

NOW, THEREFORE, BE IT RESOLVED, by the (Board of Directors, Supervisors, etc) that the (Name and Title or Title only of Authorized Representative) is hereby authorized and directed to sign and file for, and on behalf of the (Agency, City, County, etc), an application for funding from the Department of Water Resources for an amount not to exceed (Amount), for the project titled (Project Name), under the terms and provisions of the Water Desalination Grant Program, and

BE IT RESOLVED that the (Agency, City, County, etc) hereby agrees and further does authorize the aforementioned representative or his/her designee to certify that the (Agency, City, County, etc) has and will comply will all applicable state and federal statutory and regulatory requirements related to any federal and state funds received, and

BE IT RESOLVED that the (Name and Title or Title only of Authorized Representative) or his/her designee of the (Agency, City, County, etc) is hereby authorized to negotiate and execute a funding agreement and any amendments or change orders thereto, and to certify funding disbursement on behalf of the (Agency, City, County, etc).

PASSED AND ADOPTED by the (Board of Directions, Supervisors, etc) of (Agency, City, County, etc) on _____
(Date)

_____
(Authorizing Signature)

_____
(Printed Name)

_____ _____
(Title) (Clerk/Secretary)

ATTACHMENT 3 – PARTICIPATING ORGANIZATIONS AND WATER REGULATION COMPLIANCE

AttachmentName: Participants
Excel Template

Attachment 3 compiles information on each of the participants in the proposed project.

For the first data row of the template table (labeled "Applicant"), provide only the Organization Name and requested information on its UWMP, etc. The other information will be obtained from completion of the electronic submittal.

For the next series of rows, labeled Participant 1. . . Participant 8, provide all requested information. For this attachment, "participant" refers to any other organization with direct involvement such as providing financial contribution to the project, feedwater or receiving treated water, or non-financial (in-kind) services. Information on consultants or subcontractors on the project is also requested. If there are not any other participants, indicate "not applicable" in the Name column. For Columns L and O of the UWMP and BMP compliance, provide one of the following:

1. Enter either the date of submittal or the web address for the completed document. If the date is provided, an electronic copy of the document is to be attached in Part 4.
2. "No", indicating that the document would be applicable to the organization, but it has not been undertaken
3. "In process", indicating that the document is in the process of being completed
4. "Not applicable", indicating that completion of the document does not apply.

For the final series of rows, labeled Contractor 1. . . Contractor 8, provide information on the organization and an organizational contact. A contractor would be any organization that provides services for the projects and receives compensation for those services. This would be consultants, contractors, or subcontractors. If the name of contractors has not yet been determined, indicate "not yet determined". If no contractors will be retained for this project, indicate "not applicable" in the Name column.

ATTACHMENT 3

Participating Organizations and Water Regulation Compliance

For each participating organization in the proposed project (financial, participant, consultant, contractor, etc), provide the information requested (unshaded). For the Applicant (first entry row), provide only the information in the selected (unshaded) fields, since the general and contact information has been provide in the online submittal system. See PSP Section 6.2 for additional discussion of programs.

	ORGANIZATION INFORMATION						ORGANIZATION CONTACT			URBAN WATER MGMT PLAN			AGRICULTURAL WATER MGMT PLAN			BMP COMPLIANCE			GROUNDWATER		IRWM		WATER METERS
IDENTIFIER	Name	Project Role	Address	City	State	Phone	Name	Phone	e-mail	Is this organization required to submit an UWMP?	Has the 2010 UWMP been submitted?	Has DWR determined it is complete? (yes/no)	Is this organization required to submit an AWMP?	Has the 2012 AWMP been submitted?	Has DWR determined it is complete? (yes/no)	Is this organization required to submit BMP Compliance?	Have the BMP compliance tables been submitted?	Had DWR determined them complete? (yes/no)	Does this project potential involve groundwater impacts? (yes/no)	Identify the applicable Groundwater Management Plan	Is the Organization involved in an IRWM? (yes/no)	Identify the applicable IRWM	Has the urban water wupplier complied with CWC §525 et seq. water metering requirements?
Applicant		Applicant																					
Participant 1																							
Participant 2																							
Participant 3																							
Participant 4																							
Participant 5																							
Participant 6																							
Participant 7																							
Participant 8																							
Contractor1																							
Contractor2																							
Contractor3																							
Contractor4																							
Contractor5																							
Contractor6																							

ATTACHMENT 4 – COST SHARE FUNDING CONTRIBUTIONS

AttachmentName: FundingMatch
Excel Template

For the each source of funding included in the budget portion of GRanTS, provide the requested information in the Attachment 4 template. Local, Federal, and In-Kind sources may be considered to meet the 50 percent Funding Match requirement. The Funding Match funds are categorized by either local (cash), in-kind, or federal (in-kind or cash) and so Funding Match sources should be shown according to the applicable category. The totals for each category are to agree with the category totals shown on the Applicant Information tab within the online application system (Part 1, GRanTS). Refer to Section 11.1 Part 1 under Budget for definitions of the funding sources. The data here also should be consistent with Attachment 10.

The Attachment 4 template information includes:

Funding Program - The name of the program from which the funds were obtained. In the case of in-kind services, enter the type of service provided.

Organization - The name of the organization distributing the funds or managing the program

Amount - The amounts from the indicated source, rounded to the nearest dollar. The total of amounts shown in Attachment 4 should equal the sum of each of the Local, Federal, and In-kind entries in the Budget section of the GRanTS Applicant Information tab.

Status -

- Obtained. The funds, labor, materials, or facilities are completely obtained or available and are under the control of the applying organization.
- Encumbered. The organization has completed contracting to receive the funds, labor, materials, or facilities but does not currently have control of them.
- Awarded. The organization has received word that they will receive the funds, but the contracting is not complete.
- Applied. The organization has submitted its completed application for the funds.
- Planned. The organization intends to submit an application for the funds.

Comments - Any explanatory information to assist in reviewing the grant application. If federal funds are involved and applied for, indicate whether Congress has authorized funding for this project and has appropriated the funds in an adopted budget.

ATTACHMENT 4

Cost Share Funding Contributions

For each source of funding proposed for the budget of the Funded Project, provide the following information.

		Funding Program	Organization	Amount	Status	Date Awarded, if applicable	Comments
OTHER	Other Contribution 1						
	Other Contribution 2						
	Other Contribution 3						
	Other Contribution 4						
	Other Contribution 5						
			Total Other Contribution		*this is to be the same as the amount entered in "Other Contribution" within Applicant Information tab*		
LOCAL SOURCES*	Local Contribution 1						
	Local Contribution 2						
	Local Contribution 3						
	Local Contribution 4						
	Local Contribution 5						
			Total Local Contribution		*this is to be the same as the amount entered in "Local Contribution" within Applicant Information tab*		
FEDERAL SOURCES*	Federal Contribution 1						
	Federal Contribution 2						
	Federal Contribution 3						
	Federal Contribution 4						
	Federal Contribution 5						
			Total Federal Contribution		*this is to be the same as the amount entered in "Federal Contribution" of the Applicant Information tab*		
IN-KIND SOURCES*	In-Kind Contribution 1						
	In-Kind Contribution 2						
	In-Kind Contribution 3						
	In-Kind Contribution 4						
	In-Kind Contribution 5						
			Total in-Kind Contribution		*this is to be the same as the amount entered in "In-Kind Contribution" of the Applicant Information tab*		

*These sources of funding may be considered Funding Match.

ATTACHMENT 5 – FUNDING MATCH AGREEMENT

AttachmentName: FundingMatch
Scanned documents

This attachment consists of the agreement documents indicating the willingness of financial project partners to commit funds proposed as Funding Match, as defined in Section 4.2. The agreement may be in the form of a commitment letter. Each institutional cost share agreement must have the project name and be signed by an official authorized to commit to all or part of the Funding Match in cash or in-kind contributions.

For Funding Match provided in cash, this commitment letter is to contain the following information: total amount of the cash contribution, the estimated number of payments, the estimated amount of each payment, the start and the end date of payments, the items or tasks for which the cash will be used. Some of this information can be provided in a payment schedule.

For Funding Match provided with in-kind services, this agreement is to contain the following information: the items or tasks for which the in-kind services will be used, total estimated cash value of the in-kind contribution, and a description of how the values will be determined,

If no other organization is providing a contribution that will be a part of Funding Match, submit a statement confirming this as Attachment 5.

ATTACHMENT 6 – PROJECT BACKGROUND

AttachmentName: Background
Word file of no more than 3 pages (12 point font, 1 inch margins)

Provide an up to 3 page summary of the project history, project description, and the intended outcome of the project. The text should be consistent with the Project Description and Project Objective provided in Part 2 of the GRanTS submittal and include a description of the project location including overlying jurisdictions (City, County, State, or Federal land), Assessor's Parcel Numbers (APN), and property addresses, if applicable. A project map showing the project's geographical location and the boundaries of work is helpful but not necessary. If included, the map does not count towards the attachment page count.

For the various grant types, the Project Background is also to include:

- **Construction Projects**: What specifically is being constructed with the grant funds. If the constructed project is a component of a larger project, describe how this project contributes to the larger project. Present the major alternatives considered during the project feasibility study and compare these with the proposed solution. Describe why the alternatives not chosen were rejected. Include a detailed description of the selected alternative and method for evaluation of technical feasibility including water supply, benefits, environmental impacts, equipment needs, costs, and schedule. Provide a general budget for the Total Project Cost and how the Funded Project budget relates to it (see definitions in Section 4.2). Provide a confirmatory statement that the Funded Project will be able to operate upon completion to achieve its stated purpose, regardless of the completion of other projects or project components.
- **Pilots and Demonstration Projects**: Describe the project's need and purpose. Briefly describe the full-scale project for which the pilot or demonstration project is being performed and its status. Present the major alternatives considered and compare them with the proposed solution. Describe why the alternatives not chosen were rejected. Include a detailed description of the selected alternative and method for evaluation of technical feasibility including water supply, benefits, environmental impacts, equipment needs, costs, and schedule. If the project involves testing alternative approaches to a problem, describe the alternatives to be investigated. Describe what will happen to the equipment after completion of the Funded Project.
- **Feasibility Studies**: Describe the overall issue being addressed by preparing the feasibility study and/or environmental documentation for the brackish groundwater desalination project. What are the contributing issues the Feasibility Study must address? What other alternatives have been or will be evaluated?
- **Environmental Documentation**: Provide a description of the need and purpose for the sea water desalination project. What alternatives have been considered and preliminary testing conducted, if any? Projects in this category must have a completed or concurrent feasibility study. Indicate in the Project Background the status and/or schedule of the feasibility study relative to the proposed project.
- **Research Projects:** What is the specific issue intended to be addressed by this research? How will the project interface with past, ongoing, or planned research, if any? How is the outcome of the research intended to support the permitting process in the state of California?

ATTACHMENT 7 – TECHNICAL/SCIENTIFIC MERIT

AttachmentName: Merit

Word file of no more than 5 pages for research projects, 1 page for all others (12 point font, 1 inch margins)

Describe the technical adequacy and feasibility of the project using previous work, published scientific literature, or models. Provide enough information to permit evaluation of the feasibility and technical adequacy of the proposed project, including the: approach, methods, procedures, monitoring and evaluation, and costs and benefits to satisfy the objectives.

ATTACHMENT 8 – SCOPE OF WORK

AttachmentName – Scope
Word file of no more than 3 pages (12 point font, 1 inch margins)

The Scope of Work is to describe how the Funded Project will be performed and completed. It is to include a clear work breakdown structure and is to be consistent with:

- Project Description (GRanTS, Part 2)
- Project Objectives (GRanTS Part 2)
- Project Background (Attachment 6)
- Project Budget (Attachment 10)
- Project Schedule (Attachment 11)

This scope of work will be included in the agreement documents to be executed between DWR and the applicant, if the proposed project is awarded funding. Therefore, the Scope of Work is to be prepared for inclusion in the grant agreement without extraneous language or description. If the project is awarded partial funding, this scope may be revised for the grant agreement, as necessary.

A separate task is to be provided for Project Management activities.

Within the Scope of Work, each task is to include:

1. A description of work to be performed and completed within the task
2. Deliverables to be completed within the task
3. Data to be collected during the task
4. Assumptions used to develop the schedule and budget
5. Planned meetings

An example of a portion of a Scope of Work is provided below.

EXAMPLE SCOPE OF WORK EXCERPT

TASK 1: PROJECT MANAGEMENT

Task 1a: Administration

Description of work: Conduct administrative services to complete the project; monitor, supervise and review all work performed; and coordinate with DWR to assure that the scope of work is completed within budget, on schedule, and in accordance with approved procedures, applicable laws, and regulations. Document the steps taken in soliciting and awarding sub-contract(s) to appropriate organization(s) to perform tasks as outlined in this agreement.

Prepare quarterly progress reports. Quarterly reports will describe the work performed and accomplishments of each task by location, or task phase, milestones achieved, documentation of contractor activities, and project meetings. Also, document any experienced or anticipated problems encountered in the performance of this agreement's work.

Deliverables: Invoices; Quarterly Reports; Meeting agendas, minutes, and sign-in sheets. Participation in teleconferences, generation of email correspondence; and reporting status in electronic Grants Review and Tracking System (GRanTS).

Assumptions: GRanTS will be used to provide financial reporting to DWR. The quarterly report will be provided to DWR 30 days after the end of the quarter. One hard copy and a pdf copy will be provided.

ATTACHMENT 9 – WORK PLAN

AttachmentName – WorkPlan
Word file of no more than 10 pages

The Work Plan is to describe specifically how the Scope of Work provided in Attachment 8 will be implemented by the Grantee. The Work Plan is to include the following:

- Description of the grantee's project team organization, roles and responsibilities, communication plan, and project management plan. An organization chart may be included to illustrate lines of communication, authority, and responsibility.
- Description of each of the participating organizations, their project role, and contact information for the participant's project lead. This should include other organizations, agencies, contractors, and consultants.
- If there is or will be an agreement among participating agencies and/or organizations, discuss the nature of the agreement, including the allocation of decision-making authority and liability, as well as the tasks to be performed by the different entities and costs associated with these tasks.
- Procedures by which the applicant will coordinate with its partner agencies and organizations that may receive funding from the grant including any contracts, memorandums of understanding (MOUs), and other formal agreements.
- Discussion of standards, such as construction standards, health and safety standards, laboratory analysis, or accepted classifications methods that will be used in implementation.
- Development of performance measures and monitoring plans for the project.
- Discussion of the status of acquisition of land or rights-of-way, if applicable.
- Identification of all necessary permits and the status of securing such permits.
- Description of deliverables to DWR for assessing progress and accomplishments.
- Where requested funding is for a component of a larger project, this section must describe all of the components of the larger project and identify which elements of the project the Desalination Grant is proposed to fund. Linkages to any other projects that must be completed first or that are essential to obtain the full benefits of the Proposal must be discussed.

ATTACHMENT 10 – PROJECT BUDGET

AttachmentName – Budget
Excel file, BudgetTemplate

The Project Budget must provide a detailed estimate of costs provided in the format shown in Attachment 10. The project budget requested here is only for the Funded Project, as shown in Section 4.2. The costs and revenue sources should include the following:

- Planning and design costs, environmental compliance and documentation costs; construction costs shown by project task, or phase; and the construction contingency amount for the Proposal.
- Funding Match (i.e., Grantee's non-state cost share) can include, subject to DWR approval, eligible costs borne by the applicant or individual project proponent after grant award date but before grant agreement execution. A Minimum Funding Match for each proposal is 50 percent of the total costs of the Funded Project, but in no case less than the DWR grant. Refer to Section 4.6 for more information.
- Any cost share funds, such as other State funds, being used to fund the project but that do not qualify as matching funds must be described. State Revolving Funds (SRF) are considered State funds, not Funding Match. ARRA funds are not considered State funds and may be used as Funding Match.
- Tasks that are supported by the DWR grant and Cost Share (Funded Project)

The detailed budget is to be submitted and use the same work breakdown structure included in the Scope of Work. Where applicable, documentation should be included to support the costs included in each budget category. Acceptable documentation may include, but is not limited to, bid documents, rate sheets, feasibility studies, or other project reports. The detailed budget should clearly identify a contingency amount (i.e. contingency percentage) applied to the project budget. Applicants must also provide an explanation of the rationale used to determine this contingency percentage. The tasks shown on the Budget must agree with the tasks described in the Work Plan and shown in the Schedule in Attachment 9 and 11.

The applicant is to provide a summary table in the format of the following table for which the template is provided online. In addition, the applicant is to provide supplemental tables to support the summary table costs. The supplemental tables may include assumptions, calculations, or references to document the costs. Supplemental table format is at the discretion of the applicant. How the supplemental tables support the summary table should be clearly identified. The summary table is to be consistent with the budget numbers provided in GRanTS Part 1.

Unless there is a reason to provide otherwise, it is presumed that funding sources, excepting in-kind services, are applied across all tasks in proportion to total task costs. Thus, it is not necessary to provide a task breakdown of funding sources in the summary table. Any other assumptions should be explained as footnotes in the table or in supporting documentation.

Summary spreadsheet instructions follow. The numbers correspond to the footnote numbers on the spreadsheet.

1. The same as in Applicant Information within GRanTS Part 1

2. The cost of the applicant's overall project, which may include project components or costs not considered as part of this grant application
3. The funded portion of the applicant's project
4. The supplemental percentage that subcontractor project costs are being increased above their direct cost
5. The overhead rate as a percentage of unburdened or raw labor
6. Tasks are to be determined by the applicant. Project Management is to be included as a separate task. Contingency may be included as a separate line item, as a percentage of the Total Funded Project
7. Enter the total labor hours of the combined labor categories
8. Enter the Labor Category in the column header and then in the column provide the total cost for that labor category, by task. Additional columns may be inserted.
9. Sum the dollar value for the labor costs, by task. In the total row, provide a sum for the column.
10. Provide the total cost for travel associated with this task.
11. Provide the total cost of all equipment that will be purchased as part of the Funded Project.
12. Indicate the fees paid to contractors and consultants during this project. The applicant may provide separate columns for each contractor and consultant in the summary spreadsheet.
13. Identify any other expense costs associated with the project and enter them, by task. This can include construction costs. Additional columns can be added.
14. Sum the dollar value for the expense costs, by task. In the total row, sum provide a sum for the column.
15. Add the value of the columns 'Labor Cost Total' and 'Expense Total'. In the total row, sum provide a sum for the column.
16. State-provided in-kind or cash contributions other than the DWR grant to complete the Funded Project. Costs may be summarized in the Total row or separated by task. The entry in the Total cell is to be the same as the Other Contribution entry in GRanTS Part 1 and Attachment 4.
17. Any other source of funds not accounted for in the Other, Federal, In-Kind, or DWR contributions. Costs provided may be summarized in the Total row or separated by task. The entry in the Total cell is to be the same as the Local Contribution entry in GRanTS Part 1 and Attachment 4.
18. Federally-provided in-kind or cash contributions to complete the Funded Project. Costs may be summarized in the Total row or separated by task. The entry in the Total cell is to be the same as the Federal Contribution entry in GRanTS Part 1 and Attachment 4

19. Work or services provided by the grantee or other project participants to complete the Funded Project. The monetary value of the work or services shown corresponding to the appropriate task. The entry in the Total cell is to be the same as the In-Kind Contribution entry in GRanTS Part 1 and Attachment 4.
20. The amount of money the applicant is requesting through this grant application
21. Add the value of the Funding Sources columns. The total of the 'Total Funding' column should match the total of the 'Labor and Expense Total' column.

ATTACHMENT 10

BUDGET SUMMARY SPREADSHEET

Applicant Organization Name[1]:

Proposal Name[1]:

Total Project Cost[2]:

Funded Project[3]:

Markup on Expenses[4]: %

Overhead Rate[5]: %

Task Number	Task Name[6]	Total Labor Hours[7]	Labor ($)				Expenses ($)					Labor and Expense Total[15]	Funding Sources ($)					Total Funding[21]
			Labor Category Cost[8]	*Labor Category Cost[8]*	*Labor Category Cost[8]*	Labor Cost Total[9]	Travel[10]	Equipment[11]	Contractors and Consultants[12]	Other[13]	Expense Total[14]		Other Contribution[16]	Local Contribution[17]	Federal Contribution[18]	In-kind Contribution[19]	Grant Funding Requested[20]	
1	Project Management																	
2	*Task Name*																	
3	*Task Name*																	
4	*Task Name*																	
5	*Task Name*																	
6	Contingency																	
Total																		

See PSP Attachment 10 for specific instructions for each footnote. The costs shown in Attachment 10 are for the Funded Project, except for the Total Project Cost shown in Row 4.

ATTACHMENT 11 – PROJECT SCHEDULE

AttachmentName – Schedule
Microsoft Project file or Excel file, ScheduleTemplate, at
http://www.water.ca.gov/desalination/2014DesalGrants/,

The Project Schedule is to be submitted either using the Excel template or as a MS Project file. At a minimum, it is to indicate the estimated duration for each task indicated in the Scope of Work (Attachment 8), project deliverables, major project meetings, and any other major project milestones. Note that grant contracts are not expected to be executed until spring of 2014.

In lieu of using the schedule approach shown in the attached example, the applicant may submit a Gantt Chart or other scheduling tool that provides the same information.

ATTACHMENT 11

FUNDED PROJECT SCHEDULE

Applicant Organization Name[1]:

Proposal Name[1]:

Task	Subtask	Task/Subtask Name	Start Date	End Date	2014 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2015 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1		**PROJECT MANAGMENT**	**1/1/2014**	**12/31/2015**				Q			Q			Q			Q			Q			Q			Q		Q
	1a	Project Administration	1/1/2014	12/31/2015																								
	1b	Labor Compliance Program	2/1/2014	12/31/2015																								
2		**RIGHT-OF-WAY ACQUISITION**	**1/1/2014**	**6/1/2014**																								
	2a	Right-of-Way Appraisal	1/1/2014	3/1/2014																								
	2b	Land/Easement Acquisition	3/1/2014	6/1/2014																								
3		**PLANING AND PERMITTING**	**2/1/2014**	**6/1/2014**																								
	3a	Initial Site Assessment	2/1/2014	3/1/2014																								
	3b	Biological Assessment	2/1/2014	6/1/2014																								
	3c	CEQA/NEPA COMPLIANCE	4/1/2014	8/1/2014																								
	3d	Permitting	8/1/2014	11/1/2014																								
4		**DESIGN & ENGINEERING**	**1/1/2014**	**1/1/2015**																								
	4a	Feasibility Assessment	1/1/2014	4/1/2014																								
	4b	Design	1/1/2014	1/1/2015																								
5		**CONSTRUCTION**	**4/1/2015**	**12/1/2015**																								
	5a	Mobilization & Site Preparation	4/1/2015	5/1/2015																								
	5b	Project Construction	5/1/2015	11/1/2015																								
	5c	Testing and Demobilization	11/1/2015	12/1/2015																								
	5d	Construction Administration	4/1/2015	12/1/2015																								
	5e	Environmental Compliance	4/1/2015	12/1/2015																								
6		**REPORT PREPARATION**	**2/1/2014**	**12/31/2015**																								
	6a	Interim Deliverable Preparation	2/1/2014	1/1/2015																								
	6b	Draft Report	11/1/2015	12/1/2015																								
	6c	Final Report	12/1/2015	12/31/2015																								

Deliverable

Q Quarterly Report

Dependent Task

Note: Footnotes are provided on the on-line attachment template.

ATTACHMENT 12 – GREENHOUSE GAS EMISSION ESTIMATIONS

AttachmentName – GHG Project Specific Energy Source Portfolio
Excel file, GHG Project Specific Energy Source Portfolio, at
http://www.water.ca.gov/desalination/2014DesalGrants/

Green House Gas (GHG) emission calculations are required for certain projects defined under CEQA and for evaluation in this grant program, see Section 6.4 Climate Change and Attachment 15 Environmental Documentation of this PSP. Full CEQA documentation including GHG emission estimates are required to fulfill DWR's CEQA obligations as a Responsible Agency. Attachment 12 focuses on the GHG emission calculations for the energy intense activity of removing salt from saline raw water sources, the principal desalination activity of the project. This attachment uses a project energy source portfolio template worksheet to award a maximum of 5 points in project scoring (see Exhibit G). The point award for this attachment is based on evaluating the use of renewable power sources to reduce GHG emissions for the principal desalination activity of the project. The project energy source portfolio only addresses power source(s) used to perform the desalination treatment process and doesn't include all power requirements or other GHG emissions which may be generated to implement the water supply project in whole.

Attachment 12 is a multi-worksheet Excel workbook available on the PSP website. It includes 3 tables, two of which are reproduced in this PSP (the third table is optional). The workbook also contains instructions for completing the tables and reference information.

For purposes of scoring points related to energy sources and GHG emissions, projects are awarded more points by coupling, constructing and using or otherwise arranging for the dedication of renewable energy sources for the power necessary in operating the principal desalination treatment components of the water supply project. Attachment 12 was designed to capture power source arrangements of proposed projects, enabling DWR to award points for power usage that is either renewable or reduces GHG emissions.

Projects with non-renewable energy generation sources and energy sources contributing negatively towards GHG emission reduction are acceptable but they will not score highest in the energy and GHG scoring criterion.

ATTACHMENT 12

Green House Gas Calculation

Table 12.1 Project Energy Source Portfolio

A	B				C		D		E
	B1	B2	B3	B4	C1	C2	D1	D2	
Energy Sources (type)	**Energy Requirement and Generation Designations Principal Desalting Component**				**Emission Factor (EF)**		**Project GHG Emission [C x D] [calculated field]**		**Reference/Comments[2]**
	Project Specific (PS)	**PS[1] Units**	**Non-Project Specific (NPS)**	**NPS[1] Units**	**EF**	**EF[1] Units**	**GHG[3]**	**GHG[1] Units**	
Statewide Electrical [4]	--	--	0	kWh/kgal	0.4517	$kgCO_2e/kWh$	-	$kgCO_2e/kgal$	DWR provided EF.
Utility Level [4]	--	--	0				-		Attachment #___, Doc # ____, Page # ___
Local/Project Electrical [4]	0		0				-		Attachment #___, Doc # ____, Page # ___
Alternative Electrical [4]	0		0		-		-		Attachment #___, Doc # ____, Page # ___
Coal	0		0		-		-		Attachment #___, Doc # ____, Page # ___
Large Hydro	0		0		-		-		Attachment #___, Doc # ____, Page # ___
Natural Gas	0		0		-		-		Attachment #___, Doc # ____, Page # ___
Nuclear	0		0		-		-		Attachment #___, Doc # ____, Page # ___
Heating Oil	0		0		-		-		Attachment #___, Doc # ____, Page # ___
Diesel	0		0		-		-		Attachment #___, Doc # ____, Page # ___
Gasoline	0		0		-		-		Attachment #___, Doc # ____, Page # ___
Other[2]	0		0		-		-		See Expanded Comment Tab, Comment #1
Renewable	--		--		--		--		--
Biomass	0		0		0				Attachment #___, Doc # ____, Page # ___
Geothermal	0		0		0		-		Attachment #___, Doc # ____, Page # ___
Small Hydro	0		0		0		-		Attachment #___, Doc # ____, Page # ___
Solar	0		0		0		-		Attachment #___, Doc # ____, Page # ___
Wave	0		0		0		-		Attachment #___, Doc # ____, Page # ___
Wind	0		0		0		-		Attachment #___, Doc # ____, Page # ___
Other[2]	0		0		0		-		Attachment #___, Doc # ____, Page # ___
Total Unit Emission per Volume Treated							0.00		Estimated [mass units] CO_2 e per [unit] of water [calculated field].

Table 12.2 Capacities and Rating

A	B	C		D[7]	E[1,7]	
PDC Feedwater Capacity[5]	0.0	MGD				
Desalting Capacity (DOC)[6]	0.0	MGD				
Ratio of Capacities (PDC Feedwater) / (DOC):	#DIV/0!	[calculated field], unitless	Daily GHG Emissions	0	Total estimated emission in [mass units] $kgCO_2$ e per day [calculated field]. Example $kgCO_2$ e /Day	

Note: Footnotes are provided on the on-line attachment template.

ATTACHMENT 13 – OUTREACH AND COMMUNITY INVOLVEMENT

AttachmentName – Community
Word file of no more than 1 page (12 point font, 1 inch margins)

Applicants must coordinate with local governments and other local entities, such as community based organizations and watershed groups, prior to submitting a proposal. For past, present, and future activities, the Outreach and Community Involvement attachment is to:

- Describe public outreach to the groups or individuals that may be affected by the proposed project
- Identify which local groups or other interested organizations are aware of the proposed project and their level of support or opposition
- Identify any potential third party impacts
- Estimate the number of people or organizations that are expected to receive training, employment, or other social or economic benefits from the proposed project
- Describe any opposition to the proposed project

Pilot/demonstration or research projects are to indicate how project results will be disseminated.

Feasibility study projects are to indicate plans for outreach and community involvement during the planning process.

ATTACHMENT 14 – PROJECT BENEFITS

AttachmentName – Benefits
Word file or Excel file of no more than 1 page (12-point, 1-inch margin)

Attachment 14 enables the applicant to provide detail on the benefits of its proposed project and provides more flexibility than the benefit input in GRanTS Part 2. The benefits described in this attachment need not correlate to those listed in Exhibit I.

Create either a Word or Excel file to provide the information necessary to identify and explain the project benefits. A template is not provided because it is expected that each project will have a unique approach and benefits.

Applicants are to describe the benefits in a narrative form and wherever possible to use scientific methods and previously published reliable data to quantitatively estimate the expected benefits of the proposed project to both the applicant (local benefits) and the State. State benefits can be a general contribution to the needs of state's population or economy or benefits to regional or interbasin water systems.

The description of benefits should include the following as applicable: the type of benefit (water supply, water quality, energy conservation, permitting research, etc), the beneficiaries of each benefit, and the geographic areas where the benefit will be realized, as well as the duration of the benefit to each beneficiary. If the benefits are variable over time, such as seasonal, or trend over time, describe the temporal changes.

Water supply benefits can include direct benefits related to deliveries, as well as indirect benefits related to avoided costs or environmental impacts. For proposed water supply projects, provide estimates of total expected water supply (in acre-feet/year). For water quality projects, examples of benefits could include improved drinking water quality or groundwater quality improvements resulting from desalination as part of the groundwater management. Energy conservation benefits can include information on green house gas emissions as calculated in Attachment 12. Research benefits described need to specify which permit and its corresponding criteria will be addressed in the proposed project. Additionally, if there are potential benefits to the Sacramento-San Joaquin Delta, such as reduced diversions, describe those benefits and how they can be assured.

Document the rationale for quantification and/or qualification of benefits and include assumptions, calculations, references, and other pertinent information used to arrive at the values/qualitative assessments.

If there are potential benefits to the Sacramento-San Joaquin Delta, such as reduced diversions, describe those benefits and how they can be assured.

ATTACHMENT 15 – ENVIRONMENTAL DOCUMENTATION

AttachmentName – EnviroDoc
Word or pdf file

Environmental documentation is required by CEQA for activities that come within the definition of "project" in CEQA (California Code of Regulations, Title 14, Division 6, Chapter 3, Section 15378). As part of Attachment 15 of the grant application, the following items must be provided. Environmental documentation may be submitted in electronic form with the grant application, but if a project is awarded a grant, printed copies will be required.

- An Environmental Information Form (EIF). EIF forms are provided at http://www.water.ca.gov/irwm/grants/docs/ResourcesLinks/Forms/FAPP2EIF_Eiffer_fillable.pdf.
- When an application is for a project meeting the definition of "project' under CEQA:
  - A detailed plan for compliance with all applicable environmental laws. The plan should address all the potential environmental, social, and economic impacts of the proposed project, including mitigation required under the CEQA and, if applicable, the NEPA. The plan should also address compliance with local, county, State, and federal permitting requirements.
  - Any permits which may include local grading permit, Section 404 permit authorized under the Clean Water Act[3], Section 1600 permit authorized under the Fish and Game Code[4], et cetera.
  - A schedule for completion of all required environmental documentation.
  - A completed Environmental Impact Checklist that can be found at: http://ceres.ca.gov/topic/env_law/ceqa/guidelines/Appendix_G.html

For general information about environmental compliance, refer to the website: www.ceres.ca.gov/ceqa.

The scoring of environmental documentation (Attachment 15) is incorporated into Question #4 of Exhibit H in this PSP.

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[3] Section 404 of the Clean Water Act (CWA, 33 CFR Parts 320-332) authorizes the Corps to issue permits for the discharge of dredged or fill material into navigable waters. Navigable waters were later expanded to include "waters of the United States" for section 404 purposes.

A Corps permit is a "federal action" and therefore requires compliance with other federal laws and rules. The following are a subset of some regulations to comply with:

CWA Section 401 certification (33 CFR Chapter 26)
Section 106 of the National Historic Preservation Act (NHPA, 16 USC 470 et seq.)
Section 7 of the Endangered Species Act (ESA) coordination (Title 50 of CFR)
NEPA (42 USC§ 4321 et seq.)
CWA Section 404(b)(1) guidelines (40 CFR)
Public Interest review (33 CFR Part 325)

[4] FISH AND GAME CODE, SECTION 1600-1616 The Legislature finds and declares that the protection and conservation of the fish and wildlife resources of this state are of utmost public interest. Fish and wildlife are the property of the people and provide a major contribution to the economy of the state, as well as providing a significant part of the people's food supply; therefore their conservation is a proper responsibility of the state. This chapter is enacted to provide conservation for these resources.

ATTACHMENT 16 – FEASIBILITY STUDY

AttachmentName – Feasibility
Word or pdf file

For pilot, demonstration, or construction projects submit the Feasibility Study or Facilities Plan.

Submit the partial Feasibility Study or Facilities Plan for a project to complete the environmental documentation portion of an ocean desalination project feasibility study.

The Feasibility Study or Facilities Plan should determine the need for the proposed water supply project, analyze the alternatives to meet the project objective, select a desalination project as the preferred alternative, and identify the implementation steps for the project. It is expected that planning be completed to a level to proceed to design and construction of a project.

The Feasibility Study content and recommended organization is shown in Exhibit J.

ATTACHMENT 17 – PROJECT PLANS AND SPECIFICATIONS

AttachmentName – PlansSpecs
Word file or pdf files of drawings

For construction projects only submit Final Plans and Specifications or Preliminary Plans and Specifications for the proposed project if Final Plans and Specifications are not complete. The Preliminary Plans should indicate, at a minimum, types and quantities of materials, dimensions, and location. A California registered civil engineer must prepare the Plans, Specifications, and Certification Statements. Please submit this information by mail with the original hard copy of the application.

ATTACHMENT 18 – PROJECT TEAM QUALIFICATIONS

AttachmentName – Quals
Word or pdf file of not more than 10 pages

Provide brief descriptions of the qualifications of the key staff conducting the work.

- Include a resume(s) of the project manager(s) and other key staff, not exceeding two pages each.
- List any previous State or federal water desalination grant projects in which the applicant has participated. Consideration will be given to the applicant's performance in prior water desalination programs including any current applications with other agencies.

ATTACHMENT 19 – PLAN OF STUDY FOR FEASIBILITY STUDY

AttachmentName – PlanOfStudy
Word or pdf file

Proposed brackish groundwater feasibility studies are to include a Plan of Study as part of the application. The final content of the feasibility study and its recommended organization is shown in Exhibit J.

For all other projects, indicate "Not Applicable".

As a minimum, a plan of study should include the following elements:

- Description of the service area that could be served by a desalination facility to be studied
- Map of the service area and potential facility location to be studied
- The potential sources of saline water to be studied for desalination
- The potential alternative desalination intake, treatment distribution, and facility locations to be studied
- General description of water supply alternatives besides desalination that will be analyzed
- Description of public participation and stakeholder involvement planned
- Schedule of major tasks associated the feasibility study

ATTACHMENT 20 – ECONOMIC ANALYSIS

AttachmentName – EconAnal
Pdf files

The applicant is to provide an economic analysis comparing the total economic cost of the proposed project to alternative water supplies and other economic benefits or avoided costs. Guidance is provided online regarding this analysis.

ATTACHMENT 21 – OTHER INFORMATION

AttachmentName – Other
Pdf files

The applicant may provide additional information to augment its Application. Files are to be provided electronically only.

EXHIBITS

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EXHIBIT A

ACRONYMS AND ABBREVIATIONS

§	Section
AB	Assembly Bill
APN	Assessor's Parcel Number
ARRA	American Recovery and Reinvestment Act
AWMP	Agricultural Water Management Plan
BMP	Best Management Practice
BMS	Bond Management System
CASGM	California Statewide Groundwater Elevation Monitoring
CEQA	California Environmental Quality Act
CM	Construction Management
CWC	California Water Code
DWR	Department of Water Resources
EIF	Environmental Information Form
EIR	Environmental Impact Report
ESA	Endangered Species Act
GRanTS	Grants Review and Tracking System
GHG	Greenhouse Gas
IOU	Investor-Owned Utility
IRWM	Integrated Regional Water Management
JPA	Joint Powers Authority
MOU	Memorandum of Understanding
MS	Microsoft
NEPA	National Environmental Policy Act
O&M	Operation and Maintenance
PSP	Proposal Solicitation Package
SB	Senate Bill
SRF	State Revolving Fund
TBD	To Be Determined
TDS	Total Dissolved Solids
UWMP	Urban Water Management Plan
WGS84	World Geodetic System 1984

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EXHIBIT B
GLOSSARY

Alternative potable water – Water that without desalination treatment cannot be used for potable purposes and that will realize identified environmental benefits by replacing the same amount of freshwater withdrawn from a natural water body.

American Recovery and Reinvestment Act of 2009 (ARRA) – Funding provided by the federal government to assist in the construction of local public works projects. These funds are not considered State funds and may be used as Funding Match.

Applicant – The entity that is formally submitting a grant application. This is the same entity that would enter into an agreement with the State should the grant application be funded. The grant applicant must meet the requirements in Section 3.1 of the PSP.

Application – The electronic or hard copy submission to DWR that requests grant funding for a Proposal that the applicant intends to implement.

Award Date – The date the final funding decision is released.

Benefit – An action that leads to a positive response or outcome, or a lessening of an otherwise negative condition.

Bond Management System (BMS) – An on-line funding application submittal system used by applicants to submit applications to DWR. This system was renamed GRanTS in early 2013.

Cost Share – The applicant's portion of funding the Funded Project. The cost-share portion of the funded project is provided by the applicant and consists of funds qualifying as a Funding Match and other funds which do not qualify as a Funding Match (Other State Funding).

DWR Grant – The amount of funds requested by the applicant for grant funding from the DWR Water Desalination Grant Program or awarded by DWR to the applicant for an Eligible Project. Grant funds can be used to reimburse only eligible costs, as described in Section 4.3, that are incurred after the effective date of the grant agreement and before agreement termination.

Effective Date of the Grant Agreement – The date that the grant agreement is signed by DWR.

Eligible Cost – Costs that are necessary and reasonable to perform a project within the scope of work approved by DWR, and that may be reimbursed by DWR desalination grant and that may also be funded by funding sources qualifying as Funding Match.

Eligible Project – The portion of the total project that is considered consistent with the goals and scope of the DWR Water Desalination Grant Program as defined in Section 3.2 and is necessary for an operable project. The cost of the Eligible Project may include ineligible costs (see Non-Funded Portion of Eligible Project).

Excess Funding Match – The portion of Funding Match in excess of the Minimum Funding Match. Excess Funding Match is not required for grant funding.

Funding Match – The non-state fund portion of cost-share made available by the applicant to assist in financing the Eligible Project and in compliance the Funding Match criteria as described

in Section 4.6. The Funding Match is the sum of the Minimum Funding Match and the Excess Funding Match.

Funded Project – The funded portion of the Eligible Project, which consists of only eligible costs as defined in Section 4.3. Funded Project costs are financed by the DWR Grant and the applicant's Cost Share.

Grants Review and Tracking System (GRanTS) – An on-line funding application submittal system that will be used for grant application and review. It replaced BMS in 2013.

Grantee – a grant recipient.

Ineligible Portion of Total Project – The portion of the total project which is considered outside the goals or scope of the DWR Water Desalination Grant Program or of the project for which funding is requested. The costs of the ineligible portions of the total project are not fundable or applicable to cost shares as defined in Cost-Share in this PSP.

In-Kind Services – Work or services performed by the grantee or other project partners to accomplish the scope of work. The monetary value of this work may be considered Funding Match in-lieu of actual funds from the grantee.

IRWM Plan – Integrated Regional Water Management (IRWM) plan is a comprehensive plan for a defined geographic area, the specific development, content, and adoption of which shall satisfy requirements developed pursuant to this part. At a minimum, an Integrated Regional Water Management Plan describes the major water-related objectives and conflicts within a region, considers a broad variety of resource management strategies, identifies the appropriate mix of water demand and supply management alternatives, water quality protections, and environmental stewardship actions to provide long-term, reliable, and high-quality water supply and protect the environment, and identifies disadvantaged communities in the region and takes the water-related needs of those communities into consideration. (CWC §10530 *et seq*., in particular CWC §10534)

Investor-owned utility (IOU) – A public utility as defined in Sections 216 of the Public Utilities Code.

Minimum Funding Match – The portion of Funding Match that is the minimum amount required to match the state grant. By statute, the Minimum Funding Match is at least 50 percent of the total cost of the project, which for the purposes of this PSP is 50 percent of the cost of the Funded Project, in no case less than the DWR grant.

New potable water – Water that without desalination treatment cannot be used for potable purposes and that augments the State potable water supply.

Non-Funded Portion of Eligible Project – The portion of Eligible Project that is necessary and reasonable for completion of an operable project but which consists of ineligible costs, as defined in Section 4.4.

Non-profit organization – Any non-profit corporation qualified to do business in California and qualified under § 501(c)(3) of the Internal Revenue Code.

Other State Funding – The portion of Cost Share that comes from state funding other than the DWR Water Desalination Grant Program. Within GRanTS, this referred to as Other Contributions.

Physical Benefits – Measures of project accomplishments such as amount of water supply, change in water quality, area, and types of properties protected by flood control features, habitat measured in acreage or flow, energy production or savings, recreation facilities, etc.

Proposition 50 – Proposition 50, the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (California Water Code Section 79500 et seq.). Enacted by California voter in 2002, it authorizes $3.44 billion in general obligation bonds to fund a variety of water projects: specified CALFED Bay-Delta Program projects including urban and agricultural water use efficiency projects; grants and loans to reduce Colorado River water use; purchasing, protecting and restoring coastal wetlands near urban areas; competitive grants for water management and water quality improvement projects; development of river parkways; improved security for state, local and regional water systems; and grants for desalination and drinking water disinfecting projects. The general obligation bonds are to be repaid from state's General Fund.

Scoring Criteria – set of requirements used by DWR to evaluate a proposal for a given program or for funding.

Selection Panel – Group of DWR representatives at the supervisory or management level assembled to review and consider proposal evaluations and scores developed by the Technical Reviewers and to make initial funding recommendations. Other agencies, such as the State Water Resources Control Board or the Regional Water Control Boards, representatives at the supervisory or management level may also be invited to participate on the Selection Panel.

State Agency – Every state office, officer, department, division, bureau, board, and commission of the State of California.

Stakeholder – an individual, group, coalition, agency, or others who are involved in, affected by, or have an interest in the implementation of a specific program or project.

Technical Reviewers – A group of agency representatives assembled to evaluate the technical competence of a proposed project and the feasibility of the project being successful if implemented. Other agencies, such as the SWRCB or RWQCB, representatives may also be invited to participate as technical reviewers.

Total Project Cost – The cost associated with the total project as conceived by the applicant and includes eligible and may include ineligible costs as defined in this PSP.

Urban Water Supplier – Supplier, either publicly or privately owned, that provides water for municipal purposes, either directly or indirectly, to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually (CWC §10617).

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EXHIBIT C

QUARTERLY REPORT DOCUMENTATION

Quarterly reports provided to DWR are intended to be a brief summary of the work performed and an update on the status of the project at the end of the quarter. They are to be provided according to the following schedule:

- First quarter (Jan through March): May 31
- Second quarter (April through June): August 31
- Third quarter (July through September): November 30
- Fourth quarter (October through December): March 31 of the subsequent year

If a project begins in the middle of a quarter, it is at the grantee's discretion as to whether to submit a quarterly report for a partial quarter or a longer-duration quarterly report from project inception through the first full quarter. Provide an e-mail to the DWR project manager regarding the planned submittal of the first quarterly report.

The quarterly report is to provide information by task, as well as include a total project summary. It may also document the activities of an associated invoice disbursement request. The tasks are to be the same as those provided in the project agreement, unless a revised work breakdown structure has been approved by DWR. The quarterly reports are to include:

- Grantee Name and information
- DWR Agreement Number
- Project Name
- If a disbursement request is included
- An overall project status
- By task, activities completed during the quarter
- By task, percent of work complete through the end of the quarter by activities conducted towards the overall task scope
- By task, planned activities to be completed during the upcoming quarter
- Total budget expended and revised projection, by quarter
- Issues or problems that occurred during the previous quarter and how they were resolved
- Anticipated issues or problems that may occur and if they are expected to impact the project schedule, budget, and scope.

The quarterly report is not to provide any project data or results or analyses. These are to be included in submitted project deliverables or annual reports.

If contingency funds were billed during the reporting quarter, or are anticipated to be accessed during the upcoming quarter, provide detailed justification in the associated quarterly report. It is expected that disbursement requests (invoices) will be submitted quarterly. If an invoice is not being submitted concurrent with the quarterly report, the report should explain why.

The suggested template for quarterly reports is included below.

Template for

Quarterly Technical Progress Report

Covering Period for example, January 1 to March 31, 2014

Date of Report for example, April 25, 2014

Agreement Number:	460000XXXX
DWR ID Number:	XXXXXXXX
Project Title:	Official project title
Recipient Organization:	Name and address of organization
Partners:	List names of all participants doing work on the project, specifically identifying cost-sharing partners.
Contact Person:	Name, address, telephone, facsimile and electronic address.
Date Submitted:	Date

_____

Grantee Authorized Representative (signature) Date

_____

Printed NAME and TITLE

1. **Project Objective:** One paragraph stating overall project objectives.
2. **Project Description / Background:** One or two paragraphs outlining the reason(s) and/or goals for the project; the technical issues being addressed, and the project tasks.
3. **Agreement Dates:**
   - Start Date of Agreement:
   - End Date of Agreement: *(If the agreement has been extended, put in new end date. This is not the anticipated end date, but the end date per the signed agreement.)*
4. **Work History.** Provide an updated brief summary of work accomplished in the previous quarters. List each quarter separately with a description condensed from the detailed description.
5. **Progress and Status:** This section should be updated every report and past work moved to the previous section. Include the activities performed during the reporting period identifying those performed by the grantee organization as well as by its partners, and identify any issues or concerns related to tasks, schedule or budget. Progress should be reported relative to the approved tasks identified in the Scope of Work. Include project committee meetings, work plan status, agreement status, significant progress, project's milestone, lessons learned, etc. *Please note: the information contained in this section must easily reconcile with Expenditures (number 6) below. Failure to provide easily reconcilable progress and status with invoices will result in returned invoices.* If there is a conflict between easily matching progress with the invoice and providing adequate detail in this section consider adding an appendix that contains the technical details of your project.
6. **Percent Complete of Total Project:**
7. **Deliverables:**
   a. **Publications / Presentations:** Identify publications and presentations made during this quarter for industry or government groups resulting from the award.
   b. **Workshops, outreach activities, …**
8. **Quarterly Budget Status:** The project budget should be updated in each quarterly report using two tables, one showing historic and projected expenses by quarter and by resource category as described in the scope of work, and the other showing a summary of expenses

by state, grantee Funding Match, Other State Contribution and by resource category. Expenses should be shown in the quarter that they became due and payable by the grantee.

Funded Project Summary Report from _____ to _____

Budget Category OR Task Description	State (DWR) Share			Funding Match			Other Contribution		
	Previous Quarter's Balance A	Current Quarter's Expenses B	Quarter's Ending Balance A – B = C	Previous Quarter's Balance D	Current Quarter's Expenses E	Quarter's Ending Balance D – E = F	Previous Quarter's Balance G	Current Quarter's Expenses H	Quarter's Ending Balance G–H = IJ
Totals									

Note: the format of the report of expenses by quarter is being developed.

9. **Schedule Status:** Provide a revised project schedule, including work already performed and planned work, with a breakdown by task and with key deliverables and milestones noted. This can be in the form of a Gantt chart. Explain any changes from the schedule provided previously.
10. **Plans for Next Quarter:** This section should identify activities to be performed during the next quarter.
11. **Attachments:** Include any supplemental information (e.g., interim reports, photographs, articles, publications, newspaper articles, etc.) to complete the report.

All quarterly reports are public documents and should not contain confidential, proprietary or business sensitive information.

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EXHIBIT D

ANNUAL REPORT DOCUMENTATION

Annual reports document the calendar year activity for Desalination Grant projects of any category. The report documents project accomplishments, findings, data collection, and progress for the calendar year. They are to provide more detail on actual project findings than provided in the quarterly reports. Annual reports are to be submitted with the 4th quarter report by March 31 of the subsequent year.

If planned project deliverables are to be prepared by the grantee, they can be submitted to DWR in lieu of the annual report, as long as the data identified below are provided. Prior to substituting project deliverables for an annual report, provide an e-mail to the DWR project manager for approval.

Section 1: Project Summary

- Summarize the project and its purpose
- Describe the project accomplishments during the calendar year
- Indicate how the project accomplishments interface with those of both the previous and subsequent years, if applicable.
- Identify project documents prepared during the calendar year

Section 2: Project Findings

- Provide in-depth discussion on the project findings and/or accomplishments during the calendar year
- Describe, in detail, what data were collected during the calendar year
- Summarize and evaluate the project findings
- Indicate how the project accomplishments interface with those of both the previous and subsequent years, if applicable.
- Identify project documents prepared during the calendar year

Section 3: Monitoring and Performance Evaluation

- Qualitatively/quantitatively describe pre-project condition(s) which are expected to be improved by implementation of this project
- How monitoring and assessment was conducted for pre-project condition(s) and tools/methods/measures used for monitoring & assessment
- How monitoring and assessment was conducted for post-project condition(s) and tools/methods/measures used for monitoring & assessment
- Main indicators of success to achieve goals/objectives of this project
- How you will continue monitoring and assessment for post project updates and reports
- Changes and/or adjustments throughout the project (if any)
- Causes to support changes and/or adjustments

Deliverables:

- What deliverables (reports, maps, flyers, environmental documents, etc) are delivered to the Department as part of implementation of this project?
- Project changes and/or adjustments, with reason and outcome

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EXHIBIT E

FINAL REPORT DOCUMENTATION

The final report documenting Desalination Grant projects of any category are to be submitted to DWR within 6 months of project completion. The final report provides a record of the project and its results. It is a comprehensive standalone document which will serve as a resource for large audiences including State agencies, water agencies and industry, as well as the general public. Submission of an approved final report allows DWR to proceed with the closeout of the grant in good standing. Reimbursement of any portion of the grant can be withheld pending the completion and submission of a satisfactory final report to DWR.

If the final report for the project is a feasibility study, see Exhibit J for additional guidance.

One copy of the DRAFT final report is to be submitted to DWR. Once DWR staff has reviewed and approved the DRAFT, provide to DWR (Sacramento) **two** hard copies of the **approved final** only and one electronic copy.

There is no required format for the final report. The outline provided below provides grantees guidance on the information to be included in the final report. The final report should include the following main sections and information:

Section 1: Project Information

- Project Category
- Project Title
- Start / End Dates
- General Location Map
- Project Map
- Grantee Information
- Cooperating/Contribution/Participating Organization and Role
- Contact Person Information
- Grant Awarded
- Total Cost of the Project

Section 2: Executive Summary

Provide a brief summary of your project, its purpose, and a short description of your main findings/accomplishments.

Section 3: Goals and Objectives of the Project

Section 4: Project Implementation

- Describe project tasks/activities, implementation methods, procedures.
- Refer to the initially proposed project tasks and planned activities and outline those that were implemented.
- Likewise, outline those that were not implemented and explain the underlying reasons thereof.

Section 5: Project Results

- List/describe the results that were obtained from the activities illustrated above.
- Assess the success of meeting each objective identified in the proposal, as initially approved or later modified. Present your project results in an accessible way. (Tables,

graphs and other figures representing your data are excellent ways to summarize data and present them.)

- If applicable, provide desalinated water capacity achieved and the associated unit costs.

Section 7: Project Deliverables

List the deliverables and materials produced during your project (publications, brochures, manuals, posters, patents, technology licensing, audio or audio-visual media, CD-ROM, website…). Please submit copies of such deliverables whenever possible.

Section 6: Dissemination / Outreach Activities

Describe the type of outreach performed, including presentations of the project to the public, conferences, workshops, coordination with various stakeholders, tours, and ways used to disseminate project results and information.

Section 8: Conclusions / Lessons Learned

Discuss the results of the project, problems encountered, and lessons learned. If possible include recommendations for future similar work and potential practical applications of the results.

Section 9: Final Financial Statement

Include pertinent budget information including comparison of actual expenditures with the original spending plan. Include expenditures from the grant funds as well as the local share match expenditures

EXHIBIT F
PERFORMANCE REPORTS

Post Project Annual Benefits and Costs:

- Subsequent work related to the original grant project. For example, if the grant funded a pilot project or research, what work has been done subsequently?
- For construction projects, provide a summary including the amount of desalinated water produced, amount of feed water to the facility, water quality of feed and product waters, periods of inoperation (including explanatory text), amount of energy used to produce the desalinated water, annual operations and maintenance (O&M) costs, water pricing, and challenges or issues faced.
- Changes in benefits and costs of project since its completion, if any
- Describe impacts of implementation of this project on Grantee's water management

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EXHIBIT G

REVIEW AND SCORING CRITERIA

The following Scoring Criteria are provided as guidance for the applicants in preparing their proposals. The final decision for the grant awards is at the discretion of DWR. DWR reserves the right to use information to support proposal evaluation other than that provided in the proposal. ***Projects are required to receive at least half of the available points in each scoring criteria to be considered for funding.***

Project Category:	☐ Construction Project ☐ Pilot or Demonstration Project ☐ Feasibility Study (Brackish Groundwater) ☐ Environmental Documentation (Ocean) ☐ Research Project		
	Possible Points	Score	Scoring Standards
1. Does the project have benefits described in Attachment 14 such as those identified in Section 3.3 of the PSP?	yes/no	yes	This project achieves water supply or reliability benefits or other benefits, including at least one statewide benefit.
		no	This project provides insignificant water supply or reliability benefits or no statewide benefit, or the project has inherent flaws and should not be supported by California's taxpayers. The project will not be scored further.
2. Does the project meet one of the eligible project categories described in PSP Section 3.2 and is the application complete?	yes/no	yes	This project qualifies for an eligible project category and the application is complete. The project will be fully scored.
		no	This project does not qualify for an eligible project category or the application is incomplete. The project will not be scored further.
***3.** Does the project provide strong water supply benefit locally or directly facilitate the statewide permitting process? Is there a demonstrated water need?	15	14-15	The project is a critical component of an area's water supply plan. Other future water supplies are not sufficient to meet future needs. For research projects, key permitting information will be obtained.
		11-13	Desalinated water has an important role in the region's water supply plan. It is consistent with any applicable Integrated Regional Water Plan and Urban Water Management Plan. Research project finding are expected to support statewide permitting issues.
		8-10	Desalinated water may have an important role in the region's water supply plan. It is generally consistent with applicable Integrated Regional Water Plan and Urban Water Management Plan. Research project finding may support statewide permitting issues.
		5-7	The role of desalinated water in regional water planning is not fully embraced locally. Expected research project findings may not provide the fully needed information to address the overall issue being assessed.
		1-4	Desalinated water has faced local opposition and other options are available to local water supplier. Research is not projected to provide significant information.
		0	No necessary project documents have been completed.

Scoring Criteria	Possible Points	Score	Scoring Standards
***4**. Are the necessary project documents complete to the point that the project could commence within 3 to 6 months of completing state contracting? Necessary project documents include CEQA documents, permits, access agreements, interagency resolutions and/or agreements.	10	9-10	The applicant has fully identified its necessary project documents, such as feasibility study, and completed them. The documents are thorough, clearly written, and adequately address key issues. CEQA has been fulfilled, documents are or will be made available to DWR staff, and DWR may conduct a Responsible Agency findings.
		7-8	The applicant has fully identified its necessary project documents and has nearly completed them. Completion is expected within 6 months and an action plan has been provided to meet this goal.
		5-6	The applicant has identified its necessary project documents. Documents are currently being prepared and will take more than 6 months to complete. The provided action plan indicates some potential constraints.
		3-4	The applicant has identified its necessary project documents. Some documents are incomplete. Some constraints may delay completion, but are not considered insurmountable. Scheduled completion is not determined.
		1-2	Significant constraints prevent the applicant from completing necessary project documents.
		0	No necessary project documents have been completed.
***5**. Does the project team have the experience, ability and availability to complete the project as described in the application? If the applicant has had previous contracts with DWR, was the outcome favorable?	10	9-10	Project team leader and team members have direct relevant experience with similar projects. Project team leader is committed to fulfilling agreement obligations. Project team members have completed similar projects together before. The proposed project organization will facilitate successful project completion. If the applicant has had a DWR contract before, the project was successfully completed.
		7-8	One or two project team members have direct relevant experience with some work together on similar projects. If the applicant has had a DWR contract before, the project was successfully completed.
		5-6	Project team members have relevant project experience, but not direct experience with similar projects. If the applicant has had a DWR contract before, the project was successfully completed.
		3-4	Project team experience and organization has some relationship to the proposed project. Previous contract with the DWR was completed, but with challenges.
		1-2	Project team experience and organization has minimal relationship to the proposed project. Previous contract with the DWR was not successfully completed.
		0	No information on project team experience or organization was provided.

Scoring Criteria	Possible Points	Score	Scoring Standards
*6. Have the project alternatives (or other alternative research options) been clearly weighed against others?	10	9-10	Well-documented review of considered options is provided, with respect to both non-desalination and desalination alternatives. Desalination is the preferred alternative. For research projects, the proposed project is the option most highly ranked among those considered.
		7-8	Well-documented review of considered options is provided, with respect both to non-desalination and desalination alternatives. Desalination was a highly ranked alternative, but not the highest.
		5-6	Some alternative review was conducted, but was not thoroughly documented. Desalination was highly ranked.
		3-4	Some alternative review was conducted, but was not thoroughly documented. Desalination was not highly ranked.
		1-2	Minimal alternative analysis was conducted.
		0	No alternative analysis has been conducted.
*7. Does the project have community support and an established public outreach program? Does the Public Outreach Plan indicate continuous public involvement?	10	9-10	Applicant has a well-developed and implemented public outreach approach (for feasibility studies and research projects, a plan is required). It has provided letters, newspaper articles, hearing information and other information to show public outreach and support. It has an active community involvement group and shows continuous outreach with plans to continue outreach throughout the project. Applicant has provided information on opposition to the project and how the public outreach resolved or attempted to resolve the opposition issues.
		7-8	Applicant conducted extensive public outreach, but does not have an active community committee.
		5-6	Applicant conducted public meetings and hearings (for feasibility studies, at least one public meeting is planned).
		3-4	Some community outreach has occurred.
		1-2	Minimal community outreach or involvement has occurred.
		0	Applicant does not have a public outreach program or the project has significant public opposition.
*8. Is the work plan complete, implementable, and clearly written?	10	9-10	The work plan is complete, implementable, and clearly written. It provides the information and methodology necessary to successfully conduct the project to completion and to operate and maintain after completion.
		7-8	The work plan is generally complete, but is missing one or two minor components.
		5-6	The work plan is generally complete, but is missing one or two major components.
		3-4	The work plan indicates that there are challenges to completing the project.
		1-2	The work plan indicates that the project does not appear to be implementable as proposed.
		0	No work plan was provided.

Scoring Criteria	Possible Points	Score	Scoring Standards
*9. Is the budget complete, implementable, and clearly written?	10	9-10	Detailed project costs have been provided, including thorough justification, and the costs provided are reasonable and appear to be sufficient for the project as described. Components of the project budget are fully complete. Funding sources are secured and adequate to cover cash flow needs during project performance. Administrative costs do not exceed 10 percent of the total budget.
		7-8	Project costs appear to be reasonable, although not all justification or supporting documentation is included or do not have sufficient detail. Administrative costs do not exceed 10 percent of the total budget. Funding sources are identified but not secured.
		5-6	Costs do not appear to be fully reasonable or supporting documentation is lacking for a majority of the project budget items.
		3-4	Project costs have minimal detailed budget information, do not have supporting information, or do not appear to be reasonable.
		1-2	No detailed budget information is provided.
		0	No budget information is provided.
10. Is the schedule complete and implementable?	5	5	The schedule is consistent with the work plan and budget, is reasonable, and demonstrates a readiness to begin the project within 3 to 6 months of contracting.
		4	The schedule is consistent with the work plan and budget, is reasonable, and but beginning the project will be more than 6 months after contracting is complete.
		3	The schedule is consistent with the work plan and budget, but is lacking one key component necessary to begin work within one year of contracting.
		2	The schedule is consistent with the work plan and budget, but is lacking multiple key components necessary to begin work within one year of contracting.
		1	The schedule is not consistent with the work plan or budget or is not reasonable to accomplish the identified tasks.
		0	No schedule is provided.

Scoring Criteria	Possible Points	Score	Scoring Standards
11. Has the benefits and cost analysis been completed and does the project provide positive benefit?	5	5	The project is likely to provide a high level of benefit in relation to cost and this finding is supported by detailed, high-quality analysis and clear and complete documentation.
		4	The project is likely to provide a high level of benefit in relation to cost, but the quality of the analysis and clear or complete documentation is lacking.
		3	The project is likely to provide a moderate level of benefit in relation to cost and this finding is supported by detailed, high-quality analysis and clear and complete documentation.
		2	The project is likely to provide a moderate level of benefit in relation to cost, but the quality of the analysis and clear or complete documentation is lacking.
		1	The project is likely to provide a low level of benefit in relation to cost. Varying degree of quality of the analysis and supporting documentation.
		0	No net benefit is demonstrated.
12. Have the greenhouse gas emission calculations been completed per CEQA and does the project include dedicated renewable energy production capabilities or use reflected in Attachment 12?	5	5	CEQA GHG emissions analysis completed. Project-specific renewable energy sources are identified in site-specific energy profile submitted as Attachment 12. No inconsistencies were identified during review. The project power sources include significant project created or sponsored, dedicated or arranged, permanent use of renewable energy beyond that achievable or provided by the regional or statewide electrical grid factors.
		4	CEQA GHG emissions analysis completed. Renewable energy sources are identified in site-specific energy profile submitted as Attachment 12. Some minor inconsistencies were identified during review. The project power sources include some dedicated or arranged use of renewable energy beyond that achievable or provided by the regional or statewide electrical grid factors.
		3	CEQA GHG emissions analysis is or will be completed. No renewable energy sources identified in site-specific energy profile submitted as Attachment 12. Some minor inconsistencies were identified during review. Feasibility Studies, Environmental Documentation (Ocean), and Research project applicants will receive 3 points as default for this scoring criterion.
		2	CEQA GHG analysis and Attachment 12 are completed. Some major inconsistencies were identified during review.
		1	CEQA GHG analysis is inadequate or poorly documented. The project compares poorly with alternatives.
		0	CEQA GHG analysis and Attachment 12 are not provided.
13. Is the project technically feasible and justifiable?	10	6-10	Project facility components analyzed, design criteria described and justified, flow and capacities are reasonable and justified based on water demand projections and peaking factors, groundwater hydrology analysis performed for impact and sustainability, open water intakes (where applicable) were adequately analyzed and environmentally acceptable, brine disposal options are feasible and environmentally acceptable, all proposal components are essential for a successful project, all necessary facilities for an operable project will be in place upon grant project completion.
		0-5	There are significant deficiencies in any of the above criteria.

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EXHIBIT H

APPLICATION CHECKLIST

The following checklist is provided for the applicant to use while preparing an application.

APPLICANT INFORMATION TAB		
APPLICANT INFORMATION		
☐	Organization Name	Provide the name of the Agency/Organization submitting the application. Should the Proposal be successful, this Agency/Organization will be the Grantee.
☐	Point of Contact	Provide the name of the applicant's contact, either from the list of registered users, or by adding the name as a registered user.
☐	Proposal Name	Provide the title of the Proposal
☐	Proposal Objective	Brief statement about why the project is being done and how it addresses critical local, regional, Bay-Delta, or State water issues.
BUDGET *For the proposal, the following budget items should be taken from Attachments 4 and 10.*		
☐	Other Contribution	Enter State funds being used. These are not matching funds. If none, enter zero.
☐	Local Contribution	Enter monetary funds obtained from participating agencies, wholesale agencies, or sources such as environmental groups or other organizations. These are Matching Funds.
☐	Federal Contribution	Enter monetary or in-kind Federal funds being used. These are Matching Funds
☐	In-kind Contribution	Provide the total amount of in-kind services - work performed by the grantee or other project participants. These are Matching Funds.
☐	Amount Requested	Provide the amount of total grant funds requested from DWR.
☐	Total Proposal Cost	This field automatically adds the other budget items entered above.
GEOGRAPHIC INFORMATION *GRanTS requests latitude and longitude in degrees, minute, and seconds. There is an online tool on the GRanTS site to support this requirement.*		
☐	Latitude	Enter the Latitude of the location identified in the Location box.
☐	Longitude	Enter the Longitude of the location identified in the Location box.
☐	Longitude/Latitude Clarification	Identify the coordinate system used to determine the latitude and longitude identified above.
☐	Location	Identify the point corresponding to the latitude and longitude identified above.
☐	County	Use the drop down menu to identify the county in which the project is located. If it covers multiple counties, hold down the control key and select all that apply.
☐	Groundwater Basin(s)	Use the drop down menu to identify the groundwater basin(s) in which the project is located. If it covers multiple groundwater basins, hold down the control key and select all that apply
☐	Hydrologic Region(s)	Use the drop down menu to identify the hydrologic region in which the project is located. If it covers multiple hydrologic regions, hold down the control key and select all that apply.
☐	Watershed(s):	Enter the name of the watershed. Use the map of California watersheds at: http://www.conservation.ca.gov/dlrp/wp/Documents/CALFED_Watershed_Map[1].pdf. If it covers multiple watersheds identify the watershed within which a majority of the project occurs. 250 character limit.
LEGISLATIVE INFORMATION		
☐	Using the drop down menus, enter State assembly, State senate, and U.S. congressional districts in which the region is located For projects including more than one district, hold the control key down and select all that apply.	

PROJECTS TAB		
PROJECT		
☐	Project Name	Provide the project name.
☐	Implementing Organization	Same as the Organization Name from the Applicant Information tab
☐	Secondary Implementing Organization	Enter the name of one other organization, if one other is directly involved in the project. If more than one organization is involved in the project, enter 'See Attachment 3'. If no other organization is involved in the project, enter 'Not Applicable'.
☐	Proposed Start Date	Enter the date the project is scheduled to begin, as MM/DD/YYYY
☐	Proposed End Date	Enter the date the project is scheduled to end, as MM/DD/YYYY
☐	Scope of Work	Enter "See Attachment 8"
☐	Project Description	Describe the project components and overall project objective. Limit of 2000 characters.
☐	Project Objective	Copy the Project Objective provided in Applicant Information tab. Limit of 500 characters.
BENEFITS *This section is optional. The applicant may, but is not required, to provide one or more benefits here. Benefits are required to be submitted in Attachment 8.*		
☐	Benefit Level	Identify the level of benefit being described as Primary, secondary, etc.
☐	Benefit type	Select the benefit type that most closely matches the intended benefit of the project. Multiple benefits may be defined here.
☐	Measurement	Quantify the Benefit using a unit of measurement (i.e., acre feet, acres, square miles, cubic feet, etc).
☐	Description	Provide a brief description of how the benefit will be attained.
BUDGET *This is to be the same as the information provided in the Applicant Information Tab. Use the "Copy Budget data from Applicant Tab" to automatically transfer the data.*		
GEOGRAPHIC INFORMATION *This is to be the same as the information provided in the Applicant Information Tab. Use the "Copy Budget data from Applicant Tab" to automatically transfer the data.*		
LEGISLATIVE INFORMATION *This is to be the same as the information provided in the Applicant Information Tab. Use the "Copy Budget data from Applicant Tab" to automatically transfer the data.*		

ELIGIBILITY TAB		
☐	Question 1	This project applies for the following category of desalination grant funding (select one):
☐	Question 2	Is the project located within the State of California?

☐	Question 3	What type of organization is the applicant as entered in Part 1 of the application (select one)?
☐	Question 4	How will data generated during this project be managed and also made available to DWR (2,000 character limit)?
☐	Question 5	Are there any pending, planned, or potential patents that would or could evolve from the proposed research?
☐	Question 6	Provide information on the source of the feed water for the planned desalination facility. For groundwater sources, it is assumed that groundwater basin identified in Part 1 of the application is the basin from which groundwater will be drawn.
☐	Question 7	What is the TDS (mg/L) of the feed water prior to treatment (50 character limit)?
☐	Question 8	What is the estimated start date for the project (mm/yyyy) (50 character limit)?
☐	Question 9	What is the estimated duration for the project in months (50 character limit)?
☐	Question 10	If this is a construction project, what is the expected lifetime of the proposed facility in years (50 character limit)?
☐	Question 11	What CEQA document(s) has been, is being, or will be prepared?
☐	Question 12	If the CEQA document identified in Question 11 is complete, provide the State Clearinghouse Number or document website address. Do not answer Question 13.
☐	Question 13	If the CEQA document identified in Question 11 is not complete, provide the estimated completion date (mm/yyyy).
☐	Question 14	Are the design documents complete?
☐	Question 15	Will 3rd party construction management (CM) be used? (100 character limit)?
☐	Question 16	Will an entity other than the grantee own the constructed facility now or in the future? (Note that there may be restrictions on transferring ownership to an entity other than the Grantee.)
☐	Question 17	Will an entity other than` the grantee operate the constructed facility?
☐	Question 18	Describe any known active, pending, or planned legal challenges to the project. Otherwise, enter “None” in the box (2000 character limit).

ATTACHMENTS TAB

	Attachment	Title	Filename Root	File Format	Application Media*
☐	1	Signature Page	Signature	Template	Hard copy
☐	2	Authorization	Authorization	Template	Hard copy
☐	3	Other Participating Organizations	Participants	Template	Hard copy
☐	4	Cost Share Sources	CostShare	Template	Hard copy
☐	5	Funding Match Agreement(s)	Agreements	Applicant-provided	Hard copy
☐	6	Project Background	Background	Applicant-provided	Hard copy
☐	7	Technical/Scientific Merit	Merit	Applicant-provided	Hard copy

	Attachment	Title	Filename Root	File Format	Application Media*
☐	8	Scope of Work	Scope	Applicant-provided	Hard copy
☐	9	Work Plan	WorkPlan	Applicant-provided	Hard copy
☐	10	Project Budget	Budget	Template	Hard copy
☐	11	Project Schedule	Schedule	Applicant-provided	Hard copy
☐	12	Greenhouse Gas Estimation	Authorization	Template	Hard copy
☐	13	Outreach and Community Involvement	Community	Applicant-provided	Hard copy
☐	14	Project Benefits	Benefits	Applicant-provided	Hard copy
☐	15	Environmental Documentation	EnviroDoc	Applicant-provided	Electronic**
☐	16	Feasibility Study	Feasibility	Applicant-provided	Electronic**
☐	17	Project Plans and Specifications	Specs	Applicant-provided	Electronic**
☐	18	Project Team Qualifications	Quals	Applicant-provided	Hard copy
☐	19	Plan Of Study For Feasibility Study	PlanOfStudy	Applicant-provided	Hard copy
☐	20	Economic Analysis	EconAnal	Applicant-provided	Hard copy
☐	21	Other Information	Other	Applicant-provided	To be determined by applicant

* How the attachment is to be included in the copy to be delivered to DWR

** For documents provided electronically only for the grant application, DWR may request a hard copy if the grant is awarded.

EXHIBIT I
ELIGIBLE BENEFITS

There are limited benefit types and benefits available to the applicant for input into Part 2. They are predetermined by GRanTS and there is no flexibility for modification by the applicant. Lists are prefiltered depending on the Benefit Type selected. Because of the limitations of the options, the following table is provided to assist applicants in identifying an applicable benefit to include in this section. The fourth column in the table also provides some guidance on which benefit types could be used for specific types of projects for which the application is being submitted.

The applicant is encouraged to provide more information on project benefits in Attachment 14. Also note that the last two levels are incorrectly spelled as quniary and septiary. (They should be quinary and senary.)

Table : Benefit Selection Support within the Online Submittal Tool.

Benefit Type	Benefits	Measurement	Comments Lists which project type(s) can be applied to this benefit category?
Monitoring	Water Quality: Constituents -- Salinity		C, P&D, R&D, FS
Infrastructure Improvement	(Tentative*) New Water Supply Facility	mgd	C
Infrastructure Improvement	(Tentative*) Rehabilitate/Repair Existing Water Supply Facility	mgd	C
Infrastructure Improvement	(Tentative*) Water Quality Infrastructure-Other	mgd	C
Infrastructure Improvement	Other-Improved Water Supply Facilities	mgd	C
Infrastructure Improvement	Other	---	C
Water Management	Desalination-Other	average acre-ft per year	C, P&D, FS
Water Management	Desalination-Water Quality Improvement	average acre-ft per year	C, P&D, FS
Water Management	Desalination-Water Supply Enhancement	average acre-ft per year	C, P&D, FS
Water Management	Water Storage -- Groundwater-Recharge area developed	average acre-ft per year	C, P&D, FS
Water Management	Water Storage -- Groundwater-Recharge area protected	average acre-ft per year	C, P&D, FS
Water Management	Water Storage -- Groundwater-Water Quality Improvement	acres	C, P&D, FS
Water Management	Water Storage -- Groundwater-Water Supply Enhancement	average acre-ft per year	C, P&D, FS
Water Management	Water Storage -- Groundwater-Other	---	C, P&D, FS
Water Management	(Tentative*) Water Supply - Conjunctive	average acre-ft per year	C, P&D, FS
Water Management	(Tentative*) Water Supply - Surface	average acre-ft per year	C, P&D, FS
Water Management	(Tentative*) Water Supply - Groundwater	average acre-ft per year	C, P&D, FS
Water Management	(Tentative) Water Supply - Recycled Water	average acre-ft per year	C, P&D, FS
Water Management	(Tentative*) Water Supply - Other	average acre-ft per year	C, P&D, FS
Water Management	(Tentative*) Water Quality		C, P&D, FS
Water Management	Other-Impaired water bodies -- improved water body	acre-feet improved	C, P&D, FS
Water Management	Other-Pilot Projects	---	P&D
Water Management	Other	---	C, P&D, FS
Technical Assistance	Training and Outreach	---	C, P&D, R&D, FS
Technical Assistance	(Tentative*) Other	---	C, P&D, R&D, FS
Research/Planning (including Science)	Feasibility Studies -- Flood Control/Water Supply	---	FS
Research/Planning (including Science)	(Tentative*) Modeling - Groundwater	---	C, P&D, R&D
Research/Planning (including Science)	(Tentative*) Modeling - Subsidence Reversal/Carbon Sequestration	---	C, P&D, R&D
Research/Planning (including Science)	(Tentative*) Modeling - Surface Storage	---	C, P&D, R&D
Research/Planning (including Science)	Modeling-Other	---	C, P&D, R&D, FS
Research/Planning (including Science)	Water Quality Treatment Technology	---	P&D, R&D
Research/Planning (including Science)	Other-Hydrogeological	---	P&D, R&D
Research/Planning (including Science)	Other-Water quality in general		P&D, R&D
Tentative signifies that the online submittal tool may add this benefit.			
Four project types: C= Construction, P&D = Pilot and Demonstration, R&D = Research, FS = Feasibility Study			

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EXHIBIT J

FEASIBILITY STUDY DOCUMENTATION

The Feasibility Study or Facilities Plan is used to determine the need for a water supply project, analyze the alternatives to meet the project objective, select a desalination project as the preferred alternative, and identify the implementation steps for the project. It is expected that planning be completed to a level to proceed to design and construction of a project. The feasibility study should include a thorough cost-effectiveness analysis conducted for all potential alternatives. Such an analysis includes evaluation of economics, environmental and social factors, and technical feasibility. Environmental, technical, and institutional issues are identified and potential obstacles are resolved in the analysis. All necessary facilities of the recommended project have been identified, and the project is described with sufficient detail to seek funding and approvals by regulatory agencies. Public participation should have been a part of the planning process such that public acceptance issues are resolved. The feasibility study should include a detailed cost estimate and construction financing plan, which will be reflected in the other PSP components regarding grant amounts, match funds, and overall project budget. The feasibility study should include a revenue program based on the estimate of operation and maintenance costs, debt service, sources of revenue and pricing structures for the product water. Formal discussions should have taken place with water suppliers, wholesalers, and retailers that will be involved in the project and the feasibility study should identify the institutional arrangements or agreements that will be necessary.

Feasibility Studies completed either with this grant funding, or submitted as part of the grant application should include the following:

Section 1: Study Area

- Geography
- Geology
- Climate
- Groundwater basins
- Surface waters
- Land use
- Population growth

Section 2: Water Supply Characteristics and Facilities

- Agency jurisdictions
- Sources and qualities of supplies
- Description of major facilities and existing capacities
- Water use trends
- Future facilities needs
- Groundwater management and problems
- Present and future freshwater costs
- Subsidies
- Customer prices

Section 3: Potential Desalination Source Water Characteristics

- Types and locations of potential sources of water
- Water quality

- Characteristics of groundwater aquifers that are sources or that will be affected by a desalination project
- Sustainability of groundwater sources
- Characteristics of coastal environments

Section 4: Potential Brine Disposal Area Characteristics

- Locations
- Site characteristics
- Environmental considerations

Section 5: Project Alternative Analysis

- Planning and design assumptions
- Evaluation of the full array of alternatives to achieve the water supply and other project objectives
- Preliminary screening of alternatives based on feasibility criteria
- Selection of limited alternatives for more detailed review, including one or more desalination alternatives and at least one base alternative that does not involve desalination for comparison
- For each alternative, present capital and operation and maintenance costs, engineering feasibility, economic analyses, financial analyses, energy analysis, water quality effects, public acceptance, water rights effects, environmental and social effects; and
- Comparison of alternatives and selection, including the following alternatives:
    a. water desalination alternatives: types of intakes, types of treatment, treatment processes, pipeline route alternatives, storage alternatives, brine disposal or use alternatives
    b. potable water or other water supply or management alternatives to desalinated water
    c. no project alternative

Section 6: Recommended Plan and Implementation

- Description of proposed facilities
- Preliminary design criteria
- Projected cost
- Institutional arrangements and commitments
- Projected quantity of deliveries
- Reliability of supply
- Implementation plan
- Operational plan

Section 7: Potential Construction Financing Plan and Revenue Program

- Sources and timing of funds for design and construction
- Pricing policy of product water
- Cost allocation issues
- Projection of future desalinated water sales
- Desalinated water prices
- Potable water prices
- Projected annual costs
- Unit costs and prices
- Sources and amounts of revenue
- Subsidies
- Sunk costs and indebtedness
- Analysis of sensitivity to changed conditions