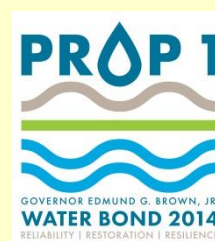


Sustainable Groundwater
Planning Grant Program

Groundwater Sustainability Plans and Projects Proposal Solicitation Package

September 2017



California Natural Resources Agency
Department of Water Resources
Division of Integrated Regional Water
Management

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FOREWORD

The California Department of Water Resources (DWR) is administering the Sustainable Groundwater Planning (SGWP) Grant Program using funds authorized by the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1). This document is the Proposal Solicitation Package (PSP) for Groundwater Sustainability Plans (GSPs) and Projects.

This document is not a stand-alone document and the applicant will need to refer to the 2015 SGWP Grant Program Guidelines (Guidelines) for additional information. Potential applicants are encouraged to read both the Guidelines, PSP, and grant agreement template prior to deciding to submit an application. The 2015 Guidelines can be found at the following link: <http://www.water.ca.gov/irwm/grants/sgwp/guidelines.cfm>.

A complete list of acronyms and abbreviations, and a glossary of terms used throughout this PSP are available in the Guidelines.

Grant Program Website and Other Useful Links

This document as well as other pertinent information about the SGWP Grant Program can be found at the following link: <http://www.water.ca.gov/irwm/grants/sgwp/>.

Other useful links are identified below.

- Sustainable Groundwater Management Act (SGMA):
https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=WAT&division=6.&title=&part=2.74.&chapter=&article=
- GSP Regulations:
[https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I74F39D13C76F497DB40E93C75FC716AA&originationContext=documenttoc&transitionType=Default&contextData=\(sc.Default\)%20](https://govt.westlaw.com/calregs/Browse/Home/California/CaliforniaCodeofRegulations?guid=I74F39D13C76F497DB40E93C75FC716AA&originationContext=documenttoc&transitionType=Default&contextData=(sc.Default)%20)
- California's Groundwater: Bulletin 118 (2016):
<http://water.ca.gov/groundwater/bulletin118/update.cfm>
- Basin Prioritization: http://www.water.ca.gov/groundwater/casgem/basin_prioritization.cfm
- Critically Overdrafted Basins: <http://www.water.ca.gov/groundwater/sgm/cod.cfm>
- Groundwater Sustainability Agency (GSA) Formation: <http://water.ca.gov/groundwater/sgm/gsa.cfm>
- Disadvantaged Community (DAC) Mapping Tool:
http://www.water.ca.gov/irwm/grants/resources_dac.cfm
- Economically Distressed Area (EDA) Mapping Tool:
http://www.water.ca.gov/irwm/grants/resources_eda.cfm
- Best Management Practices (BMP): <http://water.ca.gov/groundwater/sgm/bmps.cfm>
- GSP Regulations Guide: http://water.ca.gov/groundwater/sgm/pdfs/GSP_Final_Regs_Guidebook.pdf

E-Mail List

In addition to the website, DWR will distribute information via e-mail. If you are not already on the SGWP Grant Program e-mail contact list, please use the following link to be added to the list: <http://water.ca.gov/irwm/grants/sgwp/subscription.cfm>.

Contact Information

For questions about this document, or other technical issues, please contact DWR's Financial Assistance Branch at (916) 651-9613 or by e-mail at: SGWP@water.ca.gov.

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I. INTRODUCTION

DWR is administering the SGWP Grant Program, using funds authorized by Proposition 1, to encourage sustainable management of groundwater resources that support SGMA. SGMA was signed into law in 2014 and amended the Water Code (Part 2.74 of Division 6 of the Water Code, Sections 10720-10737.8). SGMA provides the framework for sustainable groundwater management planning and implementation. SGMA text can be found at the link listed in the Foreword.

SGMA fosters sustainable groundwater management in California's designated high and medium priority groundwater basins or subbasins, hereinafter referred to as basins, by requiring local public agencies and Groundwater Sustainability Agencies (GSAs) to develop and implement GSPs or alternatives to GSPs (Alternative). The regulations for the evaluation of GSPs and Alternatives, the implementation of GSPs and Alternatives, and coordination agreements between GSAs and/or stakeholders are hereinafter referred to as the GSP Regulations. The GSP Regulations were approved by the California Water Commission on May 18, 2016, and are codified in the California Code of Regulations (CCR), Title 23, Division 2, Chapter 1.5, Subchapter 2, and can be found at the link listed in the Foreword.

DWR previously issued the Guidelines that will be used to administer this grant solicitation. The Guidelines provide general information regarding program and eligibility requirements. This PSP is making a total of approximately \$86.3 million available. The PSP contains specific information regarding the process, eligibility, and required content for grant proposals or applications. Potential applicants are encouraged to read both the Guidelines and PSP prior to deciding to submit an application. The Guidelines can be found at the link listed in the Foreword.

II. FUNDING

Proposition 1 authorized \$100 million to be made available for competitive grants for projects that develop and implement groundwater plans and projects in accordance with groundwater planning requirements established under Division 6 (commencing with Section 10000) (Water Code Section 79775). Of the \$100 million, \$5 million is allocated for DWR's program delivery and another \$2 million is allocated for statewide costs (issuance of bonds). Proposition 1 also requires that at least 10 percent (%), of the authorized \$100 million (\$10 million), be made available to projects that serve Severely Disadvantaged Communities (SDACs), defined as communities with a median household income (MHI) of less than 60% of the Statewide MHI.

DWR will solicit proposals to award funding on a competitive basis in two funding categories:

- Category 1 – SDAC Projects
- Category 2 – Groundwater Sustainability Plans, which has two tiers
 - Tier 1 - Critically overdrafted basins
 - Tier 2 - All other high and medium priority basins

Table 1 presents the funding information for both categories, as well as for both Tiers. Categories are described further in Section III B.

Table 1 – Funding Information for 2017 SGWP Grant Solicitation			
Funding Category		Total Funding	Maximum Grant Amount*
Category 1		At least \$10 million	\$1 million per project
Category 2	Tier 1	At least \$15 million	\$1.5 million per basin
	Tier 2	-	\$ 1 million per basin
* DWR reserves the right to award less than the maximum grant amount shown. Minimum grant amount that can be requested is \$50,000.			

A. Cost Share

Proposition 1 requires a minimum cost share of 50% of the total project cost. Project expenses must be incurred after January 1, 2015 (effective date of SGMA), to be considered as cost share. Cost share must meet the conditions outlined in Section V.I of the Guidelines and the definitions of “local cost share” contained in Appendix B of the Guidelines. The cost share requirement for projects benefiting a SDAC, DAC, or EDA may be waived or reduced. For definitions of SDAC, DAC, and EDA, see Appendix B of the Guidelines.

DWR will use the information presented in the applications to evaluate whether the project provides benefits to a SDAC, DAC or an EDA to determine whether the required cost share is waived or reduced (see Appendices E and F of the Guidelines for additional details).

B. Eligible Costs and Payment

Costs incurred by grant recipients after July 1, 2017 and meeting the conditions of “Eligible Costs” as outlined in Section V.I of the Guidelines can be eligible for reimbursement. DWR’s standard method of payment is reimbursement in arrears. Notwithstanding that statement and consistent with Water Code Section 10551, DWR will consider advance payment requests for Category 1 projects (SDAC Project), if all the following requirements are met:

- The project is included and implemented in an Integrated Regional Water Management Plan (IRWM)
- The project is sponsored by a nonprofit organization, DAC, or proponent of a project that benefits a DAC
- The grant award is less than \$1 million

See Appendix A for more detail regarding advanced payment.

III. ELIGIBILITY

Applications for SGWP grants must meet all applicable eligibility criteria to be considered for grant funding as described in Guidelines Section III. Additional eligibility requirements are described below and identified in Questions 4 through 8 in Section V, Table 3 of this PSP.

A. Eligible Applicant

Eligible applicants for Category 1 proposals are public agencies, non-profit organizations, public utilities, federally recognized Indian tribes, California Native American Tribes, and mutual water companies (Water Code Section 79712.(a-b)). See Appendix B of the Guidelines for definition of these terms for eligible applicant.

Eligible applicants for Category 2 proposals are GSAs or member agencies of the GSAs for the basin for which the application is submitted. For basins with an Alternative, the applicant for Category 2 must be the local agency who submitted the Alternative. For Category 2 proposals, only one application will be accepted per basin. However, an applicant acting as the sole GSA over multiple basins must submit one consolidated application and may request up to \$500,000 total for any and all additional basins, in addition to the maximum grant amount identified in Table 1.

For Category 2 proposals, the grant applicant is the agency submitting the application on behalf of the basin. The grant applicant is also the agency that would enter into an agreement with the State, should the application be successful. If there is more than one eligible agency within a basin, an eligible agency may be part of the proposal as a project proponent, but must identify a single entity that will act as the grant applicant and submit a basin-wide application and receive the grant on behalf of the basin. Project proponents would access grant funding through their relationship with the grant applicant, at DWR’s discretion. DWR may make additional funding available for the planning, development, or preparation of GSPs.

B. Eligible Project Types

For Category 1 projects, the project area and service area must be within a DWR Bulletin 118 (2016) basin or a non-adjudicated portion of a basin that are designated by DWR as high or medium priority basins.

Category 2 projects must be within a DWR Bulletin 118 (2016) basin or a non-adjudicated portion of a basin that are designated by DWR as high or medium priority basins.

Category 2 projects located in basins determined to be probationary under SGMA by State Water Resources Control Board are not eligible for this grant program.

Category 2 projects located in a basin in which an Alternative is approved will not be eligible for funding.

Please check links for additional information on Bulletin 118, Basin Prioritization, Critically Overdrafted Basins, and GSA Formation provided in the Foreword.

1. Category 1 – SDAC Projects

Category 1 eligible projects must serve SDAC(s) and support groundwater sustainability planning and management in the basin. Applicant must provide information as outlined in Attachment 3 to demonstrate eligibility. Eligible Category 1 projects include but are not limited to the following examples:

TECHNICAL AND PLANNING ASSISTANCE

- Vulnerability assessments
- Technical assistance for SDACs to gather information and participate in groundwater sustainability planning activities
- Evaluate the groundwater management needs of SDACs, including actions that foster engagement of SDACs in sustainable groundwater planning activities

OTHER PROJECTS

- Develop feasibility studies
- Design and environmental planning
- Develop pilot or demonstration projects
- Connect communities on degraded groundwater to municipal supplies
- Installation of meters on groundwater production wells
- Instrumentation of monitoring wells with pressure transducers

2. Category 2 – Groundwater Sustainability Plans

Category 2 eligible project types include those activities associated with the planning, development, or preparation of GSP(s) that will comply with and meet the requirements of the GSP Regulations. The use of the term "project" when describing Category 2 is used to collectively refer to the planning and development activities associated with completing a GSP.

IV. SOLICITATION PROCESS AND SCHEDULE

This grant solicitation will use an open filing approach, which will include two-phases, if necessary. The first phase of the solicitation will be open for nine weeks with anticipated grant awards in Winter 2017. If all funds are not awarded in phase one or additional funding becomes available, DWR will open a second phase of solicitation to award the remaining funds. The anticipated schedule for this grant solicitation is presented in Table 2. Any change or update to the schedule will be posted on the DWR website. Updates may also be notified through e-mail announcements. To be placed on the SGWP Grant Program e-mail contact list, please use the link listed in the Foreword.

Table 2 – Schedule for 2017 SGWP Grant Solicitation	
Milestone or Activity	Schedule <i>Italics denote tentative dates</i>
Release of Final GSPs and Projects PSP/Phase 1 solicitation opens for Open Filing	<i>September 2017</i>
End of Phase 1 Open Filing: Grant Applications must be submitted via GRanTS	<i>November 13, 2017</i>
Release of Phase 1 Funding Awards	<i>November - December 2017</i>
Tentative Phase 2 Solicitation Open Filing: Grant Applications must be submitted via GRanTS	<i>June 2018 through August 2018</i>
Release of Funding Awards*	<i>TBD</i>
*Date will be determined depending on remaining funds and number of applications received	

V. APPLICATION INSTRUCTIONS

This section provides instructions for preparing and submitting an application. The Application Instructions section consists of two subsections: A. *What to Submit* and B. *How to Submit*. It is important that the applicants follow the Application Instructions to ensure that their application will address all of the required elements. Applicants are reminded that once the application has been submitted to DWR, any privacy rights as well as other confidentiality protections afforded by law with respect to the application package will be waived.

A. What to Submit

Applicants must submit a complete SGWP Grant Application during the open filing phase shown in Table 2. The grant application consists of four sections or “Tabs”, as follows:

- Applicant Information Tab
- Projects Tab
- Questions Tab
- Attachments Tab

Additional details regarding the Tabs is outlined in Section V, Table 3 – Grant Application Checklist, which is provided as a guide for the applicants to ensure the required information is submitted for a complete application.

Category 1 proposals may be submitted separately or can be included with a Category 2 proposal. In the event that an applicant submits an application for multiple projects, the applicant must ensure that the “Tabs” are complete for each of the projects within the grant application. For example, Category 1 proposals may include separate projects for different SDACs within a basin; Category 2 proposals may include multiple projects for GSP development executed by different GSAs within a basin. However, as identified in Table 1, Category 2 proposals may include multiple projects with the project budgets collectively not exceeding \$1.5 million for critically overdrafted basins or not exceeding \$1 million for other high or medium priority basins, respectively.

B. How to Submit

Applicants must submit a complete application online using DWR’s Grant Review and Tracking System (GRanTS) electronic submittal tool. GRanTS can only be accessed with Internet Explorer and Google Chrome. The online GRanTS application will be available for use and can be found at the following link: <http://www.water.ca.gov/grants/>.

The name of this PSP in GRanTS is “2017 SGWP PSP Phase 1”. To access this PSP, applicants must register and have an account in GRanTS, if they have not already done so. The online application will be available no later than September 11, 2017.

Applicants are encouraged to watch the "How to Register" and the "How to Complete a Grant Application" videos and review the GRanTS Public User Guide and Frequently Asked Questions, available at the above link, prior to completing the online application. If an applicant has questions as to the content or the information requested in the PSP, or questions or problems with GRanTS, please refer to the phone number or e-mail listed in the Foreword.

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

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

Att#_2017SGWPC#_ AttachmentName_#ofTotal#

Where:

- “Att#” is the attachment number
- “2017SGWPC1” is the code for Category 1 proposals
- “2017SGWPC2” is the code for Category 2 proposals
- “2017SGWPC1&2” is the code a proposal that contains both Category 1 and 2 projects
- “AttachmentName” is the name of the attachment as specified in Section V.B.2 – Attachment Tab Instructions
- “#ofTotal#” identifies the number of files that make up an attachment, where “#” is the number of a file and “Total#” is the total number of files submitted in the attachment

For example, if the Attachment 1 – Authorizing Documentation for a project eligible under Category 1 is made up of three files, the second file in the set would be named “Att1_2017SGWPC1_AuthDoc_2of3”.

File size for each attachment submitted via GRanTS is limited to 2 gigabytes (GB). Breaking documents into components such as chapters or logical components so that files are less than 2 GB will aid in uploading files. Acceptable file formats are: PDF, MS Word, MS Excel, or MS Project. PDF files should be generated, if possible, from the original application file rather than scanned hard copy. All portions of the GRanTS application must be received in the open filing phase. Submittals received outside the open filing phase will not be reviewed or considered for funding. The GRanTS system will allow applicants to resubmit any attachments before the close of the open filing phase. Applicants must notify DWR via SGWP@water.ca.gov when the proposal submittal is ready for DWR’s review.

1. Grant Application Checklist

Note: Please provide answers to only the questions listed in Table 3. Do not answer questions that appear on the screen in GGrANTS, but are not listed below unless marked with an asterisk.

Table 3 – Grant Application Checklist	
INFORMATION TAB	
<i>The following information is general and applies to the applicant and the overall proposal. Specific project information should be detailed on separate project tabs provided in the GGrANTS application. Applicants must enter all information listed in the Information Tab of this</i>	
APPLICANT INFORMATION	
	Organization Name: Provide the name of the Agency/Organization responsible for submitting the application. Should the Proposal be successful, this Agency/Organization will be the Grantee.
	Tax ID: Tax ID is automatically displayed for registered organizations.
	Point of Contact: <ul style="list-style-type: none"> Select “Existing Register Users” to select the registered user associated with the organization specified above. The rest of the contact information (Division, Address, e-mail, etc.) are auto populated once the above registered user is selected. Select “Add New User” to add an unregistered user. Please select Division (address will be auto populated) and type the First Name, Last Name, E-mail, and Phone (Direct) of the new user. Please note that the e-mail address will be the new user’s login name.
	Point of Contact Position Title: Provide the title of the point of contact person. (Maximum Character Limit: 50)
	Proposal Name: Provide the title of the Proposal. (Maximum Character Limit: 150)
	Proposal Objective: Provide the objective of the Proposal. (Maximum Character Limit: 2,000)
PROPOSAL BUDGET	
<i>For the proposal, the following budget items should be taken from Table 5.</i>	
	Other Contribution: Provide the amount of other funds (such as other State grants) not included in the categories as listed below. If there is no other contribution, enter zero.
	Local Contribution (Cost Share): Provide the total local cost share that will be committed to the Proposal. The SGWP Grant Program requires a minimum local cost share of 50% of total proposal cost unless the project benefits a DAC, SDAC, or an EDA.
	Federal Contribution: Enter Federal funds being used. If none, enter zeros.
	In-kind Contribution: Leave Blank, and include all In-Kind Contributions in the Local Contribution total.
	Amount Requested (Grant Funds Requested): Provide the amount of total grant funds requested.
	Total Proposal Cost: Provide the total proposal cost, in dollars. This amount must agree with the total proposal cost shown in Attachment 5.
GEOGRAPHIC INFORMATION	
GGrANTS requests latitude and longitude in degrees, minutes, and seconds. You may use converters on the web such as https://www.fcc.gov/media/radio/dms-decimal	
	Latitude: Enter the Latitude at the location that best represents the project area.
	Longitude: Enter the Longitude at the location that best represents the center of the project area.
	Longitude/Latitude Clarification: Only use if necessary. (Maximum Character Limit: 250)
	Location: Identify the approximate location that best represents the center of the project area. (Maximum Character Limit: 100)
	County(ies): Provide the county(ies) in which the project is located.
	Groundwater Basins: Provide the groundwater basin(s) as listed in the current version of DWR Bulletin 118 (http://www.water.ca.gov/groundwater/bulletin118/update.cfm) in which your project is located. For proposals covering multiple groundwater basins, hold the control key down and select all that apply.
	Hydrologic Regions: Provide the hydrologic region in which the project is located. For proposals covering multiple hydrologic regions, hold down the control key and select all that apply.
	Watershed(s): (Maximum Character Limit: 250) Provide the name of the watershed(s) the groundwater basin underlies. A map of California watersheds can be found at the following link: http://www.conservation.ca.gov/dlrp/wp/Documents/CALFED_Watershed_Map[1].pdf . If your groundwater basin covers multiple watersheds, you may only provide one “Unique Watershed Number” as listed on the watershed map.
LEGISLATIVE INFORMATION	
	Enter the State Assembly, State Senate, and U.S. Congressional Districts in which the groundwater basin is located. For proposals covering multiple State Assembly, State Senate, and U.S. Congressional Districts, hold the control key down and select all that apply. Maps of these districts are found at http://www.legislature.ca.gov/legislators_and_districts/legislators/your legislator.html .

Table 3 – Grant Application Checklist

PROJECTS TAB	
<i>This section contains information about the project contained in the Proposal. Applicants must enter all information listed in the Projects Tab of this checklist (Table 3) along with any field marked with an asterisk.</i>	
PROJECT INFORMATION	
	<u>Project Name</u> : Provide the title of the proposal. (Maximum Character Limit: 150 characters)
	<u>Implementing Organization</u> :
	<u>Secondary Implementing Organization</u> : (Maximum Character Limit: 125 characters) As applicable
	<u>Proposed Start Date</u> :
	<u>Proposed End Date</u> :
	<u>Scope Of Work</u> : (Maximum Character Limit: 500 characters)
	<u>Project Description</u> : (Maximum Character Limit: 2,000 characters)
	<u>Project Objective</u> : (Maximum Character Limit: 500 characters)
PROJECT BENEFITS INFORMATION	
<i>Please do not enter any information into GGrants for the following Project Benefits Questions. They are standard GGrants questions and cannot be removed, but are unnecessary for SGWP Grant Applicants.</i>	
	<u>Benefit Level</u> : Leave blank.
	<u>Benefit Type</u> : Leave blank.
	<u>Benefit</u> : Leave blank.
	<u>Description</u> : Leave blank.
	<u>Measurement</u> : Leave blank.
PROJECT BUDGET	
<i>For each project, the following budget items should be taken from Table 4.</i>	
	If only one project is being proposed, use the “Copy Budget data from Applicant Info” feature to populate previously entered data. Otherwise, enter individual budget items for each project in the same manner as described for the Applicant Information Tab. The sum of the budget items must agree with the total project budget.
GEOGRAPHIC INFORMATION	
	Enter the geographical information for each individual project location (latitude and longitude in degrees, minutes, and seconds).
LEGISLATIVE INFORMATION	
	If only one project is being proposed, use the “Copy Legislative data from Applicant Info” feature to populate previously entered data. Otherwise, enter legislative information for each project in the same manner as described for the Applicant Information Tab. For projects covering more than one district, hold the control key down and select all that apply.
QUESTIONS TAB	
<i>The answers to these questions will be used in processing the application and determining eligibility and completeness.</i>	
	<u>Q1. Project Description</u> : Provide a brief abstract of the Proposal. This abstract must provide an overview of the proposal including the main issues and priorities addressed in the proposal. (25 words or less)
	<u>Q2. Project Representative</u> : Provide the name and details of the person responsible for signing and executing the grant agreement for the applicant. Persons that are subcontractors to be paid by the grant cannot be listed as the Project Representative.
	<u>Q3. Project Manager</u> : Provide the name, title, and contact information of the Project Manager from the applicant agency or organization that will be the day-to-day contact on this application.
	<u>Q4. Eligibility</u> : Has the applicant met the requirements of DWR’s California Statewide Groundwater Elevation Monitoring (CASGEM) Program?
	<u>Q5. Eligibility</u> : Is the applicant an agricultural water supplier? If yes, has the applicant submitted a complete Agricultural Water Management Plan (AWMP) to DWR? Has the AWMP been verified as complete by DWR? If the AWMP has not been submitted, explain and provide the anticipated submittal date?
	<u>Q6. Eligibility</u> : Is the applicant an urban water supplier? If yes, has the applicant submitted a complete Urban Water Management Plan (UWMP) to DWR? Has the UWMP been verified as complete by DWR? If the UWMP has not been submitted, explain and provide the anticipated date for submittal.
	<u>Q7. Eligibility</u> : Is the applicant a surface water diverter? If yes, has the applicant submitted to the State Water Resources Control Board (SWRCB) their surface water diversion reports in compliance with requirements outlined in Part 5.1 (commencing with Section 5100) of Division 2 of the Water Code? If the reports have not been submitted, explain and provide the anticipated date for meeting the requirements.

Table 3 – Grant Application Checklist

	<p>Q8. Eligibility: Does the proposal include any of the following activities:</p> <ul style="list-style-type: none"> • The potential to adversely impact a wild and scenic river or any river afforded protection under the California or Federal Wild and Scenic Rivers Act • Acquisition of land through eminent domain • Design, construction, operation, mitigation, or maintenance of Delta conveyance facilities • Acquisition of water except for projects that will provide fisheries or ecosystem benefits or improvements that are greater than required currently applicable environmental mitigation measures or compliance obligations • Pay any share of the costs of remediation recovered from parties responsible for the contamination of a groundwater storage aquifer • Projects or groundwater planning activities associated with adjudicated groundwater basins. <p>If yes, the project is not eligible to receive grant funding.</p>
	<p>Q9. DAC or EDA Cost Share Waiver or Reduction: Are you applying for cost share waiver or reduction as a DAC, SDAC, or EDA? Fill out Attachment 7, Attachment 8, or Attachment 9 as appropriate.</p>
	<p>Q10. Project Area Map: Provide a map illustrating the groundwater basin, relevant project features, service area (may represent the area covered by GSP for Category 2), and SDAC, DAC, EDA area, if applicable.</p>
<p align="center">ATTACHMENTS TAB</p> <p><i>Provide the attachments listed below by attaching files to the GGrants application. When attaching files, please use the naming convention found in Section V.B of this PSP. Requirements for information to be included in these attachments are found in Section V.B.2 of this PSP.</i></p>	
Attachment #	Attachment Title
Attachment 1	Authorization
Attachment 2	Eligibility Applicant Documentation
Attachment 3	Project Justification
Attachment 4	Work Plan
Attachment 5	Budget
Attachment 6	Schedule
Attachment 7	Disadvantaged Community (if applicable)
Attachment 8	Economically Distressed Area (if applicable)
Attachment 9	Severely Disadvantaged Community (if applicable)

2. Attachments Tab Instructions

Within the Attachments Tab, Applicants are required to submit up to nine (9) attachments (as applicable) to complete the 2017 SGWP grant application. A discussion of each attachment is provided below. Attachments 1 and 2 are mandatory and provide back-up documentation for eligibility of applicant. Attachments 3 through 6 are required to be scored during application review. Attachment 3 will be considered for tie-breaking purposes. Attachments 7 through 9 are optional, but are necessary to be completed if the applicant is requesting a cost share waiver or reduction, or for SDAC eligibility, as applicable.

ATTACHMENT 1. AUTHORIZING DOCUMENTATION

For the “AttachmentName” in the naming convention of GGrants, use “AuthDoc” for this attachment.

The applicant must provide a resolution adopted by the applicant’s governing body designating an authorized representative to submit the application and execute an agreement with the State of California for a 2017 SGWP Grant. If the resolution cannot be signed prior to the application due date, please contact DWR, as indicated in the Foreword, to discuss the situation and explain this in Attachment 1, including an anticipated submittal date for the approved resolution.

The following text box provides an example of the resolution that must be submitted to fulfill this requirement.

RESOLUTION NO. _____

Resolved by the <Insert name of applicant governing body>, that application be made to the California Department of Water Resources to obtain a grant under the 2017 Sustainable Groundwater Planning Grant Program pursuant to the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1) (Water Code Section 79700 *et seq.*), and to enter into an agreement to receive a grant for the: <Insert name of Proposal>. The <Insert title of authorized applicant official> of the <Insert name of applicant>, or designee is hereby authorized and directed to prepare the necessary data, conduct investigations, file such application, and execute a grant agreement with California Department of Water Resources. Passed and adopted at a meeting of the <Insert name of applicant> on <Insert date>.

Authorized Original Signature: _____

Printed Name: _____

Title: _____

Clerk/Secretary: _____

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the <Insert name of applicant> held on <Insert Date>.

Clerk/Secretary: _____

ATTACHMENT 2. ELIGIBILITY DOCUMENTATION

For the “AttachmentName” in the naming convention of GGrants, use “EligDoc” for this attachment.

The applicant must provide the following information, where applicable.

- Is the applicant a public agency, non-profit organization, public utility, federally recognized Indian tribe, California Native American Tribe, or mutual water company (Water Code Sections 79712.(a-b))? Please explain.
- CASGEM Basin Prioritization and Compliance
- Urban Water Management Compliance
- Agricultural Water Management Compliance
- Surface Water Diverter Compliance

CASGEM Compliance – The CASGEM Program description, along with the basin prioritization information, can be found at the following link: <http://www.water.ca.gov/groundwater/casgem/>.

If the applicant is the CASGEM monitoring entity for the basin, the applicant must provide eligibility documentation. For the portion of high and medium priority basins that do not have a CASGEM monitoring entity, the grant applicant will not be eligible to receive grant funding (Water Code Section 10933.7(a)). Consistent with Water Code Section 10933.7(b), if the applicant area is demonstrated to be a DAC, as defined in Appendix B of the Guidelines, the project will be considered eligible for grant funding notwithstanding CASGEM compliance.

Urban Water Management Compliance – If the applicant is an urban water supplier, or urban water suppliers will receive funding from the proposed grant through a joint-powers agreement (JPA) or other legal agreement, please provide documentation from DWR that verifies that the 2015 UWMP addresses the relevant Water Code requirements. If the 2015 UWMP has not been verified by DWR, explain and provide the anticipated date for having a verified 2015 UWMP. *Note: The 2015 UWMPs were due to DWR by July 1, 2016.*

Maintain compliance with Sustainable Water Use and Demand Reduction, Part 2.55 of Division 6 (Water Code Section 10608 *et seq.*). All urban water suppliers must submit documentation that demonstrates they are meeting the 2015 interim Gallons per Capita per Day (GPCD) target. If not meeting the interim target, also include a schedule, financing plan, and budget for achieving the GPCD, as required pursuant to Water Code Section 10608.24.

Each urban water supplier proposing wastewater projects, water use efficiency projects, or drinking water projects must complete the Water Metering compliance self-certification form. Applicants must self-certify their compliance with the water metering requirements contained in Water Code Section 525 *et seq.* The Water Metering Compliance Self-Certification Form and instructions can be found at the following link: www.water.ca.gov/irwm/grants/resources_forms.cfm.

Agricultural Water Management Compliance – If the applicant is an agricultural water supplier, or agricultural water suppliers will receive funding from the proposed grant through a JPA or other legal agreement, please include documentation that identifies the AWMP in the list of plans identified on DWR’s website at <http://www.water.ca.gov/wateruseefficiency/sb7/planlist2015.cfm>. If the 2015 AWMP has not been identified on the forementioned website by DWR, explain and provide the anticipated date for having a verified 2015 AWMP. *Note: The 2015 AWMPs were required to be adopted by December 31, 2015 and submitted to DWR by January 31, 2016.*

Surface Water Diverter Compliance – If the applicant is a surface water diverter, or will receive funding from the proposed grant through a JPA or other legal agreement, please state whether they have submitted to the State Water Resources Control Board (SWRCB) surface water diversion reports in compliance with requirements outlined in Part 5.1 (commencing with Section 5100) of Division 2 of the Water Code. Submit SWRCB verification documentation. If a surface water diverter has not, explain and provide the anticipated date for meeting the requirements.

Note: If the applicant is a GSA formed through a JPA or memorandum of understanding (MOU), the named grantee must submit the applicable eligibility documentation and is subject to continuing eligibility requirements. If other entities (e.g., member agencies of the JPA or MOU) are named in the grant agreement as project proponent or sub-grantees, then they too would need to submit the required eligibility documentation and would also be subject to continuing eligibility requirements.

ATTACHMENT 3. PROJECT JUSTIFICATION

For the “AttachmentName” in the naming convention of GRanTS, use “ProjJus” for this attachment.

Category 1

PROJECT DESCRIPTION

All Category 1 applications must provide a project description that addresses the requested information identified below. Project description must not exceed three pages (not including tables and figures) using a minimum 10-point type font.

Project description must include the following:

- A complete, detailed description of the project, including the goals and objectives of the project, need for the project, project facilities and location (if applicable), and tools to be developed if any.
- A map for each project that shows the geographical location of a project with a marker or service area; the basin boundary (per DWR Bulletin 118), the GSA(s) service areas in the project service area, facilities of the project; DACs, SDACs, EDAs within the project service area; and any other project features that may apply. Applicants may use the ArcGIS Map Package, link provided in the Foreword.
- A discussion of data, technical methods, and analysis to be used to meet the project goals and objectives.
- Identify SDAC(s) and describe how the SDAC(s) will directly benefit from and be served by implementation of the project.
- Identify how the project will support development of groundwater sustainability plans and projects in the basin.

PROJECT PHYSICAL BENEFITS

For any construction project, physical benefits are the expected measurable accomplishments of a project. Physical benefits should be based on estimated measures of project annual accomplishments averaged over

the period of project life. Project physical benefit description must not exceed one page using a minimum 10-point type font. Examples of physical benefits include, but are not limited to:

- Amount of water supply produced or improved water supply reliability.
- Types (constituents) and amounts of water quality improvement provided, and the amount of water treated or improved.

PROJECT SUPPORT

Applicants requesting funding must provide documentation to demonstrate project support and must include the following items:

- If the applicant is the GSA for the basin or the local agency in the basin which submitted an Alternative, provide evidence that the applicant has coordinated with the SDAC including letters of support from the SDAC (examples such as local government board members, tribal council members, etc.).
- If the applicant is not the GSA for the basin, demonstrate and provide evidence that the applicant has coordinated with the GSA(s) for the basin or the local agency in the basin which submitted an Alternative, regarding implementation of the project (e.g., meeting minutes, letters of support, emails, other forms of correspondence).

Category 2

PROPOSAL SUMMARY

The applicant must include a Proposal level “Summary” highlighting each project contained in the Proposal and must demonstrate that it encompasses the entire basin or describes why a portion of the basin is not covered in the Proposal. Each applicant must provide a map for each project that shows the geographical location of a project with a marker or service area (may represent the area covered by a GSP); the basin boundary (per DWR Bulletin 118), facilities of the project; DACs, SDACs, EDAs within the project service area; and any other project features that may apply. Applicants may use the ArcGIS Map Package, link provided in the Foreword.

Also include the name of the respective implementing agency/organization for each project. Additionally, for each proposed project, discuss how the project will address a current need of the basin in relation to sustainable groundwater management. The Summary must not exceed one page using a minimum 10-point type font, with the exception of maps, figures, or tables.

TECHNICAL NEED

Applicants must provide an explanation of their “Technical Need” for each project. For example, the applicants may provide a justification of how this funding could assist in development of a monitoring network. The explanation for each project must not exceed one page using a minimum 10-point type font.

PROJECT SUPPORT

Applicants requesting funding for Category 2 must submit the following, as applicable:

- If one GSA is established in the basin, describe and provide documentation of any communication with GSA(s) in neighboring basins regarding groundwater sustainability planning and GSP development.
- Describe and provide documentation of any communication with beneficial users of groundwater in the basin that may potentially be affected by implementation of the project, including, but not limited to DACs, SDACs, agricultural water users, municipal water users, wildlife refuges, or other stakeholders.

ATTACHMENT 4. WORK PLAN

For the “AttachmentName” in the naming convention of GRanTS, use “WrkPlan” for this attachment. Attachment 4 must contain the following items:

The Work Plan must be consistent with and support the Budget and Schedule (Attachment 5 and 6, respectively). The Work Plan must include a scope of work to allow reviewers to understand the level of effort

of the work being performed and to substantiate the cost estimates in the Budget. The Work Plan should include, at a minimum, the following items:

- Scope of work for the project shall include work items to be performed under each task consistent with the Budget and Schedule.
- Project deliverables for assessing progress and accomplishments, which include quarterly progress and final reports.

The scope of work must list and concisely describe the necessary task(s) and applicable deliverable(s) to complete the project. The Work Plan should identify how the interested parties including groundwater users, stakeholders, and the general public, will be informed about the project progress and how relevant reports and data will be disseminated to these groups.

If the county in which the basin is located received SGWP Proposition 1 *Counties with Stressed Basins* funding from DWR, describe how the tasks are not duplicative or inconsistent with previously funded tasks.

For Category 1 proposals:

- Identify tasks for coordination with the GSA(s) or the local agency in the basin which submitted an Alternative to promote management and operation of the project that is coordinated with the development of the basin GSP or groundwater management and planning.
- If the proposal includes the construction or implementation of physical facilities, provide sufficient documentation to demonstrate capacity to pay for future operations and maintenance (O&M) obligations can be met, as applicable.

For Category 2 proposals:

- Identify tasks or subtasks associated with GSP plan contents, consistent with the requirements described in the GSP Regulations, necessary to develop, prepare, and submit the GSP.
- Final product for Category 2 Projects shall be complete GSP(s) and coordination agreement (if applicable in the basin) approved by DWR that complies with all GSP Regulations for the respective applicants' basin.

For Category 2 proposals, all activities identified in the Work Plan must demonstrate the need for the project and how it will lead to the development of a complete GSP compliant with the GSP Regulations.

Project deliverables should be actual work products that can be submitted to DWR (e.g., copies of GSP; feasibility study; project design; environmental compliance documentation; inputs/outputs from groundwater-surface water model; data management system; well completion and summary report including any geophysical surveys, water quality analysis, sieve analysis, or other supporting tests completed in support of well design, drilling, completion, etc.). Also, include the current status of any task including estimated percent (0 – 100%) completed.

Explain the plan for environmental compliance and permitting, if applicable, including a discussion of the following items: a description of the plan, proposed efforts, and approach to environmental compliance, including addressing any California Environmental Quality Act obligations in connection with the proposal; a listing of environmental related permits or entitlements that are needed for the project; and any other applicable permits that will be required. Briefly describe the process and schedule for securing each permit/approval. If applicable, discuss necessary local drilling permits and the submittal of Well Completion Reports to DWR. Describe the proposed process for securing each environmental permit and any other regulatory agency approval.

ATTACHMENT 5. BUDGET

For the “AttachmentName” in the naming convention of GRanTS, use “Budget” for this attachment. Attachment 5 includes the estimated costs for the project, as described in the Work Plan (Attachment 4).

Attachment 5 is mandatory and includes the estimated capital costs of each project in the application. Attachment 5 should be presented in the following sub-sections:

- Project Budget Table
- Proposal Budget Table

For the Project Budget Table, costs must be broken down consistent with how tasks are presented in the Work Plan. For example, if the Work Plan describes projects at the subtask level, the budget must also present costs at the subtask level. In addition to the table, the applicant must provide a description explaining how the values were derived. The description must not exceed two pages per project using a minimum 10-point type font.

PROJECT BUDGET

Table 4 must be completed for each project in the Proposal. Table 4 only includes the required budget categories. If applicable, additional rows must be added under the applicable categories to present the cost of each task described in Attachment 4, Work Plan.

Table 4 – Project Budget					
Proposal Title: _____ Project Title: _____ Project serves a need of a DAC?: <input type="checkbox"/> Yes <input type="checkbox"/> No Cost Share Waiver request?: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Tasks ¹		(a)	(b)	(c)	(d)
		Requested Grant Amount	Cost Share: Non-State Fund Source ²	Other Cost Share	Total Cost
(a)	Direct Project Administration				
(b)	Plan Development				
(c)	Stakeholder Engagement				
(d)	Task n				
(e)	Grand Total (Sum rows (a) through (d) for each column)				

¹ These tasks are shown here for example purpose only. Actual number of tasks may vary.
² List sources of funding : *Use as much space as required*

Proposal Budget

Table 5 will be used to present the cost share for the Proposal, including documenting that the Proposal will meet the minimum requirement of at least 50% of the total costs. Although the applicant should complete Table 5 column (e) for each individual project, the minimum cost share requirement applies to the costs of the overall Proposal. If the project serves a DAC, SDAC, or EDA, and is requesting a waiver or reduction of the 50% local cost share requirement, please complete the Budget table accordingly and include a footnote identifying the cost share waiver.

Table 5 – Proposal Budget						
Proposal Title: _____						
Individual Project Title ¹		(a)	(b)	(c)	(d)	(e)
		Requested Grant Amount	Cost Share: Non-State Fund Source ²	Other Cost Share	Total Cost	% Cost Share (Col b/Col d)
(a)	Project 1	Grand Total From Table 4, row (e)	Grand Total From Table 4, row (e)	Grand Total From Table 4, row (e)	Grand Total From Table 4, row (e)	
(b)	Project 2					
(c)	Project 3					
(d)	Project n					
(e)	Proposal Total Sum rows (a) through (d) for each column					

¹ These projects are shown here for example purpose only. Actual number of tasks may vary.
² List sources of funding: *Use as much space as required*

ATTACHMENT 6. SCHEDULE

For the “AttachmentName” in the naming convention of GRanTS, use “Schedule” for this attachment. Attachment 6 shall include a schedule for each project showing the sequence and timing of each of the Tasks. Attachment 6 shall also include a schedule for implementation of the Proposal showing the sequence and timing of each of the proposed projects. Attachment 6 should be presented in the following sub-sections:

- Project Schedule
- Proposal Schedule

PROJECT SCHEDULE

The project schedule must show the start and end dates as well as milestones for each task contained in the Work Plan and at minimum be presented in either tabular or horizontal bar, or Gantt chart. The Project Schedule must also be broken down consistent with how tasks are presented in the Work Plan and Budget. For example, if the Work Plan describes projects at the subtask level, the Project Schedule must also present start and end dates at the subtask level. The project schedule should illustrate any dependencies or predecessors by showing links between tasks. Applicants must include a reasonable estimate of the end date, based on their Proposal, including time for any final reports and invoicing. The schedule, Attachment 6, must be consistent with the Work Plan (Attachment 4) and the Budget (Attachment 5). Category 2 project completion dates presented in the schedule should meet the GSP timeline in the applicant’s respective basin, as outlined in SGMA, and consistent with the following:

- January 31, 2020, for Category 2, Tier 1 (proposals in critically overdrafted basins)
- January 31, 2022, for Category 2, Tier 2 (proposals in other high or medium priority basins)

PROPOSAL SCHEDULE

The applicant must include a schedule that briefly summarizes the Proposal’s overall schedule.

ATTACHMENT 7. DISADVANTAGED COMMUNITY

For the “AttachmentName” in the naming convention of GRanTS, use “DAC” for this attachment. Attachment 7 is required for applicants requesting a cost share waiver or reduction.

DWR strongly recommends that applicants consult Appendix E of the Guidelines to determine if the project benefit area includes a DAC and for details on waiving or reducing cost share requirements. Applicants should ensure the description of the DAC is adequate for DWR to determine whether the communities meet the definitions.

- Include information that supports the project benefits a DAC(s), such as a map or shapefile that shows the project benefit area and the location of the DAC(s).
- Include information that demonstrates support for the project by DAC(s) (e.g., letter(s) of support from DAC(s)).
- Where the lack of representative census data that adequately represents the community can be documented, alternative studies (local income surveys, a subset of a block group, etc.) may be substituted in the attachment.
- In determining the MHI for DACs, applicants may use a single type of census geography or combinations of census geographies that best represent the DAC.

For the applicants with GIS capability, the GIS data files used within the DAC mapping tool are available to download and use; see the link provided in Foreword. These GIS files will allow applicants to combine project area shape files with DAC data layers. This will help applicants show the extent of overlap or project areas with DACs.

ATTACHMENT 8. *ECONOMICALLY DISTRESSED AREA*

For the “AttachmentName” in the naming convention of GRanTS, use “EDA” for this attachment. Attachment 8 is required for applicants requesting a cost share waiver or reduction.

DWR strongly recommends that applicants consult Guidelines, Appendix F, to determine if the project benefit area includes an EDA and for details on waiving or reducing cost share requirements. Applicants should ensure the description of the EDA is adequate for DWR to determine whether the community meets the definition.

- Include information that supports the project benefits an EDA(s), such as a map or shapefile that shows the project benefit area and the location of the EDA(s).
- Include information that demonstrates support for the project by EDA(s) (e.g., letter(s) of support from EDA(s)).
- Where the lack of representative census data that adequately represents the community can be documented, alternative studies (local income surveys, a subset of a block group, etc.) may be substituted in the attachment.
- In determining the MHI for EDAs, applicants may use a single type of census geography or combinations of census geographies that best represent the EDA.

For the applicants with GIS capability, the GIS data files used within the EDA mapping tool are available to download and use; see the link provided in the Foreword. These GIS files will allow applicants to combine project area shape files with EDA data layers. This will help applicants show the extent of overlap or project areas with EDA.

ATTACHMENT 9. *SEVERELY DISADVANTAGED COMMUNITY*

For the “AttachmentName” in the naming convention of GRanTS, use “SDAC” for this attachment. Attachment 9 is required for applicants requesting a cost share waiver.

DWR strongly recommends that applicants consult Appendix E of the Guidelines to determine if the project benefit area includes a SDAC and for details on waiving cost share requirements. Applicants should ensure the description of the SDAC is adequate for DWR to determine whether the communities meet the definitions.

- Include information that supports the project benefits a SDAC(s), such as a map or shapefile that shows the project benefit area and the location of the SDAC(s).
- Include information that demonstrates support for the project by SDAC(s) (e.g., letter(s) of support from SDAC(s)).
- Where the lack of representative census data that adequately represents the community can be documented, alternative studies (local income surveys, a subset of a block group, etc.) may be substituted in the attachment.
- In determining the MHI for SDACs, applicants may use a single type of census geography or combinations of census geographies that best represent the SDAC.

For the applicants with GIS capability, the GIS data files used within the SDAC mapping tool are available to download and use; see the link provided in Foreword. These GIS files will allow applicants to combine project area shape files with SDAC data layers. This will help applicants show the extent of overlap or project areas with SDACs.

VI. APPLICATION REVIEW

All applications will first be screened for eligibility and completeness in accordance with Section V of the Guidelines and Section III of this PSP. The information provided by applicants in GRanTS, as well as Attachments 1 through 6 of the application, will be used in determining eligibility and completeness. The DWR review team may contact applicant(s) in the case of missing information or to seek clarification of submitted information.

All complete and eligible applications will be evaluated, scored and ranked per Category. Category 1 projects will be scored and ranked based on the evaluation questions presented in Table 6 and Category 2 projects will be scored and ranked based on the evaluation questions presented in Table 7.

Score for a proposal with multiple projects will be determined by summing each individual project's total score, dividing the summation by the number of projects, and then rounding up or down to the nearest whole number. If an application consists of both Category 1 and Category 2 projects, the projects would be evaluated separately by project category.

If multiple applications are received within a basin for Category 2 projects, DWR will contact the applicants and request that a consolidated application for the basin be submitted before the close of the open filing period.

VII. AWARD PROCESS

Funding will be allocated to proposals in each category consistent with Table 1 using the proposal score, professional judgement, and available funding. DWR's funding recommendation may vary from grant funding request.

After the minimum funding target is met for Category 2 - Tier 1 projects, in the case of a tie, preference will be first given to proposals located in Critically Overdrafted Basins, then to proposals that best address the Technical Need identified in "Project Justification" as presented in Attachment 3.

Award selection for proposals will be made final with the exception of those applications in basins in which an Alternative submittal is pending review. In basins with an Alternative submittal, the recommended awards will remain tentative until DWR's Alternative submittal review is complete and a GSA is formed.

In the event that a proposal is selected for tentative award in a basin with an Alternative submittal, and the Alternative submittal is later approved, the recommended tentative award will be withdrawn and awarded to the next ranked proposal.

If all funds are not awarded per Table 1 after two open filing phases, DWR reserves the right to open a subsequent phase. Additionally, DWR reserves the right to withdraw an award due to lack of responsiveness on the part of the applicant prior to finalizing and executing a funding agreement.

Table 6 – Application Evaluation Criteria for Category 1

Q#	Questions	Attachment(s)	Possible Points	Scoring Guidance
Proposal Level Evaluation				
1	Is there a map of the basin that shows the location of the project(s) included in the Proposal, the respective GSA(s), and the DACs, SDACs, or EDAs within the project(s) service area(s)?	3	1	0 – No; 1 –Yes
Project Level Evaluation				
2	Has the applicant addressed all of the items requested in the Project Justification Section of Attachment 3 (i.e., Project Description, Project Physical Benefits, and Project Support)?	3	4	0 – No; 1 – Marginally addressed; 2 – Partially addressed, with activities necessary for the success of the Project not fully described or included in the Work Plan; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
3	Is the Work Plan consistent with the Budget and Schedule?	4	2	0 – No, not consistent with either one; 1- Only consistent with one; 2 – Yes, consistent with both Budget and Schedule
4	Does the application provide a detailed Work Plan to study, design, implement, construct, or other activity that will aide in completion of a Project that will benefit a SDAC and support groundwater sustainability in the basin?	4	4	0 – No; 1 – Marginally addressed; 2 – Partially addressed, with activities necessary for the success of the Project not fully described or included in the Work Plan; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
5	Does the application contain a complete Budget that is reasonable to execute the Work Plan on the Schedule provided?	5	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
6	Does the application include a Schedule that demonstrates the ability to meet the timeline for completing the Project in a timely manner that is appropriate for this type of Project?	6	1	0 – No; 1 – Yes
Total Range of Possible Points			0-14	
Total Project Level Score for all projects				
Average Project Level Score = (Total Project Score/# of Projects); rounded to nearest whole number				
Enter Proposal Level Score				
Total Proposal Score				

Table 7 – Application Evaluation Criteria for Category 2

Q#	Questions	Attachment(s)	Possible Points	Scoring Guidance
Proposal Level Evaluation				
1	Does the Proposal Summary describe a well-coordinated Proposal including GSPs that encompass the entire basin or describes why a portion of the basin is not covered in the Proposal?	3	4	0 – No; 1 – Marginally addressed; 2 – Partially addressed, with activities necessary for the success of the Project not fully described or included in the Work Plan; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
2	Collectively, do the Budget and Schedule demonstrate that all of the projects will be completed by the SGMA deadline for the respective basin (January 31, 2020 for critically overdrafted basins or January 31, 2022 for other high and medium priority basins)?	5, 6	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
Project Level Evaluation				
3	Has the applicant addressed all of the items requested in the Project Justification Section of Attachment 3 (i.e., Proposal Summary and Project Support)?	3	4	0 – No; 1 – Marginally addressed; 2 – Partially addressed, with activities necessary for the success of the Project not fully described or included in the Work Plan; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
4	Does the applicant provide an explanation of the Technical Need for the project?	3	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
5	Does the application contain a detailed Work Plan that includes tasks for developing, preparing, and submitting a complete GSP?	4	4	0 – No; 1 – Marginally addressed; 2 – Partially addressed, with activities necessary for the success of the Project not fully described or included in the Work Plan; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
6	Does the application contain a complete Budget that is reasonable to execute the Work Plan on the Schedule provided?	5	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
7	Given the level of effort described in the Work Plan, does the Schedule seem reasonable?	6	1	0 – No; 1 – Yes
Total Range of Possible Points			0-19	
Total Project Level Score for all projects				
Average Project Level Score = (Total Project Score/# of Projects); rounded to nearest whole number				
Enter Proposal Level Score				
Total Proposal Score				

VIII. APPENDIX A

ADVANCED PAYMENT

The following outlines the eligibility requirements, process to apply, accountability reporting requirements, and requirements for advancing payment.

A. Eligible Projects

Projects eligible for advanced payment must be consistent with an adopted IRWM Plan and awarded less than \$1,000,000 in grant funds. Only 50 percent of the grant award may be advanced, the remaining 50 percent of the grant award will be reimbursed in arrears.

B. Eligible Grantees

Eligible Grantees are the following:

- Nonprofit organizations
- DACs
- Proponents of projects that benefits a DAC

C. Process to Apply for Advanced Payment

Within 90 days after the date of the grant award, the Grantee shall provide DWR with the following information:

- Project description
- Names of the entities that will receive funding
- An updated budget for the project
- An updated schedule for the project which shows how the advanced funds will be expended within six months of receipt
- An update on project status and funds expended to date
- And other information that DWR may deem necessary, including a discussion of the Grantee's financial capacity to complete the project once the advance funds have been expended.

If the Grantee fails to provide this list and the related information within 90 days of grant awards, funds may not be advanced. Within 60 days of grant execution and subject to the availability of funds, DWR will authorize payment of 50 percent of the grant award for the qualified project.

D. Accountability Report Requirements

Upon receipt of advanced payment, there are requirements and responsibilities that must be met by the Grantee. The Grantee shall provide to DWR, quarterly, an Accountability Report regarding the advanced funds that, at a minimum:

- Itemizes what advanced funds have been expended
- Itemizes how remaining advanced funds will be expended over the next reporting period
- Documents that the funds were spent on eligible reimbursable costs
- Documentation that advanced funds were placed in a non-interest-bearing account

E. Advance Payment Requirements

Any of the following actions are considered as a default on the advanced payment eligibility requirements and may result in DWR requesting the Grantee to stop work and return all or a portion of the advanced funds, including both expended and unexpended funds:

- Failure to expend the advanced funds within six months of receipt
- Failure by Grantee to submit an accurate Accountability Report by the required due date

- Failure to deposit funds in a non-interest bearing account
- Ineligible expenses and/or activities not consistent with the grant agreement
- An inappropriate use of funds, as deemed by DWR

If the advanced funds are not expended within six months of the date of receipt, then the Grantee must return the advanced funds to DWR, unless the DWR waives this requirement. DWR will consider waiving the required return of advanced funds if the project is:

- In compliance with grant agreement terms
- Making progress towards completion
- Submitting accurate and timely Accountability Reports

At any given time, DWR reserves the right to revoke advanced funds based on failure to comply with the advanced payment requirements. Notwithstanding Water Code Section 10551(c)(4), if advanced funds are not fully expended by project completion or by the grant agreement termination date, whichever is earlier, the unused portion of the grant shall be returned to DWR within 60 days.

CALIFORNIA NATURAL RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES
DIVISION OF INTEGRATED REGIONAL WATER MANAGEMENT