

TO: BOARD OF DIRECTORS
FROM: BRUCE BUEL *BB*
DATE: NOVEMBER 23, 2007

AGENDA ITEM

E-9

NOV. 28, 2007

STATE GRANT APPLICATION TO FUND GROUNDWATER RESEARCH

ITEM

Initiate consideration of State Grant Application to fund Nipomo Mesa groundwater research and set 12/12/07 hearing to adopt [RECOMMEND APPROVAL].

BACKGROUND

The State Department of Water Resources (DWR), on October 31, 2007, released its Proposal Solicitation Package for the 2008 competition for the Local Groundwater Assistance Grant Program pursuant to AB303. Applicants can apply for up to \$250,000 out of a maximum pool of \$6.4 million through December 11, 2007. Attached is a copy of the Proposal Solicitation Package (PSP). Staff attended the November 13, 2007 Grant Workshop in Ventura, reviewed the Scoring Criteria set forth in PSP Appendix D, and concluded that the District appears to be competitive in regards to requesting a \$250,000 grant for NMMA research. Staff has also coordinated with the members of the NMMA Technical Group, who are supportive of NCSD applying for this grant.

The grant guidelines strongly encourage submitting agencies to secure public input on the agency's grant proposal and allow for the agency governing body to adopt the required resolution at the next meeting after the December 11, 2007 filing deadline (12/12/07).

Staff expects to submit a draft Grant Concept Proposal under separate cover for Board review prior to the November 28, 2007 Meeting. Dr. Brad Newton of SAIC is scheduled to present the concept to your Honorable Board at this meeting.

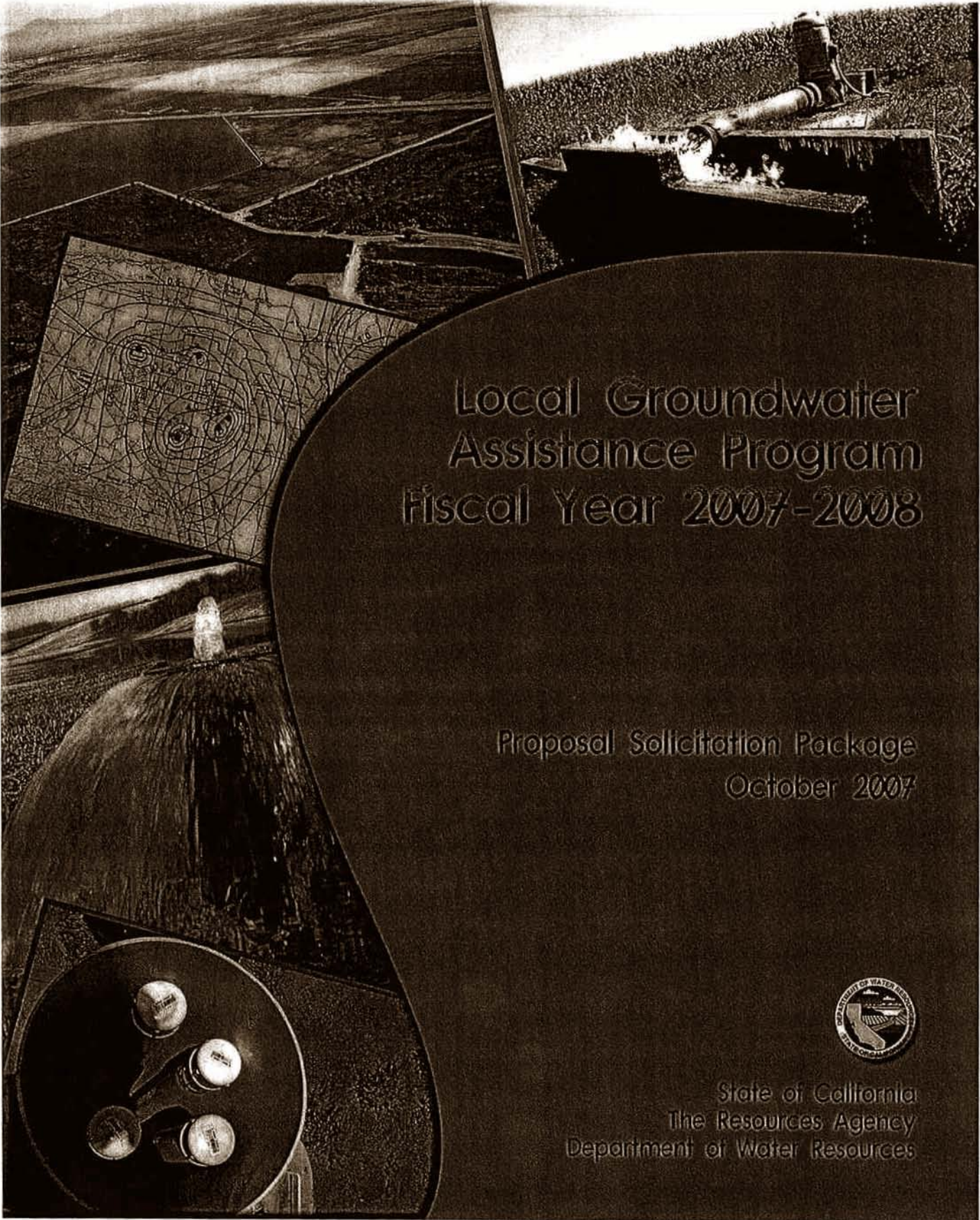
RECOMMENDATION

Staff recommends that your Honorable Board review the Grant Concept Proposal; provide feedback on the concept; authorize staff to submit a tentative filing by the state deadline; and set a hearing for the December 12, 2007 Board Meeting to consider adoption of the required resolution.

ATTACHMENTS

- Proposal Solicitation Package

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Local Groundwater Assistance Program Fiscal Year 2007-2008

Proposal Solicitation Package
October 2007



State of California
The Resources Agency
Department of Water Resources

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INTRODUCTION

The Local Groundwater Management Assistance Act of 2000 (California Water Code (CWC) Section 10795 *et seq.* (Assembly Bill 303)) was enacted to provide grants to local public agencies to conduct groundwater studies or to carry out groundwater monitoring and management activities. Priority for grant funding is given to local public agencies that have adopted a groundwater management plan (GWMP) and demonstrate collaboration with other agencies in the management of the affected groundwater basin.

This Proposal Solicitation Package (PSP) contains information on the Local Groundwater Assistance (LGA) Grant Program, including detailed application submittal requirements; the proposal review, evaluation, and grant approval process; and the grant program schedule. A complete application must be received by Department of Water Resources (DWR) no later than **5:00 p.m. on December 11, 2007**. Applications and supporting documentation received after this time will not be reviewed or considered for funding.

A total of \$6.4 million in funding from Proposition 50, Chapter 8 (CWC Section 79560 *et seq.*) is available for Fiscal Year 2007-2008 LGA Grant Program. The DWR may make additional commitments if more funding becomes available. Additional information on the LGA grant program is available at the following website:

<http://www.grantsloans.water.ca.gov/grants/assistance.cfm>

For questions about this PSP, please contact Harley H. Davis by telephone at (916) 651-9229 and by email at hdavis@water.ca.gov.

1 – WHO MAY APPLY

Applications for grants will be accepted only from local public agencies, including cities, counties, districts, regional agencies, boards, commissions, or other political subdivisions of the State. Some entities, including some court-appointed water masters, associations, and entities formed under a memorandum of agreement, are not considered to be local public agencies. Such entities may consider forming a partnership with a local public agency in order to be eligible to apply for funding under the LGA Grant Program. Potential applicants are encouraged to seek legal advice to evaluate such options before submitting a grant application.

DWR encourages partnerships to improve regional groundwater management efforts. Parties that wish to collaborate on a project may elect to use a contractor-subcontractor relationship, joint venture partnership, joint powers authority, or other agreement. **However, grant agreements will be executed with only one applicant, which must be a local public agency.** Applicants that are partnerships must identify one partner as the contracting party responsible for payments, reporting, and accounting. Appendix A (Applicant Information) information must be completed for that partner. The application must include a description of how the partners will operate, including the allocation of decision-making authority and responsibility.

2 – MAXIMUM GRANT AMOUNT

No single applicant will receive more than \$250,000 in grant funds.

3 – PROPOSALS

The LGA Grant Program assists local public agencies to conduct groundwater studies and to carry out groundwater monitoring and management activities. Eligible proposals include, but are not limited to, the examples provided in Table 1.

Table 1 - Example Topics		
Groundwater Studies	Groundwater Monitoring	Groundwater Management
<ul style="list-style-type: none"> ◆ Collect and evaluate data related to groundwater management, such as subsurface geological, hydrological, or geophysical characteristics; pumping rates and well yields; or stream flows ◆ Evaluate the potential for natural or artificial recharge ◆ Evaluate conjunctive use opportunities ◆ Develop and calibrate a groundwater model to assist in managing groundwater resources ◆ Examine alternative methods of reducing the impact of high water tables ◆ Evaluate the potential to deliver untreated water or to reuse treated wastewater for groundwater recharge ◆ Perform aquifer tests ◆ Gather information or perform studies for developing or improving groundwater management 	<ul style="list-style-type: none"> ◆ Develop and implement a groundwater monitoring program to measure water levels, water quality, and subsidence ◆ Install monitoring wells, extensometers, or other monitoring devices ◆ Install data loggers in wells at strategic locations ◆ Retrofit existing wells to make them suitable for monitoring 	<ul style="list-style-type: none"> ◆ Plan variations in amount and locations of pumping to better utilize the basin storage capacity ◆ Develop or expand a GWMP ◆ Develop or update a basin-wide management plan ◆ Evaluate alternatives to improve water supply reliability or to protect and improve water quality ◆ Develop a public outreach and stakeholder involvement process ◆ Develop groundwater basin management objectives ◆ Integrate groundwater management with other water management strategies ◆ Evaluate potential groundwater related third-party impacts and mitigation options ◆ Well destruction to eliminate potential contaminant conduits ◆ Develop a geographic information system or other data management system for storage and evaluation of groundwater data

A summary of projects that were awarded LGA grant funding in the past is available in the report at:

http://www.grantsloans.water.ca.gov/docs/ab303/archive/AB303_Finalized_050206.pdf

4 – HOW TO SUBMIT AN APPLICATION

One (1) complete application marked as “ORIGINAL;” three (3) copies of the application; and one (1) electronic copy (preferably in MS WORD format) of the original application on CD.

A completed application includes the following:

- ◆ Appendix A - Applicant Information (applicant must use the “Applicant Information Templates,” which can be downloaded from <http://www.grantsloans.water.ca.gov/grants/assistance.cfm>)
- ◆ Appendix B - Detailed Description of Proposal
- ◆ Supporting Documents (as needed)
 - If supporting documents (not included in Appendices A or B) are important to the application, three (3) hard copies and one (1) electronic copy of all supporting documentation should be included with the application. Appendix C in this PSP provides a detailed checklist of required information. Scanning

documents to provide electronic copies of supporting documentation is not necessary if it is more convenient to provide paper copies.

Submit all information as appropriate to the address below:

By U. S. mail:	Or overnight courier:	Or hand-deliver:
Department of Water Resources Division of Planning and Local Assistance P. O. Box 942836 Sacramento, CA 94236-0001 Attn: Harley H. Davis	Department of Water Resources Division of Planning and Local Assistance 1416 Ninth Street, Room 338 Sacramento, CA 95814 Attn: Harley H. Davis	Department of Water Resources 901 P Street, Guard Station Sacramento, CA 95814 Attn: Harley H. Davis

5 – SCHEDULE

The schedule below shows the program timeline from release of the PSP through approval of grant awards. Updates to the events listed in this schedule may occur after the release of the PSP. Any updates to the schedule will be posted on the DWR website listed in the Introduction. Updates may also be advertised through email announcements and news releases.

Table 2 – FY 2007-2008 Schedule Dates shown in <i>italics</i> are tentative dates	
Milestone or Activity	Schedule
PSP is available to the public on the DWR website in Introduction	October 26, 2007
Application Workshops:	
Boardroom South Lake Tahoe Public Utility District 1275 Meadow Crest Drive South Lake Tahoe, CA 96150	Thursday November 08, 2007 1:00 PM
Pacific Conference Room Hall of Justice Ventura County Government Center 800 South Victoria Ave. Ventura, CA 93009	Tuesday November 13, 2007 1:00 PM
Assembly/Leonardo Room Corporation Yard City of Clovis 155 N. Sunnyside Ave. Clovis, CA 93611	Wednesday November 14, 2007 1:00 PM
California EPA Building, Sierra Room 1001 I Street Sacramento, CA 95814 Webcast: http://www.calepa.ca.gov/broadcast/	Friday November 16, 2007 1:00 PM
Proposals are due by 5:00 p.m.	December 11, 2007
Review and preliminary rankings of proposals by DWR staff is completed	<i>March 2008</i>
Technical Advisory Panel Public Meeting	<i>April 2008</i>
DWR approve grant awards	<i>May 2008</i>

6- APPLICATION EVALUATION PROCESS

6. A. Completeness Evaluation

The information requested in Appendix A (Applicant Information) must be provided. Each application will be evaluated for completeness using the checklist contained in Appendix C. Applicants must meet all Eligibility Criteria to be considered for funding. The Eligibility Criteria are in Appendix A, Sections A-5 (Applicant Authority) and A-6 (Urban Water Management Planning Act Compliance).

6. B. Review Process

All complete and eligible projects will be evaluated and scored by two technical reviewers from DWR's Division of Planning and Local Assistance Headquarters and District staff. The technical reviewers will individually score the proposals in accordance to the Scoring Criteria contained in Appendix D. Following completion of the individual technical reviews, the reviewers will discuss the proposal and develop a consensus review and score. After completion of the consensus scoring of all complete and eligible proposals, DWR senior and supervisory staff will establish the final reviews and scores and develop a preliminary ranking list for consideration by the Technical Advisory Panel (TAP).

6. C. Technical Advisory Panel

In accordance with the Local Groundwater Management Assistance Act of 2000, DWR will make LGA Grant Program awards based on the recommendations of a TAP. The TAP is composed of at least one individual representing each of the hydrologic areas of the State and must include at least three individuals who serve on the board of directors of a local public agency that has adopted a GWMP, a licensed civil engineer, licensed geologist, and a licensed hydrogeologist.

As provided in CWC Section 10795.12, the TAP will make recommendations for funding priority following consideration of grant applications, based on the TAP approved criteria contained in this PSP. The TAP review will take place in a public meeting. Notice of the TAP public meeting will be provided to interested parties through an announcement placed on the DWR website (<http://www.grantsloans.water.ca.gov/grants/assistance.cfm>), e-mail to applicants, and by a news release informing the public of the date, time, and location of the meeting.

At that meeting, the TAP will undertake the following actions:

- ◆ Review DWR's preliminary rankings according to the Scoring Criteria.
- ◆ Consider funding availability and associated funding requirements, the geographic distribution of grant awards (both past and proposed), and other LGA Grant Program statutory requirements.
- ◆ Consider public comments.
- ◆ Evaluate the applications and develop recommendations for LGA grant funding.

The TAP will also consider whether to recommend that DWR award a small number of groundwater management "capacity building" grants to local public agencies to conduct public outreach, develop components of GWMPs, perform reconnaissance studies, or do other preliminary activities. Each "capacity building" grant shall not exceed \$50,000 and the total funding allocated to "capacity building" grants shall not exceed \$250,000. Applicants who have previously received an LGA grant will not be considered for "capacity building" grants. Priority consideration will be given to proposals in which a "capacity building" grants will be critical to improving groundwater management in areas not previously covered by a GWMP and where the TAP determines that such work will bring about substantial improvements in groundwater management.

The TAP may place conditions on its recommendation for the funding of a specific project. These conditions may include requirements for additional clarification concerning certain aspects of the project. The TAP may require that, as a condition for "capacity building" funding, the applicant submit a revised work plan, schedule, and budget for review and approval by DWR prior to execution of a grant agreement. All terms and conditions in the DWR LGA Program grant agreement would apply to the "capacity building" grants.

DWR's Director will consider the TAP recommendations and public comments prior to making the final grant awards.

7 – GRANT REQUIREMENTS

7. A. Conflict of Interest

All participants, including applicants and reviewers, are subject to State conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the proposal being rejected and/or any subsequent contract being rejected and/or declared void. Applicable statutes include, but are not limited to, Government Code Section 1090, Public Contract Code Sections 10410 and 10411.

7. B. Grant Agreement Requirements

All grant recipients must sign a grant agreement with DWR before the State can disburse grant money. The current LGA grant agreement template may be found at the DWR website listed in the Introduction. The applicant for any grant must comply with all applicable laws when it hires private consultants or partners to implement its project. Only costs incurred by the agency after the date of the commitment letter from DWR to the agency notifying them of project award will be eligible for reimbursement. Eligible costs will be reimbursed, in arrears, and include reasonable costs of studies, engineering, design, land and easement acquisition, legal fees, preparation of environmental documentation, environmental mitigation, monitoring, project construction, and administration.

7. C. Labor Code Requirements

Applicants who are awarded grants shall keep informed of and take all measures necessary to ensure compliance with Labor Code requirements, including but not limited to, Section 1720 *et seq.* of the California Labor Code regarding public works.

7. D. Monitoring Requirements

Any groundwater project and projects that affect groundwater shall include groundwater monitoring requirements consistent with the Groundwater Quality Monitoring Act of 2001 (Part 2.76 (commencing with § 10780) of Division 26 of the CWC). Projects that affect water quality shall include a monitoring component that allows the integration of data into statewide monitoring efforts, including, but not limited to the Surface Water Ambient Monitoring Program carried out by the State Water Board. For further information consult the State Water Resources Control Board websites at:

Groundwater Ambient Monitoring Assessment: <http://www.waterboards.ca.gov/gama/>

Surface Water Ambient Monitoring Program: <http://www.waterboards.ca.gov/swamp/>

7. E. Waiver of Confidentiality and Related Rights

Once the proposal has been submitted to DWR, any privacy rights as well as other confidentiality protections afforded by law with respect to the proposal will be waived by the applicant. Applicants who are awarded grants will be required to waive any copyright, intellectual or proprietary rights for deliverables, designs, and patents resulting from the contracted work.

APPENDICES

APPENDIX A APPLICANT INFORMATION

A.1. Project Information

Application Information	
Proposal Title <Insert project title>	
Amount of Grant Requested <Insert amount of grant requested>	
Total Project Cost <Insert total project cost>	Total Cost Share (if any) <Insert total cost share, if any>
Name of Agency <Insert agency name>	
Tax ID Number <Insert tax ID number>	
Day-to-Day Contact <Insert day-to-day contact>	
Address <Insert address>	
Telephone Number <Insert telephone number>	Fax Number <Insert fax number>
E-mail address <Insert e-mail address>	
Duration of Project <Insert duration of project>	
Counties of Proposed Project Location <Insert counties of proposed project location; if more than one county, delimit by semicolon >	
GWMP Related	
Date Groundwater Management Plan Adopted, if any <Insert date groundwater management plan adopted, if any>	
Pursuant to Water Code Section <Insert water code section>	
Or other legal Authority (Please identify) <Insert name of legal authority >	
GIS shape file of the area managed under the approved or proposed GWMP <Insert name of the GIS shape files of the GWMP area here and attach the shape files (preferably in NAD 27 datum and UTM 10 or 11 projection >	
Map Projection of GIS Shape File of GWMP Area <Insert map projection name (UTM, State Plan etc.)>	Datum of GIS Shape File of GWMP Area <Insert datum (NAD 27 etc.)>
Data Source of GIS Shape File of GWMP Area <Insert source of data for GIS shape files>	Units of GIS Shape File of GWMP Area <Insert units (ft., m. etc.) >

Specific Project Location

Representative Project Coordinates: Latitude (North) <Insert latitude in decimal format>	Representative Project Coordinates: Longitude (West) <Insert longitude in decimal format>
GIS shape file of the proposed project(s) <Insert name of the GIS shape files of the proposed project(s) here and attach the shape files (preferably in NAD 27 datum and UTM 10 or 11 projection >	
Map Projection of GIS Shape File of the Proposed Project <Insert map projection name (UTM, State Plan etc.)>	Datum of GIS Shape File of the Proposed Project <Insert datum (NAD 27 etc.)>
Data Source of GIS Shape File of Project Area <Insert source of data for GIS shape files>	Units of GIS Shape File of Project Area <Insert units (ft., m. etc.) >
Bulletin 118-03 Hydrologic Region of Project (HR)* <Insert HR number>	Project Groundwater Budget Type (see page 110 in Bulletin 118-03 for explanation)* <Insert Budget Type>
Bulletin 118-03 Basin/Subbasin Number of Project* <Insert Basin/Subbasin number>	Bulletin 118-03 Basin/Subbasin Name of Project* <Insert Basin/Subbasin name >

* Bulletin 118-03 refers to the DWR publication Bulletin 118 - Update 2003 *California's Groundwater*. Bulletin 118-03 can be found at the website: <http://www.groundwater.water.ca.gov/bulletin118/update2003/index.cfm>

A.2. Application Tracking Information

1. Name, title, address, telephone number, fax number, and e-mail address of the person of the applicant's governing body (such as mayor, supervisor, board president, or chairman) authorized by the Agency's resolution to file the application and enter into an agreement with DWR:

Name	Phone	Fax
<Insert Name>	<Insert Phone #>	<Insert Fax #>
Title	E-mail	
<Insert Title>	<Insert E-mail Address>	
Address		
<Insert Mailing Address>		
City	Zip	
<Insert City>	<Insert Zip Code>	

2. Name, title, address, telephone number, fax number, and e-mail address of the person to be designated as the Applicant's Grant Manager:

Name	Phone	Fax
<Insert Name>	<Insert Phone #>	<Insert Fax #>
Title	E-mail	
<Insert Title>	<Insert E-mail Address>	
Address		
<Insert Mailing Address>		
City	Zip	
<Insert City>	<Insert Zip Code>	

3. Name, title, address, telephone number, fax number, and e-mail address of the person to be designated as the Applicant's Day-to-Day Project Contact:

Name	Phone	Fax
<Insert Name>	<Insert Phone #>	<Insert Fax #>
Title	E-mail	
<Insert Title>	<Insert E-mail Address>	
Address		
<Insert Mailing Address>		
City	Zip	
<Insert City>	<Insert Zip Code>	

4. State Senate and Assembly District numbers for project area:

State Senate District Number
<Insert Number; if more than one, delimit by semicolon >
State Assembly District Number
<Insert Number; if more than one, delimit by semicolon >

A.3. Narrative Description of Proposal

The applicant must include a summary of the essential facts of the proposal that includes the applicant name, the title of the proposal, and a succinct and factual description of the proposed project. The summary must be less than 1,000 characters. To add narrative description, use the fill-able text box on the following website <http://www.grantsloans.water.ca.gov/grants/assistance.cfm>

The text box below provides example narrative descriptions.

EXAMPLE NARRATIVE DESCRIPTIONS

Example 1: The ABC Water Agency proposes to develop a groundwater model to support the analysis of alternative management scenarios. The model would then be used to conduct a hydrogeological evaluation of the Blank Basin to enhance management for long-term water supply.

Example 2: XWY City proposes to construct, test and sample eight nested monitoring wells at two borehole locations where there is very little geologic and hydrogeologic information available. These wells will be used to characterize the Water Supply Aquifer to better analyze, understand, and manage the basin and reduce the risk of poor water quality.

Example 3: The applicant proposes to update an existing agency GWMP and lead an effort to develop a regional GWMP for the Valley Groundwater Basin. The proposal will build upon the current 1996 AB 3030 GWMP. The applicant, as part of the GWMP, would develop a groundwater monitoring plan and use the completed GWMP to direct efforts in developing conjunctive use programs in the sub basin.

A.4. Authorizing Resolution

The applicant must provide a copy of a resolution adopted by the applicant's governing body that designates an authorized representative to file an application and enter into a grant agreement. The Authorizing Resolution should be submitted with the application. If the Authorizing Resolution is unavailable for submittal with the application, the applicant must state in this section of the application the date for submittal of the Authorizing Resolution, which must occur immediately following the next meeting of the governing body. The text box below provides an example of an Authorizing Resolution.

RESOLUTION NO. _____
Resolved by the <Insert name of governing body, city council, organization, or other> of the <Insert name of agency, city council, organization, or other> that application be made to the California Department of Water Resources for a Local Groundwater Assistance Grant pursuant to the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (Water Code Section 79560 <i>et seq.</i>), and to enter into an agreement to receive a grant for the <Insert name of Proposal>. The <Insert title – Presiding Officer, President, Agency Manager, or other officer> of the <Insert name of agency, city, county, organization, or other> 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 agency, city, county, organization, or other> on <Insert date>.
Authorized Original Signature: Printed Name: Title: Clerk/Secretary:

A.5. Applicant Authority

The applicant must address each of following questions regarding the applicant's authority to enter into a grant agreement. The response to each question must include a citation of statutory authority or other reference.

1. Is the applicant a local public agency, as provided under CWC Section 10795? Please explain.
2. Does the applicant have the legal authority to enter into a grant agreement with the State of California?
3. What is the statutory or other legal authority under which the applicant was formed and is authorized to operate?
4. Describe any legal agreements among partner agencies and/or organizations that ensure performance of the Proposal and tracking of funds.

If DWR determines that the applicant is not a local public agency or does not have the authority to enter into a grant agreement with DWR, the application will not be eligible for funding and will not be reviewed.

A.6. Urban Water Management Planning Act Compliance

Water suppliers who were required by the Urban Water Management Planning Act (UWMPA) (CWC Section 10610 *et seq.*) to submit an Urban Water Management Plan (UWMP) to DWR by December 2005 must have a complete UWMP to be eligible for grant funding. Applicants and participating agencies that are urban water suppliers must have a complete UWMP by the time a grant is awarded to be eligible to receive funding. For questions about the UWMPA compliance, please contact David Todd by telephone at (916) 651-7027 or by email at dtodd@water.ca.gov.

APPENDIX B DETAILED DESCRIPTION OF PROPOSAL

Applicants should provide information on all of the items below. Information should be thorough and complete, but provided as succinctly as possible. Applicants may rely on specific reference to existing documents and information as applicable that may be attached as supporting documentation. The information on the project provided in the application will form the basis of the grant agreement with DWR if the applicant is awarded a grant.

B.1. GWMP and Related Programs

The requested information must be provided for existing, proposed, or updated GWMPs. The applicant does not have to be the entity responsible for the GWMP, but the proposed project must be in an area managed under the GWMP and must support the goals and objectives of the GWMP. Where relevant, a specific reference to the location of information in the GWMP should be provided.

B.1.1. Proof of Adopted GWMP

For applicants with an adopted GWMP – A GWMP may consist of a plan adopted under CWC Section 10750 *et seq.* or other authority. Alternatively, a local agency may have some other formal groundwater management program. Examples include a county groundwater ordinance, a court ordered adjudication, and a groundwater management component of an Integrated Regional Water Management Plan (IRWMP). Such equivalent programs are collectively referred to in this part as “GWMPs.”

Identify the authority employed. Provide evidence that the GWMP has been officially adopted, such as a copy of the signature page of the GWMP with the dates and an official seal, an official public notice of recording, or a resolution. Provide a complete copy of the adopted GWMP. The date of adoption must be clearly evident in the submittal.

For applicants without an adopted GWMP – If the GWMP has not been adopted, provide a copy of a draft GWMP, if available, and state when it will be adopted. If the proposal is to develop a GWMP, an adoption date must be in the schedule and the work plan must include working toward adoption. Documentation of intent to develop and adopt a GWMP can be submitted in various forms including a memorandum of understanding, joint powers agreements, a court order, or a work plan to add a groundwater management component of an IRWMP.

B.1.2. Purpose, Goals, and Map

Summarize the purpose and goals of the GWMP and explain where in the GWMP they are located. GWMPs should contain maps, at least one map, that clearly delineate the boundaries of the groundwater basin(s) as defined in Bulletin 118-03, local agencies subject to the plan, area managed under the GWMP, other local agencies that overlie the basin, and any adjacent groundwater management agencies that abut the basin. Bulletin 118-03 maps can be found at the website:

http://www.groundwater.water.ca.gov/bulletin118/basin_maps/index.cfm

Provide the GWMP page numbers or figure numbers where the map(s) are found. For draft GWMPs, provide draft map(s) that will be used in the GWMP. If available submit GIS shape files of the groundwater management area, preferably in NAD 27 datum and UTM 10 or 11 projections.

B.1.3. Implementation

Summarize how the GWMP has been or will be implemented. If the existing GWMP has not been implemented, a schedule has not been met, or no schedule is provided in the GWMP, explain why not. Include a description of the major accomplishments occurring within the basin or subbasin since the adoption of the GWMP, or those that are projected to occur in the near future that show the GWMP's goals and objectives are being met. Document how the GWMP has improved groundwater management and knowledge of the groundwater basin.

For a draft or proposed GWMP, provide a schedule showing when and how the proposed GWMP will be adopted. Describe what is planned to be implemented and how it will increase knowledge of the basin and improve groundwater management through the proposed GWMP.

B.1.4. Public Process and Cooperation

Explain the public process that was used or will be used to develop the GWMP. Discuss whether the GWMP is supported or opposed by basin stakeholders. Discuss how opposition was addressed. Discuss stakeholder outreach, public review, or other procedures used to inform the public of the development and implementation of the GWMP. Describe ongoing public involvement in the implementation of the GWMP. Provide evidence of local and regional cooperation and participation with other agencies in groundwater activities. Discuss how disputes have been or will be resolved. If the GWMP is located within an IRWM planning region, provide evidence of cooperation with IRWMP efforts and explain how the GWMP is coordinated with the applicable IRWMP. Explain any related planned or existing relationships with state and federal regulatory agencies.

B.1.5. Groundwater Management

Explain how the GWMP includes basin management objectives or equivalent groundwater management goals or targets for the groundwater basin. Explain how appropriate geologic and hydrologic principles are or will be used in making groundwater management decisions in the GWMP. Describe how the GWMP addresses or will address the following issues and components of groundwater management. If an issue is not applicable, explain why.

- ◆ The control of saline water intrusion;
- ◆ Identification and management of wellhead protection areas and recharge areas;
- ◆ Regulation of the migration of contaminated groundwater;
- ◆ The administration of a well abandonment and well destruction program;
- ◆ Mitigation of conditions of overdraft;
- ◆ Replenishment of groundwater extracted by water producers;
- ◆ Monitoring of groundwater levels and storage;
- ◆ Facilitating conjunctive use operations;
- ◆ Identification of well construction policies;
- ◆ The construction and operation by the local agency of groundwater contamination cleanup, recharge, storage, conservation, water recycling, and extraction projects;
- ◆ The development of relationships with state and federal regulatory agencies; and
- ◆ The review of land use plans and coordination with land use planning agencies to assess activities which create a reasonable risk of groundwater contamination.

B.1.6. Monitoring Protocols

Discuss groundwater monitoring protocols and relate them to groundwater management in the GWMP. Explain how monitoring procedures prescribed in the GWMP have generated or will generate information that promotes the collection of consistent, reproducible, and standardized data. Explain how the monitoring prescribed in the GWMP will lead to efficient and effective groundwater management that includes addressing the following issues, as appropriate:

- ◆ Groundwater quality degradation;
- ◆ Inelastic land surface subsidence;
- ◆ Changes in surface flow and surface water quality; and
- ◆ Groundwater levels, availability, water in storage, and/or beneficial uses.

As used in this context, groundwater monitoring protocols mean the established procedures, locations, and frequencies for measurements or samples to be taken.

B.2. Public Outreach and Community Support for the Proposed Project

B.2.1. Public Outreach

Provide evidence that a process is in place or is proposed that informs groundwater users, stakeholders, and the general public about the proposed project and disseminates relevant reports and data. Examples include workshops, regularly scheduled groundwater association meetings, public notices, informational mailings, and websites. Demonstrate that stakeholders have been made aware of the proposal before the application submittal date.

Public outreach components of the proposed project should be described in the proposed project work plan and referenced appropriately in the proposed budget and schedule. Explain how the public outreach process will be implemented during the proposed work and how public input will feed into execution of other project components. Discuss contacts made or proposed with landowners or others that may be affected by the proposed project.

B.2.2. Community Support

Demonstrate support from basin stakeholders for the proposal. Discuss the level of support that has already been gained by those potentially affected by the proposed project. Discuss any known opposition to the proposal. Submit electronic copies of any letters of support for or opposition to the proposal. Specific individual letters will be given weight over general or mass mailing letters of support or opposition. Letters of support or opposition must clearly state how the implementation of the proposal will benefit or adversely impact the individual or entity providing the letter. For letters of opposition, describe how the agency addressed/will address the concerns expressed.

Only by including letters of support or opposition for the proposed project in the application can an applicant ensure that they will be considered during proposal review. If letters must be sent directly to DWR, they must arrive by the application due date. Letters should be mailed to the address shown in Section 4, How to Submit an Application or for email send to: DWR_IRWM@water.ca.gov with "LGA Grant Letter" as the subject line.

B.3. Technical Adequacy of Work to be Performed

B.3.1. Project Description

Provide a complete, detailed description of the proposed project, including the goals of the proposal, needed facilities and their location, and the area covered. Describe how the proposal supports the goals and objectives of the GWMP.

B.3.2. Work Plan

Provide a detailed work plan that describes the:

- ◆ Scope of the proposal including (as appropriate) maps of agency area and area of proposed tasks;
- ◆ Specific purpose, goals, and objectives of the proposal;
- ◆ Work items to be performed under each task of the proposed tasks; and
- ◆ Project deliverables for assessing progress and accomplishments, which include quarterly progress reports.

If access to private property is needed, provide assurance that access can be granted. For example, if wells will be constructed or sampled on private land, submit a letter or agreement that demonstrates that access for well construction and monitoring on the property has been obtained.

B.3.3. Budget

Provide a detailed budget itemized by task with sufficient detail to determine how costs were derived. Include documentation supporting the costs shown on the budget, such as labor hours and rates, laboratory costs, bid quotes from well drillers, material costs, and catalog prices. Contingency, markup, and undefined costs must be explained. Administrative costs proposed to be reimbursed by the grant should not exceed five percent (5%). Costs and time allotted should be consistent for similar work in the region. The budget must also show any applicant cost-share amounts by task and must be eligible project costs. To provide a standard format, the following table must be used for the primary budget (a spreadsheet template may be found at the DWR website listed in the Introduction). Detailed budgets that support the standardized budget are encouraged to provide detailed justification and explanation of the costs.

Table C-1 Budget					
Applicant Name: _____					
Project Title: _____					
Task	Description	Requested Grant Funds	Cost Share	Total Costs	Source of Local Funding
	<add additional tasks as needed>				
	Grand Total (sum columns for each task)				
Comments:					

B.3.4. Schedule

Provide a detailed schedule showing the timeline for each task shown on the work plan and budget. The schedule must have realistic timelines and must correspond with the tasks shown on the work plan and budget. Assume a start date for your proposed project of no sooner than **June 1, 2008**, and a completion date no later than **May 15, 2010**. The work plan, budget, and schedule must be consistent throughout the proposal. Explain how the proposed work will be ready to proceed including any known obstacles or expectations for delays. Work must start and progress toward completion during this time period.

B.3.5. Information

Document that high quality and useful information will be obtained using technically feasible methods. Include a discussion of data, technical methods, and analyses to be used. Detail should be sufficient to determine the technical feasibility of the proposal. For example, if monitoring wells installations are proposed explain how well locations and proposed depths were determined, what drilling methods will be used, and how will the wells be developed? Discuss existing information on which the proposal is based. Describe how the proposal will improve the level of characterization of the groundwater basin, as identified in Bulletin 118-03 (Figure 21).

B.3.6. Environmental Compliance and Permits

Describe and explain the applicant's plan, proposed efforts and approach to environmental compliance, including addressing any California Environmental Quality Act (CEQA) obligations in connection with the proposal. If CEQA is not applicable, explain why not. CEQA information is available online at <http://ceres.ca.gov/ceqa/>.

Provide detail, including but not limited to, information concerning statutory and categorical exemptions, notices, negative declarations, and cite the specific references in CEQA and in the CEQA Guidelines. Identify any permits that are needed for the proposal. Describe the proposed process and schedule for securing such permits.

B.3.7. Quality Assurance

Demonstrate that appropriate and well-defined quality assurance and quality control measures will be used in each task. Quality assurance and quality control measures may include, but are not limited to the following:

- ◆ Procedural assurances, such as review processes for quality of reports, data, and lab analyses;
- ◆ An existing or proposed quality assurance/quality control plan for field sampling and lab analysis of water quality that ensures high accuracy and precision;
- ◆ Personnel qualifications that may include professional registrations (such as a California Professional Geologist or Professional Engineer), certifications, and experience of persons performing and overseeing work to be performed;
- ◆ Standardized methodologies to be used, such as construction standards, health and safety standards, laboratory analysis, or accepted soils classifications methods;
- ◆ Standardized analyses, such as statistical tests or ASTM/EPA analytical methodologies;
- ◆ Quality requirements of material or computational methods, such as use of specific grades of building materials or use of specific, tested, and established models (or software); and
- ◆ Comparison and calibration of models with actual data to enhance accuracy of modeling results.

B.3.8. Past Performance

Summarize in no more than two pages the performance of the applicant over the past five years in doing work comparable to the proposal. Discuss past performance on previous DWR grants or grants from other state or federal agencies. Provide copies of any past performance evaluations, such as DWR LGA grant performance evaluations. Provide specific examples of how tasks were completed within time allotted and within the budget provided. If the applicant has no previous experience with grant programs, provide relevant examples of successful projects completed with a fixed budget and time frame.

B.4. Use of Information Gained from the Proposal

B.4.1. Need and Value

Describe the need and value of work proposed and how the information to be derived from the proposed work will meet the goals and objectives of the work plan. Demonstrate how an achievable and measurable improvement in groundwater management will occur in the basin or a quantity of new knowledge will be obtained as a result of this proposal. Explain the immediate need and long-term benefit to California groundwater resources and the people who rely upon them. If applicable, describe how the information gained from the proposed project will assist in the management of basins that lack adequate groundwater budget information as defined in Bulletin 118-03 (Figure 21).

B.4.2. Performance of the Project

Project performance monitoring and evaluation will be required to ensure that the proposal meets its intended goals, objectives, and benefits. Therefore, discuss the strategy for evaluating performance during each step of the proposed project. Explain specifically how the strategy relates to evaluating the proposed project's performance, results in a useful and usable product, and enhances groundwater management of the basin. Examples of the types of information that might include explanation of:

- ◆ Procedures for managing schedule and budget of the project;
- ◆ How each phase in the development and use of models, GIS, or data management systems, will be checked for accuracy and usefulness; or
- ◆ What oversight will take place and define under what situations modifications might be made during construction of monitoring wells to assure that useful information will be obtained.

B.4.3. Ongoing Use

The intent of the LGA Grant Program is to fund projects that will provide long-term benefit to the management of groundwater. In many cases, this will require that additional actions be taken after completion of the project, such as ongoing monitoring, additional studies, or updating a GWMP. Therefore, explain how ongoing use of the products derived from the proposed project will be funded after grant funds are expended. For example, how often and under what funding mechanism will monitoring wells continue to be monitored, models maintained and used in the future, automated monitoring equipment maintained, or data management systems be updated and maintained? Include a discussion of measures that will be used to evaluate data and mechanisms to adapt the data collection process as new information is obtained.

B.4.4. Information Dissemination

Discuss the proposed or existing process to disseminate the results and the information gained from the proposed project to interested parties, stakeholders, agencies, and the public.

APPENDIX C
APPLICATION CHECKLIST

- Appendix A Applicant Information
 - A.1 Project Information
 - A.2 Application Tracking Information
 - A.3 Description, Authority, and Compliance
 - Narrative Description of Proposal
 - Authorizing Resolution
 - Copy of Resolution or Date when it will be approved or submitted
 - Applicant Authority
 - Urban Water Management Planning Act Compliance
- Appendix B Detailed Description Information
 - B.1 GWMP and Related Programs
 - Copy of Existing or Draft GWMP (included with the Application as Supporting Documentation)
 - Shape Files of GWMP area
 - B.2 Public Outreach and Community Support for the Proposed Project
 - B.3 Technical Adequacy of Work to be Performed, including
 - Detailed Work Plan
 - Budget
 - Schedule
 - Other Technical Parts of the Proposal
 - B.4 Use of Information Gained from the Proposal
- Supporting documentation, as necessary, including a list of items provided

APPENDIX D SCORING CRITERIA

Applications determined to be complete and eligible will be evaluated by DWR according to the criteria in Table D-1. Points will be assigned based on how well the applicant addresses each criterion, as follows:

- ◆ A score of 5 points will be awarded where the criterion is fully addressed with thorough and well presented documentation.
- ◆ A score of 4 points will be awarded where the criterion is addressed but is not thoroughly documented.
- ◆ A score of 3 points will be awarded where the criterion is not fully addressed and for which documentation is incomplete or insufficient.
- ◆ A score of 2 points will be awarded where the criterion is marginally addressed and documentation is incomplete and insufficient.
- ◆ A score of 1 point will be awarded where the criterion is minimally addressed and not documented.
- ◆ A score of 0 points will be awarded where the criterion is not addressed.

The evaluation Criterion D-1 (a) "Proof of Adopted GWMP" will be scored as follows:

- ◆ A score of 5 points will be awarded if the applicant has a GWMP that has been formally adopted by the submittal date of the application as specified in the Schedule in Section 5.
- ◆ A score of 3 points will be awarded to applicants with no adopted GWMP in place, but where the applicant and any partners are clearly developing or proposing to develop a GWMP or equivalent groundwater management program.
- ◆ A score of 0 points will be awarded where the criterion is not addressed or where no GWMP is in place and the applicant and/or partners are not developing or proposing to develop a GWMP or equivalent groundwater management program.

Section	Table D-1 Scoring Criteria	Maximum Score
D-1	<p>GWMP or Program Scoring criteria D-1 will apply to:</p> <ul style="list-style-type: none"> (1) finalized and adopted GWMPs; (2) draft GWMPs; (3) other formal groundwater management programs; or (4) scope of work for proposed or revised GWMP <p>Where a particular criterion applies to a certain type of GWMP it is noted. If no GWMP is in place and the applicant is not developing, proposing, or considering a GWMP or equivalent groundwater management program, the applicant will receive the minimum score of zero points for each of the GWMP criterion below.</p>	30
(a)	<p>Proof of Adopted GWMP: Is the GWMP for the basin where the proposed project would take place adopted by December 11, 2008 and has evidence of adoption been provided? For applicants using a groundwater component of an IRWMP for their GWMP, formal adoption must be by either the regional agency authorized to develop and implement the IRWMP or by the agency submitting the LGA application. Is the applicant clearly developing, proposing, or considering a GWMP or equivalent groundwater management program and have they provided the authority and proof that they are working toward adoption?</p>	5
(b)	<p>Purpose, Goals, and Map: Does the GWMP have clearly stated purpose and goal(s)? Is a map or maps included that clearly delineates the area of the basin, the area managed under the GWMP, and the boundaries of the local public agency (applicant) and other groundwater management agencies that overlie the basin? Does the GWMP cover the entire Bulletin 118-03 basin or subbasin or provide a mechanism for coordination throughout the basin or subbasin?</p>	5
(c)	<p>Implementation: Have the activities identified in the GWMP been carried out? Has or will implementation of the GWMP improve management of groundwater and increase knowledge of basin characteristics? For a proposed or updated GWMP, did the applicant provide a schedule and process that directs implementation to increase knowledge of the basin and improve groundwater management?</p>	5
(d)	<p>Public Process and Cooperation: Was a public process used in the development and adoption and is there ongoing public involvement in the implementation of the GWMP? Did the applicant demonstrate how disputes have been or will be resolved among stakeholders in its basin or adjoining groundwater basins? Did the applicant provide evidence of local and regional cooperation, integration, and/or participation with other agencies involved with groundwater activities, including with an existing IRWMP?</p>	5
(e)	<p>Groundwater Management: Does the GWMP have basin management objectives or the equivalent? Is the GWMP based on sound hydrogeologic principles and data to make groundwater management decisions? Does the GWMP address all appropriate issues and components of groundwater management?</p>	5
(f)	<p>Monitoring Protocols: Does the GWMP prescribe monitoring along with appropriate monitoring protocols that promote efficient and effective groundwater management?</p>	5

Section	Table D -1 Scoring Criteria	Maximum Score
D-2	Public Outreach And Community Support for the Proposal	10
(a)	Public Outreach: Did the application demonstrate a well developed process for informing water users and stakeholders about the proposed project prior to submission of the proposal and/or during the proposed project? Were stakeholders made aware of the proposed project before the proposal submittal date?	5
(b)	Community Support: Did the application document broad-based stakeholder support for the proposed project? If applicable, were assurances provided that proposed project participants will cooperate with the applicant and participate as proposed?	5
D-3	Technical Adequacy of Work to Be Performed	40
(a)	Project Description: Did the applicant provide a complete, detailed description of the proposed project, including the goals of the proposal, needed facilities and their location, and the area covered? Did the applicant describe how the proposal supports the goals and objectives of the GWMP?	5
(b)	Work Plan: Was the proposed work described in sufficient detail to determine what will be done and what the product will be? Are the tasks presented consistent with the schedule and budget? Are the tasks likely to fulfill the objectives of the proposal and do they relate to improving groundwater management? If applicable, were assurances that access to private property will be granted?	5
(c)	Budget: Did the application include a detailed budget that is realistic, documented, and cost effective, and that will meet the proposal's objectives? Does the budget show how other funding sources, including cost-share, are related to the grant funded tasks?	5
(d)	Schedule: Did the applicant include a schedule that is realistic for the work to be performed and that agrees with the work plan and budget? Does the schedule start and end within the allocated time frame? Will the applicant be ready to proceed when funded?	5
(e)	Information: Did the application demonstrate that high quality and an appropriate quantity of useful information will be obtained using technically feasible and appropriate methods?	5
(f)	Environmental Compliance and Permits: Has a method for obtaining environmental compliance and permits been provided and explained? Will the environmental compliance requirements, including acquiring appropriate permits, be met in a realistic time frame compatible to the schedule?	5
(g)	Quality Assurance: Did the applicant include project specific, appropriate, and well-defined quality assurance and quality control measures?	5
(h)	Past Performance: Did the applicant demonstrate that it is capable of performing high quality work, managing funds, and meeting deadlines for similar types of projects?	5

Section	Table D -1 Scoring Criteria	Maximum Score
D-4	Use of Information Gained from the Proposal	20
(a)	Need and Value: Did the applicant demonstrate the immediate need for and merit of the proposed project? Was the value of the proposed project, how it relates to past work, and the overall need and benefit to better understand basin conditions and California groundwater resources as identified in Bulletin 118-03 demonstrated? Did the application demonstrate that a definite and achievable quantity of new knowledge and improvement in groundwater management will be obtained that is consistent with the goals and objectives of the GWMP?	5
(b)	Performance of the Project: Did the application include a sound strategy for evaluating progress and performance at each step of the proposed project?	5
(c)	Ongoing Use: Did the applicant explain how it will fund ongoing use of the product(s) of the proposed project, including any required ongoing monitoring or maintenance, once grant funding is expended?	5
(d)	Information Dissemination: Did the applicant explain how information gained by this proposed project will be disseminated to interested parties and made available to the statewide database?	5
Maximum Possible Score without Geographic Balance Points		100
D-5	Geographic Balance – Up to ten (10) points may be awarded to provide for geographic balance in the distribution of funds.	10

**Table C-1
Budget**

Applicant Name:

Project Title:

Task	Description	Requested Grant Funds	Cost Share	Total Costs	Source of Local Funding
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
	<add additional tasks as needed>			\$ -	
	Grand Total (sum columns for each task)	\$ -	\$ -	\$ -	

Comments: