



**MEMORANDUM**

July 5, 2018

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TO: CRWCD Board of Directors

FROM: Hunter Causey, P.E.

Subject: **Revisions to Annual Grant Program Operating Guidelines and Criteria, and Application**

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***ACTION:** Staff requests that the Board adopt (or amend, as desired) these revisions to the Annual Grant Program Guidelines and Criteria, and Application.*

***STRATEGIC INITIATIVE(S):** 1.E Outreach and Advocacy  
2.A Outreach in All Basins  
3.A, D Climate and Hydrologic Uncertainty  
4.A, B Colorado River Supplies  
7.D Water Needs/Project Development  
9.A Water Efficiency and Conservation  
11.D River District Staff Resources*

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At the 2018 second quarterly meeting, the Board directed staff to develop revisions to the Annual Grant Program to address concerns regarding applicant contribution and the need for flow measurement. Currently, staff collects budget and funding source information in the application process but the Operating Guidelines and Criteria do not communicate a preference for projects with financial or in-kind contributions by the applicant. Staff recommends revising the funding portion of the evaluation criteria as follows:

***Funding:** Is there a high likelihood of full funding from all proposed sources? Has other funding been acquired and/or assured? Are funding sources secure? **Is the applicant invested in the project through in-kind and/or financial contributions?***

Secondly, staff recommends including a space in the application to inquire if and how the applicant measures water flow for the project.