

# RECLAMATION

*Managing Water in the West*

**Funding Opportunity Announcement (FOA) NO.R11AF20019**

## **Reclamation's CALFED Water Use Efficiency Grant Program**

**Fiscal Year 2011**



**U.S. Department of the Interior  
Bureau of Reclamation  
Mid-Pacific Region**  
<http://www.usbr.gov/mp/>

**May 2011**

## Reclamation's CALFED Water Use Efficiency Grant Program

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Department of the Interior  
Bureau of Reclamation  
Mid Pacific Region  
2800 Cottage Way  
Sacramento, CA 95825

### OVERVIEW

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Federal Agency Name:	CALFED and Department of the Interior, Bureau of Reclamation, Sacramento, California
Funding Opportunity Title:	Reclamation's Water Use Efficiency Grant Program, California Bay-Delta Constituents
Announcement Type:	Initial announcement
Funding Opportunity Number:	R11AF20019
Application Due Date:	Applications due on or before <b>June 23, 2011 by 3:00 p.m. PST</b>
Eligible Applicants:	As described in Section III.A
Cost Share:	Non-Federal Sources: 50% or more of project costs.
Federal Funding Amount:	Maximum of 50% of project costs, not to exceed \$1,000,000.00
Estimated number of agreements to be awarded:	Multiple
Total amount of funding available for award:	Estimated: \$6,500,000.00. The amount of funding available for this FOA is dependent on regional spending priorities. This FOA may be canceled at anytime if sufficient funding is not available.

## PROPOSAL CHECKLIST

The following table contains a summary of the information that you are **REQUIRED** to submit with your application.

SUBMIT AN <b>ORIGINAL AND DISK</b> OF DOCUMENTS BELOW		
What to Submit	Required Content	REQUIRED FORM OR FORMAT
<b>PROPOSAL PACKAGE:</b>	See Sec. IV.C	See below and Section IV.K
<b>Cover Page</b>	See Sec. IV.C.2.1	Office of Management and Budget (OMB), Standard Form (SF) 424*, Application for Federal Assistance.
<b>Assurances</b>	See Sec. IV.C.2.2	Office of Management and Budget (OMB), SF 424B* or SF 424D*, as applicable.
<b>Title Page</b>	See Sec. IV.C.2.3	See format in Section IV.K
<b>Table of Contents</b>	See Sec. IV.C.2.4	See format in Section IV.K
<b>Executive Summary</b>	See Sec. IV.C.2.5	See format in Section IV.K
• General Project Information	See Sec. IV.C.2.5.1	See format in Section IV.K
<b>Technical Proposal</b>	See Sec. IV.C.2.6	See format in Section IV.K
• Background Data	See Sec. IV.C.2.6.1	See format in Section IV.K
• Consistency with State or Local Water Plan	See Sec. IV.C.2.6.2	See format in Section IV.K
• Project Description	See Sec. IV.C.2.6.3	See format at Section IV.K
• Demonstrated Results	See Sec. IV.C.2.6.4	See format at Section IV.K
• Performance Measures and Project Monitoring	See Sec. IV.C.2.6.5	See format in Section IV.K
• Need for Project and Community Involvement	See Sec. IV.C.2.6.6	See format at Section IV.K
• Environmental Regulatory Compliance	See Sec. IV.C.2.6.7	See format in Section IV.K
<b>Project Benefit and Cost Summary Worksheet</b>	See Sec. IV.D	See format in Section IV.K
<b>Funding Plan Instructions</b>	See Sec. IV.E	See format in Section IV.K
<b>Budget and Project Cost Worksheet</b>	See Sec. IV.F.1	See below and Section IV.K, available at <a href="http://www.usbr.gov/mp/watershare/">www.usbr.gov/mp/watershare/</a>
<b>Budget Narrative</b>	See Sec. IV.F.2	See format in Section IV.K
<b>Budget Form SF 424A or SF424C</b>	See Sec. IV.G	Office of Management and Budget (OMB) SF 424A* Budget Information (Non-Construction Programs) or SF 424C* (Construction Programs), as applicable.
*Forms may be downloaded from <a href="http://www.grants.gov">www.grants.gov</a> under the Funding Opportunity R11AF20019, Full Announcement or Application		

## REQUEST FOR FUNDING OPPORTUNITY

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## SECTION I – GENERAL INFORMATION

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### I.A.1. BACKGROUND AND PURPOSE

The mission of the Bureau of Reclamation (Reclamation) is to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

The Mid-Pacific Region of the Bureau of Reclamation (Reclamation) is a participating agency in the CALFED Bay-Delta Program. The CALFED Bay-Delta Program Final Programmatic EIS/EIR was released July 21, 2000 and the Record of Decision (ROD) was published August 28, 2000. As described in these documents, the Bay-Delta Program includes strategies to address ecosystem health, water supply reliability and water quality. Water use efficiency is a critical element in the successful implementation of the CALFED Program.

The Mid-Pacific Region of Reclamation is posting a Request for Funding Opportunity Application (FOA) for cost share funding for water use efficiency and conservation activities. **To be eligible for financial assistance, a proposed activity must have a defined relationship to the California Bay-Delta.**

Reclamation has approximately \$6,500,000.00 available to agricultural and urban entities for the encouragement of water use efficiency and conservation activities. Reclamation can fund up to 50% of approved projects, not exceeding \$1,000,000.00. This FOA is subject to availability of funds. Financial assistance will be provided for successful proposals as funds become available.

### I.A.2. PROGRAM OBJECTIVE

The objective of the CALFED grant program is to promote the goals/objectives and missions of CALFED. These goals (objectives) include but are not limited to:

- Goal 1: Reduce existing irrecoverable losses, increasing the overall volume of available water;
- Goal 2: Achieve multiple state-wide benefits;
- Goal 3: Preserve local flexibility; and
- Goal 4: Build on existing water use efficiency programs.

Please visit [www.calwater.ca.gov/content/Documents/ROD.pdf](http://www.calwater.ca.gov/content/Documents/ROD.pdf) and refer to pages 59-64 for a complete description of CALFED's Water Use Efficiency goals and objectives.

### I.A.3. OBJECTIVE OF REQUEST FOR FUNDING OPPORTUNITY

This FOA invites recipients to leverage their money and resources, by cost sharing with Reclamation on projects emphasizing water use efficiency and conservation activities that result in benefits for the California-Bay Delta. For FY 2011, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA. Projects will be selected through a competitive process that will focus on achieving the outcomes identified in this FOA.

This FOA does not support research to reduce the cost of desalination through membrane process research and development studies, thermal process research and development studies, and non-traditional/alternative desalination process research and studies; and water recycling and reuse studies. For more information regarding these programs within Reclamation, visit the Water Treatment and Engineering and Research Group website at [www.usbr.gov/pmts/water/desalination/index.html](http://www.usbr.gov/pmts/water/desalination/index.html). New funding opportunities under these programs will be announced at [www.grants.gov](http://www.grants.gov).

### **I.B.1. ELIGIBLE PROJECTS**

The CALFED Water Use Efficiency Grant Program (Program) will fund feasible **urban** and **agricultural** projects that improve ecosystem health, water supply reliability or water quality of the California Bay-Delta through water use efficiency and conservation. Emphasis will be given to projects that provide state-wide (not local) benefits and are not locally cost effective.

Grants or agreements for improvement projects to conserve irrigation water will not be provided unless the eligible applicant agrees not (1) to use any associated water savings to increase the total irrigated acreage of the eligible applicant; or (2) to otherwise increase the consumptive use of water in the operation of the eligible applicant, as determined pursuant to the law of the State in which the operation of the eligible applicant is located.

Priority will be given to projects that can be completed within 24 months.

### **I.B.2. TYPES OF PROJECTS**

Proposals may include any type of implementation, demonstration, or pilot water use efficiency or conservation projects that have benefits to the California Bay-Delta. Projects that only consist of research or feasibility studies, planning or education will not be funded.

Examples of previously funded projects and a successful project application can be found at [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/).

### **I.C. PROGRAM AUTHORITY**

This program is administered in accordance with the authority of Reclamation Act of 1902 (32 Stat. 388), as amended and supplemented; Public Law No. 102-575, Section 3405 (e), 1992; and Public Law 111-11.

## **SECTION II -- AWARD INFORMATION**

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### **II.A. TOTAL PROJECT FUNDING**

The number of agreements awarded is dependent on the total amount of funding requested by successful proposals. Total estimated funding for the program for fiscal year 2011 is \$5,000,000. Total number of awards will depend on the amount of funding sought by the highest ranked applications but is estimated at 5.

### **II.B. PROJECT FUNDING LIMITATIONS**

To facilitate the broad and effective use of limited Federal funds, Reclamation's share of any one proposed financial assistance agreement shall not exceed 50% of the total project costs, and shall not exceed \$1,000,000.00. However, Reclamation retains the right to make awards exceeding this amount on a case-by-case basis.

### **II.C. RECLAMATION RESPONSIBILITIES**

If substantial involvement between Reclamation and the Recipient is anticipated during the performance of this project, the anticipated instrument will be a cooperative agreement. In support of this agreement, Reclamation will provide the following:

Reclamation shall collaborate and participate with the Recipient in the management of the project and closely oversee the Recipient's activities to ensure that the program objectives are being achieved. This oversight shall include review, input, and approval at key interim stages of the project as identified in the Recipient's proposal.

If substantial involvement is not anticipated on the part of Reclamation, the financial assistance instrument will be a grant.

Reclamation retains the right to make awards using either grant or cooperative agreement instruments.

**The proposal must demonstrate public benefit for financial assistance agreements.**

**Reclamation reserves the right to award continuation funding for projects previously awarded. However, applicants should specify if this current application is supplementary to a previous award, the status of the previous award (include the end date or anticipated complete date and outstanding issues) and how the current phase is dependent on the previously awarded phase.**

## II.D. AWARD DATE

**It is anticipated that awards will be made on or before August 1, 2011 with an anticipated project start date on or before October 1, 2011.**

## SECTION III – ELIGIBILITY INFORMATION

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### III.A. ELIGIBLE APPLICANTS

Eligible applicants include any State, Indian tribe, irrigation or water district or other organization with water or power delivery authority. Agencies that wish to collaborate on a project may elect to use a contractor-subcontractor relationship. Contracts will be executed with one eligible applicant only. The application must indicate who will sign the contract and the nature of the agreement between the other participants. The applicant must have a defined relationship to the California-Bay Delta.

Urban water districts seeking funding must have an updated water management plan as required by California law. All water districts, including agricultural water districts that are not required by Reclamation or California to have a water management plan, will be evaluated in part on whether they (and co- or sub-applicants) maintain current water management plans and updates with Reclamation, California Department of Water Resources, California Urban Water Conservation Council or Agricultural Water Management Council, as appropriate. See Evaluation Criteria, Section V.A.

**Eligible applicants must submit separate applications for distinct projects.** For example, an eligible applicant may apply for a rebate project and a water measurement project separately, as long as neither project is dependent on the other for completion. Each individual application must meet all criteria specified within this announcement and will be evaluated on its own merit.

### III.B. COST SHARE GUIDELINES

Cost sharing may be made through any combination of cash or in-kind contributions from the applicant or third party partners; however, all cost share contributions must meet the criteria established in the OMB administrative and cost principles circulars applicable to the applicant. **Cost share contributions MUST be secured at the time of application submittal.**

In-kind contributions constitute the value of non-cash contributions that benefit a Federally-assisted project. These contributions may be in the form of real property, equipment, supplies and other expendable property, and the value of goods and services directly benefiting and specifically identifiable to the project or program. **The cost or value of in-kind contributions that have been or will be relied on to satisfy a cost sharing or matching requirement for another Federal financial assistance agreement, a Federal procurement**

**contract, or any other award of Federal funds, may not be relied on to satisfy the cost share requirement for Program proposals.**

Indirect costs that will be incurred during the development or construction of a project which will not be recovered may be included as part of your cost-share. Indirect costs are those: (a) incurred for a common or joint purpose benefiting more than one cost objective, and (b) not readily assignable to any one cost objective. For further information on indirect costs, refer to the OMB cost principles circular applicable to your organization as listed in the Standard Terms and Conditions hyperlink found in Section VIII of this document.

At a minimum, applicants must cost share 50% of the total project costs. **For FY 2011, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA.**

### **III.C. LENGTH OF PROJECT**

Priority will be given to projects that can be completed within 24 months from the project start date, anticipating that the project start date will be prior to but no later than, October 1, 2011. However, Reclamation will consider longer projects if it can be demonstrated that there will be measurable accomplishments each year.

### **III.D. OTHER REQUIREMENTS**

#### **III.D.1. EXECUTIVE SUMMARY, TECHNICAL AND BUDGET PROPOSALS**

The applicant must submit technical and budget proposals in accordance with the requirements stated in Section IV of this document.

#### **III.D.2. FUNDING PLAN**

The applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the costs will be obtained. If funding will be provided by other than the applicant, the names of these additional sources must be provided. For FY 2011, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA. See Section IV.E for information on submission of the Funding Plan.

#### **III.D.3. PERFORMANCE MEASURES AND PROJECT MONITORING**

Reclamation is required to report on potential water management benefits resulting from its financial assistance. Each application should identify as many benefits as possible. (See Section IV.C.2.6.5 and 2.6.6).

For the FY 2011 FOA, Reclamation is **requiring** applicants to quantify actual project benefits (also known as a "performance measure"), i.e. water saved, or better managed. Applicants are required to identify a performance measure for their project and explain how the measure will be applied and monitored. If an applicant receives an award, the financial assistance agreement will include a provision describing the performance measure and monitoring for the project, which is mutually agreeable to the recipient and Reclamation. Visit [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/) to view a complete document on suggested performance measures and monitoring.

#### **III.D.4. OTHER REGULATIONS**

Applicants shall adhere to Federal, California, and local laws, regulations, and codes, as applicable, and shall obtain all required approvals and permits. Applicants shall also coordinate and obtain approvals from site owners and operators. See Section IV.C.2.6.7 for additional information regarding environmental and regulatory compliance.

## SECTION IV – APPLICATION AND PROPOSAL SUBMISSION INFORMATION

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### IV.A. ADDRESS TO REQUEST APPLICATION PACKAGE

This document contains all information, forms, and electronic addresses to obtain required forms or information required for the submission of a proposal.

If you are unable to access this information electronically and need assistance, please contact the following by:

Phone: (916) 978-5115 (Rob Lowry)

E-mail: rlowry@usbr.gov

### IV.B. INSTRUCTIONS FOR SUBMISSION OF PROJECT PROPOSAL

Each applicant shall submit a proposal in accordance with the instructions contained in this section. Each proposal shall consist of the following elements: **(1) Executive Summary; (2) Technical Proposal; (3) Project Benefit and Cost Summary Worksheet; (4) Funding Plan; (5) Budget Worksheet; and (6) Budget Information.** Detailed instructions for each of these elements are set forth immediately below. The format for the complete proposal is included in Section IV.K of this document.

Applications must be submitted as a complete package. Materials arriving separately will not be included in the application package for consideration and will result in the application being rejected or not funded. **Mailing materials, package, or packing envelopes of the proposal must reference the FOA number R11AF20019. This requirement will include overnight mail labels. FAX copies and electronic mail of proposal documents will not be accepted. Electronic filings of applications are acceptable via grants.gov. If submitting your application in this format, please allow at least two (2) working days for processing.**

**Do not include** a cover letter or company literature/brochure with your proposal. All pertinent information must be included in your Executive Summary, Technical Proposal, Project Benefit and Cost Summary Worksheet, Funding Plan, Budget Tables, and Budget Proposals in accordance with the formats below.

Applicants shall submit an **original and disk** of all proposal documents.

### IV.C. PROPOSAL FORMAT AND CONTENT

#### IV.C.1 Proposal Format and Length

Proposals shall be limited to **twenty (20)** 8-1/2 inch X 11 inch pages, excluding any forms required in these instructions, **single-spaced**. The font used shall be at least 12 points in size and shall be easily readable. Proposals will be prescreened for compliance to the 20-page limit. The cover sheet (Standard Form 424), Assurances (Standard Form 424B or D, as applicable), Budget (Standard Form 424A or C), required budget tables, blank pages, title pages, maps, blueprints, Appendix, and table of content pages, will not be counted in the 20-page limit. All pages shall be consecutively numbered, including pages with tables and exhibits. See the Proposal Format in Section IV.K of this document.

#### IV.C.2. Proposal Content

**IV.C.2.1. Cover Page** – The cover page shall consist of a completed SF 424 - Application for Federal Assistance. This form must be signed by a person legally authorized to commit your organization to performance of the project. **Inclusion of a properly signed SF 424 in your proposal is a mandatory requirement. Failure to adhere to this requirement will result in the elimination of your proposal from further consideration.** This form is available at [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/) or may be downloaded from the Funding Opportunity in Grants.gov under Full Announcement.

**IV.C.2.2. Assurances** – Include with your proposal a completed and signed SF 424B – Assurances – Non-Construction Programs or an SF 424D – Assurances – Construction Programs. This form must be signed by a person legally authorized to commit your organization to performance of the project. **Inclusion of a properly signed SF 424B or SF 424D in your proposal is a mandatory requirement. Failure to adhere to this requirement will result in the elimination of your proposal from further consideration.** These forms are available at [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/) or may be downloaded from the Funding Opportunity in Grants.gov under [Full Announcement](#).

**IV.C.2.3. Title Page** – Provide a brief, informative, and descriptive title for the proposed work that indicates the nature of the project. Include the name and address of the applicant, and the name and address, email address, telephone and facsimile numbers of the project manager.

**IV.C.2.4. Table of Contents** – List all major sections of the proposal in the Table of Contents.

#### **IV.C.2.5. Executive Summary**

The content of the executive summary is described below. See Section IV.K.1.5 of this document.

**IV.C.2.5.1. General Project Information** – Include the project name, applicants name and address, contact information and a summary of funding request. A one-paragraph project overview shall be included in this section. In addition, this section shall address the project's contribution to CALFED Bay-Delta Goals and summarize reports or studies that have been done to determine the project's feasibility

#### **IV.C.2.6. Technical Proposal**

The content of the technical proposal is described below. See Section IV.K.1.6 of this document.

**IV.C.2.6.1. Background Data** – Include location (state, county, and direction from nearest town) and other appropriate information, including the applicant's average annual water supply (in acre feet), major crops, total acres served, miles of canals, miles of laterals, existing irrigation improvements (type, miles, acres), canal and lateral seepage losses and on-farm efficiency. Describe the applicant's relationship to the California-Bay Delta and quantify the average amount of the applicant's water supply received from the Delta over the last five years. Describe any other relevant information.

**IV.C.2.6.2. Consistency with California or Local Water Plan** – Applicants are required to ensure that the proposed project is consistent with any existing local (i.e. county, municipal or regional) water plan. Projects will be evaluated in part on whether applicants (and co- or sub-applicants) maintain current water management plans and updates with Reclamation, California Department of Water Resources, California Urban Water Conservation Council or Agricultural Water Management Council, as appropriate. See Evaluation Criteria, Section V.A. **Urban Only:** Applicants must have an updated water management plan as required by California law.

**IV.C.2.6.3. Project Description** – Describe in detail the work to be carried out. Break the proposed work, including reporting, into major tasks. Discuss the approach to accomplish the proposed work by task. This discussion shall be in sufficient detail to permit a comprehensive evaluation of each task and the proposal. An estimated schedule demonstrating the stages and duration of the construction of the project shall be included covering all tasks. Engineering plans, designs and analyses should be included, if available. These plans should be in the Appendix of the proposal.

**IV.C.2.6.4. Demonstrated Results** - Describe water use efficiency or conservation measures to be taken pursuant to the proposed action and explain in detail how the efficiency or conservation measures will benefit the California-Bay Delta, addressing direct, indirect or other benefits. Include quantified yearly benefits and the expected life of the project. If applicable, the applicant should describe how the proposal will improve its operational efficiency. Include engineering plans and/or designs that demonstrate how the proposal would improve operational efficiency or achieve water savings.

The proposal must address the fate of the project's resulted saved water. For example, if the project reduces river diversions, the description must indicate if the water will remain in the river, be transferred, or be diverted at another point.

Agricultural improvement projects that will use the associated water savings to increase the total irrigated acreage of the applicant or to otherwise increase the consumptive use of water in the operation of the applicant, as determined pursuant to the law of the State in which the operation of the applicant is located will not be funded.

When economic values cannot be assigned to expected project benefits, expected project benefits should be quantified in physical terms. One needs to consider California Bay-Delta Benefits versus local benefits. For example, estimates of increases in stream flow volume due to the project at a time of year when those flows would be important to fish habitat enhancement should be provided. Any expected project accomplishments that cannot be assigned a numerical value, either in dollars or in specific physical quantities, should be described as completely as possible.

Provide a description of how proposed benefits will help achieve specific CALFED objectives for ecosystem restoration, water supply reliability, and water quality that apply to the project area. For more information, please go to the CALFED website at.

[www.calwater.ca.gov/content/Documents/library/WUE/qo\\_detail.pdf](http://www.calwater.ca.gov/content/Documents/library/WUE/qo_detail.pdf).

Additional benefits may accrue to the intended project beneficiaries, including purchasers of marketed supplies developed by the project, or they may also accrue to third parties, including direct and indirect environmental benefits. This can include an evaluation of economic justification beyond that directly associated with the parties participating in the proposed project, either as the project builder or as a purchaser of any developed supply.

Report any expected project accomplishments that would accrue to parties not directly participating in the proposed project as beneficiaries but which may be affected by hydrologic changes related to project implementation (e.g., stream flow, water quality) anywhere in the system.

Explain through a narrative description, and quantify whenever possible, how the proposed project will result in other project benefits.

**IV.C.2.6.5. Performance Measures and Project Monitoring** -Include a Performance Assessment Plan and a list of project-specific performance measures that will be used to assess project success in the relation to the goals and objectives. If the project goal is to achieve Targeted Benefits, describe what portion of the Targeted Benefits will be achieved by the project. For area specific Targeted Benefits, visit <http://www.agwatercouncil.org/Targeted-Benefits/Targeted-Benefits/menu-id-45.html>. Describe the monitoring and assessment procedures that will be used to measure performance and document water savings, other benefits, to mark progress, and to determine the success of the project to achieve its goals. Include information about how the data and other information will be handled, stored, and made accessible. Provide a list of expected products/outcomes such as reports and other documentation, presentations, advances in technology, and information transfers via workshops, seminars, education programs, etc. Visit [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/) for suggested performance measures techniques.

**IV.C.2.6.6. Need for Project and Community Involvement** - Include an explanation of the need for the project. "Need" means the urgency of need for the project, and the negative consequences if not implemented. Need is determined by the general condition of the water system, current and future water supply and demand, dependency on the water supply, water quality conditions, availability of substitute supplies, and any negative impacts of current surface water or groundwater management.

Provide a description of the expected impacts within the agency's service area if the proposed project is not constructed. Potential impacts could include employment, business and industry, emergency supplies, water quality, agency loss or gain of revenue, public safety, and the environment.

Prior to submitting an application, applicants are encouraged to coordinate with local governments and other local entities such as community based organizations and watershed groups. Applications shall describe a plan for public outreach to the groups or individuals that may be affected by the project. Identify which local groups or other interested organizations are aware of the project and their level of support. Identify any potential third party impacts. Estimate the number of people or organizations that are expected to receive training, employment, or other social or economic benefits from the project.

Include in the description how other local agencies whose jurisdiction or water service area is adjacent to the project location may be involved in the project.

Describe any opposition to the proposed project. Identify any parties in opposition and briefly discuss the situation.

**IV.C.2.6.7. Environmental and Regulatory Compliance** – Applicants are required to comply with all applicable California, Federal, and local environmental, cultural, and paleontological resource protection laws and regulations. These may include, but are not limited to, the National Environmental Policy Act (NEPA), including the Council on Environmental Quality and Department of the Interior regulations implementing NEPA, the Clean Water Act, the National Historic Preservation Act (NHPA), which requires consultation with the State Historic Preservation Office, the Endangered Species Act (ESA), and could require consultation with potentially affected Tribes.

Reclamation is the lead Federal agency for NEPA compliance. As the lead agency, Reclamation is solely responsible for determining the appropriate level of NEPA compliance, which could be a categorical exclusions checklist, environmental assessment, or environmental impact statement. However, a project sponsor (or their contractor) can provide much of the necessary information and data analyses. **Please keep in mind that projects involving ground disturbance for construction will require NEPA compliance that may take up to 6 months, depending on project type, location, and affected environmental and cultural resources.**

In order to allow Reclamation to assess the probable environmental impacts and associated costs for each proposal, all applicants must respond to the following list of questions focusing on the requirements of NEPA, the Endangered Species Act, and the National Historic Preservation Act. Please answer the following questions to the best of your knowledge. If any question is not applicable to your project, please explain why. If you have any questions, please contact your local Reclamation office.

- (1) Will your project impact the surrounding environment (i.e. soil [dust], air, water [quality and quantity], animal habitat, etc.)? If so, please explain the impacts and any steps that could be taken to minimize the impacts.
- (2) Are you aware of any endangered or threatened species in the project area?
- (3) Are there wetlands inside the project boundaries? If so, please estimate how many acres of wetlands there are, and describe any impact your project will have on the wetlands.
- (4) When was your irrigation system constructed?
- (5) If your project will affect individual features of an irrigation system (e.g., headgates, canals or flumes), state when those features were constructed and describe the nature and timing of any extensive alterations or modifications to those features.
- (6) Are any buildings, structures, or features in your irrigation district listed or eligible for listing on the National Register of Historic Places? Your local Reclamation office can assist you in answering this question.
- (7) Are there any known archeological sites in the proposed project area?

In addition, applicants must obtain all required approvals and permits, and shall coordinate and obtain any approvals required from site owners and operators. Applicants should state in their proposals whether any permits or approvals are required, and explain the applicant's plan for obtaining such permits or approvals.

Environmental and regulatory compliance costs are addressed in Section IV.F.2.7.

#### IV.D. PROJECT BENEFITS AND COST SUMMARY WORKSHEET

The applicant's proposal shall include a quantifiable estimate of water management benefits for agricultural or urban measures. **This worksheet is intended to be used with data entered in the Budget Tables 1 through 5, found in IV.F.1.** See Project Benefit and Cost Summary Worksheet, Section IV.K.1.7. This worksheet can also be found at [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/).

All applicants must complete sections A and B. In addition, all applicants must complete either section C.1. or C.2. Section C.1 requires information on recoverable flows that are managed differently due to project implementation. Do not double count water. Section C.2. requires information on reductions in consumptive use of water. The following are examples to illustrate this point.

- If an AGRICULTURAL entity is proposing a SCADA system to reduce system spill and this in turn allows the district to reduce diversions, then this is the same water and should only be entered once on the worksheet. No matter where the data is entered this is a recoverable flow change and section C.1. would be used.
- If an AGRICULTURAL entity is proposing to reduce seepage to a saline sink through canal lining then this is a consumptive use savings and section C.2. would be used.
- If an AGRICULTURAL entity is proposing to line a canal in an area with saline groundwater and installs SCADA to reduce spill (or diversions) then values could be entered in both sections C.1. and C.2.
- If an URBAN entity is proposing to install low flow toilets, this is a recoverable project and section C.1. would be used.
- If an URBAN entity is proposing to offer a cash for grass program where the grass is replaced with hardscape or synthetic turf, then section C.2. would be used.

#### IV.E. FUNDING PLAN INSTRUCTIONS

The applicant's proposal shall include a funding plan that describes how the non-Reclamation share of the project costs will be obtained. Reclamation will use this information in making a determination of financial capability. See Budget Plan Format, Section IV.K.1.8.

#### IV.F. BUDGET AND PROJECT COSTS INSTRUCTIONS

##### IV.F.1. Budget and Project Costs Worksheet

Applicants are **required** to complete the budget and project cost worksheet (Tables 1-5). These tables are downloadable at [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/). **Exclusion of these tables will result in Reclamation rejecting the proposal.**

**Table 1:** Budget. Enter project costs by year. Complete the shaded cells including the task and subtasks titles. Contingency is for construction costs only.

**Table 2:** Annual Operations and Maintenance Costs. Complete the shaded cells, including the applicant's annual administration, operations, maintenance and other annual costs.

**Table 3:** This table automatically totals annual project costs from Table 1 and annual O & M costs from Table 2.

**Table 4:** Project Annual and Total Local Monetary Benefits. Complete the applicable shaded cells. Applicants need to provide the local monetary benefits of the project, including annual project benefit, the unit of measurement, and the duration of the benefit.

**Table 5:** Projects Costs, Monetary Benefits, and Cost Effectiveness. This table automatically summarizes information from the previous tables and calculates the cost benefit ratio. It will also determine if the project is locally cost effective or not.

#### **IV.F.2. Budget Narrative**

The project budget shall clearly identify all project costs by task and the funding source, i.e., Reclamation, Applicant, or other funding sources. Applicants are required to disclose any other sources and amount of funding they are applying for or have received for any portion of this project. **For FY 2011, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA.**

**Preaward costs (costs incurred prior to an executed agreement) will not be allowed.**

**Submission of the following information is mandatory. Award will not be made to any applicant who fails to fully disclose the following information.**

The budget narrative format is included in Section IV.K.1.10 and includes the following information.

**IV.F.2.1. Salaries and Wages** - Indicate program manager and other key personnel by name and title. Other personnel may be indicated by title alone. For all positions, indicate salaries and wages, estimated hours or percent of time, and rate of compensation proposed. All labor estimates, including any proposed subcontractors, shall be allocated to specific tasks as outlined in the Recipient's proposal. Labor rates and proposed hours shall be displayed for each task.

Clearly identify any proposed salary increases and the effective date.

Generally, salaries of administrative and/or clerical personnel should be included as a portion of your indirect costs. If these salaries can be adequately documented as direct costs, they may be included in this section; however, an explanation should be included in your budget narrative.

**IV.F.2.2. Fringe Benefits** – Indicate rates/amounts, what costs are included in this category and the basis of the rate computations. Indicate whether these rates are used for proposal purposes only or whether they are fixed or provisional rates for billing purposes. Federally-approved rate agreements are acceptable for compliance with this item.

**IV.F.2.3. Travel** – Include purpose of trip, destination, number traveling, length of stay and all travel costs including airfare (basis for rate used), per diem, lodging, and miscellaneous travel expenses. For local travel, include mileage and rate of compensation.

**IV.F.2.4. Equipment** – Itemize costs of all equipment having a value of over \$500 and include information as to the need for this equipment.

**IV.F.2.5. Supplies** – Itemize supplies by major category, quantity, and purpose, such as whether the items are needed for office use, research, or construction.

**IV.F.2.6. Contractual** – Identify all work that will be accomplished by subrecipients, consultants, or contractors, including a detailed budget estimate of time, rates, supplies, and materials that will be required for the task. If a subrecipient, consultant, or contractor is proposed and approved at time of award, no other approvals will be required. Any changes or additions will require a request for approval.

**IV.F.2.7. Environmental and Regulatory Compliance Costs** –

Reference cost incurred by Reclamation and/or the applicant in complying with environmental regulations applicable to this Program, which include NEPA, ESA, NHPA and the Clean Water Act, and other regulations depending on the project, including costs associated with any required permits or approvals.

**IV.F.2.8. Other** – Any other expenses, such as those for reporting, not included in the above categories shall be listed in this category, along with a description of the item and what it will be used for. No profit or fee will be allowed.

Funding for contingencies will only be considered in association with construction projects. **Proposals for construction contingency funding at a rate greater than 10% will not be found acceptable.**

**IV.F.2.9. Indirect Cost** – Show the proposed rate, cost base, and proposed amount for allowable indirect costs based on the applicable OMB circular cost principles (see Section VIII) for the recipient's organization. It is not acceptable to simply incorporate indirect rates within other direct cost line items.

If the recipient has separate rates for recovery of labor overhead and general and administrative costs, each rate shall be shown. The applicant should propose rates for evaluation purposes which will be used as fixed or ceiling rates in any resulting award. Include a copy of any federally-approved Indirect Cost Rate Agreement.

If you do not have a Federally-approved Indirect Cost Rate Agreement or if unapproved rates are used, explain why, and include the computational basis for the indirect expense pool and corresponding allocation base for each rate. Information on "Preparing and Submitting Indirect Cost Proposals" is available from the Department of the Interior, National Business Center, Indirect Cost Section, at [www.nbc.gov/acquisition/ics/icsprep.html](http://www.nbc.gov/acquisition/ics/icsprep.html).

**IV.G. BUDGET FORM** – In addition to the above-described budget information, the applicant must complete an SF 424A, Budget Information – Nonconstruction Programs, or an SF 424C, Budget Information, Construction Programs. These forms are available at [www.usbr.gov/mp/watershare](http://www.usbr.gov/mp/watershare) or may be downloaded from the Funding Opportunity in Grants.gov under Full Announcement.

#### **IV.H. DATE FOR RECEIPT OF PROPOSALS**

**Proposals will be accepted until 3:00 p.m., Pacific Standard Time, on June 23, 2011. Proposals received after this date and time will not be considered for award.**

#### **IV.I. PROPOSAL DELIVERY INSTRUCTIONS**

Proposals shall be submitted in hard copy or through [www.grants.gov](http://www.grants.gov) (**electronic filings of applications are acceptable via grants.gov. If submitting your application in this format, please allow at least two (2) working days for processing**) only and addressed as follows (**electronic mail or facsimile transmissions of proposals will NOT be accepted**):

##### **Mailing Address:**

Bureau of Reclamation,  
Mid-Pacific Region  
Attn: Robert S. Lowry Mp-3820  
2800 Cottage Way, Room E-1815  
Sacramento, CA 95825-1898

#### **IV.J. PROPOSAL SUBMISSION CHECKLIST**

A Proposal Submission Checklist has been included on page iii of this FOA. The Checklist contains a summary of the information you are **required** to submit with your application.

#### **IV.K. FORMATS**

This section of this document contains the formats for your Proposal, Project Benefit and Cost Summary

Worksheet, Budget Worksheets, and Budget Narrative

#### **IV.K.1 Proposal Format**

This section contains the forms and formats for your proposal that will meet the proposal submission requirements stated in this Request for Funding Opportunity.

**IV.K.1.1.** Cover Page -- SF-424 Application for Financial Assistance form

**IV.K.1.2.** SF-424B, Assurances - Nonconstruction Programs, or SF-424D, Assurances – Construction Programs form

**IV.K.1.3.** Title Page

**IV.K.1.4.** Table of Contents

**IV.K.1.5.** Executive Summary

**IV.K.1.6.** Technical Proposal

**IV.K.1.7.** Project Benefit and Cost Summary Worksheet

**IV.K.1.8.** Funding Plan

**IV.K.1.9.** Budget Worksheet

**IV.K.1.10.** Budget Narrative

**IV.K.1.11. Budget Form** – SF 424A, Budget Information – Nonconstruction Programs, or SF 424C, Budget Information - Construction Programs

#### **COVER PAGE** (See Section IV.C.2.1)

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##### **IV.K.1.1**

Include an SF 424 Application for Financial Assistance. Form is available at [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/) or may be downloaded from the Funding Opportunity in Grants.gov under Full Announcement.

#### **ASSURANCES FORM** (See Section IV.C.2.2)

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##### **IV.K.1.2**

Include an SF 424B, Assurances - Nonconstruction Programs, or SF 424D, Assurances – Construction Programs form. Forms are available at [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/) or may be downloaded from the Funding Opportunity in Grants.gov under Full Announcement.

##### **IV.K.1.3**

#### **TITLE PAGE** (See Section IV.C.2.3)

# **CALFED WATER USE EFFICIENCY GRANT PROGRAM**

**PROJECT NAME**

**PROJECT LOCATION**

**Applicant Name**

**Applicant Address**

**Date**

IV.K.1.4

**TABLE OF CONTENTS** (See Section IV.C.2.4)

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**Budget Worksheet**.....

**Budget Narrative**.....

**Budget Form**.....

IV.K.1.5

<b>Part I -- EXECUTIVE SUMMARY</b> (See Section IV.C.2.5)																							
<b>A. General Project Information</b>																							
<b>A.1</b>	<b>Date:</b> <b>Applicant Name:</b> <b>City, County, State:</b>																						
<b>A.2</b>	<b>Project Name:</b>																						
<b>A.3</b>	<b>2011 Funding Request Summary [Use * to denote an in-kind contribution]</b> For FY 2011, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA. <table border="1" style="margin-left: 40px;"> <thead> <tr> <th>FUNDING SOURCE</th> <th>FUNDING AMOUNT</th> </tr> </thead> <tbody> <tr> <td><b>Non-Federal Entities:</b></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td><b>Non-Federal Subtotal:</b></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> <tr> <td><b>Reclamation Funding:</b></td> <td></td> </tr> <tr> <td>(not to exceed \$1,000,000)</td> <td></td> </tr> <tr> <td><b>TOTAL PROJECT FUNDING:</b></td> <td></td> </tr> </tbody> </table>	FUNDING SOURCE	FUNDING AMOUNT	<b>Non-Federal Entities:</b>										<b>Non-Federal Subtotal:</b>				<b>Reclamation Funding:</b>		(not to exceed \$1,000,000)		<b>TOTAL PROJECT FUNDING:</b>	
FUNDING SOURCE	FUNDING AMOUNT																						
<b>Non-Federal Entities:</b>																							
<b>Non-Federal Subtotal:</b>																							
<b>Reclamation Funding:</b>																							
(not to exceed \$1,000,000)																							
<b>TOTAL PROJECT FUNDING:</b>																							
<b>A.4</b>	<b>One paragraph project summary.</b>																						
<b>A.5</b>	<b>This project is consistent with CALFED Bay Delta Program Goal #_____. Identify how this project contributes to accomplishment of this goal. (See Section I.A.2, page 5)</b>																						
<b>A.6</b>	<b>Summarize reports and studies prepared for the proposed water use efficiency project or explain what has been done to determine the project's feasibility.</b>																						
<b>A.7</b>	<b>Contact for Further Information:</b>  <b>Name:</b> <b>Title:</b> <b>Telephone:</b> <b>E-mail:</b>																						

IV.K.1.6

<b>Part II -- TECHNICAL PROPOSAL</b> (See Section IV.C.2.6)	
<b>A</b>	<b>Background Data</b> Include the following information about the applicant. (See Section IV.C.2.6.1)
A.1	<b>Location (state, county, and direction from nearest town). Please provide a map detailing project location.</b>
A.2	<b>Applicant's 5-year average annual water supply (in acre feet) by supplier. What portion of each supply is obtained from the California Bay-Delta?</b>
A.3	<b>Describe water use (i.e. municipal, irrigation, etc.).</b>
A.4	<b>If water is primarily used for irrigation, describe major crops, total acres served, major irrigation methods.</b>
A.5	<b>Describe the applicant's water supply facilities, including miles of canals, miles of laterals, existing irrigation improvements (type, miles, acres), canal and lateral seepage losses and on-farm efficiency, etc.</b>
A.6	<b>Describe the applicant's relationship to the California-Bay Delta. Discuss the applicant's ability to manage or influence the District's runoff to the Bay-Delta, or diversions or exports from the Bay-Delta. Discuss how benefits from this project will directly enhance the Bay-Delta, ex. if conserved water results in a decrease in delta diversions.</b>
A.7	<b>Describe any other relevant background information.</b>
<b>B</b>	<b>Consistency with State or Local Water Plan</b> (See Section IV.C.2.6.2)
B.1	<b>State whether the proposed project is consistent with the state or local water plan.</b> Yes ___ No ___  If yes, identify the applicable plan.  If no, state why the project should be considered.
B.2	<b>Agricultural districts: Does applicant have a water management plan endorsed by AWMC or approved USBR? Please provide year of last plan and annual update.</b>  <b>Urban districts: Does applicant have a water management plan approved by CUWCC or USBR? Please provide year of last plan and annual update.</b>
B.3	<b>Does this project contribute to a best management practice (BMP) identified in your water management plan?</b>
<b>C</b>	<b>Project Description</b> (See Section IV.C.2.6.3)
C.1	<b>Describe in detail the work and approach to be used to carry out the proposed project. This description shall be in sufficient detail to permit a comprehensive evaluation of the proposal.</b>

C.2	Provide an estimated project schedule demonstrating the stages and duration of the proposed work, including major milestones and dates.
C.3	Discuss any deviations from the proposed October 1, 2011, start date and 24-month project duration. Please keep in mind that projects involving ground disturbance for construction will require NEPA compliance that may take up to 6 months, depending on project type, location, and affected environmental and cultural resources.
C.4	Briefly describe any engineering plans, designs and analyses prepared in connection with the proposed work and include it in the Appendix of the proposal.
<b>D</b>	<b>Demonstrated Results</b> (See Section IV.C.2.6.4)
D.1	Explain how this project will benefit the California-Bay Delta and achieve specific CALFED objectives for ecosystem restoration, water supply reliability, and water quality that apply to the project area.
D.2	<p>Describe the degree to which the proposal increases conservation and/or efficiency overall, and the degree to which it increases conservation or efficiency with regard to any individual facilities (e.g., headgate or canal) improved and the life expectancy of the project. In your response, please include the following information:</p> <p>(a) For proposals that conserve water, the amount of water conserved in acre-feet per year and address the fate of the conserved water (i.e, remain in stream, used for other purposes, etc).</p> <p>(b) For projects involving improvements to individual facilities (e.g., a head gate, canal or ditch), state the average annual water supply that is ran through the effected facility and the estimated water savings or quantities that will be better managed or managed differently, in acre-feet, as a result of facility improvement.</p> <p>(c) For proposals that improve water management through measurement, automation, or irrigation management, etc., state the amount of water expected to be better managed, in acre-feet per year.</p>
D.3	<p>Provide the following information regarding project benefits:</p> <p>(a) Identify all direct project benefits to the California Bay-Delta (i.e, amount of water conserved, water quality, improvement of instream flows, etc); indicate the number of years such benefits will continue (e.g, the life of any physical improvements, and/or the term of any contractual arrangements); and, whether such benefits will occur year-round, or only during certain months of the year (if so, state which months of the year).</p> <p>(b) Identify any indirect benefits such as increased carryover storage, increased irrigation season during drought, improved reliability of water supply. (If the time period that such benefits will continue is different from the time period indicated above in response to (a), please explain).</p> <p>(c) Discuss other benefits from the proposed project which are not included above. Any expected benefits that cannot be quantified should be described in a detailed narrative.</p> <p>(d) Provide documentation and support for how estimates of direct project benefits and any indirect project benefits were made (calculations, measurements and references).</p>

<b>E</b>	<b>Performance Measures and Project Monitoring</b> (See Section IV.C.2.6.5)
E.1	Provide a detailed plan on how performance measures and project monitoring will be used to demonstrate, verify and report project performance and results. Post-project data verification needs to be included. Visit <a href="http://www.usbr.gov/mp/watershare/">www.usbr.gov/mp/watershare/</a> for suggested performance measures.
<b>F</b>	<b>Need for Project and Community Involvement</b> (See Section IV.C.2.6.6)
F.1	Explain the need for the proposed project. Include:  (a) The urgency of the project;  (b) The negative consequences or potential impacts if not implemented;  (c) Other information relevant to the need of the proposed project.
F.2	Describe any public outreach that the District has provided to the groups or individuals that may be affected by the project. Include how other local agencies might be involved in the project, third party impacts and any opposition to the proposed project.
<b>G</b>	<b>Environmental and Regulatory Compliance</b> Please answer the following questions to the best of your knowledge. If any question is not applicable to your project, please explain why. If you have any questions, please contact your local Reclamation office. (See Section IV.C.2.6.7)
G.1	Will the proposed work impact the surrounding environment (i.e. soil (dust), air, water (quality and quantity), animal habitat, etc.)?  If so, please explain the impacts and any steps that could be taken to minimize the impacts.
G.2	Are there wetlands in the project area?  If so, please estimate how many acres of wetlands there are, and any impact the proposed work will have on the wetlands.
G.3	When was the irrigation water distribution system constructed?
G.4	If the project will affect individual features of the irrigation system (e.g., headgates, canals or flumes), state when those features were constructed and describe any extensive alterations or modifications to those features, including when such alterations or modifications took place. If practicable, please include photographs of the features.
G.5	Are any buildings, structures, or features in your irrigation district listed or eligible for listing on the National Register of Historic Places?  Your local Reclamation office can assist you in answering this question or you can find information at <a href="http://www.nps.gov/nr/">www.nps.gov/nr/</a> .
G.6	Are there any known archeological sites in the proposed project area?
G.7	State whether any permits or approvals are required, and explain the applicant's plan for obtaining such permits or approvals.

<b>G.8</b>	<b>State whether a line item for environmental compliance costs has been included in the budget.</b> Yes ___ No ___ If no, please explain why.

**Part III -- PROJECT BENEFIT AND COST SUMMARY WORKSHEET** (See Section IV.D)

**IV.K.1.7**

**ID Sections A, B and either C.1. or C.2. are mandatory**

a	<b>A.</b> Project Costs (data must come from Tables 1 to 5) <b>MANDATORY FOR ALL APPLICANTS</b>	
b	Avoided Water Supply Costs (Current or Future Source) [Table 4 row(a)]	\$ per AF per year
c	Life of Investment (Table 1)	years
d	Total annual monetary benefits [Table 5, row (f), column V ]	\$
e	Total annual project cost [ Table 3, column III ]	\$
	Applicant's cost share	%
f	<b>B.</b> Portion of purveyor's water originating from the Bay-Delta watershed	%
g	<b>C.</b> Water Supply Benefits (must select from at least 1 or 2)	
	<b>1.</b> Reroutes recoverable flows (if yes then indicate quantities for categories below) <b>DO NOT DOUBLE COUNT</b>	yes or no
h	Reduce Leaks and Seepage	acre-feet per year
i	Reduces System Spill	acre-feet per year
j	Makes more water available for crop use	acre-feet per year
k	Reduces diversions	acre-feet per year
l	Reduces INDOOR per-capita use	gallons per capita per day
m		
n	<b>2.</b> Reduces consumptive use (if yes then indicate quantities below)	yes or no
o	Reduces surface runoff to saline sink	acre-feet per year
p	Reduces seepage to saline sink	acre-feet per year
q	Reduces ET - ag only	acre-feet per year
r	Reduces OUTDOOR per-capita use - urban <b>ET</b> portion only	gallons per capita per day
s	Improves water supply reliability	frequency
	<b>Water Quality Benefits</b>	
t	Reduces drainage induced erosion	tons per year
u	Improves water quality (indicate constituent)	% reduction of _____
	<b>Ecosystem Benefits</b>	
v	Enhances aquatic or riparian habitat	acres
w	Endangered species	yes or no
	<b>Non-monetary Project Benefits</b>	
x	Improves crop yield	% per year
y	Provides technical training	people per year
z	Provides water conservation education	people per year

**IV.K.1.8**

<b>Part IV -- FUNDING PLAN</b> (See Section IV.E)	
<b>A</b>	<b>Describe how the Applicant will make its contribution to the cost share requirement, including a description of monetary and in-kind contributions, and identification of the source funds contributed by the applicant (e.g., reserve account, tax revenue and/or assessments).</b>
<b>B</b>	<p><b>If project funding is being provided by funding partners, not including the applicant or Reclamation, please provide the following information:</b></p> <p><b>(a) Identify the funding partners and state the amount of funding to be provided by each.</b></p> <p><b>(b) Provide letters of commitment from all cost-sharing partners included with the proposal?                      Yes ___ No ___.</b></p>
<b>C</b>	<b>Describe any other Federal funding requested or received for the proposed work. Note: Federal funding will not be counted towards the applicant's 50% cost share requirement. For FY 2011, if the applicant has already committed to accomplish the project as part of another agreement, then the project will not be eligible for funding under this FOA.</b>
<b>D</b>	<b>Discuss what lesser amount would be acceptable if Reclamation is unable to provide your total funding request. Discuss any decrease in project size or other problems due to decreased Federal funding.</b>
<b>E</b>	<p><b>Does the budget identify direct, indirect, and contingency costs?                      Yes ___ No ___.</b></p> <p><b>If not, explain why.</b></p>

**BUDGET WORKSHEET** (See Section IV.F.1)

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**IV.K.1.9**

The Budget Worksheet consists of 5 tables that are downloadable from [www.usbr.gov/mp/watershare](http://www.usbr.gov/mp/watershare). **Exclusion of these tables will result in Reclamation rejecting the proposal.**

**BUDGET NARRATIVE** (See Section IV.F.2)

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**IV.K.1.10**

Applicants shall include a Budget Narrative with the application. The Budget Narrative provides a discussion of or explanation for items included in the Budget Proposal. See Section IV.F.2.1-Section IV.F.2.9 to reference the information that needs to be included in the Narrative.

**BUDGET FORM** (See Section IV.G)

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**IV.K.1.11**

Include either an SF 424A, Budget Information – Nonconstruction Programs, or an SF 424C, Budget Information - Construction Programs form. Forms are available at [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/) or [www.grants.gov](http://www.grants.gov).

**SECTION V -- APPLICATION REVIEW INFORMATION**

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**V.A. EVALUATION CRITERIA –**

Proposals will be evaluated by a technical panel in accordance with the criteria listed below. The relative importance placed on the evaluation criteria is shown in descending order of category importance. Total points available are 100.

1. **A. Quantitative Conservation Benefits (by category, 10, 15 or 20 points maximum) Points will be awarded based on a calculated lifetime project water savings as related to the percentage of the applicant’s water supply received from the Delta. Benefits will be determined by multiplying the project’s total lifetime conserved water benefit by the percent of Bay-Delta water supply received by the applicant. Using the table below, allocate points up to the category max based on benefit category. For implementation projects that **ONLY** result in water better managed, attribute only 10% of benefits to conservation (i.e., multiply benefit by 0.1 in calculation).**

**(Lifetime project water savings)(Percentage of savings attributed to the Bay-Delta) = Max Pts**

<u>Low savings</u>	<u>Moderate savings</u>	<u>High savings</u>
0 – 1,000 lifetime acre-feet	1,001 – 5,000 lifetime acre-feet	5,000 + lifetime acre-feet
0 - 10 points max	0 - 15 points max	0 - 20 points max

1. **B. Quantitative Water Benefits in Relation to Delta Supply (8 points maximum) Using the annual quantity of water conservation benefits, assign points using the table below for**

**percentage of delta water supply that will be conserved by the project. For implementation projects that better manage water, attribute only 10% of benefits to conservation (i.e., multiply benefit by 0.1 in calculation)**

<b>Percent of Average Annual Bay Delta Supply Conserved</b>	<b>Points</b>
<b>Above 30%</b>	<b>8 points</b>
<b>25% up to 30%</b>	<b>7 points</b>
<b>20% up to 25%</b>	<b>6 points</b>
<b>15% up to - 20%</b>	<b>5 points</b>
<b>10% up to 15%</b>	<b>4 points</b>
<b>5% up to 10%</b>	<b>3 points</b>
<b>1% up to 5%</b>	<b>2 points</b>
<b>0.5% up to 1%</b>	<b>1 point</b>
<b>0% up to 0.5%</b>	<b>0 points</b>

**C. Qualitative Environmental Benefits (12 points maximum) Qualitative project information for environmental benefits to the Bay-Delta can include the following:**

- The proposal contributes toward one or more of the CALFED objectives: improving flows in the Bay-Delta, reducing irrecoverable water losses, attaining water quality benefits or attaining ecosystem benefits.
- Project describes measurable benefits that are quantified or qualitative targets.
- Proposal identifies the direct benefits of the proposed work, including estimated acre-feet of water conserved or better managed, and any indirect benefits. The proposal provides support for how estimates of the benefits were made (calculations, measurements and references).
- Project identifies the estimated period of time during which direct and indirect benefits will be derived (i.e., life of the project in number of years and whether benefits would occur year-round).
- Project has long-term direct Bay-Delta benefits.
- Project has State-wide (not local) benefits.
- Proposal includes a Projects Benefit Sheet.
- Implementation projects will receive preference over demonstration or pilot projects.

**2. Project has Technical/Scientific Merit and Feasibility (up to 15 points):**

- This proposal addresses whether the approach is technically sound, if the methods are appropriate for achieving the stated project targets, goals and objectives, and if the anticipated results can be achieved in the time frame specified.

**3. Budget and Project Costs (up to 15 points). Areas of consideration should include at least the following:**

- Project has a reasonable cost/benefit ratio
- Budget is realistic for the work proposed and is sufficiently outlined.

**4. Performance Measures and Project Monitoring (up to 10 points):**

- The proposal has reasonable performance measures and project monitoring plan that describe how the actual benefits will be verified and documented once the project is completed.

**5. Budget is Non- Locally Cost Effective (up to 10 points)**

- Up to 10 points for budget that is NOT locally cost effective. If it is locally cost effective, then only up to 5 points can be given.

**6. Applicants, Cooperators and Partners are capable of accomplishing the project (up to 5 points). Areas of consideration may include the following:**

- The project is a collaboration among multiple entities.
- The professional and technical qualifications of the applicants are commensurate with the proposed project.
- The applicant has existing or describes how it will develop new partnerships necessary for the project's short and long term success and sustainability.
- The applicant has demonstrated good standing with past project performance.

**7. Water Management Plans are current (up to 5 points). Areas of consideration should include the following:**

- Applicants (and co- or sub-applicants) maintain current water management plans and updates with Reclamation, California Department of Water Resources, California Urban Water Conservation Council or Agricultural Water Management Council, as appropriate.
- The proposal complies with the BMP's or EWMP's as prescribed by the State and Federal guidelines. BMP's can be found at [www.usbr.gov/mp/watershare/](http://www.usbr.gov/mp/watershare/) and [www.cuwcc.org/mou/exhibit-1-bmp-definitions-schedules-requirements.aspx](http://www.cuwcc.org/mou/exhibit-1-bmp-definitions-schedules-requirements.aspx) and EWMP's can be found at [www.agwatercouncil.org/images/stories/pdfs/ewmps.pdf](http://www.agwatercouncil.org/images/stories/pdfs/ewmps.pdf).

The Government reserves the right to reject any and all proposals which do not meet the requirements of this solicitation and which are determined to be outside the scope of the CALFED Grants Program. Awards will be made to the responsible applicants submitting proposals that conform to the solicitation and are most advantageous to the Government considering the factors and any significant sub factors listed above.

## SECTION VI -- AWARD ADMINISTRATION INFORMATION

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### VI.A. AWARD NOTICES

Successful applicants will receive a notice of award of a Grant or Cooperative Agreement document by mail, signed by a Grants Officer, notifying the applicant of project award and project starting date.

### VI.B. AWARD DOCUMENT

If your organization is awarded an agreement as a result of this Request for Funding Opportunity, the applicable portions of Sections II, III, and VIII of this document will be included in the resulting agreement.

### VI.C. REPORTING REQUIREMENTS AND DISTRIBUTION

If your organization is awarded an agreement as a result of this FOA, you will be required to submit the following types of reports during the term of the agreement.

#### VI.C.1. Financial Reports

- SF-425, Financial Status Report, (available at <http://www.usbr.gov/mso/aamd/doing-business-financial-assistance.html>)

#### VI.C.2. Program Performance Reports

- Interim Reports
- Annual Reports
- Final Report
- Project Monitoring/Performance Measures Reports

## SECTION VII -- AGENCY CONTACTS

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Organizations or individuals interested in submitting proposals in response to this announcement may direct questions to Reclamation in writing. Questions may be submitted to the attention of Robert Lowry, Grant Specialist.

#### **By mail:**

Bureau of Reclamation  
Mid-Pacific Region  
Attn: Robert Lowry  
Mail Code: MP-3820  
2800 Cottage Way, Room E-1815  
Sacramento CA 95825-1898

**By FAX:** (916) 978-5115

**By E-mail:** [rlowry@usbr.gov](mailto:rlowry@usbr.gov)

## **SECTION VIII -- OTHER INFORMATION**

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### **VIII.A. STANDARD TERMS & CONDITIONS**

If you are awarded a Grant or Cooperative Agreement as a result of this FOA, General and Special Provisions will be included in the agreement at time of award. The provisions are available at <http://www.usbr.gov/mso/aamd/samples.html#fa>, under Financial Assistance, Standard Terms & Conditions – Grants & Cooperative Agreements.

### **VIII.B. FREEDOM OF INFORMATION ACT (FOIA)**

All applications may be subject to the Freedom of Information Act (FOIA). The FOIA (5 U.S.C.A. §552) generally provides that any person has a right, enforceable in court, to obtain access to federal agency records, except to the extent that such records (or portions of them) are protected from public disclosure by one of nine exemptions or by one of three special law enforcement record exclusions. Proprietary information should be marked “Confidential” to assist in alerting the federal agency to information that may be protected from disclosure.