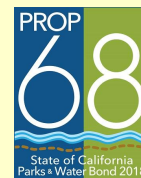


Planning Grants Proposal Solicitation Package - Round 3

September 2019



CALIFORNIA NATURAL RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES
DIVISION OF REGIONAL ASSISTANCE



This page is left blank intentionally.

FOREWORD

The California Department of Water Resources (DWR) is administering the Sustainable Groundwater Management (SGM) Grant Program Planning Grants using funds authorized by the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access for All Act of 2018 (Proposition 68) and the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1). This document is the Proposal Solicitation Package (PSP) for the development and implementation of Groundwater Sustainability Plans (GSPs).

This document is not a standalone document and the applicant will need to refer to the 2019 Proposition 68 SGM Guidelines (2019 Guidelines) for additional information. Potential applicants are encouraged to read the 2019 Guidelines, PSP, and grant agreement template prior to deciding to submit an application. The 2019 Guidelines and the grant agreement template can be found at the following link: www.water.ca.gov/sgmgrants.

A glossary of terms used throughout this PSP are available in Appendix B (Definitions) of the 2019 Guidelines.

GRANT PROGRAM WEBSITE AND OTHER USEFUL LINKS

This document, as well as other pertinent information about the SGM, can be found at the following link: www.water.ca.gov/sgmgrants.

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 Emergency Regulations:
https://water.ca.gov/LegacyFiles/groundwater/sgm/pdfs/GSP_Emergency_Regulations.pdf
- GSP Emergency Regulations Guide:
http://water.ca.gov/groundwater/sgm/pdfs/GSP_Final_Regs_Guidebook.pdf
- Disadvantaged Community (DAC) and Economically Distressed Area (EDA) Mapping Tools:
<https://water.ca.gov/Work-With-Us/Grants-And-Loans/Mapping-Tools>

E-MAIL LIST

In addition to the website, DWR will distribute information via e-mail. If you are not already on the SGM e-mail contact list, please use the following link to be added to the list: www.water.ca.gov/sgmgrants and click the "Subscribe" button in the lower right of the webpage.

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.

TABLE OF CONTENTS

TOPIC	PAGE #
I. INTRODUCTION	6
II. FUNDING.....	6
A. LOCAL COST SHARE	7
B. ELIGIBLE COSTS AND PAYMENT	7
III. ELIGIBILITY	8
A. ELIGIBLE APPLICANTS	8
B. ELIGIBLE PROJECT TYPES.....	8
IV. SOLICITATION PROCESS AND SCHEDULE	10
V. APPLICATION INSTRUCTIONS.....	10
A. WHAT TO SUBMIT	12
B. HOW TO SUBMIT.....	12
Attachment 1. Authorizing Documentation.....	16
Attachment 2. Eligibility Documentation.....	17
Attachment 3. Work Plan.....	17
Attachment 4. Budget.....	18
Attachment 5. Schedule.....	22
Attachment 6. SDAC, DAC, and/or EDA (as applicable)	24
VI. APPLICATION REVIEW.....	24
VII. AWARD PROCESS.....	25

LIST OF TABLES

Table Title	Page No.
TABLE 1 – ELIGIBILITY FOR COST SHARE WAIVER.....	7
TABLE 2 – SCHEDULE FOR SUSTAINABLE GROUNDWATER PLANNING – ROUND 3 GRANT SOLICITATION	10
TABLE 3 – SGM PLANNING GRANT ELIGIBILITY CHECKLIST.....	10
TABLE 4 – GRANT APPLICATION CHECKLIST	13
TABLE 5 – GRANT PROPOSAL SUMMARY BUDGET (5A: NO COMPONENTS, 5B: MULTIPLE COMPONENTS).....	19
TABLE 6 – PROPOSAL/COMPONENT DETAILED BUDGET (6A: NO COMPONENTS, 6B: MULTIPLE COMPONENTS).....	20
TABLE 7 – GRANT PROPOSAL SCHEDULE (7A: NO COMPONENTS, 7B: MULTIPLE COMPONENTS).....	23
TABLE 8 – APPLICATION EVALUATION CRITERIA (FOR PROJECT OR COMPONENT)	26

ACRONYMS AND ABBREVIATIONS USED IN THIS PROPOSAL SOLICITATION PACKAGE

AWMP	Agricultural Water Management Plan
CASGEM	California Statewide Groundwater Elevation Monitoring
COD	Critically Overdrafted Basin
DA	Disadvantaged Areas
DAC	Disadvantaged Community
DWR	Department of Water Resources
EDA	Economically Distressed Area
GB	Gigabyte
GIS	Geographic Information System
GRanTS	Grants Review and Tracking System
GSA	Groundwater Sustainability Agency
GSP	Groundwater Sustainability Plan
IRWM	Integrated Regional Water Management
MHI	Median Household Income
PSP	Proposal Solicitation Package
SB	Senate Bill
SDAC	Severely Disadvantaged Community
SGM	Sustainable Groundwater Management
SGMA	Sustainable Groundwater Management Act
SWRCB	State Water Resources Control Board
SWRP	Stormwater Resource Plan
UWMP	Urban Water Management Plan

I. INTRODUCTION

DWR is administering the SGM Grant Program’s Planning Grant – Round 3 (Planning – Round 3) solicitation using funds authorized by Proposition 68 and Proposition 1 to encourage sustainable management of groundwater resources that support SGMA. This PSP contains specific information regarding the process, eligibility, and required content for grant applications for the Proposition 68 grant funds for the development of GSPs and projects that help to implement GSPs. DWR also issued the 2019 Guidelines that will be used to administer the grant solicitations and provide general information regarding program and eligibility requirements.

SGMA was signed into law in 2014 and amended the Water Code §§ 10720-10737.8, inclusive. SGMA provides the framework for sustainable groundwater management planning and implementation. 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, Title 23, sections 350-358.4, inclusive. The SGMA text and GSP Regulations can be found at the links listed in the Foreword.

II. FUNDING

Proposition 68 authorized the Legislature to appropriate a total of \$240 million to DWR for drought and groundwater investments to achieve regional sustainability (Chapter 11.6). Of this, \$50 million is for projects that develop and implement groundwater plans and projects in accordance with groundwater planning requirements established under Division 6 (commencing with § 10000) (Water Code § 79775). After program delivery and bond issuance costs, \$46.25 million will be made available for grant awards. In addition to Proposition 68 funding, at least \$1.5 million in Proposition 1 funds will be available for grant awards.

DWR will solicit proposals to award funding on a competitive basis to medium and high priority basins, including critically overdrafted (COD) basins, for tasks and activities that help to develop and/or implement a GSP(s). Eligible project types and eligible tasks are described further in Section III.B.

The minimum and maximum grant award amounts are listed below and are dependent upon whether the applicant has received previous funding from Proposition 1 Sustainable Groundwater Planning Grant Round 2 (Round 2) funds. If an applicant has received Round 2 funds, the minimum grant amount is \$200,000 and the maximum grant amount is the difference between the total grant funds previously received from Round 2 for GSP development and the new current maximum grant amount of \$2 million (e.g., if an applicant received \$1.5 million in Round 2, the maximum award amount for this applicant is \$500,000). DWR reserves the right to award less than the maximum amount shown, but above the minimum amount.

New Applicant(s):

Minimum Grant Amount:	\$400,000
Maximum Grant Amount:	\$2 million per basin and up to \$500,000 for each additional basin (e.g., 3 basins = \$3 million, 5 basins = \$4 million, 7 basins = \$5 million, etc.)

Previously Awarded Applicant(s):

Minimum Grant Amount:	\$200,000
Maximum Grant Amount:	Difference between previous awards and maximum award amount (e.g., a Round 2 Grantee awarded \$500,000 for well installation and \$700,000 for GSP development: the Round 3 applicant would subtract the \$700,000 from the new maximum award amount.)

Alternative Plan Updates:

Minimum Grant Amount: \$200,000
Maximum Grant Amount: \$500,000

A. Local Cost Share

A minimum match of 25 percent (%) of the project cost as local cost share is required for Proposition 68. Proposition 1 has a cost share requirement of 50% of the total project cost; however, grant applicants should assume a minimum match requirement of 25%, per the Proposition 68 requirement, unless they are eligible for a cost share waiver or reduction as outlined in Table 1.

Project expenses must be incurred after May 18, 2016, (effective date of GSP Regulations), and not have contributed to the cost share of previous Proposition 1 awarded project, to be considered as local cost share. Local cost share must meet the conditions outlined in Section II.B. of the 2019 Guidelines and the definitions of "local cost share" contained in Appendix B of the 2019 Guidelines. The local cost share requirement for projects benefiting a severely disadvantaged community (SDAC), DAC, or EDA may be waived or reduced as shown in Table 1. For definitions of SDAC, DAC, and EDA, see Appendix B of the 2019 Guidelines. SDAC, DAC, and EDA will collectively be referred to as Disadvantaged Areas (DAs) within the 2019 Guidelines and the Planning PSP.

TABLE 1 – ELIGIBILITY FOR COST SHARE WAIVER

Percent Community(ies) that is/are DA	Required Minimum Local Cost Share Percent Proposition 68/Proposition 1
Less than 26%	25% / 50%
26% – 50%	15%
51% – 75%	10%
76% – 100%	0%

DWR will use the information presented in the applications to evaluate whether the project provides benefits to a DA, as outlined in Table 1, to determine whether the required cost share is waived or reduced (see Appendix D of the 2019 Guidelines for additional details). The required local cost share percent and the cost share waiver granted, if any, will be identified in the grant award notification letter to the Grantee if the application is awarded. Additional information will be requested in the grant award notification letter if DWR cannot determine the eligible cost share waiver based upon the information provided in the application. The final determination of the cost share waiver for those that must submit additional information will be documented prior to executing a grant agreement.

B. Eligible Costs and Payment

Eligible reimbursable costs are those that were incurred by Grantees after June 5, 2018 (when Proposition 68 was approved by voters), meet the conditions of "Eligible Costs" as outlined in Section V., and are defined as "reimbursable costs" in Appendix B of the 2019 Guidelines. DWR's standard method of payment is reimbursement in arrears. Funds are disbursed after DWR approves the DWR invoice form and required backup documentation submitted by the Grantee. Grantees shall invoice and report on a quarterly basis. Additionally, DWR reserves the right to withdraw awarded funds due to lack of responsiveness on the part of the Grantee in submitting quarterly invoices and reports and associated deliverables.

The standard method of reimbursement is called the Cost Share Drawdown, in which the Grantee must report all required local cost share (matching funds) funds for a budget category **before** reimbursement will be processed. Conversely, the Concurrent Drawdown method, in which the Grantee can request reimbursement and report local cost share funds, can be approved if the Grantee can demonstrate a significant cash-flow need. See the 2019 Guidelines Appendix B for more

information on reimbursement methods. Costs associated with the development of the GSA and the costs associated with development and submittal of any grant application are not eligible.

III. ELIGIBILITY

Applications for the Planning – Round 3 Grant Solicitation must meet all applicable eligibility criteria to be considered for grant funding as described in the 2019 Guidelines, Section III. Additional eligibility requirements are described below and identified in Questions 4 through 9 in Table 4 – Grant Application Checklist, of this PSP. A comprehensive eligibility checklist is provided in Table 3 – SGM Planning Grant Eligibility Checklist (below) as a reference for applicants.

A. Eligible Applicants

Eligible applicants are GSAs, member agencies of the GSAs, or member agencies of an approved Alternate to a GSP for the basin for which the application is submitted. Eligible applicants also include those who are beginning the process of forming a GSA in accordance with Water Code § 10723 et seq. If awarded, the basin(s) must form a GSA(s) before entering into an agreement with the State. Only one application will be accepted per basin; however, an applicant acting as the sole GSA over multiple basins may submit one consolidated application and request up to \$500,000 for each additional basin, in addition to the maximum grant amount identified in Section II.

Applicants are encouraged to work with the stakeholder(s) and other non-member agency(-ies) of the GSA(s) in their basin(s) (e.g., resource conservation districts, nonprofit organizations, Tribes, etc.) that have potential activities, tasks, and/or components that are complimentary to the overall grant application and proposed project. These activities, tasks, and/or components should be included within the proposed application with the GSA or member agencies of a GSA listed as the applicant and potential Grantee. The stakeholder(s) and/or non-member agency(-ies) would be listed as a cooperating entity. Project proponents would access grant funding through their relationship with the grant applicant, at DWR's discretion. DWR strongly recommends working with all potential stakeholders within the basin(s) to ensure that a well-rounded GSP is developed and successfully implemented.

The grant applicant is the agency submitting the application (e.g., GSA) 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.

B. Eligible Project Types

Eligible projects must benefit basins or a non-adjudicated portion of basins that are designated by DWR as high and medium priority basins, or COD basins, by the latest SGMA Basin Prioritization. Eligible projects include those activities associated with the development or implementation of a GSP(s) that will comply with and **meet DWR requirements and GSP regulations**. Projects must support groundwater sustainability planning and management within medium and high priority basins and should assist in the development and implementation of a GSP(s) in reaching sustainability. Eligible project activities must be consistent with the purpose of Proposition 68, Chapter 11.6. Activities within the proposed project should also be consistent with the SGMA Guidance Documents located here: <https://water.ca.gov/Programs/Groundwater-Management/SGMA-Groundwater-Management/Best-Management-Practices-and-Guidance-Documents>.

Projects that are in basins determined to be probationary under SGMA by State Water Resources Control Board (SWRCB) **are not** eligible for this grant program. The project area and service area must be within a DWR Bulletin 118 basin or a non-adjudicated portion of a basin that are designated by DWR as high and medium priority basins, including COD basins, by the latest SGMA Basin Prioritization. Please check the links provided in the Foreword for additional information on Bulletin 118, Basin Prioritization, CODs, and GSA Formation.

The use of the term "project" refers to the planning and development activities associated with completing a GSP and can include multiple components and/or tasks. A proposal may include all required sections of a GSP or only those portions that are remaining and require funding to complete. A proposal, or project for purposes of this PSP, refers to all the supporting documentation submitted that details the actions that are proposed for the funding. The application will describe a single proposal/project; however, each application may contain multiple components and tasks that collectively make up a single proposal/project. See the 2019 Guidelines, Appendix B for further definitions of components and project.

In Attachment 3 – Work Plan, applicants must provide information to demonstrate eligibility and provide assurances that the work described in the proposed project is not duplicative with any other projects previously funded through Proposition 1 within the basin boundary.

Examples of eligible project tasks and/or components can include, but are not limited to, the following:

- Tasks and activities within the applicant’s basin or outside the basin on a watershed scale that result in the development of all sections of a GSP as outlined in the GSP regulations. Those sections may include, but not limited to:
 - An introduction outlining the purpose of the GSP, sustainability goal(s), agency information, and a description of how the GSP is organized including the preparation checklist
 - Description of the plan area with a summary of the jurisdictional areas and features, water resources monitoring and management programs, land use elements or topic categories of applicable general plans, additional GSP elements (e.g., control of saline water intrusion, wellhead protection, migration of contaminated groundwater, well abandonment and destruction program, replenishment of groundwater extractions, conjunctive use and underground storage, etc.), and notice and communication of beneficial uses and users in the basin
 - The development of and explanation of the hydrogeologic conceptual model with cross-sections; physical characteristics; current and historical groundwater conditions; water budget information with the inflows, outflows, and change in storage; and management areas (as applicable)
 - A discussion on the sustainability goal(s), measurable objectives, minimum thresholds, undesirable results, and monitoring network
 - A list and discussion of the projects and management actions needed to achieve sustainability goal(s)
 - A discussion on the estimate of the GSP implementation costs, schedule for implementation, annual reporting, and periodic evaluations
 - Integrated Watershed Management planning coordination activities with entities managing or representing all aspects of water management, ecosystems, cities, counties, DACs, Tribes, and working landscapes to achieve multi-benefits. Activities can include, but are not limited to: a project/action development, policy changes, and standard operating procedure changes. For a definition of Integrated Watershed Management, please refer to the 2019 Guidelines, Appendix B.
- Updates to Alternative Plans for approved Alternatives to GSPs, up to \$500,000 per Section II.
- Vulnerability or risk assessments associated with implementation of sustainability goals and objectives of a DA and/or Tribe
- Evaluate the groundwater management needs of DAs, including actions that foster engagement of DAs in sustainable groundwater planning activities related to sustainability goals and objectives
- Develop scoping or feasibility studies as they relate to data management systems or implementation projects related to groundwater sustainability plan goals and objectives (design and environmental planning for the implementation projects can also be included)
- Develop pilot or demonstration projects such as aquifer recharge, conjunctive use, and stormwater capture
- Installation of groundwater monitoring wells related to a GSA’s monitoring network
- Instrumentation and other monitoring equipment on existing monitoring and/or production wells

IV. SOLICITATION PROCESS AND SCHEDULE

The solicitation period will be open in September 2019, with anticipated grant awards in March 2020. The anticipated schedule for this grant solicitation is presented in Table 2 – Schedule for Sustainable Groundwater Planning – Round 3 Grant Solicitation. Any change or update to the schedule will be posted on the DWR website. Updates may also be sent through e-mail announcements. To be placed on the SGM e-mail contact list, please use the link listed in the Foreword.

TABLE 2 – SCHEDULE FOR SUSTAINABLE GROUNDWATER PLANNING – ROUND 3 GRANT SOLICITATION

Milestone or Activity	Tentative Schedule*
Final 2019 Guidelines and PSP posted to open solicitation	September 9, 2019
Applicant Workshop	September 18, 2019
Grant Solicitation Closes	November 1, 2019
Public Review of Draft Funding List	January 2020
Final Awards	March 2020

* Dates are subject to change and will be determined based on number of comments received for the draft documents, number of applications received, amount of funds requested, and number of grant awards given.

An applicant workshop will be conducted to address questions and to provide general assistance to potential applicants preparing grant applications. Details of the workshop will be provided via the SGM website, e-mail distribution list, and/or news release. In addition to the informational workshop, applicants are encouraged to seek assistance from DWR staff in understanding SGM requirements and completing grant applications. Questions can be submitted via the contact information provided in the Foreword on Page 2.

V. APPLICATION INSTRUCTIONS

This section provides instructions for preparing and submitting an application and consists of two subsections: A. *What to Submit* and B. *How to Submit*. It is important that applicants follow the Application Instructions to ensure that their application will address all 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. Prior to beginning the application, applicants should verify that they meet the Eligible Criteria outlined in the 2019 Guidelines, Section III.C. and in Table 3 below.

TABLE 3 – SGM PLANNING GRANT ELIGIBILITY CHECKLIST

Criteria Type	Eligibility Criteria	Additional Details	Place to Provide Information	Criteria Met (Yes, No, or NA ²)
Applicant Eligibility	Is the applicant eligible?	2019 Guidelines & PSP Section III.A.	Attachment 2	
	Agricultural Water Management Compliance Link: https://water.ca.gov/Programs/Water-Use-And-Efficiency	2019 Guidelines Section III.C. & PSP Section V.B.	Attachment 2	
	California Statewide Groundwater Elevation Monitoring (CASGEM) Compliance Link: https://water.ca.gov/Programs/Groundwater-Management/Groundwater-Elevation-Monitoring--CASGEM . Basin Prioritization information can be found at: https://water.ca.gov/Programs/Groundwater-Management/Basin-Prioritization	2019 Guidelines Section III.C. & PSP Section V.B.	Attachment 2	
	Climate Change Compliance	2019 Guidelines Section III.C.	GRanTS ¹ Application	

TABLE 3 – SGM PLANNING GRANT ELIGIBILITY CHECKLIST

Criteria Type	Eligibility Criteria	Additional Details	Place to Provide Information	Criteria Met (Yes, No, or NA²)
Applicant Eligibility (cont.)	Consistency with the Delta Plan	2019 Guidelines Section III.C.	Attachment 2	
	Groundwater Management Compliance, SGMA Compliance	2019 Guidelines Section III.C.	Self-Cert, Attachment 2	
	Open and Transparent Water Data	2019 Guidelines Section III.C.	Self-Cert	
	Public Utilities and Mutual Water Companies Compliance	2019 Guidelines Section III.C.	Attachment 2	
	Stormwater Resources Plan (SWRP) Compliance Senate Bill (SB) 985 Link: https://www.waterboards.ca.gov/water_issues/programs/grants_loans/swrp/	2019 Guidelines Section III.C. & PSP Section V.B.	Attachment 2	
	Surface Water Diverter Compliance	2019 Guidelines Section III.C. & PSP Section V.B.	Attachment 2	
	Sustainable Water Use and Demand Reduction Compliance	2019 Guidelines Section III.C.	Self-Cert	
	Urban Water Management Compliance Link: www.water.ca.gov/sgmgrants .	2019 Guidelines Section III.C. & PSP Section V.B.	Attachment 2	
	Water Metering Compliance	2019 Guidelines Section III.C.	Self-Cert	
Proposal Eligibility	Only one application per basin OR Applicant is acting as the sole GSA over multiple basins	PSP Section III.A.	NA	
	Does the proposal include design, construction, operation, mitigation, or maintenance of Delta conveyance facilities?	PSP Table 4	GRanTS Application	
	Does the proposal include 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?	PSP Table 4	GRanTS Application	
	Does the proposal include any share of the costs of remediation recovered from parties responsible for the contamination of a groundwater storage aquifer?	PSP Table 4	GRanTS Application	
	Does the proposal include projects or groundwater planning activities associated with adjudicated groundwater basins?	PSP Table 4	GRanTS Application	
Project Type Eligibility	Does the proposed planning project(s) include the development and/or implementation of a GSP?	2019 Guidelines and PSP Section III.B.	Attachment 3	
	Is the project area and service area 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?	2019 Guidelines and PSP Section III.B.	Attachment 3	
	Is the project consistent with Program Preferences?	2019 Guidelines Section V.	NA	
	If the project is a stormwater and/or dry weather runoff capture project, is it included in a SWRP that has been incorporated into an Integrated Regional Water Management (IRWM) plan?	2019 Guidelines Section III.C and PSP Table 4	GRanTS Application, Attachment 2	

¹ GRanTS = DWR’s Grant Review and Tracking System

² NA = not applicable

A. What to Submit

Applicants must submit a complete SGM Grant Application during the open filing phase as shown in Table 2 – Schedule for Planning – Round 3 Grant Solicitation. The grant application consists of five sections or “Tabs”, as follows:

- Applicant Information Tab
- Projects Tab
- Questions Tab
- Climate Risk in Investments Tab
- Attachments Tab

Additional details regarding the “Tabs” is outlined in Table 4 – Grant Application Checklist, which is provided as a guide for applicants to ensure the required information is submitted for a complete application.

If an applicant applies for multiple project components, the applicant must ensure that the “Tabs” are complete for each of the project components within the grant application. For example, proposals may include separate project components for different DAs within a basin or multiple project components for GSP development executed by different GSAs within a basin. However, proposals may include multiple project components with the project budgets collectively not exceeding \$2 million for high and medium priority basins. Each application must have a singular defined project that can be comprised of multiple project components; however, each component must be related to one another and be coherent.

B. How to Submit

Applicants must submit a complete application online using DWR’s GRanTS electronic submittal tool. GRanTS can only be accessed with Internet Explorer and Google Chrome. The name of this PSP in GRanTS is “SGM Planning – Round 3”. 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 the date specified on the website, according to Table 2 – Schedule for Sustainable Groundwater Planning – Round 3 Grant Solicitation.

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 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.

When uploading an attachment in GRanTS, the following attachment title naming convention must be used: Att#_SGM_AttachmentName_#ofTotal#, where “#ofTotal#” identifies the number of files that make up an attachment, where “#” is the number of a file and, and where “Total#” is the total number of files submitted in the attachment. This naming convention will be repeated in more detail for each Attachment in the following pages.

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. However, DWR prefers and highly encourages applicants to use PDF files. All portions of the GRanTS application must be received in the open filing phase. Submittals received outside the open filing phase may 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.

Note: Please provide answers to only the questions listed in Table 4. Do not answer questions that appear on the screen in GRanTS that are not listed below, unless marked with an asterisk.

TABLE 4 – GRANT APPLICATION CHECKLIST

APPLICANT 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 GRanTS application. Applicants must enter all information listed in the Information Tab of this checklist (Table 4) along with any field marked with an asterisk.</i>
<u>Organization Name</u> : Provide the name of the Agency/Organization responsible for submitting the application. Should the proposal be successful, this Agency/Organization will be the Grantee.
<u>Point of Contact</u> : Please type the First Name, Last Name, Email Address, Phone Number, Division Name, Address, City, State and Zip of the Point of Contact person. Should the proposal be successful, this person will be the Point of Contact for the grant contract.
<u>Point of Contact Position Title</u> : Provide the title of the point of contact person. (Maximum Character Limit: 50)
<u>Proposal Name</u> : Provide the title of the proposal. (Maximum Character Limit: 150)
<u>Proposal Objective</u> : 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 5A/B – Grant Proposal Summary Budget.</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. Other Contribution costs are not considered part of the total project cost. NOTE: if the county in which the basin is located received SGM Proposition 1 Counties with Stressed Basins and/or SGM Proposition 1 2017 Groundwater Sustainability Plans and Projects funding from DWR, describe how the tasks are not duplicative or inconsistent with previously funded tasks.
<u>Local Contribution (Cost Share)</u> : Provide the total local cost share that will be committed to the proposal. The SGM requires a minimum local cost share of 25% of total proposal cost unless the project benefits a DA.
<u>Federal Contribution</u> : Enter Federal funds being used. If none, enter zeros.
<u>In-kind Contribution</u> : Leave Blank and include all In-Kind Contributions in the Local Contribution total.
<u>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 5 – Schedule and is the sum of the Local Contribution (Cost Share), In-kind Contribution, and Grant Funds Requested.
GEOGRAPHIC INFORMATION
GRanTS 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
<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(ies) 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 (https://water.ca.gov/Programs/Groundwater-Management/Bulletin-118) in which the project 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 the project is located. For proposals covering multiple hydrologic regions, hold down the control key and select all that apply.
<u>Watershed(s)</u> : Provide the name of the watershed(s) the groundwater basin underlies. (Maximum Character Limit: 250) A map of California watersheds can be found at the following link: https://www.conservation.ca.gov/dlrp/grant-programs/watershed/Documents/CALFED_Watershed_Map[1].pdf . If the 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 4 – 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 4) along with any field marked with an asterisk.</i>
PROJECT INFORMATION
Project Name: Provide the title of the proposal. (Maximum Character Limit: 150 characters) DO NOT include the solicitation name in the project name (e.g., 2019 SGM Planning Grant for GSP Development). Please use the Basin or GSA name plus the Project Name (e.g., XX Basin GSP Development, Well Installation Project and XX Basin GSP Development, etc.)
Implementing Organization: Should be the title of the GSA applying or the entity name applying on behalf of a GSA
Secondary Implementing Organization: Not applicable to this solicitation
Proposed Start Date: Must be after July 1, 2017
Proposed End Date: Must be before April 30, 2022
Scope of Work: (Maximum Character Limit: 450 characters)
Project Description: (Maximum Character Limit: 1,900 characters)
Project Objective: (Maximum Character Limit: 450 characters)
PROJECT BENEFITS INFORMATION
<i>Please do not enter any information into GRanTS for the following Project Benefits Questions. These are standard GRanTS questions and cannot be removed but are unnecessary for SGM Grant applicants.</i>
Benefit Level: Leave blank.
Benefit Type: Leave blank.
Benefit: Leave blank.
Description: Leave blank.
Measurement: Leave blank.
PROJECT BUDGET
<i>For each project, the following budget items should be taken from Table 5A/B – Grant Proposal Summary Budget.</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 component 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 and project component location (latitude and longitude in degrees, minutes, and seconds).
LEGISLATIVE INFORMATION (Note: for each Project; different from Applicant 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>
Q1. Project Description: 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)
Q2. Previous Funding: Has the applicant received prior funding through the Proposition 1 SGWP Round 2 grant? If so, how much funds did the applicant receive?
Q3. Project Representative: 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. Other entities included in the GSA can be listed here.
Q4. Project Manager: 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.
Q5. Eligibility: Has the applicant met the requirements of DWR’s CASGEM Program?
Q6. Eligibility: Q6.1 Is the applicant an agricultural water supplier? (Yes/No) Q6.1.a If yes, has the applicant submitted a complete Agricultural Water Management Plan (AWMP) to DWR? (Yes/No) Q6.1.b If yes, has the AWMP been verified as complete by DWR? (Yes/No) Q6.1.c If the AWMP has not been submitted, explain and provide the anticipated submittal date.

TABLE 4 – GRANT APPLICATION CHECKLIST

QUESTIONS TAB (cont.)	
<i>The answers to these questions will be used in processing the application and determining eligibility and completeness.</i>	
Q7. Eligibility:	
Q7.1 Is the applicant an urban water supplier? (Yes/No)	
Q7.1.a If yes, has the applicant submitted a complete Urban Water Management Plan (UWMP) to DWR? (Yes/No)	
Q7.1.b If yes, has the UWMP been verified as complete by DWR? (Yes/No)	
Q7.1.c If the UWMP has not been submitted, explain and provide the anticipated date for submittal.	
Q8. Eligibility:	
Q8.1 Is the applicant a surface water diverter? (Yes/No)	
Q8.1.a If yes, has the applicant submitted to the SWRCB their surface water diversion reports in compliance with requirements outlined in Part 5.1 (commencing with §5100) of Division 2 of the Water Code? (Yes/No)	
Q8.1.b If the reports have not been submitted, explain and provide the anticipated date for meeting the requirements.	
Q9. Eligibility: Does the proposal include any of the following activities:	
<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. 	
If yes, the project is not eligible to receive grant funding.	
Q10. Eligibility: Consistency with California SB 985– Stormwater Resource Planning Act: To satisfy SB 985 requirements, stormwater and dry weather capture project must be listed in a SWRP that is consistent with the relevant code provisions enacted by SB 985 (Water Code §10562 (b)(7)) as determined by the SWRCB.	
Q11. DA Cost Share Waiver or Reduction: Are you applying for cost share waiver or reduction as a DA? Fill out Attachment 6 – DAC, SDAC, and/or EDA, as appropriate.	
Q12. Certification: By submitting the application, the Project Director is certifying that:	
<ul style="list-style-type: none"> a) The applicant is an eligible entity; b) He/She is aware that any attachment exceeding the page limit listed in the attachment templates will not be reviewed; c) He/She is aware that, once the proposal is submitted in GRanTS, any privacy rights and other confidentiality protections offered by law with respect to the application package and project location are waived; and d) He/She has read and agrees to all the Terms and Conditions of the grant agreement. 	
CLIMATE RISK IN INVESTMENTS TAB	
<i>The answers to these questions are optional and will be used in surveying Program applicants.</i>	
Q13. Climate: Does the organization have a strategic business plan? (Yes/No. If Yes, please submit a copy)	
Q14. Climate: Has the organization conducted a climate change vulnerability assessment? (Yes/No. If Yes, please submit a copy)	
Q15. Climate: Does the organization have a main contact person for climate change? (Yes/No. If Yes, to what position in the origination does that person report?)	
Q16. Climate: Has the organization considered the risk of climate change in its capital reserves and investments? (Open ended; one-three paragraphs, with specific examples, should suffice).	
ATTACHMENTS TAB	
<i>Provide the attachments listed below by attaching files to the GRanTS 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 or in the supplied templates.</i>	
ATTACHMENT #	ATTACHMENT TITLE
Attachment 1	Authorizing Documentation (e.g., resolution)
Attachment 2	Eligibility Applicant Documentation
Attachment 3	Work Plan (Applicant MUST use supplied template)
Attachment 4	Budget (Applicant MUST use supplied template)
Attachment 5	Schedule (Applicant MUST use supplied template)
Attachment 6	SDAC, DAC, and/or EDA (as applicable)

ATTACHMENTS TAB INSTRUCTIONS

Within the Attachments Tab, applicants are required to submit up to six (6) attachments (as applicable) to complete the SGM Planning – Round 3 grant application. A discussion of each attachment is provided below. Attachments 1 and 2 (Authorizing Documentation and Eligibility Applicant Documentation) are mandatory and provide back-up documentation for the eligibility of an applicant. Attachments 3 through 5 (Work Plan, Budget, and Scope) are also mandatory and will be scored during the application review. Attachment 6 (SDAC, DAC, and/or EDA) is optional, but must be submitted 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 GRanTS, use "Att1_SGM_AuthDoc_#of#" 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 SGM Planning – Round 3 grant application. If an entity is acting on behalf of a GSA, then a resolution from the GSA is required authorizing the applicant entity to act in such role. Furthermore, a resolution is required by the entity acting as applicant stating authorization to work on behalf of the GSA. 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. A Grant Agreement cannot be signed without an adopted resolution signed by the appropriate authorities.

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 2019 Sustainable Groundwater Management (SGM) Grant Program Planning – Round 3 Grant pursuant to the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Proposition 1) (Wat. Code, § 79700 et seq.) and/or the California Drought, Water, Parks, Climate, Coastal Protection, and Outdoor Access For All Act of 2018 (Proposition 68) (Pub. Resources Code, § 80000 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 GRanTS, use "Att2_SGM_EligDoc_#of#" for this attachment.

The applicant must provide the following information, as applicable. Details for the following eligibility criteria can be found in Section III.C. of the 2019 Guidelines.

- Is the applicant a GSA, a member agency of a GSA, or a member agency of an approved Alternative to a GSP? Please explain. If the applicant is in the process of forming a GSA, the steps taken and the steps remaining to do so should be identified.
- Agricultural Water Management Compliance
- CASGEM Basin Prioritization and Compliance
- Climate Change
- Consistency with the Delta Plan
- Groundwater Management Compliance
- Open and Transparent Water Data
- Public Utilities and Mutual Water Companies
- SWRP Compliance (California SB 985)
- Surface Water Diverter Compliance
- Sustainable Water Use and Demand Reduction
- Urban Water Management Compliance
- Water Metering Compliance

ATTACHMENT 3. WORK PLAN

For the "AttachmentName" in the naming convention of GRanTS, use "Att3_SGM_WrkPlan_#of#" for this attachment. Attachment 3 must be consistent with and support the Budget and Schedule (Attachments 4 and 5, respectively). The Work Plan template should be downloaded from DWR's SGM webpage at the following link: www.water.ca.gov/sgmgrants.

The Work Plan must not exceed 25 pages using a minimum Arial, 10-point type font, not including maps, supporting letters, figures, or tables. Please refer to the template for specific details that should be included. An outline and general description are provided in the table below. Any changes made to this template will not be reviewed or scored by DWR technical staff.

Section	Section Title	Section Description	Maximum Page Limit
Project Justification	PROJECT DESCRIPTION	All applications must provide a proposed project description that addresses the requested information identified in the template.	Must not exceed 6 pages (not including tables and figures)
Project Justification	PROJECT BENEFITS	Project benefits are the expected measurable accomplishments of a project. Benefits should be based on estimated measures of project annual accomplishments averaged over the period of project life.	Must not exceed 3 pages
Project Justification	TECHNICAL EXPERTISE	Applicants must provide an explanation of their "Technical Need" for each proposed project. The applicant must provide documentation that tasks associated with implementation components in the Work Plan will be prepared by or under the direction of a professional geologist or professional engineer, per Public Resources Code § 354.12 Subarticle 2.	Must not exceed 3 pages
Project Details	PROJECT DETAILS	If awarded, this information will be used to develop the Grant Agreement. The Project Details should include, at a minimum: 1. a scope of work including work items to be performed (consistent with the Budget and Schedule, Attachments 4 and 5, respectively) and 2. proposed project deliverables for assessing progress and accomplishments.	See below

Section	Section Title	Section Description	Maximum Page Limit
Scope of Work and Deliverables	SCOPE OF WORK	The scope of work must list and concisely describe the necessary task(s) to complete the project. The Project Details of the Work Plan should identify how the interested parties including groundwater users, stakeholders, and the general public will be informed about the proposed project progress and how relevant reports and data will be disseminated to these groups. All activities identified in the Project Details of the Work Plan must demonstrate the need for the proposed project and how it will lead to the development of a complete GSP compliant with the GSP Regulations.	Must not exceed 8 pages
Scope of Work and Deliverables	PROJECT DELIVERABLES	Project deliverables should be actual work products that can be submitted to DWR (see examples listed in the template). Also, include the status of any task including estimated percent (0 – 100%) completed. Also, explain the plan for environmental compliance and permitting, if applicable, per the directions in the template.	Must not exceed 3 pages
Miscellaneous	PROJECT SUPPORT	Applicants requesting funding must provide documentation to demonstrate support for the proposed project and must include specific information based on whether the applicant is the GSA for the basin or is not the GSA for the basin. Refer to the template for specifics.	Must not exceed 2 pages (not including letters of support)

NOTE: tasks in the proposed project cannot be duplicative or inconsistent with previously funded tasks. If there is additional need for a previously funded task, justification must be provided. If justification for the additional need is not provided, those tasks will not be considered as part of the proposed project and therefore, not considered for funding.

ATTACHMENT 4. BUDGET

For the "AttachmentName" in the naming convention of GRanTS, use "Att4_SGM_Budget_#of#" for this attachment. Attachment 4 includes the estimated costs for the project, as described in the Work Plan (Attachment 3). Applicants MUST use the templates provided at www.water.ca.gov/sgmgrants to obtain a budget score. Any changes made to this template will not be reviewed or scored by DWR technical staff. Attachment 4 (the combination of Tables 5 and 6, with a written description) is mandatory and includes the estimated costs of each component in the application. Use the appropriate Table 5: Proposal Summary Budget Table (Table 5A, No Components) with Table 6A: Proposal Detailed Budget (No Components); or Component Summary Budget (Table 5B, Multiple Components) with Table 6B: Proposal Detailed Budget (Multiple Components). Attachment 4 should be presented in the following sub-sections:

- Grant Proposal Summary Budget Table (Table 5A/5B)
- Proposal/Component Detailed Budget Table (Table 6A/6B)

For the Budget Tables, costs must be broken down consistent with how tasks are presented in the Work Plan (Attachment 3). For example, if the Work Plan describes projects at the task and subtask level, the budget must also present costs at the task and subtask level. In addition to the tables, the applicant must provide a description explaining how the values were derived. The description must not exceed two pages per component using a minimum Arial, 10-point type font.

NOTE: the maximum administration budget cannot exceed 10% of the total proposal cost and Grantees shall invoice and report on a quarterly basis.

Grant Proposal Summary Budget

Table 5A/B will be used to present the summarized budget and the cost share for the proposal, including documenting that the proposal will meet the minimum requirement of at least 25% of the total costs. Although the applicant should complete Table 5A/B column (d) for each individual

component (in the Multiple Component version), the minimum cost share requirement applies to the costs of the overall proposal. If the component serves a DA and is requesting a waiver or reduction of the 25% local cost share requirement, please complete the budget table accordingly and include a footnote identifying the cost share waiver request.

If there are no components to the proposal, Table 5A should be used.

TABLE 5A – GRANT PROPOSAL SUMMARY BUDGET (NO COMPONENTS)

GRANT PROPOSAL TITLE: _____

Grant proposal serves a need of a DA?: Yes No

Local Cost Share requested: 25% 15% 10% 0%

Budget Categories ¹	(a) Requested Grant Amount	(b) Local Cost Share: Non-State Fund Source ²	(c) Total Cost	(d) % Local Cost Share (Col (b)/ Col (c))
(a) Grant Administration	\$0	\$0	\$0	%
(b) Stakeholder Engagement / Outreach	\$0	\$0	\$0	%
(c) GSP Development	\$0	\$0	\$0	%
(d) Monitoring / Assessment	\$0	\$0	\$0	%
Grand Total <i>Sum rows (a) through (d) for each column</i>	\$0	\$0	\$0	%

¹ Only these Budget Categories shall be used. Tasks can be added for more detail.

² List sources of funding: Use as much space as required here. Local Cost Share is calculated based on the total project cost (grant amount plus match), **not** the grant amount. Total project cost x %Local Cost Share = required match.

If there are components to the proposal, Table 5B should be used.

TABLE 5B – GRANT PROPOSAL SUMMARY BUDGET (MULTIPLE COMPONENTS)

GRANT PROPOSAL TITLE: _____

Grant proposal serves a need of a DA?: Yes No

Local Cost Share requested: 25% 15% 10% 0%

Budget Categories ¹	(a) Requested Grant Amount	(b) Local Cost Share: Non-State Fund Source ²	(c) Total Cost	(d) % Local Cost Share (Col (b)/ Col (c))
Component 1 Grant Administration	\$0	\$0	\$0	%
Component 2: GSP Development	\$0	\$0	\$0	%
Component 3: Title	\$0	\$0	\$0	%
Component n: Title	\$0	\$0	\$0	%
Grand Total <i>Sum rows (1) through (n) for each column</i>	\$0	\$0	\$0	%

¹ These components are shown here for example purpose only. Actual number of components may vary.

² List sources of funding: Use as much space as required. Local Cost Share is calculated based on the total project cost (grant amount plus match), **not** the grant amount. Total project cost x %Local Cost Share = required match.

Proposal/Component Detailed Budget

Table 6 must be completed and there should be a Table 6 for each component in the proposal, if applicable. Table 6A/B includes the required budget categories listed in Table 5A/B. If applicable, additional rows must be added under the applicable budget categories to present the cost of each task described in Attachment 3 – Work Plan. For example, if the Work Plan describes components at the task and subtask level, the budget must also present costs at the task and subtask level.

If there are no components to the proposal, Table 6A should be used.

TABLE 6A – PROPOSAL/COMPONENT DETAILED BUDGET (NO COMPONENTS)
GRANT PROPOSAL TITLE: _____

Budget Categories ¹	(a) Requested Grant Amount	(b) Local Cost Share: Non-State Fund Source ²	(c) Total Cost
(a) Grant Administration	\$0	\$0	<i>Total from Table 5A, column (c), row (a)</i>
Task 1. xx	\$0	\$0	--
Task 2. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
(b) Stakeholder Engagement / Outreach	\$0	\$0	<i>Total from Table 5A, column (c), row (b)</i>
Task 1. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
(c) GSP Development	\$0	\$0	<i>Total from Table 5A, column (c), row (c)</i>
Task 1. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
(d) Monitoring / Assessment	\$0	\$0	<i>Total from Table 5A, column (c), row (d)</i>
Task 1. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
Grand Total <i>Sum rows (a) through (d) for each column</i>	Grand Total from Table 5A, column (a) Proposal Total	Grand Total from Table 5A, column (b) Proposal Total	Grand Total from Table 5A, column (c) Proposal Total

¹ Only these Budget Categories shall be used. Tasks can be added for more detail.

² List sources of funding: Use as much space as required here. Local Cost Share is calculated based on the total project cost (grant amount plus match), **not** the grant amount. Total project cost x %Local Cost Share = required match.

If there are components to the proposal, Tables 6B should be used.

TABLE 6B – PROPOSAL/COMPONENT DETAILED BUDGET (MULTIPLE COMPONENTS)

GRANT PROPOSAL TITLE: _____

COMPONENT TITLE: COMPONENT 1: GRANT ADMINISTRATION

Budget Categories ¹	(a) Requested Grant Amount	(b) Local Cost Share: Non-State Fund Source ²	(c) Total Cost
(a) Grant Administration	\$0	\$0	<i>Total from Table 5B, column (c), row (a)</i>
Task 1. xx	\$0	\$0	--
Task 2. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
Grand Total <i>Sum rows in Category (a) for each column</i>	Grand Total from Table 5B, column (a) Proposal Total	Grand Total from Table 5B, column (b) Proposal Total	Grand Total from Table 5B, column (c) Proposal Total

¹ Only these Budget Categories shall be used. Tasks can be added for more detail.

² List sources of funding: Use as much space as required here. Local Cost Share is calculated based on the total project cost (grant amount plus match), **not** the grant amount. Total project cost x %Local Cost Share = required match.

TABLE 6B – PROPOSAL/COMPONENT DETAILED BUDGET (MULTIPLE COMPONENTS)

GRANT PROPOSAL TITLE: _____

COMPONENT TITLE: COMPONENT 2: GSP DEVELOPMENT

Budget Categories ¹	(a) Requested Grant Amount	(b) Local Cost Share: Non-State Fund Source ²	(c) Total Cost
(a) Component Administration	\$0	\$0	<i>Total from Table 5B, column (c), row (a)</i>
Task 1. xx	\$0	\$0	--
Task 2. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
(b) Stakeholder Engagement / Outreach	\$0	\$0	<i>Total from Table 5B, column (c), row (b)</i>
Task 1. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
(c) GSP Development	\$0	\$0	<i>Total from Table 5B, column (c), row (c)</i>
Task 1. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
(d) Monitoring / Assessment	\$0	\$0	<i>Total from Table 5B, column (c), row (d)</i>
Task 1. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
Grand Total <i>Sum rows (a) through (d) for each column</i>	Grand Total from Table 5B, column (a) Proposal Total	Grand Total from Table 5B, column (b) Proposal Total	Grand Total from Table 5B, column (c) Proposal Total

¹ Only these Budget Categories shall be used. Tasks can be added for more detail.

² List sources of funding: Use as much space as required here. Local Cost Share is calculated based on the total project cost (grant amount plus match), **not** the grant amount. Total project cost x %Local Cost Share = required match.

Copy and paste the following Table 6B for all remaining components:

TABLE 6B – GRANT PROPOSAL SUMMARY BUDGET (NO COMPONENTS)

GRANT PROPOSAL TITLE: _____

COMPONENT TITLE: _____

Budget Categories ¹	(a) Requested Grant Amount	(b) Local Cost Share: Non-State Fund Source ²	(c) Total Cost
(a) Component Administration	\$0	\$0	<i>Total from Table 5B, column (c), row (a)</i>
Task 1. xx	\$0	\$0	--
Task 2. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
(b) Land Purchase / Easement	\$0	\$0	<i>Total from Table 5B, column (c), row (b)</i>
Task 1. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
(c) Planning / Design / Environmental	\$0	\$0	<i>Total from Table 5B, column (c), row (c)</i>
Task 1. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
(d) Implementation / Construction	\$0	\$0	<i>Total from Table 5B, column (c), row (d)</i>
Task 1. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
(e) Monitoring / Assessment	\$0	\$0	<i>Total from Table 5B, column (c), row (e)</i>
Task 1. xx	\$0	\$0	--
Task n. xx	\$0	\$0	--
Grand Total <i>Sum rows (a) through (e) for each column</i>	Grand Total from Table 5B, column (a) Proposal Total	Grand Total from Table 5B, column (b) Proposal Total	Grand Total from Table 5B, column (c) Proposal Total

¹ Only these Budget Categories shall be used. Tasks can be added for more detail.

² List sources of funding: Use as much space as required here. Local Cost Share is calculated based on the total project cost (grant amount plus match), **not** the grant amount. Total project cost x %Local Cost Share = required match.

ATTACHMENT 5. SCHEDULE

For the "AttachmentName" in the naming convention of GRanTS, use "Att5_SGM_Schedule_#of#" for this attachment. Attachment 5 shall include a schedule for each component showing the sequence and timing of each of the tasks. Attachment 5 shall also include a schedule for implementation of the proposal showing the sequence and timing of each of the proposed components, as shown in Table 7A – Grant Proposal Schedule (No Components) and Table 7B (Multiple Components).

The Schedule template (Table 7A/B) should be downloaded from DWR’s SGM webpage at the following link: www.water.ca.gov/sgmgrants. Any changes made to this template, reluctance to use of the template, or changes made to the font type and size will not be reviewed or scored by DWR’s technical staff. However, if there are no components to the proposal, those rows may be removed.

The Schedule, Attachment 5, must be consistent with the Work Plan (Attachment 3) and the Budget (Attachment 4). The proposal completion dates presented in the schedule must have an end date of no later than **April 30, 2022** for GSP development alone and an end date no later than **October 31, 2022** for those applications that include a construction project.

TABLE 7A – GRANT PROPOSAL SCHEDULE (NO COMPONENTS)

GRANT PROPOSAL TITLE: _____

Categories	Start Date (Earliest Start Date)	End Date (Latest End Date)
(a) Grant Agreement Administration		
Task n. xx		
(b) Stakeholder Engagement / Outreach		
Task n. xx		
(c) GSP Development		
Task n. xx		
(d) Monitoring / Assessment		
Task n. xx		

TABLE 7B – GRANT PROPOSAL SCHEDULE (MULTIPLE COMPONENTS)

GRANT PROPOSAL TITLE: _____

COMPONENT TITLE: _____

Categories	Start Date	End Date
Component 1: Grant Agreement Administration	Earliest Start Date	Latest End Date
(a) Grant Agreement Administration		
Task 1. xx		
Task n. xx		
Component 2: GSP Development	Earliest Start Date	Latest End Date
(a) Component Administration		
Task 1. xx		
Task n. xx		
(b) Stakeholder Engagement / Outreach		
Task 1. xx		
Task n. xx		
(c) GSP Development		
Task 1. xx		
Task n. xx		
(d) Monitoring / Assessment		
Task 1. xx		
Task n. xx		
Component n: Title	Earliest Start Date	Latest End Date
(a) Component Administration		
Task 1. xx		
Task n. xx		
(b) Land Purchase / Easement		
Task 1. xx		
Task n. xx		
(c) Planning / Design / Environmental		
Task 1. xx		
Task n. xx		
(d) Implementation / Construction		
Task 1. xx		
Task n. xx		
(e) Monitoring / Assessment		
Task 1. xx		
Task n. xx		

ATTACHMENT 6. SDAC, DAC, AND/OR EDA (AS APPLICABLE)

If claiming DA status, then the "AttachmentName" in the naming convention of GRanTS should be "Att6_SGM_SDAC-DAC-EDA_#of#". Attachment 6 is required for applicants requesting a cost share waiver or reduction.

DWR strongly recommends that applicants consult the 2019 Guidelines Appendix D to determine if the project benefit area includes a DA, and for details on waiving or reducing cost share requirements. Applicants should ensure the description of the DA is adequate for DWR to determine whether the communities meet the definitions.

Include information that supports the project benefits a DA(s), such as a map or shapefile that shows the project benefit area and the location of the DA(s). Include information that demonstrates support for the project by DA(s) (e.g., letter(s) of support from DA(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 median household income (MHI) for DA, applicants may use a single type of census geography or combinations of census geographies that best represent the DA.

For the applicants with Geographic Information System (GIS) capability, the GIS data files used within the DAC and EDA mapping tools are available to download and use and can be found at the following link: <https://water.ca.gov/Work-With-Us/Grants-And-Loans/Mapping-Tools>. These GIS files will allow applicants to combine project area shape files with DA data layers. This will help applicants show the extent of overlap or project areas with DAs.

VI. APPLICATION REVIEW

All applications will first be screened for eligibility and completeness in accordance with Section VI. of the 2019 Guidelines and Section III. 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. All proposals shall be submitted into GRanTS by November 1, 2019.

All complete and eligible applications will be evaluated, scored and ranked based on the evaluation questions presented below in Table 8 – Application Evaluation Criteria.

For a proposal with multiple components, the evaluation will be repeated for each component. The score for a proposal with multiple components will be determined by summing each individual component's total score, dividing that summation by the number of components (component average score), and then rounding up or down to the nearest whole number (final score).

For example, a proposal that includes three components, the scoring breakdown is as follows:

Component	Component Total Score	Component Average Score	Final Proposal Score
1	8		
2	6	19 points / 3 component = 6.33	6
3	5		
Total Score =	19		

DWR staff may recommend reducing individual grant amounts from the requested amount. However, such reductions will be considered only if technical reviewers have indicated that the budget is too high for the task(s) described or some tasks are determined to be ineligible for the grant program or are not necessary for project completion. A reduction would also be weighed against whether the reduced funding would impede project implementation or if the proposed budget is determined

inconsistent with similar projects. A reduction in requested grant funds can also occur when a greater number of well-qualified projects are requesting grant funds greater than the funding available.

If multiple applications are received within a basin for 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. If identified after the close of the solicitation, DWR will work with the multiple applicants to consolidate, if awarded.

VII. AWARD PROCESS

Funding will be allocated to proposals consistent with minimum and maximum award amounts, using the proposal score, professional judgement, and available funding. DWR's funding recommendation may vary from grant funding requests.

Following funding awards, DWR will execute a grant agreement with the Grantee. Grant agreements are not executed until signed by authorized representatives of the Grantee and DWR. The Grantees have approximately six months to obtain an executed grant agreement after the grant award notification letter is sent by DWR. The exact date for grant agreement execution will be outlined in the grant award notification letter. DWR reserves the right to withdraw an award due to lack of responsiveness on the part of the applicant.

TABLE 8 – APPLICATION EVALUATION CRITERIA (FOR PROJECT OR COMPONENT)

Q#	Questions	Attachment(s)	Possible Points	Scoring Guidance
Project Description				
1	Does the Project Description demonstrate the goals, objectives, and needs of the project (data needed, technical methods, etc.)? If multiple components, does it demonstrate how they work together as a whole to address the goals, objectives, and needs? Was there a regional and project map(s) depicting the site location, current conditions, and benefitting area?	3	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
2	Does the Project Description describe a well-coordinated proposal including a GSP(s) that encompasses the entire basin or describes why a portion of the basin is not covered in the proposal? Does it describe how well the multiple GSA(s) surrounding and within the basin are working together? If the applicant received Round 2 funds, did they explain in detail how these funds will not overlap the current grant efforts or, if they will, significant justification as to why these additional funds are needed with no additional tasks? If they are adding additional tasks from their Round 2 grant, are the newly proposed tasks consistent with the current agreement?	3	4	0 – No; 1 – Marginally addressed; 2 – Mostly addressed, with significant details not included or unclear; 3 – Mostly addressed, with minor details not included or unclear; 4 – Fully addressed
Project Benefits				
3	Did the applicant identify the DA and/or Tribe that the project will benefit? Do the Project Benefits demonstrate that the goals and objectives of the project provide measurable benefits to the DA and/or Tribe? NOTE: The benefits claimed must demonstrate a meaningful, quantifiable benefit to a DA and/or Tribe. Did the applicant provide letters of support from the community (-ies) or representatives of those communities? Letters of support are required to obtain these points unless justification for the lack of letters is sufficient to support claimed benefits.	3	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed
Technical Expertise				
4	Does the Work Plan identify the roles and responsibilities of the applicant and cooperating entities? Does the applicant demonstrate the appropriate experience, knowledge, and skills necessary to successfully complete the project? Did the applicant provide documentation that tasks associated with implementation components in the Work Plan will be prepared by or under the direction of a professional geologist or professional engineer?	3	3	0 – No; 1 – Marginally addressed; 2 – Mostly addressed, with minor details not included or unclear; 3 – Fully addressed
5	Does the Work Plan outline how they will meet the SGMA regulations and DWR requirements in the development of the GSP? Did the applicant provide letters of support from other GSAs in or adjacent to their basin or an explanation why letters of support were not possible? Did the applicant provide assurances that the GSA, or entity representing a GSA, will have a completed GSP at the close of the grant that will be adopted and submitted to DWR for review by the required due date?	3	2	0 – No; 1 – Less than fully addressed, 2 – Fully addressed

TABLE 8 – APPLICATION EVALUATION CRITERIA (FOR PROJECT OR COMPONENT)

Q#	Questions	Attachment(s)	Possible Points	Scoring Guidance
Scope of Work and Deliverables				
6	Does the Scope of Work contain a list of deliverables that includes tasks for developing, preparing, and submitting a complete GSP in enough detail that the description can be used to develop a grant agreement, if awarded? Does the Work Plan include a discussion of coordination with other entities, agencies, and/or organizations; detailed description of the approach and practices the project is proposing to use and technical basis for approach; and a discussion of the required permits, environmental documentation and landowner/access agreements required to implement project and their status?	3	3	0 – No; 1 – Marginally addressed; 2 – Mostly addressed, with minor details not included or unclear; 3 – Fully addressed
Budget and Schedule				
7	Is the Budget complete and reasonable to execute the Work Plan on the Schedule provided? Is Budget consistent with the Work Plan Scope of Work and Schedule? (e.g., tasks and subtasks outlined in the Scope of Work are also outlined in the same level of detail within the Budget and Schedule tables?)	3, 4, 5	3	0 – No; 1 – Marginally addressed; 2 – Mostly addressed, with minor details not included or unclear; 3 – Fully addressed
8	Does the Schedule demonstrate that the project will be completed by the SGMA deadline for the respective basin (January 31, 2022 for high and medium priority basins)? Given the level of effort described in the Work Plan, does the Schedule seem reasonable (e.g., status of required permit(s) and CEQA)?	3 and 5	3	0 – No; 1 – Marginally addressed; 2 – Mostly addressed, with minor details not included or unclear; 3 – Fully addressed
Total Range of Possible Points			0-22	
Total Project Level Score for all proposed components				
Average Project Level Score = (Total Project Score/# of Components); rounded to nearest whole number				

This page is left blank intentionally.



*CALIFORNIA NATURAL RESOURCES AGENCY
DEPARTMENT OF WATER RESOURCES
DIVISION OF REGIONAL ASSISTANCE*

