

Stream Restoration Grant Application

SUBMITTAL INFORMATION

Completed applications are due by 5:00 pm on July 1, 2014.

All applications **must** be submitted electronically via email to kevin.houck@state.co.us

Electronic applications on CD or DVD may also be mailed to: Colorado Water Conservation Board, ATTN: Kevin Houck 1313 Sherman St., Room 721 Denver, CO 80203

Logistical questions about submitting applications should be directed to Chris Sturm ([303-866-3441](tel:303-866-3441), ext. 3236 or chris.sturm@state.co.us).

Applications must be submitted electronically and written according to the following format:

Font size: minimum 11 pt

Margins: 1 inch

Maximum number of pages: 5 (excluding maps and attachments)

Please read the application guidance document for information regarding basic applicant qualifications and descriptions of evaluation criteria.

1.0 PROJECT PROPOSAL SUMMARY SHEET

Please list the following on the summary sheet:

Project Title

Project Location (include map and/or latitude/longitude if applicable)

Grant Request/Amount

Cash Match Funding

In-kind Match Funding

Project Sponsor(s) (identify the fiscal agent if different from the project sponsor)

Contact person name, email address, and phone number

Brief description of the project

All of the above information should fit on one page.

Projects from qualified applicants will be ranked based on these criteria for the purpose of determining which projects receive grant funds.

2.0– 4.0 APPLICATION EVALUATION CRITERIA

As a threshold matter, only grant applications that conform to the Application Requirements set forth above in B. (1.) will be considered. Grant applications that meet these qualifications will then be evaluated with respect to the following three factors:

- How *well* does the applicant fit the qualifications test?
- Does the applicant organization have the capability to *accomplish* the proposed work?
- How effective is the proposal at accomplishing the goals of restoration or flood mitigation”?

These factors will be evaluated by applying the following criteria and rating system:

Qualifications Evaluation (Maximum of 30 points)

This factor assesses how *well* the applicant fits the qualifications test:

- 2.1 Identify the lead project sponsor and describe the other stakeholders' level of participation and involvement. Confirm that affected local jurisdictions have been consulted and collaborated with through written communication documentation or letters of support. 10 points
- 2.2 What information is the project sponsor using to develop the proposed project? Include any relevant information regarding existing watershed master plans, geomorphic assessments, flood studies, riparian conditions assessments, aquatic/terrestrial habitat conditions, and/or river restoration reports. 10 points
- 2.3 Specify in-kind services and cash contributions (match) amount for the proposed activities. The applicant must provide at least 50% match of the total project cost. Discuss whether other funding sources are secured or pending. 10 points

Organizational Capability (Maximum of 20 points)

- 3.1 What is the applicant's history of accomplishments in the watershed? Provide several past project examples. List partner organizations and agencies with which applicant worked to implement past projects. 10 points
- 3.2 What level of staffing will be directed toward the implementation of the proposed project/planning effort? Discuss the number of staff and amount of time dedicated for the project. Will volunteers be utilized, and if so, how? Include brief resumes for each member of the active project team. 10 points

Effectiveness of Proposal (50 points)

- 4.1 Demonstrate that the project budget and schedule are realistic. Discuss the cost-effectiveness of the proposed project. Please use the attached budget/timeline spreadsheet. 10 points
- 4.2 Discuss the multi-objective aspects of the project and how they relate to each other. Describe similar activities in the watershed and how this project complements but does not duplicate those activities. Multi objectives may include (but are not limited to) channel stabilization, riparian re-vegetation, habitat improvement, recreation opportunity enhancement, natural hazard reduction, flood mitigation, water supply delivery improvement, fish migration improvement, and low flow channel development. 30 points

- 4.3 Describe the proposed monitoring plan. How will the project measure success of its objectives? 10 points

5.0 ATTACHMENTS

Please complete the attached scope of work template. Other documents may be attached to the application in order to support the request for funding. These may include:

- Letters of support from other entities and letters of financial commitment
- Pertinent still photos
- Maps and reports from other similar or related projects

Scope of Work

GRANTEE and FISCAL AGENT (if different)

PRIMARY CONTACT

ADDRESS

PHONE

PROJECT NAME

GRANT AMOUNT

INTRODUCTION AND BACKGROUND

Provide a brief description of the project. (Please limit to half a page)

OBJECTIVES

List the objectives of the project. Please include objectives for all aspects of the project whether funded by the CWCB or not

TASKS

Provide a detailed description of each task using the following format. Detailed descriptions are only required for CWCB funded tasks. Other tasks should be identified but do not require details beyond a brief description.

TASK 1 – [Name]

Description of Task

Method/Procedure

Deliverable

TASK 2 – [Name]

Description of Task

Method/Procedure

Deliverable

REPEAT FOR TASK 3, TASK 4, TAKE 5, ETC.

REPORTING AND FINAL DELIVERABLE

Reporting: The applicant shall provide the CWCB a progress report every 6 months, beginning from the date of the executed contract. The progress report shall describe the completion or partial completion of the tasks identified in the statement of work including a description of any major issues that have occurred and any corrective action taken to address these issues.

Final Deliverable: At completion of the project, the applicant shall provide the CWCB a final report that summarizes the project and documents how the project was completed. This report may contain photographs, summaries of meetings and engineering reports/designs.

Budget & Timeline Table

Task	Description	Target Start Date	Target Completion Date	CWCB Funds	Other Funding Cash*	Other Funding In-Kind*	Total
1							
2							
3							
4							
5							
6							
7							
	TOTALS						

This table is a guide. Variations may be submitted. For example, if a task includes purchase of materials, a column that identifies cost per unit should be included.

*Please include new columns for different sources of cash and/or in-kind funding sources. Identify the funding source.