



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

FINAL
2012 AGRICULTURAL WATER USE EFFICIENCY
PROPOSAL SOLICITATION PACKAGE

Proposals Due: November 21, 2012



October 11, 2012

AGRICULTURAL WATER USE EFFICIENCY

Notice of Public Workshop on the Final 2012 Agricultural Water Use Efficiency Proposal Solicitation Package

Workshop Date and Location:

October 19, 2012 10:00 – 12:00 noon	Department of Water Resources, 901 P Street Large Conference Room, 2 nd Floor Sacramento, California 95814
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WebEx: <https://resources.webex.com/resources/j.php?ED=191013782&UID=0&RT=MiMO>

Conference Call: 1-866-650-3044; Attendee access code: 519482

The complete text of the Final 2012 Proposal Solicitation Package (PSP) and related attachments are available at <http://www.water.ca.gov/wateruseefficiency/finance/>.

Purpose of Workshops:	Provide information about the Final Agricultural Water Use Efficiency Proposal Solicitation Package (Ag WUE PSP), application requirements, DWR Bond Management System (BMS/GRANTS) application submittal process, and criteria for review and selection.
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Workshop Agenda:	<ul style="list-style-type: none"> - Welcome and Introductions 15 min - Ag WUE PSP and Application requirements 25 min - Review and Selection Criteria 25 min - BMS/GRANTS application submittal process 25 min - Public Comments and Questions 30 min - Adjourn 	
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Proposals Due: 5:00 PM on November 21, 2012

Proposal Submittal:

Submit both on-line on BMS/GRANTS and send hardcopy

by mail to: Department of Water Resources Water Use and Efficiency Branch Attn: Fethi BenJemaa 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: Fethi BenJemaa 901 P Street, Third Floor Sacramento, California 95814
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For More Information:

Please contact Fethi BenJemaa at (916) 651-7025 or by e-mail at AgWUE@water.ca.gov

FINAL 2012 AGRICULTURAL WATER USE EFFICIENCY PROPOSAL SOLICITATION PACKAGE

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FINAL 2012 AGRICULTURAL WATER USE EFFICIENCY PROPOSAL SOLICITATION PACKAGE

1. INTRODUCTION

The Department of Water Resources (DWR) is seeking proposals for agricultural water use efficiency projects. This grant program will primarily fund projects that are not locally cost-effective (as defined in Section 10) and that provide water savings or contribute to in-stream flows that are beneficial to the Bay-Delta or the rest of the State. Consideration will also be given to projects that address water quality and energy efficiency.

DWR is soliciting proposals for two types of projects:

- Section A - Agricultural Water Use Efficiency Implementation Projects: implementation projects providing benefits to the State. Locally cost-effective projects may qualify if they meet certain conditions.
- Section B - Agricultural Water Use Efficiency Projects including: Planning, Research and Development Projects; Feasibility Studies, Pilot Studies, or Demonstration Projects; Training, Education, or Public Outreach Programs; or, Technical Assistance Programs related to Agricultural Water Use Efficiency. These Projects' outcome should be transferable to other areas of the State. Cost-effectiveness criteria do not apply to Section B projects.

The total amount of funding for Agricultural Water Use Efficiency Grants under Proposition 50 for the 2012 Grant Funding Cycle is \$15 million.

The proposal solicitation, review, and selection for the Agricultural Water Use Efficiency grant program is a one-step solicitation process.

Exhibits I through VI, providing additional information and guidance for preparing proposals, are posted on DWR website. Applicants are encouraged to read the entire PSP before preparing their Proposals.

Applicants will need to submit their proposals using the BMS/GRANTS on-line application submittal system, which will be explained in further detail in Section D of the PSP.

2. 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 7, §79550 (g) added by Proposition 50.

CWC §79552, added by Proposition 50 states, "All projects financed pursuant to this chapter shall be consistent with the CALFED Programmatic Record of Decision (ROD) including its provision regarding finance and balanced implementation." CWC §79553 of Proposition 50 requires that priority shall be given to projects that achieve multiple benefits across CALFED Program elements.

To achieve CALFED water use efficiency fundamental goals, the ROD Water Use Efficiency Program Plan, in part, includes the following objectives:

- "Reduce existing irrecoverable losses – by reducing losses currently unavailable for reuse (because they flow to salt sink, inaccessible or degraded aquifer, or the atmosphere), CALFED will increase the overall volume of available water.
- Achieve multiple benefits – by reducing losses that currently return to the water system (either as groundwater recharge, river accretion, or direct reuse), CALFED can achieve multiple benefits such as

making water available for irrigation or in-stream flow during dry periods, improving water quality, decreasing diversion impacts, improving flow between the point of diversion and the point of reentry, and improving water supply reliability.

- Preserve local flexibility – maintaining the flexibility of implementing water use management and efficiency improvements at the local level while exploring regional programs to maximize benefits.
- Use incentive-based over regulatory action – principal incentives include planning, technical, and financing assistance to local water users and suppliers.
- Build on existing water use efficiency programs – CALFED will enhance the positive momentum established by the existing programs.”

Proposals submitted for grant funding should be consistent with the CALFED water use efficiency fundamental goals and objectives and with applicable State laws.

3. ELIGIBLE AGRICULTURAL WATER USE EFFICIENCY GRANT APPLICANTS

The following is a list of entities, involved with water management, that are eligible to apply (according to project type):

Section A and B

- Cities
- Counties
- Cities and Counties
- Joint Power Authorities (JPAs)
- Public Water/Irrigation Districts
- Tribes
- Nonprofit organizations (including water management groups)
- Other political subdivisions of the State

Section A Only

- Investor-owned utilities regulated by the California Public Utilities Commission
- Mutual water companies

Section B Only

- Universities and colleges
- State
- Federal

Projects from investor-owned utilities regulated by the California Public Utilities Commission and mutual water companies must have a clear and definite public purpose and must benefit water system customers.

Applicants who wish to collaborate on a project and pursue a regional approach to water use efficiency may elect to use a contractor-subcontractor relationship, a joint venture, a joint powers authority, or other appropriate mechanism(s). However, contracts shall be executed with one eligible entity only. The proposal shall clearly indicate who will sign the contract and who will thereby be responsible for payments, reporting, and accounting. The proposal must describe the nature of the agreement between the other participants, 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.

4. ELIGIBLE AGRICULTURAL WATER USE EFFICIENCY GRANT PROJECTS

Project location (Geographic Scope)

Projects within California are eligible. Projects located in the CALFED Solution Area (see map in Reference 1- Targeted Benefits at <http://www.water.ca.gov/wateruseefficiency/finance/>) that benefit the Bay-Delta Watershed are encouraged.

Project types

Section A eligible projects include implementing agricultural water use efficiency projects that result in water savings, increased in-stream flow, improved water quality, or increased energy efficiency. Examples include agricultural Efficient Water Management Practices (EWMPs) as stated in Senate Bill (SB) X7-7 (CWC §10608.48, <http://www.water.ca.gov/wateruseefficiency/sb7/docs/SB7-7-TheLaw.pdf>).

Water use efficiency projects that contribute toward CALFED water use efficiency objectives for in-stream flow and timing, water quantity, and water quality, and projects that address CALFED Targeted Benefits (TBs) and Quantifiable Objectives (QOs), are eligible and encouraged.

Section B project categories include: Preparation of SBX7-7 compliant (CWC §10826) agricultural water management plans, Technical Assistance; Feasibility Studies and Pilot Projects; Research and Development; Training, Education, and Public Outreach. Section B projects may include EWMPs. Examples include water supplier's preparation of agricultural water management plans that are in accordance to the SBX7-7, CWC §10826. Other examples of Section B projects can be found in Exhibit I.

Project Benefits

Eligibility does not guarantee funding. A proposed project must have State benefits to be eligible for grant funding. Benefit to the State are water savings, increased in-stream flow or improved flow timing, improved water quality, increased energy conservation, and contribution to the reduction of greenhouse gas (GHG) emission. Other project benefits include increasing local water supply reliability.

5. INELIGIBLE PROJECTS

The following is a list of ineligible projects (according to project type).

For Sections A and B:

- Wellhead rehabilitation
- New storage tanks providing expanded capacity
- Water supply development
- Water treatment
- Wastewater treatment
- Flood control
- Conjunctive use
- Recycled water – Does not include agricultural water reuse
- Groundwater banking projects
- Replace existing funding sources for on-going projects
- Political advocacy
- Purchase of water
- Establishment of a reserve fund
- Applicant's litigation costs
- Projects that do not achieve water savings, increase in-stream flows, create water quantity, or water quality benefits to the State

- Visitor centers

Other ineligible projects for Section A are:

- Projects with life span of less than 10 years

6. FUNDING RULES

- Administrative costs must be reasonable, generally five to ten percent for most projects. Projects with unjustified or excessive administrative costs may be awarded reduced funding, may receive lower scores or may be eliminated from funding. Applicants may use their true administrative costs as a local cost share.
- The applicant's contingency for each cost category in the project budget should be no more than ten percent of the cost of the category. Applicant must provide the life of investment in years.
- For construction projects, a California registered civil engineer must prepare the Plans and Specifications and Certification Statements.
- Capital outlay expenditures shall be tied immediately and exclusively to the achievement of the project purposes. Equipment (such as computers, non-dedicated monitoring equipment, and others) that can be used for other purposes are not eligible for funding. Vehicles are not eligible for funding.
- Construction, improvement, repair, and renovation projects, as well as projects involving the purchase and installation of project-specific equipment, or other water saving devices, may be eligible.
- Projects that involve the applicant's customer(s) purchasing eligible equipment or devices, for which the applicant provides a rebate after installation, may be eligible for funding.
- DWR intends to limit the total awards for locally cost-effective projects to approximately 20 percent of the funds available under Section A.
- Costs of buildings for Section B projects are not eligible.

7. PROJECT PRIORITY

Projects with multiple Bay Delta System benefits are preferred to projects with a single benefit. Section A Projects must create the benefits while Section B projects must have potential to create the benefits.

Project Priorities include:

- Projects that implement EWMPs as defined in SB X7-7, CWC §10608.48(b)(c), and estimate of efficiency improvements as defined in CWC §10608.48(d);
- Projects that address multiple benefits, such as projects that conserve water, provide improved water quality, provide improved stream flow timing and quantity, and conserve energy;
- Projects that result in a greater water quantity being available to the Bay Delta Watershed through a reduction in either current or future diversions;
- Projects that result in improved local water supply reliability;
- Water conservation practices and projects that will conserve energy and help the GHG emission reduction or carbon sequestration goals in implementation of the State Climate Change Adaptation Strategies (http://resources.ca.gov/climate_adaptation/local_government/adaptation_policy_guide.html)

8. COMPLIANCE WITH SB X7-7, AB1404, AB1420, AND OTHER REQUIREMENTS

- a. 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.
- b. CWC §10608.56(b) states that on and after July 1, 2013, an agricultural 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.
- c. An applicant who is an agricultural water supplier must comply with AB1404 (CWC §531).
- d. An applicant who is an Urban Water Supplier required by the Urban Water Management Planning Act to submit an Urban Water Management Plan (UWMP) to DWR must have submitted an UWMP to DWR to be eligible to apply for any grant or loan. In order to receive the grant or loan award from DWR, such applicants and their affected co-applicants and co-operators, if any, must have complete UWMPs (as determined by DWR) by the time the agreement is executed. In addition, applicants who are Urban Water Suppliers must be compliant with AB 1420 Water Conservation Requirements (CWC §10631.5) and Water Metering Requirements (CWC §525 et seq.)
- e. CWC §10920 et seq. establishes a groundwater monitoring program designed to monitor and report groundwater elevations in all or part of a basin or subbasin. Information on the requirements of the California Statewide Groundwater Elevation Monitoring (CASGEM) Program can be found here: <http://www.water.ca.gov/groundwater/casgem/>. The CASGEM requirement also limits counties and various entities (CWC §10927.(a)-(d), inclusive) ability to receive state grants or loans in the event that DWR is required to perform groundwater elevation monitoring functions pursuant to CWC §10933.5.
- f. 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 Part 5.1 (commencing with §5100) of Division 2 of the CWC.

9. TARGET DISTRIBUTION OF FUNDS

The funds are available in the following five categories:

- Section A Agricultural Water Use Efficiency Implementation Projects with a \$2.0 million funding cap per project.
- Section B Agricultural Water Use Efficiency Projects with a \$50,000 cap per Agricultural Water Management Plan and a \$200,000 funding cap per project for Research and Development Projects; Feasibility Studies; Pilot, or Demonstration Projects; Training, Education or Public Outreach Programs; and Technical Assistance Programs).

	Available Funding	Funding Cap Per Project
Section A - Implementation Projects	\$10,000,000	\$2,000,000
Section B –		
- Research and Development Projects; Feasibility Studies, Pilot, or Demonstration Projects; Training, Education or Public Outreach Programs; and Technical Assistance Programs.	\$3,000,000	\$200,000
- Planning Grants (Preparation of agricultural water management plans in accordance to CWC 10826)	\$2,000,000	\$50,000

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 consider moving funds between Section A and Section B.

10. COST SHARE

Grant funds are provided as an incentive to local entities to implement projects that are expected to create broad State benefits, as well as, local benefits. For Section A projects, the applicant is responsible for providing a cost share (applicant cost share) or donated services from non-state sources. “Cost share” means funds made available by the grant recipient from non-state sources. Cost share may include, but is not limited to, federal funds, local funds, or donated services from non-state sources. With respect to the foregoing, applicants are responsible for determining and complying with all applicable legal requirements concerning such cost shares or donated services. Cost share requirements for Section A projects are defined below. There is no cost share requirement for Section B projects; however, funding from non-State sources is encouraged.

If the applicant is requesting a reduction or waiver of cost share based on inclusion of disadvantaged communities, the decision to grant, modify, or reject the request is at the discretion of DWR. Applicants requesting a reduction or waiver of the cost share must submit a completed Attachment 8 with their proposal and identify the proposed reduction or waiver of the cost share. See Exhibit II.

Project costs incurred after announcing the grant awards are eligible for reimbursement, at DWR’s discretion. Project costs incurred prior to announcing the grant awards, are not eligible for reimbursement, but may be considered, at DWR’s discretion, as a part of the applicant’s local cost share. Reimbursement is subject to contract execution.

Projects Not Locally Cost Effective

A project is not locally cost-effective if its total annualized cost (annualized capital costs plus annual operation and maintenance cost) is greater than its annualized local monetary benefits.

Applicants are required to quantify the local and Bay-Delta water use efficiency benefits and propose a local cost share proportional to the relative balance of local and Bay-Delta water use efficiency benefits. The State share of project cost is project capital cost, minus project local monetary benefits, plus ten percent of project cost. The maximum State share and minimum local share are calculated as follows:

Maximum State share = (project capital cost) – [(project local monetary benefits) + ten percent (project total cost)]

Local share = (project total cost) - (State share)

Applicants are encouraged to provide more local share than the minimum calculated by the cost share formula. All applicants must make a compelling case that their project would create State benefits. If the applicant demonstrates that the State and local benefits are not quantifiable and cannot be estimated, applicants are expected to demonstrate the relative balance of the local and Bay-Delta water use efficiency benefits qualitatively, provide a cost share, and provide an explanation for the cost share.

DWR may offer a lower State cost share than proposed by the applicant based on the grant selection panel's assessment of the project's State benefits relative to other projects and the number of projects being awarded.

Locally Cost Effective Projects

A project is locally cost-effective if its total annualized cost (annualized capital costs plus annual operation and maintenance cost) is equal to or less than its annualized local monetary benefits.

Locally cost-effective projects are eligible for funding only if the applicant can make a compelling case that funding the project would provide broad transferable benefits, overcome implementation barriers, and/or accelerate implementation. Locally cost-effective projects are required to provide a minimum of 90 percent of local cost share (i.e., they are only eligible for up to ten percent cost share from the State) because these projects are likely to be implemented without State funding. In addition, DWR intends to limit the total awards for locally cost effective projects to approximately 20 percent of the funds available under Section A. As such, DWR may reduce the per-project State cost share for locally cost-effective projects if many of these projects are awarded.

For all projects considered for funding from Proposition 50 funds alone, the combined cost-sharing must not exceed cost share criteria set within this PSP as described above.

Disadvantaged Communities

Disadvantaged communities may request reduction or waiver of the local cost share requirement. Instructions on how to determine eligibility for disadvantaged communities are described in Exhibit II. DWR will review the request for the reduction or waiver of the cost share and decide to accept, modify, or reject the request based on the disadvantaged community documentation, project benefits to Bay Delta System and local entity, and cost benefit ratio of the project.

For locally not cost-effective projects the local cost share may be waived.

For locally cost-effective projects the reduced cost share formula is as follows:

- Maximum State share = (25%)(project total cost)
- Minimum Local share = project total cost – State share

11. DURATION OF PROJECTS

Projects' timelines and budgets that will be incorporated into the contract may be multi-year, if necessary and appropriate. Projects shall be completed within three years from the contract signing date. In addition, since funding may be awarded for only a portion or for only certain tasks of a submitted project, the applicant should clearly show the project duration by task.

Expect the contracting process to take at least 6 months before grant agreements can be completed and contracts signed by June 2013. Grant funds will become available after completion of the award process and contingent upon successful sale of State General Obligation Bonds.

12. AGREEMENT REQUIREMENTS

a. Standard Terms and Conditions. Projects selected for funding will be subject to standard terms and conditions as specified by authorizing legislation and DWR procedures. Funds will be delivered in accordance with the executed agreement. Applicants should not begin work on projects prior to the final execution of the agreement and notice to proceed issued by the Department. Therefore, applicants wishing to start work before contract execution should do so at their own risk. Advance funds cannot be provided except under extraordinary circumstances or where statutorily required. Contract execution and disbursements are subject to the availability of funds.

b. Reports. Projects selected for funding will be required to submit quarterly fiscal and programmatic reports throughout the project and a comprehensive final report at the end of the project. Section A applicants are encouraged to submit annual benefit and cost reports for five years after the completion of the project. Report format is shown in Exhibit III. Grantee will be required to submit project data as described in Exhibit III. All data and information obtained under the contract will become public information.

c. Cost Share Commitment Letter. Projects selected for funding shall provide an institutional cost-sharing agreement (letter) signed by an official authorized to commit the applicant to all or part of the cost share, or a letter authorizing third party, in-kind contribution signed by an official authorized to commit the third party.

d. Resolution. Selected grant recipients shall also provide a resolution from their governing board accepting the funds and designating a representative authorized to execute the contract and sign requests for disbursement.

13. LABOR CODE COMPLIANCE and CONFLICT OF INTEREST, CONFIDENTIALITY, INTELLECTUAL and PROPRIETARY RIGHTS

Applicants awarded grants 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. For additional information on Labor Code Compliance, please refer to the DIR website:

<http://www.dir.ca.gov>

All participants, including applicants and reviewers, are subject to State conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the proposal being rejected and/or any subsequent contract being rejected and/or declared void. Applicable statutes include, but are not limited to, Government Code Section 1090, Public Contract Code Sections 10410 and 10411.

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.

Applicants awarded grants will be required to waive any copyright, intellectual or proprietary rights for deliverables, designs, and patents emanating from the contracted work.

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

14. ENVIRONMENTAL DOCUMENTATION REQUIREMENTS

A plan for compliance with environmental requirements must be included. All applicants are responsible for and are required to obtain all necessary permits, licenses, and approvals, including those required under the California Environmental Quality Act and the California Endangered Species Act, and all applicable engineering and design permits.

California Assembly Bill 32 (AB 32), the Global Warming Solutions Act of 2006 identifies climate change as a “serious threat to the economic well-being, public health, natural resources, and the environment of California.” Increases in the atmospheric concentrations of greenhouse gases (GHG) have been clearly linked to climate change and the state of California has taken action to reduce GHG emissions in an effort to minimize further climate changes. Consistent with these efforts, an estimation of the GHG emissions produced by the projects proposed is required and the calculation can be conducted with the spreadsheet provided (Attachment 12). GHG gases are reported as CO₂ equivalents, which is a convention that converts each GHG to an equivalent amount of CO₂, accounting for the varying global warming potential of each gas. Note that Attachment 12 is provided for your convenience. For example, the equipment list is not exhaustive and you may find some of your equipments cannot be found on the list. In that case you should refer to other sources to find the parameters needed for the GHG emission calculations, such as, the user’s manual, the manufacture, the EPA website, etc.

In addition, applicant should also document how climate changes will impact the region, what adaptation strategies they have taken or will take, whether the proposed project is a part of their general adaptation strategies or mitigation measures, and how the completion of the project will contribute to the water/energy conservation and water/energy use efficiency. The document should be brief and include quantitative calculations, if possible. Qualitative analysis will be acceptable if the limited data does not warrant any quantitative calculation.

PROPOSAL SCHEDULE, SUBMITTAL, REVIEW AND SELECTION

The proposal solicitation, review, and selection for this grant program will be a one-step solicitation process. Proposals should be prepared in accordance with the requirements of the PSP. The proposals will be reviewed and ranked. Funding will be awarded to the highest ranking proposals until all available funds are used up. Applicants are required to submit their application through BMS/GRANTS with Attachments 1 through 14 as a part of their application submittal, as well as one hardcopy submitted to:

by mail to: Department of Water Resources Water Use and Efficiency Branch Attn: Fethi BenJemaa 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: Fethi BenJemaa 901 P Street, Third Floor Sacramento, California 95814
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Exhibits I through VI, bound separately from this PSP, is posted on the DWR website at: <http://www.water.ca.gov/wateruseefficiency/finance/>. This website also provides additional information and guidance for preparing proposals. Applicants are encouraged to read the entire PSP before preparing their proposals.

A. PROPOSAL REVIEW, SELECTION AND AWARD PROCESS

- After receiving proposals through BMS/GRANTS and by mail, DWR staff will review for completeness and eligibility requirements. Incomplete and ineligible projects will be ignored and the applicants will be notified.
- Review panels score proposals
- DWR may interview applicants or visit proposed projects, when needed
- DWR prepares a list of draft funding recommendations
- DWR holds public workshop to release the draft funding recommendations and to receive public comments and applicants will be given appeal time
- DWR makes final funding decision
- Contract negotiations begin
- Final contracts are executed

B. SELECTION CRITERIA

(For more information on Selection Criteria, see Exhibit IV.)

C. SCHEDULE

September 17, 2012	Public Workshop for Draft PSP – Fresno
September 21, 2012	Public Workshop for Draft PSP – Sacramento
September 21, 2012	Comments on Draft PSP Due
October 11, 2012	Final PSP Released
October 19, 2012	Public Workshop for Final PSP – Sacramento
November 21, 2012	Proposals Due*
March 2013	Announce Ag WUE Draft Funding Awards except for Section B Planning Grants (see footnote below)
March 2013	Public Workshop for Draft Funding Awards – Sacramento
April 2013	Announce Ag WUE Final Funding Decision
May 2013	Ag WUE Contract Negotiations Begin
October 2013	Ag WUE Contracts Executed and Projects Begin

* Agricultural water management plan (AWMP) preparation proposals review and award will be on an expedited schedule with final funding decision by December 2012.

D. PROPOSAL - SUBMITTAL AND CONTENTS

(Please limit to 20 pages)

PROPOSAL DUE DATE: 5:00 PM on November 21, 2012

Both an on-line and a hard copy of the full proposal must be submitted.

SUBMIT ON-LINE PROPOSAL: Applicants must submit proposals through DWR’s Bond Management System’s (BMS/GRANTS) home page: <http://www.water.ca.gov/bms/>. Applicants will need to sign up for a BMS/GRANTS user account. A detailed guide on how to create a BMS/GRANTS account is located at the “getting started” tab on the website above or at the website: <http://www.water.ca.gov/bms/docs/Registrationv3/registrationv3.html>. A detailed guide on how to submit a proposal is located at the “getting started” tab on the BMS/GRANTS homepage or at the website: <http://www.water.ca.gov/bms/docs/CreateProposalv2/Create%20Proposalv2.html>.
BMS/GRANTS will not accept applications after 5pm on Submittal date deadline.

SUBMIT HARD COPY PROPOSAL: submit one original hard copy of each proposal,

by mail (postmarked before or on due date) to:

**Department of Water Resources
Water Use and Efficiency Branch
Attention: Fethi BenJemaa
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
Attention: Fethi BenJemaa
901 P Street, Third Floor
Sacramento, California 95814**

QUESTIONS? NEED ASSISTANCE? CONTACT:

Questions on PSP grant program:

Fethi BenJemaa (916) 651-7025, or send an e-mail to AgWUE@water.ca.gov: Water Use Efficiency staff will respond to your e-mail.

Questions on BMS/GRANTS only:

Jim Lin (916) 651-7201 or jllin@water.ca.gov.

What to Submit

Applicants must create an account through BMS/GRANTS and complete the on-line application. Applicants must submit the application and all required attachments online as well as one hardcopy of the complete proposal to the address noted above.

Please use the templates provided on the DWR web site; see Proposal Attachments at <http://www.water.ca.gov/wateruseefficiency/finance/> and submit with the BMS/GRANTS application and hardcopy.

An electronic copy of this PSP can be found online at:

<http://www.water.ca.gov/wateruseefficiency/finance/>

The entire proposal shall be in 12-point font or larger on 8-½x11 inch paper. The proposal shall not exceed 20 single-spaced, consecutively-numbered pages (including Attachments). Attachment 8 and 12-14 (if applicable), maps, photographs, figures, or resumes attached to the Proposal are not included in the page limit. Proposals that exceed the 20-page limit will be excluded from consideration.

A complete proposal must contain completed forms as shown in Attachments 1 through 14¹ (Please read footnote for the AWMP preparation proposals). Attachment 1 (Signature Page) is required and must be submitted with the hard copy of the proposal. If the proposal is selected for a grant award, parts of the application's - Attachments 2, 4, 5, 6, 7, and 9 may be incorporated in the contract between DWR and the grantee and will be used for project tracking purposes. Please provide concise proposed project information in the proposal.

Statement of Work- Goals, Objectives, and Priorities- Relevance and Importance (maximum 1 page)

Complete Attachment 2.

Describe the goals, objectives, and priorities of the proposed project. Show consistency with funding priorities described in section 7. Proposed project objectives should be specific, measurable, attainable, relevant, and have a timeline.

Technical/Scientific Merit and Feasibility (maximum 1 page)

Complete Attachment 3.

Provide enough information to permit evaluation of the feasibility and technical adequacy of the proposed projects, including the: approach, methods, procedures, monitoring and evaluation, and costs and benefits to satisfy the objectives. Also provide information for the applicant's readiness to proceed. Use previous work, published scientific literature, or models to describe the technical adequacy and feasibility of the project.

Statement of Work- Project Plan and Description (maximum 4 pages)

Complete Attachment 4.

This should include the following in full detail:

- Identify the proposed Project Type (see Eligible Projects in Section 7) and describe water conservation measures to be taken pursuant to the proposed project.
- Provide a project plan and describe the nature of the work in detail; specify and describe tasks, procedures, materials, equipment, and facilities. If necessary, subdivide into subtasks where appropriate. For example, project administration may be one task. Planning, construction, and monitoring are also examples of tasks. (Please note that the proposed project costs in the Project Cost Table must correspond to proposed project tasks/subtasks identified here).
- Provide a schedule that corresponds to tasks and that will achieve your proposed project objectives.
- Describe the anticipated water savings (in acre-feet [af] per year based on the life of the proposed project)

¹ Applicants submitting AWMP preparation proposals need only complete Attachments 1, 4, 6, 8 (if applicable), 9, 10, and 14.

or other improvements after the proposed project is implemented. For projects involving improvement in water management, describe amount of water expected to be better managed.

- Describe the water-derived energy efficiency or energy impacts of the proposed project

Additionally, Section B applicants must provide the following for the Statement of Work;

For Planning Projects:

Provide information on nature of plan, size of your agency, etc.

For Technical Assistance Projects:

Describe the scope and target recipients of the assistance and purpose for assisting the proposed clients.

For Feasibility Studies, Pilots, and Demonstration Projects:

Provide a description of the need and purpose of the project. Present the major alternatives considered 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 savings, benefits, environmental impacts, equipment needs, costs, and schedule.

For Research and Development Projects:

Provide the hypothesis upon which the research will be based, background of existing pertinent research in this area, and proposed monitoring and assessment methodologies.

For Training, Education or Outreach Programs:

Provide a clear scope of the proposed program, materials that will be used or developed, and a strategy for implementing the proposed program on a statewide basis.

Preliminary Plans and Specifications (for construction projects only; plans pages do not count towards page limit). 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.

Environmental Documentation (these pages do not count towards page limit). Include a plan for compliance with all applicable environmental requirements. The plan should address all the potential environmental, social, and economic impacts of the proposed project, including mitigation required under the California Environmental Quality Act (CEQA) and, if applicable, the National Environmental Policy Act (NEPA). The plan should also address compliance with local, county, State, and federal permitting requirements. Please submit this information by mail with the original hard copy of the application.

Submit the following items:

- A detailed plan for compliance with all applicable environmental laws.
- If required, any permits including local grading, Section 404 of the Clean Water Act, Department of Fish and Game 1600, and others.
- A schedule for completion of all appropriate environmental documentation.
- A completed Environmental Impact Checklist that can be found at:
http://ceres.ca.gov/topic/env_law/ceqa/guidelines/Appendix_G.html

If this is not a "project" as defined by CEQA, state so in this section.

A "project" as defined by CEQA, California Code of Regulations, Title 14, Division 6, Chapter 3, Section 15378 is:

"... the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment...."

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

For information about environmental regulatory compliance for California Bay-Delta Program projects, please refer to the "Guide to Regulatory Compliance for Implementing CALFED Actions" at http://www.calwater.ca.gov/calfed/library/Archive_ROD.html.

For assistance in establishing environmental significance of project specific impacts to farmland, please visit: <http://www.consrv.ca.gov/DLRP/index.htm>.

Statement of Work- Monitoring and Performance Evaluation (maximum 3 pages)

DWR places emphasis on monitoring and evaluation of projects funded under this PSP.

To meet this requirement, project monitoring and evaluation is an essential part of any project proposal so DWR can ensure that a funded project will meet its intended goals and objectives and that it will produce State benefits.

Therefore, all applicants must complete and submit, as a part of the proposal, a Monitoring and Evaluation Plan addressing each benefit of the proposal (See Local and State Benefits in Table 4, Attachment 7). This plan must demonstrate that the applicant will collect necessary data, and conduct an analysis of the data and evaluation of the proposed project to show project results and benefits.

The goals of Monitoring and Evaluation Plan are to:

- Provide a plan for monitoring and evaluation of proposed project performance
- Identify measures that can be used to monitor progress towards achieving proposed project goals, objectives and stated benefits
- Provide a tool for grantee and grant managers to monitor and measure project progress
- Document project benefits (water savings and other Bay-Delta system benefits) to mark progress and to determine the success of the proposed project
- Provide assurance that the proposed project will meet its intended goals, achieve measurable benefits, and provide value to the State of California.

Complete Attachment 5.

More information can be found at <http://www.water.ca.gov/wateruseefficiency/finance/> by clicking on the document titled: Monitoring Plan-Guidelines for Project Performance.

The Monitoring and Evaluation Plan should include:

- A description of the proposed project objective (desired output and desired results). A description on how pre-project conditions and baseline data will be determined, the basic assumptions being used, and the anticipated accuracy of the data to be produced.
- An explanation of the monitoring plan and performance measures (including methodologies to be used and data that will be collected) intended to measure project output. This is called an output indicator. Output indicators measure the quantity (and sometimes quality) of project measures implemented and/or targeted. An example of an output indicator is the area of land (in acres) where certain EWMPs are implemented. Provide an explanation of the monitoring plan and performance measures intended to measure the project results. This is called an outcome indicator. Outcome indicators measure project results. An example of an outcome indicator is the amount of water saved. Measurement parameters (metrics) should fit performance evaluation needs of the proposed project. The metrics may include af of water savings, constituent concentration(s), and in-stream flow improvements in af per year with a specified duration.
- An explanation of the monitoring plan and performance measures (including verification methodologies and data that will be collected and the analysis that will be done) to evaluate and verify the Local and Bay-Delta System Benefits (for example verifying the time, duration, location, and amount of in-stream flow increases for fish benefits that have been listed in Table 4). The Monitoring Plan Guidelines found on the DWR website (Reference 2- Monitoring Plan Guidelines) may not be all inclusive for verifying State and

local benefits. If applicable, please add any additional approaches or monitoring methodologies to verify the anticipated benefits to Table 4 in Attachment 7.

- A description of how external factors such as changes in weather, cropping programs, or social conditions will be taken into account.
- Information about how data and other information will be managed by the applicant, reported to DWR, and made accessible to others.
- The estimated costs associated with the implementation of the monitoring and evaluation plan. Enter the monitoring and evaluation costs in Table 1 (See Attachment 6).

If a proposed project is selected, applicants are required to conduct an adequate monitoring program and collect sufficient data to verify project results and local and Bay-Delta water use efficiency benefits. If monitoring is not feasible or necessary, applicants must propose an alternative method of verifying the expected benefits of their proposed project. Applicants will also be asked to re-evaluate project cost/benefit analysis as part of the final report. Section A applicants will also be asked to submit post project annual reports of benefits and costs for five years after the completion of the project. Post-project report costs are not reimbursable. Annual reports allow DWR to follow up on the status of project benefits. The annual reports will be public information.

Statement of Work- Costs (maximum 5 pages)

Complete Attachment 6.

Project Costs Tables 1, 2, and 3, and, using additional sheets, provide descriptions of cost items, all major assumptions, methodologies, computations, and all other relevant cost information. Project costs must be reported for the major project tasks and must correspond to the project task/subtask description and schedule of Attachment 4. Be certain to list major cost items for each task. If necessary, subdivide tasks into subtasks, where appropriate, and provide major costs for each subtask in Table 1. For a list of eligible costs, see Exhibit V. Please read the instructions in Exhibits II, V, and VI before using the Excel sheets in Attachment 6. Files are available at: <http://www.water.ca.gov/wateruseefficiency/finance/>.

Table 1: Project Costs (Budget). Projects with a duration of more than one year should enter project costs by year. Complete the shaded cells in Table 1 including the titles of tasks and subtasks. Enter the State share of project costs. Applicant's contingency for each cost category should be no more than ten percent of the cost of the category and must enter life of investment in years. When the DWR Excel sheet is used, all capital costs are converted to present value (2012 dollars) using the capital recovery factor, which is based on a six percent discount rate. Otherwise applicants must convert costs to present value. Table 1 will be used as the basis for the contract budget for the project, if selected for funding. The applicant's minimum cost share is calculated in Table 6 of Attachment 7.

Table 2: Annual Operations and Maintenance Costs. Include applicant's annual administration, operations, maintenance, and other annual costs (O&M costs). The O&M costs are required to calculate project annual costs in Table 3. Annual O&M costs are not eligible costs that can be paid out of the grant and must be paid by the applicant.

Table 3: Total Annual Project Costs. This table totals annual project implementation costs from Table 1 and annual O&M costs from Table 2.

Statement of Work- Benefits (maximum 3 pages)

The focus of this grant program is to fund projects that achieve water savings, in-stream flow and timing, water quality, and energy conservation benefits to the State. All applicants must 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 Bay-Delta System. If the applicant makes a compelling case that the proposed project benefits are not quantifiable, the applicant must make a qualitative assessment of proposed project's potential benefits to the local entity and the State. Complete Tables 4 through 7 in Attachment 7.

Table 4: Projected Annual Benefits. Projects must create benefits to be eligible for grant funding. Benefits include: water savings (in af, based on the life of the project), in-stream flow quantity (in af, based on the life of the project) and timing improvements, water quality improvements, and energy conservation. Applicants must explain how the State will benefit from the proposed project. Applicants must report the State benefits in the State Benefits column and the local benefits in the Local Benefits column. All applicants must quantify or assess the State Benefits that will be realized from the proposed project. See Exhibit VI for a description of eligible benefits. The following information should be included: type of benefit (water savings, in-stream flow and timing, water quality, and/or energy conservation), the time pattern and location where the benefit will be realized, as well as the duration of the benefit to each beneficiary. In-stream flow and timing and water quantity benefits would also include beneficial changes in water volumes. For water quality benefits, this should be the change in constituent concentration(s) (or temperature) that would be realized through proposed project implementation. Applicants must also describe the benefits in a narrative form. Agricultural applicants must also report in Table 4 which Targeted Benefits or Quantifiable Objectives are being addressed by the proposed project. Provide estimates of total expected water savings (in af) for proposed projects that are designed to lead to quantifiable water savings.

If applicants are reporting qualitative benefits, the following information should be included: type of benefit (see above) the time pattern and location where the benefit will be realized, as well as the duration of the benefit to each beneficiary.

For proposed projects under Section B, provide the following information in the Qualitative Description of project benefits (columns 2 to 4) of Table 4: describe the potential benefits and information to be gained in terms of water use efficiency; describe how this project will contribute to, or support, CALFED goals; and, describe how the information is transferable to other parts of the State.

For all applicants, 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. Use additional sheets if needed.

Table 5: Project Annual and Total Local Monetary Benefits. Applicants must identify the local monetary benefits of the proposed project. These could include benefits such as avoided water supply, energy, wastewater treatment, and labor costs. If other local monetary benefits are anticipated, please list and describe them. The applicants are required to provide average annual proposed project benefits, benefit unit of measurement, and duration of the benefit. This information will be used to calculate annual monetary value of proposed project benefits and the present value of proposed project benefits.

Table 6: Project Costs and Monetary Benefits and Cost Share. This is a summary of the Annual and Total Project Costs (Table 1) and Project Total Local Monetary Benefits (Table 5). This table calculates the cost-benefit ratio and determines if a proposed project is locally cost-effective or not. This table also calculates the State maximum share and applicant's minimum local cost share based on the proposed project total costs and the total local monetary benefits of the proposed project.

Reduction or waiver of cost share for disadvantaged communities (Section A projects only). All applicants are required to provide the minimum cost share, calculated in Row D or E of Table 6. Applicants whose Median Household Income (MHI) of the population served by water from the proposed project is less than \$48,706 may request a reduction or waiver of the required cost share. To request a reduction or waiver of the required cost share, the applicant must complete Attachment 8, Table 6 for disadvantaged community, and select the State and reduced local shares calculated in Table 7 (also, see Exhibit II).

Table 7: Applicant's Modified Cost Share (MCS). This table summarizes the applicant's modified local cost share. In Table 7, applicants may also offer a greater local cost share than the minimum calculated in Table 6. If a

modified cost share is proposed, the applicant must enter the modified local cost share in the appropriate row in Table 7 and provide an explanation for the modification in Row E of Table 7.

The applicant compares the MCS from Table 7 with the applicant cost share in Table 1 Row K (last row), Column V (“Applicant cost share, \$”). The applicant then adjusts its cost share in Column V of Table 1, if needed, until the applicant’s share in Table 1 Row K equals the MCS from Table 7.

Qualifications of the Applicants and Cooperators (maximum 1 page)

Complete Attachment 9.

- Identify and describe the role of any external cooperators that will be used for this project.
- Include a resume(s) of the project manager(s). Resumes may be attached to the end of the proposal and each shall not exceed two pages.
- List any previous State or federal water use efficiency grant projects in which the applicant has participated. Consideration will be given to the applicant’s performance in prior water use efficiency programs including any current applications with other agencies.

Outreach, Community Involvement, Integrated Regional Water Management Planning and Acceptance (maximum 1 page)

Complete Attachment 10.

Applicants must coordinate with local governments and other local entities, such as community based organizations and watershed groups, prior to submitting a proposal. Proposals that are part of an IRWMP are encouraged. In this section, the proposal shall describe a plan for 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; and, describe any opposition to the proposed project.

Feasibility studies, research, pilot, or demonstration projects such as the investigation of new technologies, methodologies, approaches, institutional frameworks; quantification of existing water use efficiency projects; or, market transformation studies conducted exclusively in a laboratory or office should describe how information and proposed project results will be disseminated.

Innovation (maximum 1 page)

Complete Attachment 11.

Describe any innovative technologies or methodologies to be employed in the proposed project that could contribute to improved efficiencies in projects throughout the State.

**2012 Agricultural Water Use Efficiency
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 read and understood the conflict of interest and confidentiality section 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 a contract with the State.

Name

Title

Signature

Date

Attachment 2^{**} – Priority and Consistency with CALFED Goals

<p>(* - items to be included in the contract) (Please limit to 2 pages)</p>	
<p>Project Title:</p>	
<p>Applicant:</p>	
<p>1.0 Project Goals and Objectives</p>	
<p>1.1*</p>	<p>Describe the project’s goals and objectives:</p>
<p>1.2</p>	<p>Include an explanation of the need for the project as related to critical local, regional, Bay-Delta, or State water issues.</p>
<p>1.3</p>	<p>Describe how this project would be consistent with regional water management plans.</p>
<p>1.4</p>	<p>Explain how your project priorities are consistent with the funding priorities described in Section 7 of this PSP</p>
<p>1.5*</p>	<p>Identify and describe Project Benefits, i.e., water savings (real or applied water reduction, flow and timing, water quality, energy savings, other benefits [please see Project Benefits under Section 4 of this PSP])</p>
<p>2. Project’s Consistency with CALFED :</p>	
<p>2.1</p>	<p>The project will assist in meeting the following CALFED Bay-Delta Water Use Efficiency Program Goals (select one or more goals and briefly explain your selection):</p> <ul style="list-style-type: none"> <li style="margin-bottom: 10px;"> <input type="checkbox"/> Reduce existing irrecoverable losses – will increase the overall volume of available water. Explain how: <li style="margin-bottom: 10px;"> <input type="checkbox"/> Achieve multiple benefits – can achieve multiple benefits. Explain how: <li style="margin-bottom: 10px;"> <input type="checkbox"/> Preserve local flexibility. Explain how: <li style="margin-bottom: 10px;"> <input type="checkbox"/> Use incentive-based over regulatory action. Explain how: <li style="margin-bottom: 10px;"> <input type="checkbox"/> Build on existing water use efficiency programs. Explain how:

**

Completing this Attachment is not required for AWMP preparation proposals.

Attachment 3^{**} – Technical/Scientific Merit

(Please limit to 1 page)	
Project Title:	
Applicant:	
Technical/Scientific Merit, Feasibility:	
1.1	Provide technical and scientific information to support the proposed project's goals, objectives, benefits, and costs.

Completing this Attachment is not required for AWMP preparation proposals.

Attachment 4 – Project Description

(* items to be included in the contract) (Please limit to 4 pages)	
Project Title:	
Applicant:	
Project Description:	
1.0	Background- Describe current water use efficiency conditions:
1.1*	Identify Project. Describe water conservation measures to be taken by the proposed project:
1.2*	List and describe project tasks, as applicable:
	Task 1:
	Task 2:
	Task 3:
	Task 4:
	Task 5:
	Etc.
1.3*	Project Schedule by task:
1.4*	Project anticipated benefits (i.e. savings, flow and timing, water quality, energy, other benefits), fate of saved water, and role of applicant in its management:
1.5*	Project deliverables (reports, products, environmental and engineering documents):
1.6*	Describe water-derived energy efficiency or impacts of the proposed project:
Section B applicants should also provide the following:	
2.1*	For Planning: Provide a description, scope, and propose of the plan as well as a description of the agency and its service area.
2.2*	For Training, Education, or Public Outreach Programs: Provide a clear scope of the proposed program and materials that will be used or developed and strategy for implementing the program on a statewide basis.
2.3*	For Technical Assistance: Describe the scope and target recipients of the assistance and purpose for providing assistance to the proposed clients.
2.4*	For Research and Development projects: Provide hypothesis upon which the research is based, background of existing pertinent research in this area, and monitoring and assessment methodologies.

Attachment 5^{**} – Monitoring Plan

See also **Monitoring Plan-Guidelines for Project Performance** found at:

<http://www.water.ca.gov/wateruseefficiency/finance/>

(*items to be included in the contract)

(Please limit to 3 pages)

Project Title:

Applicant:

Project Monitoring and Evaluation Plan

1.1*	Description of pre-project conditions and baseline data, the basic assumptions being used, and the anticipated accuracy of the data to be produced:
1.2*	Monitoring Plan and performance measures to measure project's outputs and project results. If no Monitoring and Evaluation Plan is submitted, applicants must justify why and explain how project results and benefits will be verified:
1.3*	Monitoring plan and performance measures for verification of project's benefits:
1.4*	A description of how external factors such as changes in weather, cropping programs, or social conditions will be taken into account:
1.5*	Information about how the data and other information will be handled, stored, reported, and made accessible to DWR and others:
1.6*	The estimated costs associated with the implementation of the Monitoring and Evaluation Plan:
1.7*	Others (specify):

^{**} Completing this Attachment is not required for AWMP preparation proposals.

Attachment 6 – Project Costs

Table 1 will be included in the contract

Follow the steps below and complete the shaded cells only.

1. Complete Table 1. Enter the proposed project cost for each item for each year as applicable. Enter contingency percentage (for example, five percent) and the applicant’s cost share for each task or subtask. If you enter a cost, you MUST enter the life of investment in years (zeros are not allowed) in Column VII. Total project costs, State share, and annualized project costs are calculated.
2. Complete Table 2 by entering project’s annual operation and maintenance costs. Table 3 will be filled automatically.

Applicant:

THE TABLES ARE FORMATTED WITH FORMULAS:

FILL IN THE SHADED AREAS ONLY

Attachment 6- Table 1 Project Costs

Section A projects must complete Life of investment, Column VII. Do not use 0.											
Tasks/subtasks	Year 1	Year 2	Year 3	Total	Contingency %	Cost + Contingency \$	Applicant cost share,\$	State Share,\$	Life of investment, year	Annualized Costs	
(I)	\$	\$	\$	\$	(III)	(IV)	(V)	(VI)	(VII)	(IX)	
(a) Task 1- Administration/management¹											
subtask 1-				-		-		-		----	
subtask 2-				-		-		-		----	
Subtotal, Administration Costs	--	--	--	--		--	--	--		\$0	
(b) Task 2-(specify)											
subtask 1-				-		-		-		----	
subtask 2-				-		-		-		----	
subtotal, Task 2	--	--	--	--		--	--	--		\$0	
(c) Task 3-											
subtask 1-				-		-		-		----	
subtask 2-				-		-		-		----	
subtotal, Task 3	--	--	--	--		--	--	--		\$0	
(d) Task 4-											
subtask 1-				-		-		-		----	

	subtask 2-				-		-		-		----	
	Subtotal, Task 4	--	--	--	--		--	--	--		\$0	
(e)	Task 5-											
	subtask 1-				-		-		-		-	
	subtask 2-				-		-		-		-	
	Subtotal, Task 5	--	--	--	--		--	--	--		\$0	
(f)	Task 6-											
	subtask 1-				-		-		-		----	
	subtask 2-				-		-		-		----	
	Subtotal, Task 6	--	--	--	--		--	--	--		\$0	
(g)	Task 7-											
	subtask 1-				-		-		-		----	
	subtask 2-				-		-		-		----	
	Subtotal, Task 7	--	--	--	--		--	--	--		\$0	
(h)	Task 8-											
	subtask 1-				-		-		-		-	
	subtask 2-				-		-		-		-	
	Subtotal, Task 8	--	--	--	--		--	--	--		\$0	
(i)	Task 9-											
	subtask 1-				-		-		-		----	
	subtask 2-				-		-		-		----	
	Subtotal, Task 9	--	--	--	--		--	--	--		\$0	
(j)	Task 10-											
	subtask 1-				-		-		-		-	
	subtask 2-				-		-		-		-	
	Subtotal, Task 10	--	--	--	--		--	--	--		\$0	
(k)	TOTAL	\$0	\$0	\$0	\$0		\$0	\$0	\$0		\$0	
(l)	Cost Share -Percentage								0%	100%		

1- excludes administration O&M.

Applicant: _____

THE TABLES ARE FORMATTED WITH FORMULAS:

FILL IN THE SHADED AREAS ONLY

Table 2: Annual Operations and Maintenance Costs (dollars / year)

(to be paid by applicant)

Operations (1) (I)	Maintenance (II)	Other (III)	Total (IV) (I + II + III)

(1) Include annual O & M administration costs here.

Table 3: Total Annual Project Costs

Annual Project Costs (1) (I)	Annual O&M Costs (2) (II)	Total Annualized Project Costs (III) columns (I + II)
\$0		\$0

(1) From Table 1, Row (K) Column (IX)

(2) From Table 2, Column (IV)

Attachment 7^{**} – Project Benefits

Table 4 will be included in the contract

Follow the steps below and complete the shaded cells only. Applicants must submit Tables 4 through 7.

1. Complete Table 4, Project Benefits. Follow the instructions in the PSP.
2. Complete Tables 5, 6 and 7. If a disadvantaged community, applicant completes Attachment 8. Then enter cost share in Table 7.
3. The applicant should compare the cost share in Table 7 with the total applicant cost share in Column V, Row K of Table 1, and adjust the applicant cost share amounts in Column V of Table 1 until the total applicant cost share in Column V, Row K of Table 1 equals the applicant's MCS from Table 7. Finally, print all tables and submit with your proposal.

Completing this Attachment is not required for AWMP preparation proposals.

Applicant:

THE TABLES ARE FORMATTED WITH FORMULAS:

FILL IN THE SHADED AREAS ONLY

Table 4 Project Annual Benefits (Quantitative and Qualitative Description of Benefits)

Qualitative Description - Required of all applicants ¹			Quantitative Benefits - Required of Section A applicants ²		
Description of physical project- benefits (in-stream flow and timing, water quantity, and water quality):	Time pattern and Location of Benefit	Project Life: Duration of Benefits, year	Measure of Benefit: _____ (Identify units in af for each water supply, or water quality benefit to be measured)	Quantified Benefits (in-stream flow and timing, water quantity, and water quality)	
Qualitative State Benefits:			Quantitative State Benefits:		
Water quantity					
In-stream flow					

Water quality					
Energy conservation and other benefits					
					
Qualitative Local Benefits:					Quantitative Local Benefits
Water quantity					
In stream flow					
Water quality					
Energy conservation and other benefits					
					
<p>¹ The qualitative description of all project benefits should be provided in a narrative. If necessary, use additional sheets.</p> <p>² Quantify the anticipated Bay-Delta water use efficiency benefits and local benefits (water saved or in-stream flow, water quality, energy efficiency) after project is implemented. Describe the role that the applicant will have in control and management of project benefits. If necessary, use additional sheets.</p>					

Applicant:

THE TABLES ARE FORMATTED WITH FORMULAS:

FILL IN THE SHADED AREAS ONLY

Table 5 Project Annual and Total Local Monetary Benefits (in Dollars)

ANNUAL LOCAL BENEFITS, I	ANNUAL QUANTITY of Benefit, II	UNIT OF MEASUREMENT, III	Value of Benefit \$/unit IV	ANNUAL MONETARY BENEFITS (\$ / yr) V	DURATION (Y), VI	Net Present Value of Monetary Benefits, VII
(a) Avoided Water Supply Costs (Current or Future Source)				0		0.00
(b) Avoided Energy Costs				0		0.00
(c) Avoided Waste Water Treatment Costs				0		0.00
(d) Avoided Labor Costs				0		0.00
(e) Other (describe)				0		0.00
(f) Total [(a) + (b) + (c) + (d) + (e)]				0		\$0

⁴ Examples include avoided cost of current water supply (or future supply if available), energy savings, labor savings, waste water treatment.

Table 6 Project Costs and Monetary Benefits and Cost Share

Disadvantaged Community

If application is for a **DISADVANTAGED COMMUNITY**.
Enter "YES" in the box above.

Cost share will be calculated for disadvantage community.

(a) Total annual monetary benefits [Table 5, Row (f), Column V]		\$0
(b) Total annual project cost [Table 3, Column III]		\$0
(c) Cost/Benefit Ratio [(b) / (a)]		0.00
	State	Local
(d) Calculated maximum State share and applicant minimum cost share for Not locally cost-effective projects. State = [Total Cost (b) - Local Benefit (a)]+[10% Total Cost (b)]	\$0	\$0
(e) Calculated maximum State share and applicant minimum cost share for locally cost-effective projects. State = 10% Total Cost (b)	n/a	n/a

Applicant:	
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Table 7: Applicant's MCS

<p>Applicants may modify the minimum local cost share calculated in Table 6 and propose a greater local cost share than the minimum amount calculated in Table 6. The applicant can increase or accept the minimum cost share calculated in Table 6. The applicant must meet one of the requirements below and describe its proposed cost share in Row E:</p>	<p>Enter applicant's MCS amount or the minimum calculated in Table 6 and explain in Row E. See also important note below.</p>
A. Locally not Cost-Effective Projects: Minimum local cost share depends on the balance of benefits, Table 6 Row (d). Enter modified higher local share.	
B. Locally Cost-Effective Projects: Minimum local cost share is 90 percent, Table 6 Row (e). Enter modified higher local share.	
C. For disadvantaged communities Locally not Cost-Effective Projects: To waive local share you must submit necessary documentation. See Exhibit III, Complete Attachment 8, and enter zero or increase it and enter the cost share here and provide an explanation in Row E.	
D. For disadvantaged communities Locally Cost-Effective Projects: Minimum local cost share is 75 percent of project costs. To receive reduced local share you must submit necessary documentation. See Exhibit II, complete Attachment 8, and use the calculated local share in Table 6 Row (e) or increase it and enter the cost share here and provide an explanation in Row E.	
E. Describe how the cost share (based on relative balance between Bay-Delta and Local benefits) is derived (see the PSP for description). Provide description in a narrative form. Use Project Local and State Benefits (Table 4) to justify your MCS. State share is expected to be based on the relative balance of Bay-Delta and Local Benefits:	

Important Note: The applicant should compare the cost share in Table 7 with the Total applicant cost share in Column V, Row K of Table 1, and adjust the applicant cost share amounts in Table 1 until the Total applicant cost share in Column V, Row K of Table 1 equals the applicant's cost share in Table 7.

Attachment 8 – Disadvantaged Community

Reduction or Waiver of local cost share (see also Exhibit II) For Disadvantaged Community Applicants ONLY (Please limit to 3 pages- these pages will not be counted towards total page limit)	
Project Title: Applicant:	
At a minimum, the following information must be included.	
1.1	Documentation of the Presence of Disadvantaged Communities:
1.2	Documentation of Disadvantaged Community Participation:
1.3	Benefits and Impacts to Disadvantaged Communities:
1.4	Calculating Population and Medium Household Income for the disadvantaged community: Provide sample calculations showing the MHI of the population served by the water from the project. Applicants are required to submit maps or other information depicting the boundary of the applicant’s service area. Applicants must provide documentation for the MHI of all individuals served by the water from the project (land owners, and other residents served by the project) in the applicant’s service area.
1.5	Reduced or waived local share: Explain why the local share has to be reduced or waived. Enter the proposed local share in Table 7

Attachment 9 – Qualifications of Applicants and Cooperators

(* - items to be included in the contract)	
(Please limit to 3 a total of pages)	
Project Title:	
Applicant:	
1.1*	List and describe the role of any external cooperators that will be used for this project.
1.2	Include a resume(s) of the project manager(s). Resumes may be attached to the end of the proposal and shall not exceed two pages.
1.3	List received funding from State or federal agencies for previous water use efficiency projects.

Attachment 10 – Outreach, Community Involvement and Acceptance

(* - items to be included in the contract)	
(Please limit to one page)	
1.1*	Outreach: Describe your outreach efforts and plan.
	Section B applicants should also describe how the information will be disseminated.
1.2	Community Involvement:
1.3	Acceptance:

Attachment 11^{**} – Innovation

(Please limit to 1 page)

1.1	Innovation:
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Completing this Attachment is not required for AWMP preparation proposals.

Attachment 12^{**} – GHG Emission Calculations

Energy savings include savings in electricity use and fossil fuel consumptions (diesel, natural gas, gasoline, etc.). If the applicant's project generates renewable energy, add the amount of renewable energy to the category of electricity saving. To convert the energy/fuel savings to the avoided Greenhouse Gas (GHG) emissions, use the following equation:

GHG Emission Reduction = (Energy Savings) x (Emission Factor)

or

GHG Emission Reduction = (Fuel Savings) x (Emission Factor)

For calculation convenience, below are some Emission Factors quoted from a State Air Resources Board's report: www.arb.ca.gov/cc/protocols/localgov/pubs/lgo_Protocol_v1_1_2010-05-03.pdf

Type of Energy/Fuel	Emission Factors
Diesel	10.21 kgCO ₂ /gallon
Natural Gas	0.0545 kgCO ₂ /scf
Gasoline	8.78 kgCO ₂ /gallon
Electricity	451.7 kgCO ₂ e/MWh

scf – standard cubic foot. Standard condition refers to the air condition at temperature of 60 degree Fahrenheit with 1 atmospheric pressure.

MWh – Megawatt-hours, an electricity unit.

The Emission Factor for electricity is from USEPA 2012 eGRID (2009 data, www.epa.gov/eGRID) for the non-baseload output emission rate in CAMX sub-region (California).

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Completing this Attachment is not required for AWMP preparation proposals.

Attachment 13^{**} – Project Plans, Specifications, and Environmental Documents

For implementation projects, and when applicable, list and provide copies of the project's plans and specifications as well as Environmental Documents.

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Completing this Attachment is not required for AWMP preparation proposals.

Attachment 14 – Compliance with SB X7-7, AB1404, AB1420, and Other Requirements

		Yes/No If yes, describe compliance
1	Are you an agricultural water supplier serving irrigated acreage of more than 10,000 acres excluding recycled water? If yes, did you submit an Agricultural Water Management Plan to DWR (See DWR Guidebook to Assist Water Suppliers at www.water.ca.gov/wateruseefficiency/sb7/committees/ag/a6/)	
2	Are you an agricultural water supplier supplying 2,000 acre-feet or more of surface water annually for agricultural purposes or serving 2,000 or more acres of agricultural land. If yes, did you submit AB1404 aggregate farm-gate delivery to DWR? (See DWR Guidebook to Assist Water Supplier, section E at www.water.ca.gov/wateruseefficiency/sb7/committees/ag/a6/)	
3	Are you an agricultural water supplier serving irrigated acreage of more than 25,000 acres excluding recycled water? If yes, did you comply with the Agricultural Water Measurement Regulation? (See DWR Guidebook to Assist Water Supplier, sections C-E at www.water.ca.gov/wateruseefficiency/sb7/committees/ag/a6/)	
4	Are you an urban water supplier? If yes, are in compliance with:	
	- AB1420 requirements? (See www.water.ca.gov/wateruseefficiency/finance/)	
	- Water Meter Requirements in CWC §525 et seq.? (See www.water.ca.gov/wateruseefficiency/finance/)	
5	Are you in compliance with CWC §10920 et seq. - Groundwater Monitoring Program requirements? (See www.water.ca.gov/groundwater/casgem/)	
6	Are you in compliance with Part 5.1 (commencing with §5100) of Division 2 of the CWC. - Surface Water Diversion Reporting requirements? (See www.waterboards.ca.gov/waterrights/water_issues/programs/diversion_use/index.shtml)	

LIST OF REFERENCES

Reference #1 Targeted Benefits

Reference #2 Monitoring Plan Guidelines

The references can be found at the following website:

<http://www.water.ca.gov/wateruseefficiency/finance/>