

Water Supply Reserve Fund (WSRF)- Grant Submission Process & Schedule

Step 1: Getting Started

Ask Questions & Contact Stakeholders

- Contact the BIP Coordinator for any project questions
- Contact your local Roundtable Representative for Stakeholder information
- Contact the Needs Assessment Chair(s) for grant application process questions

Step 2: Grant Proposal

Fill Out Application & Submit

- WSRF Application <http://cwcb.state.co.us/>
- State or Basin Funds?
- Criteria & Guidelines
- Check schedule calendar for submission dates
- Submit proposal to Needs Assessment Chair by appropriate due date

Step 3: Review & Presentation

Work with Needs Assessment Chair to submit all materials for Needs Meeting

- Needs Assessment Chair will review and ask for updates
- Needs Committee will review
- Prepare a short presentation for the Needs Assessment Meeting

Step 4: Needs Assessment

Attend meeting according to schedule

- Provide a 5-10 minute presentation of your proposed project
- Committee will provide recommendations
- Make any changes necessary to application & presentation

Step 5: Roundtable Meeting

Attend meeting according to schedule

- Provide a 5-10 minute presentation of your proposed project
- Roundtable will provide & submit letter of recommendations to the CWCB
- Make final changes & submit to CWCB

Step 6: CWCB Approval

Work with CWCB staff for remainder of process

- CWCB will email you staff recommendation and meeting dates
- Attend CWCB meeting
- CWCB will approve or dismiss grant proposal
- Execute project according to CWCB contract

Step 7: Project Completion

After completion of your project

- Work with Needs Assessment Chair to schedule a presentation of your completed project for the Roundtable
- Good Luck!

Water Supply Reserve Fund- Grant Approval Process Dates 2017-2018

Cycle	Request of Funds	Pre- Application Due (Send to Needs Chair)	Needs Assessment Approval Meeting (Last Mon. of Month?)	Roundtable Approval Meeting (2nd Wed. of Month)	Final Application Due (Send to CWCB)	CWCB Approval Meeting (See CWCB website for exact dates)
1	Basin Only	1-Feb-17	Feb-17	Mar-17	1-Apr-17	May-17
2	Basin Only	1-Apr-17	Apr-17	May-17	1-Jun-17	Jul-17
3	State & Basin	1-Jun-17	Jun-17	Jul-17	1-Aug-17	Sep-17
4	Basin Only	1-Aug-17	Aug-17	Sep-17	1-Oct-17	Nov-17
5	Basin Only	1-Oct-17	Oct-17	Nov-17	1-Dec-17	Jan-18
6	State & Basin	1-Dec-17	Dec-17	Jan-18	1-Feb-18	Mar-18