



CALIFORNIA DEPARTMENT OF WATER RESOURCES SUSTAINABLE GROUNDWATER MANAGEMENT OFFICE

Frequently Asked Questions on 2020 Groundwater Sustainability Plans (GSP) Annual Reports

The Sustainable Groundwater Management Act (SGMA) requires GSAs to submit annual reports to DWR each April 1 following adoption of a groundwater sustainability plan. The report provides information on groundwater conditions and implementation of its GSP over the prior water year. For basins that recently submitted plans, annual reports due April 1, 2020 will cover the period from October 1, 2018 through September 30, 2019.

DWR expects the first annual report a basin submits may be missing some information considering the basin would have only recently begun implementation of their plans. DWR encourages GSAs to use the first annual report as an opportunity to report data collected through the end of the reporting period and to set up a template that works for them to communicate about groundwater conditions with users in their basins.

Here are a few frequently asked questions and answers about the GSP annual reports. More information about GSPs and annual reports can be found at DWR's GSP web page.¹ If you have general questions related to annual reports, you can contact the SGMA team at sgmps@water.ca.gov. If you are a SGMA portal user with specific questions related to the submittal of annual reports, please email GSPSubmittal@water.ca.gov.

What information is required in an annual report?

Details on the requirements are outlined in the [GSP Regulations](#). In general terms, the report should include both data and a narrative description of the GSA's progress toward implementation of their GSP. The data requirements include information collected from the basin's monitoring network, groundwater extractions for the basin, surface water supply, total water use, and changes in groundwater storage.

Is there a template for the annual report?

DWR does not plan to provide a template for the written narrative portion of the annual report as there is no one-size-fits-all approach. Agencies should determine their

¹ <https://water.ca.gov/Programs/Groundwater-Management/SGMA-Groundwater-Management/Groundwater-Sustainability-Plans>

preferred approach to describing groundwater conditions and implementation of their plans. DWR has provided Microsoft Excel data upload templates for agencies to report their basinwide groundwater extraction, surface water supplies, and total water use²; GSAs are required to use these templates so that consistent data is reported statewide. Additionally, agencies will upload data collected from their monitoring networks (e.g., groundwater levels) to the Monitoring Network Module on the SGMA Portal, the same system they used to load monitoring data for their plan submission.

How will DWR communicate with GSAs about annual reports?

Once a report is successfully submitted, the GSA will receive an email confirmation. If additional information is needed or if there are any concerns as to the agency's progress toward reaching sustainability, DWR will contact the Agency directly.

Will there be an opportunity for the public to comment GSP annual reports?

Generally, DWR will accept and review public comments received at any time on the submitted reports. However, there is no formal requirement for a public comment period on the annual reports and DWR is not required to respond.

² Access the data templates here: <https://sgma.water.ca.gov/portal/#gsp>