



**Columbia River Basin
Water Management Program
Grant Funding Application Program
2008- 2009 Funding Cycle
Application Form and Instructions**

August 2007

If you need this document in an alternate format, please call the Water Resources Program at 360-407-6600. Persons with hearing loss can call 711 for Washington Relay Service. Persons with a speech disability can call 877-833-6341.

GRANT APPLICATION OVERVIEW

Introduction

The Columbia River Basin Water Management Program (CRBWMP) is seeking grant applications for its 2008-2009 Grant Funding Cycle. Applications are made through the Department of Ecology (Ecology).

This packet contains:

- Information on the grant program.
- Instructions for completing a grant application.
- The application form.
- Information on submitting your application.
- How to get more information.

Background

In 2006, the legislature passed the Columbia River Water Supply Act (Chapter 90.90 RCW). The Act requires Ecology to develop new water supplies for the Columbia River Basin. The purpose is to provide a reliable supply of water for existing interruptible water rights and for new uses. To accomplish this task, Ecology intends to fund various project types that will conserve water or otherwise make water more available when needed. Part of this new water will remain in the river to enhance flows. This will benefit program participants, existing and new water right users, and aquatic species.

Eligible Project Types

Eligible project types include:

- Acquisition (purchase of water or water rights)
- Conservation (“pumps and pipes”)
- Surface Storage
- Aquifer Storage
- Pump Exchange Projects
- Feasibility Studies
- Operations and Maintenance (annually funded)

Eligible Applicants

Anyone with a valid water right in the Columbia River basin, within the state of Washington.

Grant Application Due Dates

- Pre-application materials are due at the Department of Ecology’s offices listed below by **5 p.m. November 30, 2007**. Once approved, successful applicants will be invited to submit a complete Application form.
- Final Application materials are due at the Department of Ecology’s offices listed below by **5 p.m. March 31, 2008**.

Application materials submitted after the due date will be referred to the next year’s cycle.

Application Submittal

Applications must be submitted directly to the Department of Ecology. Choose one of the following:

Mailing Address: Dept. of Ecology
Water Resources Program
PO Box 47600
Olympia, WA 98504-7600

Hand Delivery: Dept. of Ecology Headquarters
300 Desmond Drive
Lacey, WA 98503

Fax: (360) 407-7162

Email: ajos461@ecy.wa.gov

For More Information

Contact: Alvin Josephy

Voice: (360) 407-6456

Email: ajos461@ecy.wa.gov

Web: <http://www.ecy.wa.gov/programs/wr/cwp/crwmp.html>

Availability of Forms:

All forms required for grant application are available:

- At www.ecy.wa.gov/programs/wr/cwp/crwmp.html
- From the Ecology contact listed above.
- Through your local Conservation District, <http://www.scc.wa.gov/districts/map/>.

CRBWMP Policy

For policies governing this program, applicants should refer to the Final Programmatic Environmental Impact Statement for the Columbia River Water Management Program (under Chapter 90.90 RCW) (Ecology Publication # 07-11-009), <http://www.ecy.wa.gov/programs/wr/cwp/eis.html>. Ecology is currently developing regulations and formal policy around the preferred policy options listed in this document. Formal policy will be prepared for the 2009-2010 Grant Funding Cycle.

Grant Application Timeline

2007-2009 key dates are as follows:

- **October through November 2007:** Pre-application period. Grant application forms available. Interested applicants submit preliminary documents to Ecology.
- **December 2007 through February 2008:** Ecology staff conducts prescreening activities, including assessing existing water rights, site visits, map studies, and consultations with local governments and watershed groups.
- **March 2008:** Application period. Applicants with proposals found to be appropriate for this Program and ready for funding consideration as determined by Ecology are invited at this stage to submit a formal application.
- **April through May 2008:** Formal review of submitted applications by the Technical Advisory Group (TAG). This group will score the project proposal according to previously developed criteria and scoring matrices.
- **June through July 2008:** The Policy Advisory Group (PAG), a statewide group of interested parties and organizations, will review the list of scored projects and make comments.
- **August through December 2008:** Ecology prepares budget proposals for those projects chosen for funding in the current funding cycle.
- **January 2009:** Ecology submits project budget proposals to the Governor and Legislature for funding consideration in the following legislative session.
- **June 2009:** Grant negotiations with successful applicants.
- **July 2009:** Successful applicants receive Notice to Proceed.

DEFINITIONS

Annual Rate (Qa): The total amount of water used over a year. It is usually measured in terms of acre-feet. (An acre-foot of water, the amount of water required to cover one acre, one foot deep, is 325,851 U.S. gallons.)

Applicant: Individual or organization applying for the grant. Ecology will issue the grant contract in this name.

Beneficial Use: Beneficial use involves the application of a reasonable quantity of water to a non-wasteful use. Uses may include domestic, stock watering, industrial, commercial, agricultural including irrigation, hydroelectric power generation, mining, fish and wildlife maintenance and enhancement, recreational, thermal power production, municipal, and preservation of environmental and aesthetic values.

Columbia River Basin Water Management Program (Program): Included under Chapter 90.90 RCW, the Legislature intends the Program to aid “development of new water supplies that includes storage and conservation in order to meet the economic and community development needs of people and the instream flow needs of fish.” Specifically, the Program provides funds to create opportunities for conservation and new storage projects, in the Columbia River basin, that will free water for new uses—both out of the river and instream.

Consumptive use: Water that does not become return flows to the water source, such as what is lost through evaporation, plants use, or is contained within a product or within a production by product.

Curtailment: Existing water rights may have restricted use, based on external factors that can change from time to time. For example, in low water years where there is not enough water available for senior priority water rights, including instream rights adopted for certain watersheds.

Diversionary Right: The right to divert or withdraw water from a public source, recognized through a formal permitting process and documented through the Department of Ecology.

Existing Instream Right: Certain watersheds and tributaries in the State of Washington are subject to instream water rights, adopted primarily in streams that have critical habitat and ecological values for fish and wildlife. These rights have been adopted by, and are quantified in, rules.

Feasibility Study: A report that includes an analysis of the operational, economical, and technical aspects of a proposed project. Results of the study determine whether the solution should be implemented.

FSA: Farm Service Agency

Grant Application: The combined Pre-Application Worksheet and Application Form required to secure funding from the Columbia River Basin Water Management Program. (Only the Application Form is included with this package). The Grant Application will include additional backup information, maps, title documents, aerial photos, letters, and affidavits that will support the application.

Instantaneous Rate (Qi): The use of water, as delivered from a source through a diversion, measured as a rate of flow over some period. It is usually quantified in terms of cubic feet per second.

Non-consumptive use: A type of water use where either there is no diversion from a source body, or where there is no diminishment of the source.

NRCS: National Resource Conservation Service

Return Flows: Waters that, after having been diverted for a beneficial use, escape the control of the water right holder and return to a public waterway or water body. Return flows may include, for example, waters lost through conveyance inefficiencies as well as waters used for a beneficial purpose that are not fully consumed by the purpose of use.

Secondary Use permit: A permit for the use of stored water other than the original intent. An example might include water stored for hydropower that is then used for irrigation. The irrigation, as a secondary use, would require an additional permit.

Storage Right: The right to divert a quantity of water to storage, either surface or aquifer storage.

Water Right Number: The identifying number shown on each water right.

Water Source: The source (stream, river, lake, spring, or other) of the water being put to beneficial use.

GRANT APPLICATION FORMS

The Application Form is attached to this package following this page.

An Application Form may only be submitted following approval of your Pre-application Worksheet and at the invitation of the Department of Ecology.

The required Pre-application Worksheet, other forms, and further information are available from the contact listed above.

GRANT APPLICATION INSTRUCTIONS

Application Form

Project Name: Provide a name for your project.

County: Name the county or counties in which your project lies.

1. APPLICANT INFORMATION

Under Applicant/ Business Name, include the name under which a contract can be written.

2. NEW (PROPOSED) WATER USE AND PROJECT BUDGET.

Please be as detailed as possible in this section. Describe your project, its location, and the expected project cost. The project budget should include any required elements broken down by materials and labor.

3. DETAILED PROJECT DESCRIPTIONS

You must provide as much detail as practical regarding several aspects of your project. This information allows Ecology and the Technical Advisory Group to evaluate the project for funding.

A. Project Costs and Funding Sources

- List the amount of Program grant money you are requesting for this project. **Please note** that the Program may only fund that portion of the project for which an equal portion of the saved or accrued water is placed in trust.
- Using the amount of your funding request, estimate the (Program grant) cost per acre-foot of water resulting from this project.

B. Funding Source Information

- While not required, extra consideration will be given to projects that have some funding beyond this Program grant. Please provide the total amount expected from other sources.
- Below the total, list each funding source by name, the amount expected, the status of the funding, and the period that funding will be available.

C. Estimated Water Savings

This section asks questions for two general categories. The first is for a conservation project involving work on “pipes and pumps.” The second category describes a potential storage project (surface or aquifer). Complete one or both, as appropriate.

- Conservation Project
 - Use the table to define the water savings expected from your proposed project during each month of the year. Enter an estimate of both total monthly quantities (Q_a , in acre-feet) as well as instantaneous flows (Q_i , in cubic feet per second).
 - Describe how much of the saved water will be placed in trust. The Program grant can only fund that portion of the project for which water is placed in trust. For example, if the Program grant funds 40 percent of the total project cost, at least 40 percent of the saved water must be placed in trust.
 - Please indicate how much of this water savings accrues in a tributary, as opposed to directly in the mainstem Columbia River.

- Storage Project
 - Use the table to define the water savings expected from your proposed project during each month of the year. For each month, include an estimate for both the total monthly quantity (Q_a , in acre-feet) as well as the instantaneous flow (Q_i , in cubic feet per second). You must also provide engineering or technical backup to support these estimates.
 - Describe how much of the stored water will be allocated permanently to the state for use in the Program. The Program can only fund that portion of the project that the Program receives an equal portion of the water made available by the project.
 - Please describe how much of this stored water will release in a tributary, as opposed to directly to the mainstem Columbia River.
 - If there are constraints on the release of water from this storage (timing, quantity, ownership) please describe them in the box provided.

D. Consistency with local planning, including Natural Resource Plans

Provide information in the table on area plans that are supportive of the proposed project. If the plan cites the project, please note the reference.

E. Local support letters and documents (from community organizations involved with Natural Resources)

Provide information on what persons, agencies, or organizations in the community are supportive of the proposed project and list any letters or other documents available showing that support.

F. Resources committed to long-term support

Describe resources available to ensure long-term maintenance of the project. As performance of the project requires commitment of resources over years, and since this Program has a limited life-span, it is important that you explore these issues during this application process.

- Name the organization responsible for long-term operations of the proposed project.
- Estimate costs, **on a per-year basis**, in the space provided.
- Summarize funding sources for operations and maintenance of project elements.
- Describe measurement devices required to monitor performance of the project in the box provided. It is understood that diversions will be metered as a part of your project.
- Describe the installation, location, and operation of stream gauges related to your proposed project.

G. Proponents readiness to proceed

- Describe the status of reports, permits, and other documentation necessary to proceed with the project. This includes any studies, including feasibility studies, that are complete or in progress. In addition, explain the status of engineering and design work (in terms of the stage of completion of plans and specifications) and the status of any required permitting for the proposed project.
- Explain the ownership of the land to be used for the project. Please provide any title reports or appropriate documentation as an attachment to this document.
- A box is provided for the applicant to describe the status of the range of project design deliverables, including studies, design, and permit submittals.

4. SIGNATURES

Provide appropriate signatures as indicated on the worksheet.



COLUMBIA RIVER WATER MANAGEMENT PROGRAM GRANT APPLICATION

OFFICE USE ONLY: CR 01 07 01

Draft/Worksheet

Submission/ Final Date Rcvd: ___/___/___

Project Name: _____

County: _____

IF MORE SPACE IS NEEDED, ATTACH ADDITIONAL SHEETS

1. APPLICANT INFORMATION		
APPLICANT/BUSINESS NAME	PHONE NO. ()	FAX NO. ()
ADDRESS		
CITY	STATE	ZIP CODE

2. NEW (PROPOSED) WATER USE AND PROJECT BUDGET		
PROJECT NAME		
PROJECT LOCATION		
STREAM REACH MILE/ LOCATION		
PROJECT DESCRIPTION (TYPE)		
FEASIBILITY STUDY BUDGET		
OPERATIONS AND MAINTENANCE BUDGET (INDICATE DURATION OF AGREEMENT PROPOSED)		
	MATERIALS	LABOR
ESTIMATED CONSTRUCTION COST		
DESIGN FEES		
PROFESSIONAL FEES		
SOFT COSTS (ALL PERMITS, LOCAL FEES, AND SO ON)		
OTHER CONTINGENCIES		

3. DETAILED PROJECT DESCRIPTIONS

(PROVIDE EXPLANATIONS AS REQUESTED. ESTIMATE PROJECT AMOUNTS (COSTS, WATER QUANTITIES, AND SO ON) AS CLOSELY AS POSSIBLE.

A. PROJECT COSTS AND FUNDING SOURCES

TOTAL PROJECT AMOUNT REQUESTED FROM THIS PROGRAM
(DOLLAR TOTAL AND PERCENT OF PROJECT BUDGET)

TOTAL EXPECTED COST (PROGRAM GRANT) PER ACRE FOOT OF WATER GAINED FOR THE PROGRAM FROM THIS PROJECT.

B. FUNDING SOURCE INFORMATION

TOTAL PROJECT AMOUNT EXPECTED TO BE PROVIDED BY SOURCES OTHER THAN THIS PROGRAM (DOLLAR TOTAL AND PERCENT OF PROJECT BUDGET)

IDENTIFY SOURCES AND TYPE OF FUNDING OTHER THAN THROUGH THIS PROGRAM GRANT. INCLUDE EXPECTED DATES OF PARTICIPATION. INCLUDE AS AN ATTACHMENT; LETTERS OF COMMITMENT, OFFER LETTERS, APPLICATION APPROVALS, AND SO ON.

SOURCE AND TYPE OF FUNDING: _____

AMOUNT: _____

STATUS: _____

DATES OF PARTICIPATION: _____

SOURCE AND TYPE OF FUNDING: _____

AMOUNT: _____

STATUS: _____

DATES OF PARTICIPATION: _____

SOURCE AND TYPE OF FUNDING: _____

AMOUNT: _____

STATUS: _____

DATES OF PARTICIPATION: _____

SOURCE AND TYPE OF FUNDING: _____

AMOUNT: _____

STATUS: _____

DATES OF PARTICIPATION: _____

SOURCE AND TYPE OF FUNDING: _____

AMOUNT: _____

STATUS: _____

DATES OF PARTICIPATION: _____

SOURCE AND TYPE OF FUNDING: _____

AMOUNT: _____

STATUS: _____

DATES OF PARTICIPATION: _____

C. ESTIMATED TOTAL WATER SAVINGS

CONSERVATION PROJECT: ESTIMATE THE WATER TO BE CONSERVED THROUGH THIS PROJECT. PROVIDE ENGINEERING OR TECHNICAL ANALYSIS TO SUPPORT THIS ESTIMATE.

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT
Qa (ACRE-FEET)													
Qi (CFS)													

HOW MUCH WATER IS THE APPLICANT PREPARED TO PLACE IN TRUST? _____AF
 (NOTE: THE MINIMUM TRUST QUANTITY IS PROPORTIONATE TO FUNDING UNDER THIS PROGRAM.)

HOW MUCH OF THE TRUST WATER QUANTITY ACCRUES IN A TRIBUTARY? (AMOUNT) _____

TRIBUTARY NAME _____

HOW MUCH OF THE TRUST WATER QUANTITY ACCRUES TO THE COLUMBIA RIVER? (AMOUNT) _____

STORAGE PROJECT: ESTIMATE THE WATER TO BE STORED UNDER THIS PROJECT. PROVIDE ENGINEERING OR TECHNICAL ANALYSIS TO SUPPORT THIS ESTIMATE. ESTIMATED ACRE-FEET= _____AF

ESTIMATE THE TOTAL QUANTITIES AND TIMING WATER WILL BE DIVERTED INTO STORAGE BELOW.

MONTH	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOT
Qa (ACRE-FEET)													
Qi (CFS)													

HOW MUCH STORED WATER IS THE APPLICANT PREPARED TO ASSIGN FOR STATE USE FOR THE COLUMBIA RIVER PROGRAM?
 _____AF

NOTE: THE MINIMUM QUANTITY ASSIGNED IS PROPORTIONATE TO FUNDING UNDER THIS PROGRAM.

HOW MUCH OF THE STORED WATER QUANTITY WILL BE RELEASED IN A TRIBUTARY? _____ AF

TRIBUTARY NAME _____

HOW MUCH OF THE STORED WATER QUANTITY WILL BE RELEASED TO THE COLUMBIA RIVER? _____AF

FOR THE PORTION OF STORED WATER ASSIGNED TO THE STATE, DESCRIBE ANY CONSTRAINTS (HYDRAULIC, DEMAND, ETC.) ON THE RELEASE OF THE WATER FOR STATE USE.

D. TO WHAT EXTENT IS THE PROJECT CONSISTENT WITH, SUPPORTIVE TO, OR CITED IN LOCAL NATURAL RESOURCE PLANS?

CITATION PROVIDED ✓	PLAN TYPE	PLAN TITLE	PAGE NUMBER OR OTHER CITATION
<input type="checkbox"/>	WATERSHED PLAN		
<input type="checkbox"/>	CONSERVATION DISTRICT		
<input type="checkbox"/>	LEAD ENTITY STRATEGY		
<input type="checkbox"/>	NPCC SUBBASIN PLAN		
<input type="checkbox"/>	SALMON RECOVERY PLAN		
<input type="checkbox"/>	OTHER RECOVERY PLAN		
<input type="checkbox"/>	COMPREHENSIVE WATER SYSTEM PLAN		
<input type="checkbox"/>	GMA COMPREHENSIVE PLAN		
<input type="checkbox"/>	OTHER PUBLISHED PLAN		
<input type="checkbox"/>	OTHER PUBLISHED PLAN		

**E. ATTACH LETTERS OF SUPPORT FROM LOCAL COMMUNITY ENTITIES INVOLVED IN NATURAL RESOURCES.
Provide entity type and title, and attach letters to application.**

LETTER PROVIDED ✓	PLANNING ENTITY TYPE	PLANNING ENTITY TITLE
<input type="checkbox"/>	TRIBE	
<input type="checkbox"/>	COUNTY	
<input type="checkbox"/>	WATERSHED PLANNING UNIT	
<input type="checkbox"/>	CONSERVATION DISTRICT	
<input type="checkbox"/>	IRRIGATION DISTRICT	
<input type="checkbox"/>	SALMON RECOVERY LEAD ENTITY	
<input type="checkbox"/>	OTHER PLANNING ENTITY	

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F. RESOURCES CURRENTLY COMMITTED TO ENSURE LONG-TERM PERFORMANCE OF THE PROPOSED PROJECT (OPERATION AND MAINTENANCE).

WHO IS RESPONSIBLE FOR LONG-TERM OPERATION AND MAINTENANCE OF THE PROJECT? _____

HAVE OPERATION AND MAINTENANCE COSTS BEEN IDENTIFIED? YES. NO. IF YES, PROVIDE REFERENCE. _____

HOW WILL ONGOING OPERATION AND MAINTENANCE COSTS BE FUNDED? _____

ARE MEASUREMENT DEVICES OTHER THAN DIVERSION SOURCE METERS NECESSARY TO MONITOR COMPLIANCE WITH THE PROJECT INTENT OR PLAN? IF YES, DESCRIBE IN THE BOX BELOW. YES NO

DOES A WATER MEASUREMENT DEVICE EXIST ON THE SOURCE AND DOWNSTREAM OF THE PROPOSED PROJECT? YES
 NO

IF NO, WILL A WATER MEASUREMENT DEVICE BE INSTALLED AS PART OF THIS PROJECT? YES NO

IF YES, DESCRIBE LOCATION AND OPERATING ENTITY _____

IF YES, PROVIDE RIVER MILE _____

WHAT IS THE NEAREST STREAM GAGE DOWNSTREAM OF THE PROPOSED PROJECT? SOURCE NAME _____

RIVER MILE : _____

G. PROPONENT'S READINESS TO PROCEED:

DESCRIBE STATUS OF FEASIBILITY REPORTS, ENGINEERING DESIGN, AND PERMITS. PROVIDE DOCUMENTATION FOR THESE DELIVERABLES AND DESCRIBE THE PROJECT EFFORT TIMELINE AS APPROPRIATE. (SUBMIT TWO (2) COPIES OF ALL REQUIRED DOCUMENTS)

DOES PROJECT PROPONENT OWN THE LAND FOR THE PROPOSED PROJECT? IF NOT, DOES THE PROPONENT HAVE DOCUMENTED ACCESS TO THE RIGHT OF WAY OR OWNS AN EASEMENT TO THE PROPERTY PROPOSED (PLEASE ATTACH APPROPRIATE DOCUMENTATION INCLUDING TITLE REPORTS AS APPLICABLE)

DESIGN/ ENGINEERING STATUS:

- PRE-PLANNING (Pre – permitting) Status: _____
- PRE-DESIGN (DESIGN REPORTS) (10%) Status: _____
- SCHEMATIC DESIGN (30%) Status: _____
- DESIGN DEVELOPMENT (75%) Status: _____
- CONSTRUCTION DOCUMENTS (95%) Status: _____
- BID DOCUMENTS (Ready for bid) Status: _____

PERMIT STATUS

- SEPA Status: _____
- 401 Status: _____
- FISH AND WILDLIFE CONSULTATION Status: _____
- STORAGE AND /OR SECONDARY USE PERMIT Status: _____
- OTHER (_____) Status: _____
- OTHER (_____) Status: _____
- OTHER (_____) Status: _____

4. SIGNATURES

I certify that the information above is true and accurate to the best of my knowledge. I understand that in order to process my application, I am hereby granting staff from the Department of Ecology access to the above site(s) for inspection and monitoring purposes. If assisted in the preparation of the above application, I understand that all responsibility for the accuracy of the information rests with me. I also understand that I may rescind this application at any time prior to signing the Agreement with no other obligations or requirements.

_____/_____/_____
(Applicant/ Grant Recipient) (Date)

_____/_____/_____
(Water Right Holder) (Date)

_____/_____/_____
(Land Owner(s) of Existing Place of Use) (Date)

For More Information

- Contact:** Alvin Josephy
- Voice:** (360) 407-6456
- Email:** ajos461@ecy.wa.gov
- Web:** <http://www.ecy.wa.gov/programs/wr/cwp/crwmp.html>

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