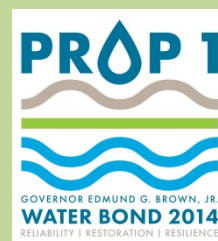


Sustainable Groundwater  
Planning Grant Program

# Counties with Stressed Basins Proposal Solicitation Package

October 2015



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

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## FOREWORD

This document contains the California Department of Water Resources' (DWR) Proposal Solicitation Package (PSP) for the Sustainable Groundwater Planning (SGWP) Grant Program's *Counties with Stressed Basins* Grant Solicitation funded by the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1). This document details the eligibility requirements, application process, and award selection process. 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 and PSP prior to deciding to submit an application.

### Contacts

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](mailto:SGWP@water.ca.gov).

For questions and assistance regarding GRanTS, please contact the GRanTS Administration Team at (888) 907-4267 or [grantsadmin@water.ca.gov](mailto:grantsadmin@water.ca.gov).

### Website

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

### Mailing List

In addition to the website, DWR will distribute information via e-mail. If you are not already on the mailing contact list and wish to be placed on it, please visit <http://water.ca.gov/irwm/grants/sgwp/subscription.cfm>.

### Due Date

The complete application must be submitted via DWR's Grant Review and Tracking System (GRanTS) by 5:00 p.m. on December 8, 2015.

### Applicant Assistance Workshop

An applicant assistance workshop will be held on November 5<sup>th</sup>. Additional information can be found at the following link: <http://www.water.ca.gov/irwm/grants/sgwp/upcomingevents>.

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## I. INTRODUCTION

The SGWP Grant Program is designed to encourage sustainable management of groundwater resources by providing Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1) funding for projects that support sustainable groundwater management planning and implementation. This PSP works in conjunction with the Guidelines to disburse the Proposition 1 SGWP funds made available to Counties with stressed groundwater basins to do the following:

- Update or develop County groundwater ordinances to improve sustainable management of groundwater.
- Update or develop plans that protect basins and their beneficial uses and help facilitate basin-wide sustainable groundwater management or actions that will lead to the update or development of such plans.

The Guidelines are posted on the DWR website at the following link:

<http://water.ca.gov/irwm/grants/sgwp/guidelinespsp>. A complete list of abbreviations, acronyms, and a glossary of terms used throughout this PSP are available in the Guidelines.

### A. Eligibility Criteria

Applications for the *Counties with Stressed Basins* solicitation must meet all eligibility criteria in order for the application to be receiving grant funding. The solicitation-specific eligibility criteria are listed below; general eligibility requirements are included in the Guidelines.

- The applicant must be a County government.
- Groundwater basins, or portions of a groundwater basin, not subject to an adjudication are eligible for funding.
- The County must be applying for funding to address sustainability of a stressed groundwater basin.

For the purposes of this solicitation, a stressed groundwater basin is characterized as a groundwater basin in which one or more of the following conditions exists:

- ◆ The groundwater basin is identified by DWR as being in critical overdraft.
- ◆ The groundwater levels within the basin are declining or fluctuating causing impacts including: reduced groundwater storage, seawater intrusion, threatening or degrading water quality, land subsidence, and/or surface water depletion.

### B. Eligible Project Types

Eligible project types include the following items:

- Develop and present to County Board of Supervisors countywide ordinances designed to improve the sustainable management of groundwater. Examples are listed below.
  - ◆ Ordinances that will prevent or mitigate undesirable effects of groundwater pumping. Undesirable effects are land subsidence, seawater intrusion, dewatering of streams, chronic lowering of groundwater levels, degraded water quality, and reduction in storage.
  - ◆ Ordinances focused on land use that protect groundwater recharge areas or place a moratorium on uses or well permits.

Development of ordinances that prohibit or restrict the export of groundwater are not eligible for grant funding.

- Update or develop groundwater plans that protect basins and their beneficial uses and help facilitate basin-wide sustainable groundwater management, or actions that will lead to the update or development of such plans. Examples are listed below.

- ◆ Development and completion of interagency agreements that foster the formation of a Groundwater Sustainability Agency.
- ◆ Completion of basin assessments, determining data gaps, data collection, groundwater modeling, etc.

## II. FUNDING

DWR is making \$10 million available to award on a competitive basis to Counties using the information presented in Table 1 below. All 58 California Counties are listed on this table. Counties that meet one of the following criteria are denoted with an X: counties with critically overdrafted basins (as identified by DWR), counties that are considered as Disadvantaged Communities (DACs) (Medium Household Income (MHI) less than 80% of statewide average), and counties in compliance with CASGEM. Counties that are considered Severely Disadvantaged Communities (SDACs) (MHI less than 60% of the statewide average) are denoted with an S. Counties that are considered as Economically Distressed Areas (EDA) as defined in Appendix E of the Guidelines, are denoted by EDA.

<b>Table 1 – California Counties and Related Information</b>			
<b>County</b>	<b>Critically Overdrafted Basins<sup>1</sup></b>	<b>Countywide DAC/SDAC/EDA</b>	<b>CASGEM compliant<sup>2</sup></b>
Alameda			
Alpine			X
Amador			X
Butte		X	X
Calaveras			X
Colusa			X
Contra Costa			
Del Norte		X	X
El Dorado			X
Fresno	X	X	X
Glenn		X	X
Humboldt		X	X
Imperial	X	X	*
Inyo	X	X	X
Kern	X	X	*
Kings	X	X	*
Lake		X	*
Lassen			
Los Angeles			X
Madera	X	X	X
Marin			X
Mariposa		EDA	X
Mendocino		X	X
Merced	X	X	*
Modoc		S	*
Mono			X
Monterey	X		X
Napa			X
Nevada			X
Orange			X
Placer			
Plumas		X	X
Riverside			
Sacramento			
San Benito			X

<b>Table 1 – California Counties and Related Information</b>			
<b>County</b>	<b>Critically Overdrafted Basins<sup>1</sup></b>	<b>Countywide DAC/SDAC/EDA</b>	<b>CASGEM compliant<sup>2</sup></b>
San Bernardino	X		X
San Diego	X		X
San Francisco			X
San Joaquin	X		X
San Luis Obispo	X		X
San Mateo			X
Santa Barbara	X		X
Santa Clara			X
Santa Cruz	X		X
Shasta		X	X
Sierra			X
Siskiyou		X	X
Solano			X
Sonoma			X
Stanislaus	X		
Sutter			
Tehama		X	X
Trinity		X	X
Tulare	X	X	*
Tuolumne		X	NA
Ventura	X		X
Yolo			X
Yuba		X	X

\*These Counties are not fully compliant with CASGEM monitoring requirements but are eligible for funding as DAC Counties.  
NA – No DWR designated groundwater basin  
<sup>1</sup> Any proposals which include basins added or removed from the critically overdrafted list by DWR prior to the application due date will be evaluated based upon the updated information.  
<sup>2</sup> All applicants must be CASGEM Compliant by the application due date.

## A. Program Preference

For this solicitation, DWR will give funding preference to Counties where land subsidence has been identified. Proposals that meet program preferences and statewide priorities listed in Section II.C of the *SGWP Guidelines* may also receive funding preference. Details are outlined in the scoring criteria, Section V, page 15.

## B. Maximum Grant Amount

The maximum award amount is \$500,000 for DAC/EDA Counties with critically overdrafted groundwater basins. For all other successful applicants the maximum award is \$250,000.

## C. Cost Share

The minimum local cost share is 50% of the total project cost. Project expenses must be incurred after November 4, 2014 to be considered as cost share. The cost share for projects benefiting a DAC or EDA may be waived or reduced.

DWR will use the information contained in Table 1 or Attachments 7 and 8 (if applicable) to evaluate whether the proposed project provides benefits to either a DAC or an EDA, respectively, and to determine whether the required cost share is waived or reduced and the level of any such reduction. See instructions for Attachments 7 and 8 for more information on applying for a cost share waiver or reduction.

## D. Reimbursement Date

Eligible costs incurred after date of award of funds by DWR's Director will be eligible for reimbursement. Reimbursable costs are defined in Guidelines, Appendix B.

## III. SCHEDULE

The schedule in Table 2 shows the tentative timeline for this solicitation. Any change or update to the schedule will be posted on the DWR website listed in the Foreword. Updates may also be notified through e-mail announcements.

Table 2 – Schedule for <i>Counties with Stressed Basins</i> Solicitation	
Milestone or Activity	Schedule
Release Final Guidelines and <i>Counties with Stressed Basins</i> PSP and on-line application available.	October 28, 2015
Applicant assistance workshop: 9:30 a.m. Cal EPA Building, 2 <sup>nd</sup> Floor 1001 I Street Sacramento, CA 95814 This meeting will be broadcast via WebEx	November 5, 2015
<i>Counties with Stressed Basins</i> grant applications must be submitted via GRanTS by 5:00 p.m. <b>Applications submitted after 5:00 p.m. on the due date will not be reviewed or considered for funding.</b>	December 8, 2015
Final award announcement	February 2016

## IV. 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 – Required Application Attachments

Applicants must submit a complete application. The grant application consists of four sections or “Tabs” as outlined in Table 3 (Grant Application Checklist), which is provided as a guide for the applicants to ensure that they have submitted the required information for a complete application, as follows:

- Applicant Information Tab
- Projects Tab
- Questions Tab (including Questions 1 through 8)
- Attachments Tab (including Attachments 1 through 8)

Failure to submit any required attachment will make the application incomplete. Incomplete applications will not be reviewed or considered for funding. The complete application must be submitted electronically.

### 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 “SGWP 2015 Counties”. To access this PSP, applicants must register and have an account in GRanTS, if they have not already done so. Applicants that are already registered in GRanTS can be selected in the drop-down menu of the “Implementing Organization” of the “Projects Tab.”

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 on-line 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#\_SGWP2015CO\_ AttachmentName\_#ofTotal#

Where:

- “Att#” is the attachment number
- “SGWP2015CO” is the code of this solicitation
- “AttachmentName” is the name of the attachment as specified in Section IV.B.2 – Attachment 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 – Eligible for the applicant is made up of three files, the second file in the set would be named “Att1\_SGWP2015CO\_Eligible\_2of3”.

File size for each attachment submitted via GRanTS is limited to 50 megabytes (MB). Breaking documents into components such as chapters or logical components so that files are less than 50 MB 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 by the application deadline. Late submittals will not be reviewed or considered for funding.

## 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 GRanTS, but are not listed below unless marked with an asterisk.*

<b>Table 3 – Grant Application Checklist</b>	
<b>INFORMATION TAB</b>	
<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 GRanTS application. Applicants must enter all information listed in the Information Tab of this checklist (Table 3) along with any field marked with an asterisk.</i>	
<b>APPLICANT INFORMATION</b>	
	<b>Organization Name:</b> Provide the name of the Agency/Organization responsible for submitting the application. Should the Proposal be successful, this Agency/Organization will be the Grantee.
	<b>Tax ID:</b> Tax ID is automatically displayed for registered organizations. Verify the applicant’s federal tax ID number.
	<b>Point of Contact:</b> <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> </ul>
	<b>Point of Contact:</b> Position Title - Provide the title of the point of contact person.
	<b>Proposal Name:</b> Provide the title of the Proposal. (Maximum Character Limit: 150)
	<b>Proposal Objective:</b> Provide the objective of the Proposal_(Maximum Character Limit: 2,000)

**Table 3 – Grant Application Checklist**

<b>GEOGRAPHIC INFORMATION</b>	
GGranTS requests latitude and longitude in degrees, minutes, and seconds. You may use converters on the web such as <a href="http://transition.fcc.gov/mb/audio/bickel/DDMMSS-decimal.html">http://transition.fcc.gov/mb/audio/bickel/DDMMSS-decimal.html</a>	
<u>Latitude</u> :	Enter the Latitude at the location that best represents the project area.
<u>Longitude</u> :	Enter the Longitude at the location that best represents the center of the project area.
<u>Longitude/Latitude Clarification</u> :	Only use if necessary. (Maximum Character Limit: 250)
<u>Location</u> :	Identify the approximate location that best represents the center of the project area. (Maximum Character Limit: 100)
<u>County(ies)</u> :	Provide the county in which the project is located.
<u>Groundwater Basins</u> :	Provide the groundwater basin(s) as listed in the current version of DWR Bulletin 118 ( <a href="http://www.water.ca.gov/groundwater/bulletin118/index.cfm">http://www.water.ca.gov/groundwater/bulletin118/index.cfm</a> ) in which your Proposal is located. For proposals covering multiple groundwater basins, hold the control key down and select all that apply.
<u>Hydrologic Regions</u> :	Provide the hydrologic region in which your County is located. For proposals covering multiple hydrologic regions, hold down the control key and select all that apply.
<u>Watershed(s)</u> :	(Maximum Character Limit: 250) Provide the name of the watershed the groundwater basin underlies. A map of California watersheds can be found at the following link: <a href="http://www.conservation.ca.gov/dlrp/wp/Documents/CALFED_Watershed_Map[1].pdf">http://www.conservation.ca.gov/dlrp/wp/Documents/CALFED_Watershed_Map[1].pdf</a> . If your groundwater basin covers multiple watersheds, you may only provide one "Unique Watershed Number" as listed on the watershed map.
<b>LEGISLATIVE INFORMATION</b>	
Enter the State Assembly, State Senate, and U.S. Congressional Districts in which the groundwater basin is located (use district numbers only, not the name of the Legislator). For groundwater basin that include more than one district, hold the Control key down and select all that apply. Maps of these districts are found at <a href="http://www.legislature.ca.gov/legislators_and_districts/legislators/your_legislator.html">http://www.legislature.ca.gov/legislators_and_districts/legislators/your_legislator.html</a> .	
<b>PROJECTS TAB</b>	
<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>	
<b>PROJECT INFORMATION</b>	
<u>Project Name</u> :	Provide the project name: (Maximum Character Limit: 125 characters)
<u>Proposed Start Date</u> :	
<u>Proposed End Date</u> :	
<b>PROJECT BUDGET</b>	
<i>For the proposal, the following budget items should be taken from Table 4.</i>	
<u>Other Contribution</u> :	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.
<u>Local Contribution (Funding Match)</u> :	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 or an EDA.
<u>Federal Contribution</u> :	Enter Federal funds being used. If none, enter zeros.
<u>In-kind Contribution</u> :	<b>Leave Blank, and</b> include all In-Kind Contributions in the Local Contribution total.
<u>Amount Requested (Grant Funds Requested)</u> :	Provide the amount of total grant funds requested.
<u>Total Proposal Cost</u> :	Provide the total proposal cost, in dollars. This amount must agree with the total proposal cost shown in Attachment 4. Total proposal cost is automatically calculated based on the contribution amounts entered above.
<b>PROJECT BENEFITS INFORMATION</b>	
<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>	
<b>QUESTIONS TAB</b>	
<i>The answers to these questions will be used in processing the application and determining eligibility and completeness.</i>	
<u>Q1. 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 Director.
<u>Q2. 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>Q3. Eligibility</u> :	Has the County met the requirements of DWR's CASGEM Program?
<u>Q4. Eligibility</u> :	Is the County an agricultural water supplier? If yes, has the County 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, please indicate the anticipated submittal date? If the County is not an agricultural water supplier, please indicate so and go to Q5.
<u>Q5. Eligibility</u> :	Is the County an urban water supplier? If yes, has the County 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. Is the County in compliance with AB 1420; please submit that self-certification form to document compliance status. If the County is not an urban water supplier, please indicate so and go to Q6.

Table 3 – Grant Application Checklist

<b>Q6. Eligibility:</b> Is the County a surface water diverter? If yes, has the County submitted to the State Water Resources Control Board their surface water diversion reports in compliance with requirements outlined in Part 5.1 (commencing with §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. If the County is not a surface water diverter, please indicate so and go to Q7.	
<b>Q7. Eligibility:</b> Does the project include any of the following activities: <ul style="list-style-type: none"> <li>• 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</li> <li>• Acquisition of land through eminent domain</li> <li>• Design, construction, operation, mitigation, or maintenance of Delta conveyance facilities</li> <li>• 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</li> <li>• Pay any share of the costs of remediation recovered from parties responsible for the contamination of a groundwater storage aquifer</li> <li>• Projects or groundwater planning activities associated with adjudicated groundwater basins.</li> </ul>	
<b>Q8. DAC or EDA Funding Match Waiver or Reduction:</b> Are you applying for funding match waiver or reduction as a DAC, SDAC, or EDA? If not identified as a DAC, SDAC, or EDA in Table 1, fill out Attachment 7 or Attachment 8 as appropriate.	
<b>ATTACHMENTS TAB</b>	
<i>Provide the attachments listed below by attaching files to the GRanTS application. When attaching files, please use the naming convention found in Section IV.B of this PSP. Requirements for information to be included in these attachments are found in Section IV.B.2 of this PSP.</i>	
Attachment #	Attachment Title
Attachment 1	Authorization and Eligibility Requirements
Attachment 2	Basin Conditions
Attachment 3	Work Plan
Attachment 4	Budget
Attachment 5	Schedule
Attachment 6	Program Preferences (if applicable)
Attachment 7	Disadvantaged Community (if applicable)
Attachment 8	Economically Distressed Area (if applicable)

## 2. Attachment Instructions

Applicants are required to submit Attachments 1 through 8 (as applicable) to complete the *Counties with Stressed Basins* application. A discussion of each of these attachments is provided below. Attachments 2 – 5 will be scored. Attachment 6 will be considered for funding priority. Attachments 7 and 8 will be used when considering requests for a cost share waiver or reduction.

### **ATTACHMENT 1. AUTHORIZATION AND ELIGIBILITY REQUIREMENTS**

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

Attachment 1 is mandatory and consists of authorization and eligibility documentation including the items listed below. The eligibility requirements outlined below are discussed in detail in Section III.C of the Guidelines. For certain criteria, self-certification documents must be completed and included in Attachment 1, where applicable.

- Authorizing Documentation
- CASGEM Basin Prioritization and Compliance
- Urban Water Management Compliance
- Agricultural Water Management Compliance
- Surface Water Diverter Compliance

**Authorizing Documentation** – 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 SGWP Counties with Stressed Basins Grant.

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 county governing body>*, that application be made to the California Department of Water Resources to obtain a Counties with Stressed Basins Grant under the 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 County official>* of the *<Insert name of County>* 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 county >* on *<Insert date>*.

Authorized Original Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Clerk/Secretary: \_\_\_\_\_

**CASGEM Basin Prioritization and Compliance** – DWR has prioritized the groundwater basins. The CASGEM Program description, along with the basin prioritization information, can be found at the following link: <http://www.water.ca.gov/groundwater/casgem/>.

For the high and medium priority basins that do not have a CASGEM monitoring entity, the grant applicant will not be eligible to receive grant funding (CWC §10933.7(a)). Consistent with CWC §10933.7(b), if the entire County is demonstrated to be a DAC, as defined in the Guidelines, Appendix B, the project will be considered eligible for grant funding notwithstanding CASGEM compliance.

**Urban Water Management Compliance** – If the County is an urban water supplier, please provide documentation, from DWR that verifies that the 2010 UWMP addresses the requirements of the Water Code. If the 2010 UWMP has not been verified by DWR, explain and provide the anticipated date for having a 2010 UWMP that addresses the requirements of the Water Code. *Note: The 2015 UWMPs are due to DWR by July 1, 2016.*

**Agricultural Water Management Compliance** – If the County is an agricultural water supplier, please include documentation, from DWR, that verifies that the AWMP addresses the requirements of the Water Code. If the AWMP has not been verified by DWR, explain and provide the anticipated date for having an AWMP addressing the Water Code requirements. *Note: The 2015 AWMPs must be adopted by December 31, 2015 and submitted to DWR by January 31, 2016.*

**Surface Water Diverter Compliance** – If the County is a surface water diverter, submit documentation from the State Water Resources Control Board verifying compliance with submittal of surface water diversion reports in compliance with requirements outlined in Part 5.1 (commencing with §5100) of Division 2 of the Water Code.

**ATTACHMENT 2. BASIN CONDITIONS**

For the “AttachmentName” in the naming convention of GRanTS, use “Conditions” for this attachment. Attachment 2 is mandatory and must contain the following:

- A description of the stressed groundwater conditions (as described in Section 1.A. of the PSP) that exist within each relevant groundwater basin. The descriptions must not exceed two pages (per basin) using a minimum 10-point type font (excluding figures).
- A map showing the basin boundary (ies) in relationship to the County boundary and identifying any critically overdrafted basin (if applicable).

- If the County applying for funding does not manage or monitor the basin(s) for which funding is being requested, please provide information on the managing/monitoring entity and their involvement in the proposed project.

**ATTACHMENT 3. WORKPLAN**

For the “AttachmentName” in the naming convention of GRanTS, use “WorkPlan” for this attachment. Attachment 3 is mandatory and must contain the following items:

**PROJECT SUMMARY:** The project summary must describe the project’s objective and provide an explanation of how the proposed project will address groundwater sustainability. Please discuss how the proposed work addresses specific basin conditions discussed in Attachment 2. The summary must not exceed one page using a minimum 10-point type font.

**SCOPE OF WORK:** List and concisely describe the necessary task(s) and applicable deliverable(s) to complete the project. Please note that deliverables should be actual work products that can be submitted to DWR (copies of draft and final ordinance, MOUs, GSP charters, meeting minutes, etc.). Also, include the current status of any task including estimated percent (0 – 100%) completed.

**ATTACHMENT 4. BUDGET**

For the “AttachmentName” in the naming convention of GRanTS, use “Budget” for this attachment. Attachment 4 is mandatory and includes the estimated costs for the project.

The budget should include all costs related to the project. If the applicant has been identified as a DAC County in Table, 1 and is requesting a waiver from the 50% local cost share requirement, please complete the budget table accordingly and include a footnote. Costs must be broken down and presented in Table 4 consistent with the tasks 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 using a minimum 10-point type font.

Table 4 – Project Budget					
Project Title: _____					
Tasks <sup>1</sup>		(a)	(b)	(c)	(d)
		Requested Grant Amount	Local Cost Share: Non-State Fund Source <sup>2</sup>	Other Cost Share	Total Cost
(a)	Task 1 –				
(b)	Task 2 –				
(c)	Task 3 –				
(d)	Task n				
(e)	Grand Total (Sum rows (a) through (d) for each column)				

<sup>1</sup> These tasks are shown here for example purpose only. Actual number of tasks may vary.  
<sup>2</sup> List sources of funding

### **ATTACHMENT 5. SCHEDULE**

For the “AttachmentName” in the naming convention of GRanTS, use “Schedule” for this attachment. Attachment 5 is mandatory and includes a schedule for the Project showing the sequence and timing of each of the Tasks.

The 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 chart format. The Project Schedule must also be consistent with the tasks presented in the Work Plan and Budget. For the purpose of developing a schedule, assume a project start date of July 1, 2016. The schedule should assume that the grant is completed within 18 months, i.e. no later than December 31, 2017.

Describe how the schedule shown is realistic, reasonable, and accomplishable based on the state of project development. The description must not exceed one page using a minimum 10-point type font.

### **ATTACHMENT 6. PROGRAM PREFERENCES**

For the “AttachmentName” in the naming convention of GRanTS, use “Preferences” for this attachment. Attachment 6 is optional. If not provided, then the applicant’s proposal will not receive any points in the event of a tie-breaker situation. Attachment 6 should include a description of which of the Program Preferences, including Statewide Priorities, listed in Section II.C of the Guidelines the project addresses. Attachment 6 should provide a concise narrative of the scope of and certainty that the project will meet the claimed preference. The description must not exceed one page using a minimum 10-point type font.

### **ATTACHMENT 7. DISADVANTAGED COMMUNITY**

For the “AttachmentName” in the naming convention of GRanTS, use “DAC” for this attachment. Attachment 7 is optional and is only required if the applicant County does not appear on the list of DAC’s provided in Table I above.

DWR strongly recommends that applicants consult Guidelines, Appendix E, to determine if the project benefit area includes a DAC. 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).
- 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 Appendix A of the Guidelines. 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 optional and is required only if is only required if the applicant County does not appear on the list of EDA’s provided in Table I above.

DWR strongly recommends that applicants consult Guidelines, Appendix F, to determine if the project benefit area includes an EDA. Applicants should ensure the description of the EDA is adequate for DWR to determine whether the County meets the definitions. DWR has developed the EDA Instructions which provides guidance on defining the relevant terms contained in the EDA definition and the EDA Mapping Tool that provides potential applicants a user-friendly means to assess whether the area in question is an EDA. Additional

information can be found here: [http://www.water.ca.gov/irwm/grants/resources\\_eda.cfm](http://www.water.ca.gov/irwm/grants/resources_eda.cfm). Applicants must submit the fillable form that can be found at this link.

## V. APPLICATION REVIEW

First, applications will be screened for eligibility and completeness in accordance with Section V of the Guidelines and Section I.A and I.B of this PSP. The information provided by applicants in GRanTS, as well as Attachments 1 through 5 of the application, will be used in determining eligibility and completeness. Applications that are complete and eligible will be scored based on the evaluation questions presented in Table 5. Each of the questions will be evaluated by the review team, who will determine whether the question has been adequately addressed, by responding “yes” or “no”. A “yes” answer will result in the project receiving one (1) point for the question as documented in Table 5, with the exception of questions 6 and 14 which are each worth two (2) points. A “no” will result in zero (0) points being awarded. Attachment 6 will be used as a “tie breaker”; in the event of a tie, DWR will award up to two (2) additional points to projects that best address the Program Preferences listed in Section II.C of the Guidelines. Maximum possible score without tie breaker points is 20, and with tie breaker point is 22. Information not provided in the application cannot be used to score the application.



<b>Table 5 – Application Evaluation Criteria</b>			
<b>Q#</b>	<b>Questions</b>	<b>Attachment(s)</b>	<b>Possible Points (Based on Yes/No)</b>
<b>Basin Conditions</b>			
1	Was a narrative discussion of each basin within the County’s boundaries provided?	2	1
2	Does the project area include a groundwater basin(s) identified by DWR as being in critical overdraft?	2	1
3	Is the project area experiencing a reduction of groundwater storage?	2	1
4	Is the project area experiencing seawater intrusion?	2	1
5	Has the groundwater basin experienced degradation of water quality, including drinking water supplies threatened by contaminant plume migration?	2	1
6	Is land subsidence, as a result of groundwater withdrawals, occurring?	2	2
7	Is there the existence or potential for groundwater withdrawals to adversely impact surface water?	2	1
<b>Work Plan</b>			
8	Does the Project Summary provide clear project objectives?	3	1
9	Do the tasks described in the Work Plan result in a completed project?	3	1
10	Does the Work Plan include a project status that indicates the current stage of each task (e.g., % complete)?	3	1
11	Does the work plan include tasks that address one or more of the stressed basin conditions described in Attachment 2?	3	1
12	Does the work plan include tasks to develop and present to the County Board of Supervisors ordinances designed to improve the sustainable management of groundwater?	3	1
13	Does the work plan include a project to update or develop plans that protect basins and their beneficial uses and help facilitate basin-wide sustainable groundwater management, or actions that will lead to the update or development of such plans?	3	1
14	Does the work plan include tasks that are designed to prevent or reduce undesirable results from groundwater pumping?	3	2
<b>Budget</b>			
15	Are the costs presented in the Budget reasonable for the project type and the current stage of the project?	4	1
<b>Schedule</b>			
16	Does the schedule demonstrate that it is reasonable to expect that the project will start by July 1, 2016 and be completed by December 2017?	5	1
<b>Proposal Consistency</b>			
17	Are the Work Plan, Schedule, and Budget consistent with each other?	3, 4, and 5	1
18	Do the Work Plan, Schedule, and Budget contain sufficient detail to demonstrate the project can be completed on-time and within budget?	3, 4, and 5	1
<b>Program Preferences (To be scored in the event of a tie-breaker situation.)</b>			
19	Does the project address one or more of the Program Preferences and Statewide Priorities listed in Section II.C of the Guidelines?	6	2
Score = Sum of number of “Yes” answers; maximum score = 20 points Up to 2 additional points may be awarded, in the event of a tie.			



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