

**Appendix 1-4**

**Greater Los Angeles County Integrated Regional Water Management Plan  
Excerpt: Project Review and Selection Process**

## 5.2 Project Review and Selection Process

The GLAC IRWM Plan will be implemented through specific studies and actions. In order to identify potential projects that facilitate IRWMP implementation, the Region periodically conducts an open “call for projects.” Stakeholders and others are encouraged to submit projects via the IRWMP website. The discussion below will summarize 1) procedures for submitting a project to be included in the IRWM Plan, 2) procedures for review of projects to implement the IRWM Plan, and 3) procedures for communicating the list of selected projects.

### Procedures for Submitting a Project to be included in the IRWM Plan

Although a proponent can submit projects for consideration at any time, the GLAC Region will review submittals quarterly, as described below, to determine whether the submittals are sufficiently developed and demonstrate appropriate need that can be funded through the IRWM Grant program (PRC §75028 (a)) or other funding opportunities.

In addition, the Region conducts periodic calls for projects. These calls for projects provide dates by which projects will need to be submitted or updated in time for the next round of project reviews or selections for either the overall plan or for consideration in funding applications. These notices are posted on the IRWM website, on the announcement board of the project database

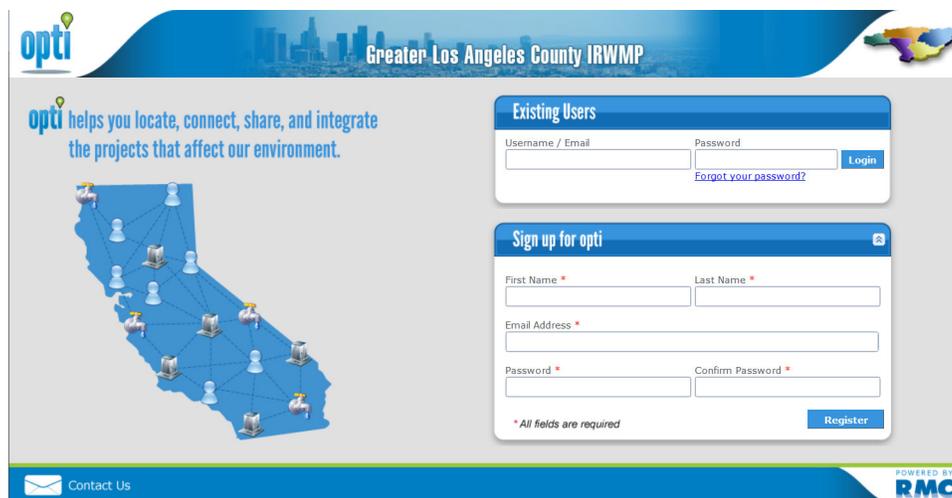
communications system, and via email from each of the Subregional SCs. All regional stakeholders are encouraged to submit projects by logging on as a project user (also known as a “project proponent”) to the Region’s project database. The most up-to-date IRWMP Project list can be found by logging into the project database from the IRWM website at [www.lawaterplan.org](http://www.lawaterplan.org).

The last call for projects concluded January 31, 2013. Projects were then reviewed, categorized and prioritized according to the process described below.

### What types of projects are encouraged?

IRWM Plan projects that aim to accomplish the following GLAC Region objectives are encouraged:

- Optimize local water resources to reduce the Region’s reliance on imported water
- Improve water quality of receiving waters and comply with water quality regulations (including TMDLs) by improving the quality of urban runoff, stormwater, and wastewater
- Protect, restore, and enhance natural processes and habitats
- Increase watershed friendly recreational and open space for all communities within the Region
- Reduce flood risk in flood prone areas by either increasing protection or decreasing needs using integrated flood management approaches
- Adapt to and mitigate against climate change vulnerabilities



### How can projects be submitted and/or updated?

Project proponents can submit new projects or make modifications to existing projects using the project database from the GLAC IRWM website at [www.lawaterplan.org](http://www.lawaterplan.org). There is a web interface project form with specific sections for required and desired information. For applicants without internet access, projects can be submitted in a hard copy format by contacting LACFCD at (626) 458-3525.

In order to enter projects into the database, stakeholders need to sign-up through the webpage to be a user/proponent. It is highly recommended that new users review the User Guide which is accessible after log-in through the “Help” menu.

### What information is required?

Projects at all levels of planning completeness are welcome. However, basic information must be supplied in order for a project submittal to be accepted into the project database for consideration by the appropriate SC. Those items listed in the top half of the sidebar are the minimum required. They are shown with a single asterisk on the database project submittal form.

However, the GLAC Region is primarily interested in well-developed projects for inclusion in the IRWM Plan, in order to implement the Plan’s objectives. The information listed in both the top and bottom half (shown with two asterisks on the project submittal form) of the sidebar must be submitted in order that a project’s entry be considered for inclusion in the IRWM Plan. If all required information is submitted, the project will be evaluated by the appropriate Subregional SC for completeness and to determine that the project meets the IRWMP objectives -- among many other factors -- as described below.

The GLAC Region encourages proponents to submit conceptual projects. Conceptual projects will be discussed by SCs and, if they meet specific basic criteria, but don’t include all the detail required to be included in the IRWM Plan (just the information on the top of the sidebar), they will only be viewable to other stakeholders on the project database webpage. They will not

#### Required information For Project Submittal in the database:

- Project Title
- Implementing Organization
- Project Location
- Primary and other Subregion
- Primary Contact
- Description
- Primary Benefits
- Resource Management Strategies
- Status
- Schedule
- IRWM Plan Adoption
- Statewide Priorities
- State Program Preferences

#### Additional Information Required for Submittal in the database for Consideration for Inclusion in the IRWM Plan:

- Project Partners & Other Stakeholders
- Project Start Date
- Environmental and other permits
- Total Cost and Local Match
- Annual O & M Costs
- Project Cost Breakdown
- Address Critical Water Supply and Water Quality needs of Disadvantaged Communities
- Consider environmental justice
- Address Critical Water Supply and Water Quality needs of American Tribal Communities
- Address climate change / GHG reduction

be included in the IRWM Plan. By also including promising conceptual projects in the database, the SC is able to help foster additional project development creativity and potential project integration.

### How are projects accessed and viewed?

Any interested party can register as a user with the system to log on and view project lists and information, as well as maps of project locations. Any uploaded data and information associated with projects is also accessible. Again, it is possible to sign up for the project database from the GLAC IRWM website at [www.lawaterplan.org](http://www.lawaterplan.org).

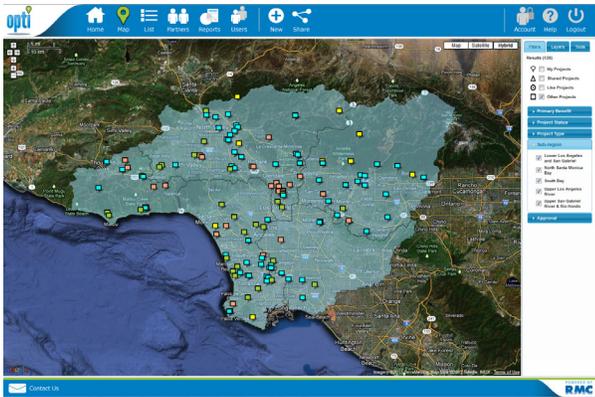


Figure 5-1: Project Database Viewing (Points indicate project locations)

### Procedures for Review of Projects to Implement the IRWM Plan

Project development and review is intended to be an on-going process. Each Subregional SC is responsible for reviewing all projects submitted by proponents within their Subregion. Projects are reviewed at least quarterly to determine if they can be included as part of the GLAC IRWM Plan or considered as conceptual for further development by proponents and potential partner stakeholders. Project proponents are encouraged to attend these meetings to present additional information and answer any questions from SC members and Subregional stakeholders.

The decision to include or not include a project for public viewing in the web database as a conceptual project or for inclusion in the Plan is documented in the SC meeting notes and communicated directly

to project proponents. Each SC has the authority to make the designation for their Subregion. The review process is comprised of two stages as shown in the box below.

The list of projects in Section 5.4 of this 2013 Plan Update were submitted by January 31, 2013 and reviewed and categorized at February 2013 SC meetings. Worksheet A, used to make the determination, is included in Appendix B. Worksheet A was developed according to DWR Guidelines for project selection and will be used by the Subregional Steering Committees to evaluate whether projects meet the criteria for Stages I and II, as described in the following box. Therefore, all projects in the listing provided in Section 5.4 needed to meet Stage II criteria by January 31, 2013 to be eligible.

The Stage II criteria are the same as those provided in the *Department of Water Resources’ 2012 Integrated Regional Water Management Program Guidelines* available at [www.lawaterplan.org](http://www.lawaterplan.org) and on the DWR website. After January 31, 2013, submitted projects will continue to be reviewed on at least a quarterly basis by each SC.

### Selecting Projects

After much deliberation, the LC decided not to prioritize projects for the IRWMP, for the reasons outlined below. First, while a prioritized list may provide a snapshot of projects at any given time, the LC recognized that as soon as a prioritized

#### Project Review Stages

##### Stage I: Does the project meet basic minimum criteria that should allow it to be in the project database for general public viewing?

Is the project a useful conceptual project which addresses IRWM objectives and targets? The information that must be provided is shown with a single asterisk on the project form. If yes, the project will be accepted into the database for public viewing assuming basic information on the project concept is included and certain questions are answered affirmatively. (There will be a special designation for conceptual projects.) Or alternatively,

##### Stage II: Does the project meet criteria that should allow it to be included in the IRWM Plan?

Are key elements of a project complete enough that the SC can determine that the project will meet DWR requirements and GLAC Region IRWM objectives and targets, and that it is implementable either in the short or long term? The information that must be provided is shown with a double asterisk on the project form.

list is compiled, it can quickly become inaccurate due to, for example, an important multi-benefit project being added the day after the list is prioritized, or a project proponent modifying or pulling a formerly-prioritized project off the list the day after the list is prioritized.

Next, the Region intends to pursue achieving the IRWM objectives, but prioritizing them may improperly indicate that certain objectives are more important than others. Also, project proponents may choose to enter individual projects with the understanding that agreements will be worked out in the future to combine similar benefit projects, but there is no realistic way to account for that in a project prioritization process.

Finally, and perhaps most importantly, the Region wants to maintain flexibility to prioritize projects as needed, based on issues the Region is facing at the time, such as severe drought, flooding conditions, or other unforeseen circumstances. Not prioritizing projects also gives the Region more flexibility to select projects for funding from various grant programs that may not be at/near the top of a prioritized list, but may be well supported by a deserving community. For all these reasons, the Region’s decision was to maintain a list of projects,

but without prioritizing them. The process occurs at the direction of the LC and the most recent project selection is posted on the project database webpage. The general process and criteria to be used to determine the priority level of projects are provided in the box below. These could be superseded by specific grant criteria

### Procedures for Communicating the List of Selected Projects

As noted earlier, the Region conducts periodic “calls for projects”. These notices are posted on the IRWM website, on the announcement board of the project database communications system, and via email from each of the SCs. These same communication tools are used to communicate about the status of projects. The database system is particularly user friendly in that it offers web access to registered users for the latest conceptual and IRWM projects. This information is shown on maps by type of project or Subregion, and all users can view project details including photos and detailed reports that have been submitted. Users are also able to “friend” projects and follow them as they grow and change.

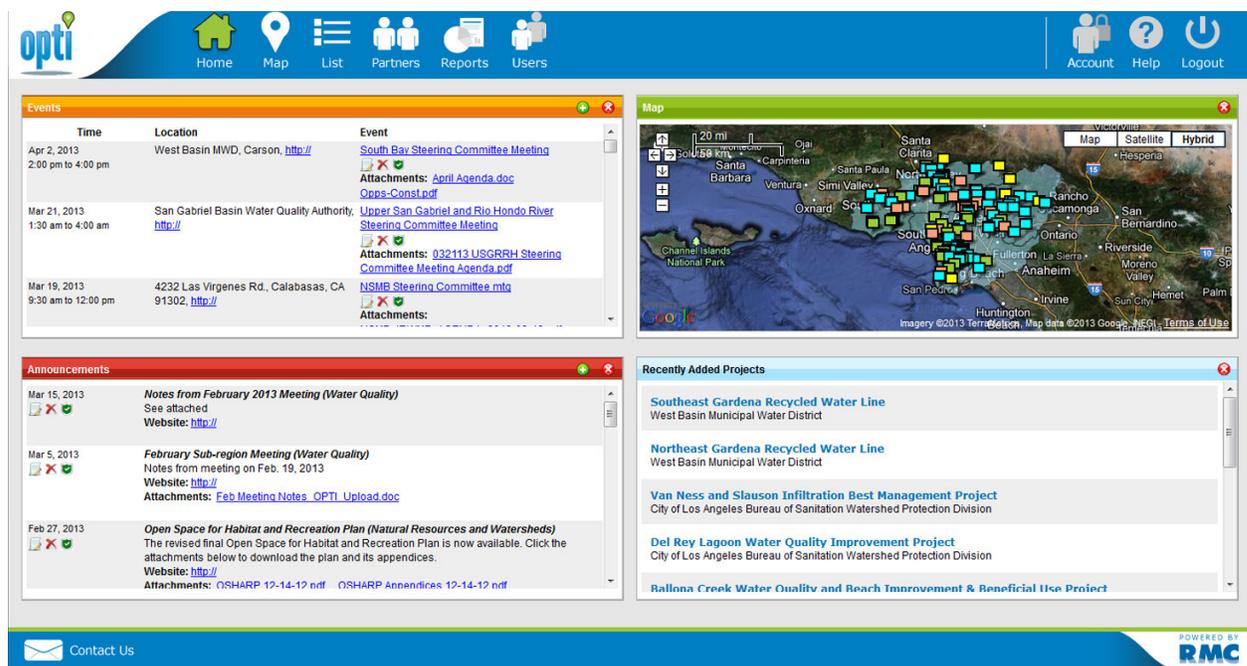


Figure 5-2: Project database user dashboard