

Westside Sac IRWMP Project Fund Request Guidelines 2016

Funding Program

The Westside Regional Water Management Group has developed a small grant program to help accomplish the vision of the Westside IRWMP. The small grant program will disperse funds on an annual basis to projects or programs that meet the goals and objectives of the IRWMP. No more than 25% of the Westside IRWMP funds will be expended per fiscal year towards this program and awards will be capped at a maximum of \$25,000 per project. There are no match requirements for this program; however, points will be awarded to projects and programs that demonstrate a local match.

Members of the Coordinating Committee (CC) or their Alternates will review and rank Small Grant applications. CC members or Alternates may not score their own projects. A member agency who submitted a project may not vote on their own project.

Funding Priorities

Projects must be part of the Westside Sac IRWMP in order to be eligible. Prioritization of funding will not necessarily be limited to High Urgency and High Importance projects. This Small Grant program provides an opportunity to forward the progress of any of the Plan Goals and Objectives. See Plan Section 6-3 and 6-4.

Submission Timeline

Proposals will be solicited starting May 1 of each year and will be due by June 30 each year. Projects will be reviewed and ranked by CC members or Alternates individually. Project selection and approval will be decided at the July Regular meeting.

Selection Criteria

| Priority Area | Points |
|---|--------|
| Meets/contributes to Westside Sac IRWMP Goals | 20 |
| Meets/contributes to Westside Sac IRWMP Objectives | 20 |
| Benefits or is a key preliminary step toward benefiting multiple entities | 20 |
| Provides regional benefits or is a key preliminary step toward the provision of regional benefits | 10 |
| Advances new technologies | 10 |
| Matching funds | 10 |
| Intangible benefits (ordinarily left as "0") | 10 |

Invoicing and Reporting

- Cover letter to be included with each quarterly invoice briefly summarizing activities during the last quarter.
- Cover letter/report to be addressed to the IRWMP Coordinating Committee but submitted to the Solano County Water Agency – currently the fiscal agent for the CC, or the current fiscal agent, if changed in future.
- Final Report to be included with final project invoice, plus any products developed through the grant (i.e. Invasive Species Management Plan).

- Unexpended funds may be carried over no more than 1 year.