

Amended
2022
Urban
Community
Drought Relief
Grant Program
Guidelines and
Proposal
Solicitation
Package

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CALIFORNIA NATURAL
RESOURCES AGENCY
DEPARTMENT OF WATER
RESOURCES
DIVISION OF REGIONAL
ASSISTANCE



FOREWORD

This document contains the California Department of Water Resources' (DWR) Guidelines and Proposal Solicitation Package (GL/PSP) for the 2022 Urban Community Drought Relief Grant Program (Program). The Program is funded by the Budget Act of 2021 (Stats. 2021, ch. 240, § 80) and amendments thereto. Applicants must read the entire document and are encouraged to read linked references and templates prior to submitting their application.

Grant Program and Drought Websites

This document, as well as other pertinent information about the Urban Community Drought Relief Grant Program, can be found at the following link:

<https://water.ca.gov/Water-Basics/Drought/Urban-Drought-Grant>

In addition, information about other DWR and State Agency drought efforts and funding programs can be found at the following link: <https://water.ca.gov/Water-Basics/Drought>

Contact Information

For questions about this document or the Program, please send an e-mail to:

Urbandrought@water.ca.gov

Grant Agreement

Applicants that are awarded funding will be required to enter into a grant agreement with DWR. The grant agreement template can be found at the following link:

<https://water.ca.gov/Water-Basics/Drought/Urban-Drought-Grant>

It is HIGHLY recommended that applicants review the grant agreement template prior to submission of their application. If applicants are not able to abide by the terms and conditions contained therein, applicants should not submit an application. Note that the agreement template is subject to change prior to agreement execution.

Application Timeline

Applications will be accepted following publication of the GL/PSP. Updated timelines will be posted on the following website:

<https://water.ca.gov/Water-Basics/Drought/Urban-Drought-Grant>

Applicants are encouraged to check the website frequently for updates.

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ACRONYMS AND ABBREVIATIONS

Abbreviation	Definition
AB	Assembly Bill
AP	Advanced Payment
AWMP	Agricultural Water Management Plan
CASGEM	California Statewide Groundwater Elevation Monitoring
CEQA	California Environmental Quality Act
DAC	Disadvantaged Community
DIR	California Department of Industrial Relations
DWR	Department of Water Resources
EO	Executive Order
GB	Gigabyte
GL	Guidelines
GSA	Groundwater Sustainability Agency
GWMP	Groundwater Management Plan
LPS	Local Project Sponsor
NA	Not Applicable
NAHC	Native American Heritage Commission
PSP	Proposal Solicitation Package
SB	Senate Bill
SGMA	Sustainable Groundwater Management Act
URC	Underrepresented Community
UWMP	Urban Water Management Plan
Water Code	California Water Code
WSCP	Water Shortage Contingency Plan

I PURPOSE AND USE

This Guidelines and Proposal Solicitation Package (GL/PSP) establishes the process, procedures, and criteria that the Department of Water Resources (DWR) will use to implement the Urban Community Drought Relief Grant Program (Program). The GL/PSP is a combined document that provides both general information about the Program and detailed information about the proposal solicitation. This document includes information on Program requirements, eligible applicant and project types, submittal and review of grant applications, and the grant award process. This Program is being conducted separately and independently from the [Small Community Drought Relief Program](#), except that applications received under either program may be referred to the other if deemed to be a better fit in terms of eligibility.

II. INTRODUCTION

In June 2022, the California legislature amended the Budget Act of 2021 (Stats. 2021, ch. 240, § 80) to allocate an additional \$545 million to DWR to award grants for drought relief. These grants are intended to provide water to communities that face the loss or contamination of their water supplies, to address immediate impacts on human health and safety, to secure the future of California’s water supply, and to protect fish and wildlife resources.

III. PROGRAM SCHEDULE

Table 1 outlines the general schedule for this Program. This schedule is subject to change. Applicants are encouraged to check the website listed in the Foreword frequently for exact dates as they become available. Applications will be accepted on a rolling basis and evaluated at set intervals. Awards will be made on set intervals throughout the solicitation.

Table 1 – Urban Community Drought Relief Grant Program Schedule

Activity	Schedule*
DWR releases final GL/PSP	October 2022
DWR begins accepting applications on a rolling basis (see Section V.I.I. C for more detail)	October 10, 2022
DWR announces grant awards in phases	December 2022 and March 2023
Deadline for Application Submittal	January 31, 2023

*Subject to change. Program website will have updated information.

IV. FUNDING

a. Funding Source

The Budget Act of 2021 (Stats. 2021, ch. 240, § 80) as amended (Stats. 2022, ch. 44, § 25.) allocated funding to DWR to award grants for drought relief, as defined in Table 2. DWR will utilize 5% of the funding for administrative costs of the Program. DWR retains discretion to utilize additional funds for state operations.

Table 2 – Funding Summary

Funding Source*	Total Funding Available	Approximate amount in this solicitation	What can be funded from this funding source?
Urban Community Drought Relief	\$190 million	\$175 million**	All eligible projects (see Section V.).
Turf Replacement	\$71.25 million	\$38 million**	Projects replacing traditional turf with drought tolerant landscaping (including climate appropriate turf species for functional turf).
Conservation for Urban Suppliers	\$71.25 million	\$71.25 million	Projects with a primary benefit of water conservation.
Program Administration (approx. 5% from each funding source above)	\$17.5 million	\$15 million	DWR administrative costs and other State Operations as appropriate
Total funding amount addressed by this solicitation		Approx. \$300 million	-

**Projects may be funded by either Urban Community Drought Relief funds, Turf Replacement funds, Conservation for Urban Supplier funds, or a mix of all three. DWR will match applications to the appropriate funding source based on eligibility and the availability of funds. DWR may make additional funds available from the remaining Turf Replacement funds, should the demand exceed the amount made available through this solicitation.*

***The balance of total funding available is being made available through other DWR programs.*

b. Underrepresented Communities and Tribes Implementation Fund (approximately \$85 million)

A Set Aside of approximately \$85 million will be made available from the funding sources above for Underrepresented Communities (URCs) and Tribes for projects that provide at least 50% of the primary water management related benefit directly to an Underrepresented Community or Tribe. See Appendix H of the 2022 Guidelines for information on how to determine if a community is an Underrepresented Community or Tribe.

c. General Implementation Fund (\$200M)

Remaining \$200 million (approx.) will be available to all eligible applicants, including Underrepresented Communities and Tribes. Should the request for the Underrepresented Community and Tribes Implementation Fund exceed the amount available, DWR may elect to pull funding from the General Implementation Fund.

d. Non-State Cost Share

This program requires a minimum non-state cost share of 25% of the total application costs, unless the project qualifies for a waiver.

- Costs incurred on or after July 1, 2022 can be used as local cost share; (in-kind services may also be used for local cost share).

- An applicant may request the non-state cost share requirement be waived for projects that provide at least 50% of the primary benefit to an Underrepresented Community or Tribe. To determine if a cost share waiver applies, DWR will review and evaluate documentation submitted in the application supporting the benefit to an Underrepresented Community or Tribe. Project benefits may be claimed based on either population or geographic area.
- For applications containing more than one project where a primary grantee requests funding for grant administration, the grant administration costs are not subject to the cost share requirement. However, an individual project's administration costs are subject to the cost share requirement, unless the project received a waiver.

e. Advanced Payment

To be eligible for advanced payment, projects must benefit a county and/or watershed included in the Governor's state of emergency drought proclamations or a drought scenario determined by the State Water Board as set forth in Water Code Section 13198(a). Advanced payment up to 25% of the grant award will be available to eligible applicants that can demonstrate difficulty with cash flow (See Appendix I). Applicants are encouraged to review the statute and contact DWR with specific questions.

V ELIGIBILITY

• Eligible Applicants

The grant applicant is the entity submitting the grant application; this entity will also be the primary entity to enter into the grant agreement with DWR. Entities that are eligible to apply under this GL/PSP (or included as a Local Project Sponsor (LPS) in the application) are listed below:

- Public agencies
- Public utilities
- Special districts
- Colleges and universities
- Mutual water companies
- Non-profit organizations ¹
- Regional water management groups, as defined in Water Code section 10539
- Federally recognized California Native American Tribes
- Non-federally recognized Native American Tribes on the contact list maintained by the Native American Heritage Commission for the purposes of Chapter 905 of the Statutes of 2004

b. Eligible Project Types

For the purposes of this GL/PSP, "project" means all planning, design, engineering, acquisition of real property interests, construction and related activities undertaken to implement a discrete action to be funded under this Program. Eligible project types include:

- Projects that support immediate drought response
- Projects that enhance local supply and climate resilience through source watershed improvements, consistent with Water Code section 108.5, that defines source watersheds

¹ "Non-profit organization" means an organization qualified to do business in California and qualified under Sections 501(c)(3) of Title 26 of the United States Code.

- Drought resilience planning
- Water conservation activities, including but not limited to; education, outreach, direct installation programs, fixture replacement incentives and rebate programs, and other activities that provide reductions in water consumption or improvements to water supply reliability
- Turf replacement with drought tolerant landscaping: i.e., replacing turf (traditional grass lawns) with native and drought tolerant plants and/or climate appropriate turf species for functional turf²
- Hauled water
- Installation of temporary or permanent community water tanks
- Bottled water
- Water vending machines
- Emergency water interties
- New wells or rehabilitation of existing wells
- Construction or installation of permanent connection to adjacent water systems, recycled water projects that provide immediate relief to potable water supplies, and other projects that support immediate drought response
- Fish and wildlife rescue, protection, and relocation

Projects not explicitly identified in the above list may still be eligible if projects satisfy the criteria and eligibility outlined in this GL/PSP and address a drought impact (e.g., groundwater recharge, and ecosystem restoration).

DWR encourages:

- Projects providing turf replacement to Underrepresented Communities and Tribes.
- Direct Install programs for turf replacement or conservation projects benefitting Underrepresented Communities and Tribes with no cost to the homeowner.
- Large scale turf replacement with drought tolerant landscaping (including turf species for functional turf) for schools, community centers, government centers, and other institutions in Underrepresented and Tribal Communities.

Applicants are encouraged to review the supporting materials and contact DWR with questions on eligibility.

There is a minimum award amount of \$3 million per applicant. Smaller projects may be bundled together in a single application to meet the minimum grant award requirement. Please note DWR will not review applications requesting less than the \$3 million required for an award. For such applications, DWR requires a single primary Grantee to enter into the grant agreement with DWR and each project should have an assigned “local project sponsor” (LPS). The LPS must qualify as an eligible applicant (see Eligible Applicants on Page 3) and meet all eligibility requirements (see Appendix D). DWR may establish a maximum award size depending on the applications received and available funds.

² Functional turf is turf that is not ornamental and regularly used for human recreational purposes. Functional turf includes school fields, sports fields, and areas regularly used for civic or community events.

c. **Eligible Costs & Reimbursement Limitations**

Costs incurred on/after July 1, 2022, are eligible for reimbursement. Eligible costs include technical assistance, site acquisitions, and costs directly related to the provision of each project.

Grantees are encouraged to limit administrative costs (i.e., coordinating contractual obligations with DWR, quarterly reporting, submitting invoices, etc.). Administrative costs should generally not exceed 10% of the total requested grant amount for the application, but exceptions may be made with reasonable justification.

Ineligible activities and costs not reimbursable by this Program include, but are not limited to, the following items:

- Costs, other than those noted above, incurred prior to July 1, 2022
- Meals not directly related to travel
- Payment of stipends
- Purchase of equipment that is not an integral part of the project
- Purchase of water supplies that are not an integral part of the project
- Establishment of a reserve fund
- Replacement of existing funding sources for ongoing programs. (Supplemental funding for an ongoing program may be an eligible cost.)
- Support of existing punitive regulatory agency requirements and/or mandates in response to negligent behavior
- Purchase of land in excess of the minimum required acreage necessary to operate as an integral part of the project, as set forth and detailed by engineering and feasibility studies, or land purchased prior to the execution of the grant agreement
- Payment of principal or interest of existing indebtedness or any interest payments.
- Operation and maintenance costs
- Costs incurred as part of any necessary response and cleanup activities required under the Comprehensive Environmental Response, Compensation, and Liability Act; Resource Conservation and Recovery Act; Hazardous Substances Account Act; or other applicable law
- Any federal or state taxes
- Expenses incurred in preparation of the application for this solicitation or an application for another program
- Projects located on private property are predominantly ineligible; contact DWR regarding projects involving private property
- Indirect costs: Indirect Costs are costs that are incurred for a common or joint purpose benefiting more than one cost objective and are not readily assignable to the funded project (i.e., costs that are not directly related to the funded project). Examples of Indirect Costs include, but are not limited to, central service costs; general administration of the Funding Recipient; non-project-specific accounting and personnel services performed within the Funding Recipient's organization; depreciation or use allowances on buildings and equipment; the costs of operating and maintaining non-project-specific facilities; tuition; conference fees, and generic overhead or markup. It is highly recommended that the applicants review the agreement template for further guidance on how to correctly submit charges for administrative expenses.

This list applies to the Grantee and any subcontract or sub-agreement entered into for work on the funded project that will be reimbursed with grant funds from DWR.

d. Additional Application and Project Eligibility Requirements

For the purposes of this GL/PSP, all projects (or a single project) submitted in a single application are collectively referred to as an “Application”. Application and project eligibility requirements for this GL/PSP are included in Table 3. All applicants are required to submit a self-certification form to certify compliance with the requirements to demonstrate and maintain eligibility to receive state funds. Appendix D provides more detailed information on the eligibility requirements.

Table 3 - Additional Application Eligibility Requirements

Criteria Type	Eligibility Criteria	Guidance	Criteria Met (Yes, No, or NA)
Applicant Eligibility	Eligible Applicant Type	Applicant must be an eligible applicant type as described in Section V.a. Complete the self-certification form.	
Applicant Eligibility	Urban Water Management Compliance	If the applicant is an Urban Water Supplier, they must be in compliance with all requirements for Urban Water Suppliers. There will be an exception for applicants to update Urban Water Management Plans. See Appendix D for more information. Complete the self-certification form; include the date of plan verification.	
Applicant Eligibility	Urban Water Management Compliance with Executive Order N-7-22	If the applicant is an Urban Water Supplier, they must be in compliance with Executive Order N-7-22, requiring activation of Water Shortage Contingency Plans to a Stage 2 or equivalent. Complete the self-certification form.	
Applicant Eligibility	Water Shortage Contingency Plan (WSCP)	If the applicant is an Urban Water Supplier, they must have a Water Shortage Contingency Plan and be up to date on required reporting to the California State Water Resources Control Board (State Water Board). See Appendix D for more information. Complete the self-certification form.	
Applicant Eligibility	Agricultural Water Management and Measurement Compliance	If the applicant is an Agricultural Water Supplier, they must be in compliance with all requirements for an Agricultural Water Supplier. See Appendix D for more information. Complete the self-certification form; include the date of plan verification.	

Criteria Type	Eligibility Criteria	Guidance	Criteria Met (Yes, No, or NA)
Applicant Eligibility	Surface Water Diverter Compliance	If the applicant is a Surface Water Diverter, they must be in compliance with all reporting requirements for Surface Water Diversers. See Appendix D for more information. Complete the self-certification form.	
Applicant Eligibility	Groundwater Management Compliance	If the project directly affects groundwater, the project must be in compliance with the local Groundwater Management Plan(s). See Appendix D. Complete the self-certification form; indicate if the agency self-certifies regarding Groundwater Management Plans or if the project does not affect groundwater.	
Applicant Eligibility	California Statewide Groundwater Elevation Monitoring (CASGEM) Compliance	The Applicant and each LPS must be compliant with CASGEM. Complete the self-certification form and include the name of monitoring entities.	
Local Project Sponsor Eligibility	Local Project Sponsor Requirements	Each LPS must meet the same eligibility requirements as the applicant, if applicable.	Utilize same checklist as above for each LPS
Project Eligibility	Stormwater Resource Plan Compliance	If the project is a stormwater and/or dry weather runoff capture project, it must be included in a Stormwater Resource Plan (or functionally equivalent plan). Complete self-certification form.	
Project Eligibility	Groundwater Sustainability Agency Support	If the project affects groundwater in a high or medium priority basin, the project must have the support of the local Groundwater Sustainability Agency (GSA) or agency responsible for implementing an Alternative Plan. Complete self-certification form.	

Criteria Type	Eligibility Criteria	Guidance	Criteria Met (Yes, No, or NA)
Project Eligibility	Eligible Project Type	The project must be one of the eligible project types described in Section V.b.	
Project Eligibility	Minimum Award	There is a minimum award amount of \$3 million per applicant. Smaller projects may be bundled together in a single application to meet the minimum grant award requirement. For such applications, DWR requires a single primary Grantee to enter into the grant agreement with DWR and each project should have an assigned LPS. The LPS must qualify as an eligible applicant (see Section V.a.). DWR may establish a maximum award size depending on the applications received and available funds.	
Project Eligibility	Turf Replacement Projects	Projects are required to incorporate measures to ensure infiltration is maximized. This will be checked at time of agreement development for any awarded projects.	
Project Eligibility	Urban Projects Definition	Projects must provide benefit to areas covered by an Urban Water Management Plan. To determine if a project benefits an area covered by an Urban Water Management Plan, please reference this list of Urban Water Suppliers to access the Urban Water Management Plan applicable for your area.	
Project Eligibility	Quantified Benefit	The project must have a quantified primary benefit that addresses the critical water management needs of the applicant.	

VI. GENERAL PROGRAM GUIDELINES

a. Conflict of Interest

All participants are subject to State conflict-of-interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any agreement being declared void. Other legal action may also be taken. Applicable statutes include, but are not limited to, Government Code section §1090 and Public Contract Code sections §10410 and §10411. As part of the conflict-of-interest requirements, individuals working on behalf of a Grantee may be required by the State to file a Statement of Economic Interest (Fair Political Practices Commission Form 700) if it is determined that an individual is a consultant for Political Reform Act purposes.

b. Confidentiality

Applicants should be aware that when submitting an application to the State, they will waive their rights to the confidentiality of the contents of the application. Once a decision on an application has been made by DWR, the application is subject to disclosure pursuant to the California Public Records Act (Gov. Code, § 6250 et seq.).

c. Labor Law Compliance

As part of the grant agreement, the funding recipient (Grantee or LPS) shall agree to be bound by all the provisions of the Labor Code regarding prevailing wages and shall monitor all contracts subject to reimbursement from the grant agreement to assure that the prevailing wage provisions of the Labor Code are being met. Current Department of Industrial Relations (DIR) requirements may be found at: <http://www.dir.ca.gov/lcp.asp>. Before submitting an application, applicants are urged to consult with their legal counsel regarding Labor Code compliance. DWR will not advise applicants on Labor Code compliance. For more information, please refer to DIR's Public Works Manual at: <http://www.dir.ca.gov/dlse/PWManualCombined.pdf>. The funding recipient will also affirm that it is aware of the provisions of Section 3700 of the Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance.

d. CEQA/NEPA Compliance

Activities funded under this Program, regardless of funding source, must comply with the California Environmental Quality Act (CEQA) (Public Resources Code § 21000 et seq.). Public Resources Code section 21080.3.1 requires, under certain circumstances that the CEQA lead agency to consider project effects on Tribal cultural resources and to conduct consultation with California Native American Tribes. Some projects conducted on federally recognized Tribal lands or with a federal permitting requirement may also require compliance with the National Environmental Policy Act (NEPA) (42 USC § 4321 et seq.).

e. Monitoring Requirements

Projects that collect water quality monitoring data shall collect and report it to the State Water Board in a manner that is compatible and consistent with surface water monitoring data systems or groundwater monitoring data systems administered by the State Water Board. See Appendix J for web links to the California Environmental Data Exchange Network and the Groundwater Ambient Monitoring and Assessment Program. Projects that collect watershed monitoring data shall collect and report the data in a manner consistent with the Department of Conservation's statewide watershed monitoring program.

Water Code section 10927 requires various entities, including local agencies that are managing all or part of a groundwater basin pursuant to Water Code section 10750, to assume responsibilities for groundwater elevation monitoring and reporting, as required by Water Code section 10920 et

seq. Appendix J provides a link to the CASGEM program website which provides useful information on the CASGEM requirement.

f. Signage or Acknowledgement of Credit

To the extent practicable, a project supported by funds made available through this Program must include signage or other relevant forms of acknowledgement informing the public that the project received drought relief funds from the Budget Act of 2021.

g. Tribal Status

The Department of Water Resources acknowledges federally recognized Tribes are protected by the doctrine of sovereign immunity. Further, DWR acknowledges that there are several types of Tribal land ownership, such as the following:

1. Land that is owned by or subject to an ownership or possessory interest of the Tribe.
2. Land that is “Indian Lands” of the Tribe, as that term is defined by 25 U.S.C. section 81(a)(1).
3. Land that is owned by a tribal entity, or Tribe, within the external border of such Indian lands.

If a Tribe is awarded grant funding, DWR will consult with the Tribe on a government-to-government basis to execute a limited waiver of sovereign immunity prior to the execution of a grant agreement.

h. Competitive Bidding and Procurement

A funding recipient’s contracts with other entities for the acquisition of goods, services, and construction of public works with funds provided by the State must be in writing and shall comply with all applicable laws and regulations regarding the securing of competitive bids and undertaking competitive negotiations. If a funding recipient does not have a written policy to award contracts through a competitive bidding or sole source process, Department of General Services’ State Contracting Manual rules must be followed and are available at:

<https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/State-Contracting>. Applicants with questions regarding competitive bidding requirements should be directed to their counsel. DWR will not advise applicants on competitive bidding requirements.

i. Indemnify and Hold Harmless

As part of the grant agreement, funding recipients shall indemnify and hold harmless the State, its officers, agents, and employees from any and all liability from any claims and damages (including inverse condemnation) arising from the planning, design, construction, repair, replacement, rehabilitation, maintenance, and operation of the project, and any breach of the grant agreement.

j. Executive Order N-6-22 – Russia Sanctions

On March 4, 2022, the Governor issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. The EO may be found at: <https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>. “Economic Sanctions” refers to sanctions imposed by the U.S. government in response to Russia’s actions in Ukraine, as well as any sanctions imposed under State law. By submitting an application or proposal, the Applicant represents that it is not a target of Economic Sanctions. Should the State determine that the Applicant is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for rejection of the Applicant’s application or proposal; rescission of any award made to an Applicant prior to execution of a funding agreement; or, if determined after execution or a funding agreement, shall be

grounds for termination by the State.

VII. APPLICATION AND AWARD PROCESS

a. Electronic Submittal

Applicants must submit the required attachments using DWR’s GRanTS electronic submittal tool. All applicants, especially those unfamiliar with the tool, are encouraged to start completing their application in the tool early in the process, and do not wait until just before the deadline to begin an application. Once the application is started, it can be saved and revisited/updated at any time. Applications may be SUBMITTED any time after the start date noted on the website but must be received by DWR by the deadline. Late submittals will not be accepted. GRanTS can only be accessed with Microsoft Edge and Google Chrome. The online GRanTS application can be found at the following link:

<https://www.water.ca.gov/grants>

The name of this PSP in GRanTS is “UCDRG.” To access this PSP, applicants must have an account in GRanTS or register if they have not already done so. If an applicant has issues with GRanTS or questions related to the application, they may email DWR at Urbandrought@water.ca.gov.

The grant application in GRanTS consists of multiple sections or “tabs,” outlined in Appendix B. Within GRanTS, pull down menus, text boxes, or multiple-choice selections will be used to submit answers to the questions. GRanTS will allow applicants to type text or cut and paste information from other documents directly into a GRanTS submittal screen.

When uploading an attachment in GRanTS, the following attachment title naming convention must be used:

Att#_ UCDRG_ AttachmentName_#ofTotal#

Where:

- a. “Att#” is the attachment number
- b. “UCDRG” is the code of this solicitation
- c. “AttachmentName” is the name of the attachment
- d. “#ofTotal#” identifies the number of files that make up an attachment, where “#” is the number of a file and “Total#” is the total number of files submitted in the attachment

For example, if the Attachment 1 – Authorization and Eligibility Requirements is made up of three files, the second file in the set would be named “Att2_ UCDRG

File size for each attachment submitted via GRanTS is limited to 2 gigabytes (GB). Breaking documents into components such as chapters or logical components so that files are less than 50 MB will aid in uploading files. Files must be submitted in Microsoft Word format unless otherwise noted. Applications may be submitted starting on the date specified on the website listed in the Foreword and will be accepted until the funding is exhausted. Any additional materials beyond the required items will not be reviewed.

A complete grant application consists of the following items:

- Grant Application Form (See Appendix B; filled out in GRanTS)
- Authorizing Resolution if available (See Appendix C; submitted as Attachment 1)

- Self-Certification Form (See Appendix D; submitted as Attachment 2)
 - Support letter(s) from GSA(s) if project affects groundwater in medium or high priority basin
- Budget (See Appendix E; submitted as Attachment 3)
- Schedule (See Appendix F; submitted as Attachment 4)
- Wholesaler Summary Sheet, if applicable (See Appendix G; submitted as Attachment 5)
- Underrepresented Community Benefits, if applicable (See Appendix H; submitted as Attachment 6)

b. Application Review Process

Applications will be reviewed for responsiveness to the solicitation as applications are received, in four steps:

Step 1. Completeness Review - DWR will perform an initial completeness review for each application upon receipt, in accordance with this GL/PSP. If an application is deemed to be incomplete, the application will not be reviewed and DWR will notify the applicant by email as soon as possible. The applicant may adjust and resubmit the application before 5pm Pacific Standard Time on February 22, 2023.

Step 2. Eligibility Review - DWR will then perform an eligibility review using the criteria described earlier in Section V and Table 3. Applications that are complete and eligible will proceed to technical review.

Step 3. Technical Review – DWR will evaluate each application for technical eligibility based on

Table 4 - Technical Evaluation Criteria

#	Criteria	Evaluation Guidance
1	The application includes a schedule that demonstrates the project, including administration, will be completed by December 31, 2026	The schedule is reasonable in demonstrating each project will be completed by December 31, 2026, based on the project type, status, and setting. Drought relief funds will expire on June 30, 2027.
2	The application clearly explains the water-related impacts due to the current drought	The applicant describes water-related impacts from the current drought including but not limited to, impacts on water supply, water quality, and lack of flow for in-stream wildlife.
3	The application clearly demonstrates how the proposed project will help alleviate the identified drought impacts	The applicant describes how each project will alleviate drought impacts based on a justified set of benefits.

Step 4. Priority Review - Eligible projects that reasonably satisfy all Technical Evaluation criteria (Table 4) and meet one or more of the priorities listed below will be prioritized for funding:

- Projects that respond to **critical** human and/or wildlife emergencies³ are DWR’s highest priority and would include projects such as provision of emergency water supplies.
- Projects addressing severe water shortages as demonstrated by activation of Water Shortage Contingency Plan to Stage 4 or higher.
- Projects that contribute to an Urban Water Supplier’s resiliency by reducing local climate change vulnerabilities and make a quantified contribution to the measurable goals of California’s Water Supply Strategy (August 2022). To be awarded under this priority, the applicant must:
 - Describe (a) specific climate change vulnerabilities that will impact the Urban Water Management Plan area, and (b) how the project will mitigate the vulnerabilities. Applicants must cite a reference document which identifies the local area vulnerability (e.g., UWMP, IRWM plan, climate change analysis, etc.)
 - Provide a quantified water-related project benefit that contributes to the measurable goals of the Water Supply Strategy.

It is anticipated that demand for funding will far exceed the funding available. DWR will make efforts to award funds **equitably** throughout the State. DWR may make partial awards to ensure equitable distribution of funding.

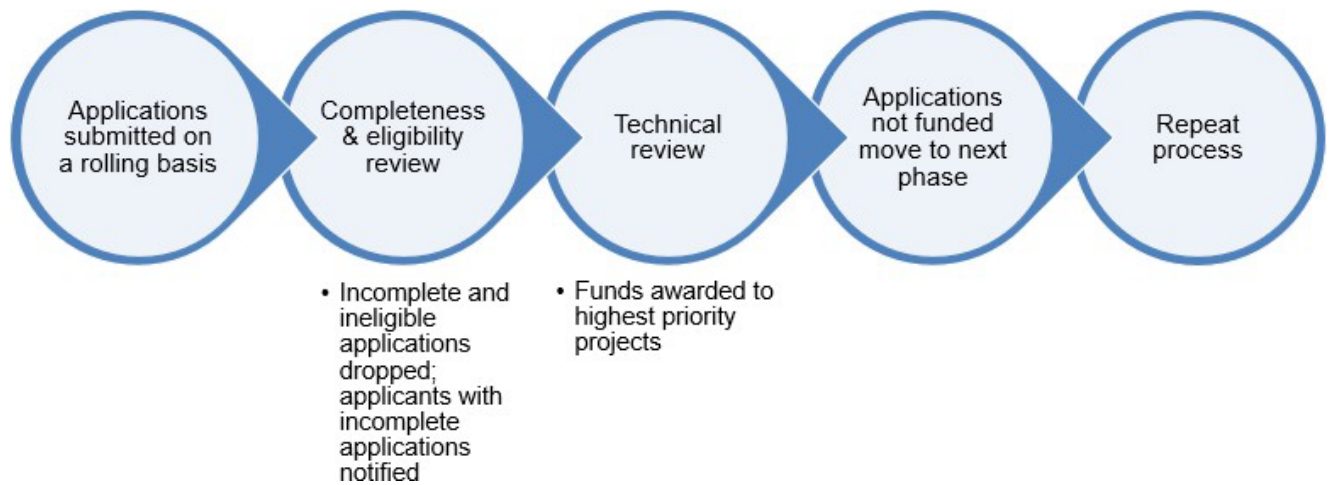
c. Award Process

DWR will conduct the award process (see Figure 1) in phases according to the schedule posted on the website listed in the Foreword. The schedule will be updated as needed based on the number and timing of applications received. DWR will award a portion of the available funding in each phase. Eligible applications that do not receive an award in a particular phase will be held and prioritized against new applications in the next phase of awards.

Awards will be posted on DWR’s website and may be announced to the public through e-mail listserv or other means. Following approval by the Director or designee, the selected grant recipient (Grantee) will receive an award letter officially notifying them of their selection, the grant amount, and associated conditions and requirements.

³ An emergency is considered a current water supply shortage and/or water quality emergency which significantly endangers the public health, safety or welfare of a specific community, region, or a species of concern or a species listed under either the California or Federal Endangered Species Acts.

Figure 1 Application Review Process



d. Direct Expenditures

In addition to the formal solicitation process described above, DWR reserves the right to exercise Direct Expenditure authority to use any of the funds to fund project(s) that fulfill the eligibility requirements and intent of the legislation and DWR priorities. DWR may select project(s) for direct expenditures from the applications submitted and/or other project(s) to achieve Program objectives. Direct expenditure projects must address an interest of the State and the Program, such as reducing reliance on ecologically sensitive surface water systems through investments in local water conservation. These projects may be proposed and approved at any time by DWR. Direct expenditure projects must meet the eligibility criteria outlined in Section V with the exception of the minimum application/award amount.

VIII. GRANT AGREEMENT

After the grant award is approved and the Applicant is notified, a grant agreement will be executed between DWR and the Grantee; funds will not be disbursed until there is an executed agreement. The Grantee must be able to commit to the standard terms and conditions of the grant agreement (template) The template is available on the website listed in the Foreword. It is HIGHLY recommended that applicants review the template prior to submitting an application. If applicants are not able to abide by the terms and conditions contained therein, applicants should not submit an application. As part of the grant agreement, the Grantee will be required to submit quarterly progress reports, invoices, and deliverables. In addition, post-performance reporting of each project is required for three years after completion of the project.

Appendix A- Definitions

Acquisition – obtaining an interest in real property including, easements, leases, water, water rights, or interest in water obtained for the purposes of instream flows and development rights.

Advanced Payment – Advanced Payment is available for certain projects meeting the criteria specified in Water Code section §13198.4(c). Advanced payment is only available for eligible reimbursable costs (see reimbursable costs definition below).

Agricultural Water Supplier – a water supplier, either publicly or privately owned, that provides water to 10,000 or more irrigated acres, excluding the acreage that receives recycled water; also includes a supplier or contractor for water, regardless of the basis of right, that distributes or sells water for ultimate resale to customers (Water Code §10608.12(a)).

Applicant – the entity that is formally submitting a grant application. This is the same entity that would enter into an agreement with the State, should the grant application be funded. The grant applicant must be a public agency, public utility, special district, college or university, mutual water company, non-profit organization, regional water management group as defined in Water Code section 10539, federally recognized California Native American Tribe, or non-federally recognized Native American Tribe on the contact list maintained by the Native American Heritage Commission for the purposes of Chapter 905 of the Statutes of 2004.

Application – the electronic submission to DWR that requests grant funding for a proposal that the applicant intends to implement.

California Native American Tribe – Federally recognized California Native American Tribes or Non-federally recognized Native American Tribes on the contact list maintained by the Native American Heritage Commission for the purposes of Chapter 905 of the Statutes of 2004.

Climate Resilience –the ability of an entity or system, including an individual, a community, an ecosystem, or a natural system, and its component parts, to absorb, accommodate, or recover from the effects of a climate event in a timely and efficient manner, including through ensuring the preservation, restoration, or improvement of its essential basic structures and functions. In the case of natural and working lands, climate resilience includes the preservation, restoration, or enhancement of the ability to sequester greenhouse gases.

Disadvantaged Community – a community with an annual median household income that is less than 80 percent of the Statewide annual median household income.

Drought Resilience Planning – planning efforts intended to foster long term resilience to drought to address one or more of the following: (1) building a community’s coping capacity and ability to prepare for and adapt to drought; (2) improving drought early warning, forecasting, and monitoring; (3) improving drought emergency response; and (4) improving recovery and relief from adverse effects.

Emergency Project - a water supply shortage and/or water quality emergency of a dimension which significantly impacts water supply and, thereby, endangers the public health, safety or welfare of a specific community or region or a water supply shortage to a species of concern or a species listed on either the California or Federal Endangered Species Act.

Grantee – a grant recipient that is responsible for the administration of the grant agreement.

Grant Administration – work or other activities performed by the Grantee or Local Project Sponsor including, but not limited to, activities associated with administering the grant, submitting

progress reports, invoice processing, coordinating with DWR's Financial Assistance Branch, and other like work required for the successful execution, managing, processing, and closing of a Grant Agreement.

In-Kind Services – work performed by the Grantee that furthers the scope of the grant, the cost of which is considered local cost share in-lieu of actual funds from the Grantee.

Integrated Regional Water Management (IRWM) – Established by passage of the IRWM Planning Act in 2002 (Stats. 2002, ch. 767), IRWM is a voluntary, collaborative effort to manage all aspects of water resources in an IRWM region. IRWM crosses jurisdictional, watershed, and political boundaries; involves multiple agencies, partners, individuals, and groups; and attempts to address the issues and differing perspectives of all the entities involved through mutually beneficial solutions. There are currently 48 established IRWM regions in the state led by Regional Water Management Groups created through DWR's Regional Acceptance Process. The RWMGs have adopted IRWM Plans to identify region-specific water and climate challenges and vulnerabilities and actions and projects to address those challenges.

Local Project Sponsor – the sponsor of an individual project contained within the grant agreement.

Long-term – a period of not less than 20 years.

Mutual Water Company – a private corporation or association organized for the purposes of delivering water to its stockholders and members at cost, including use of works for conserving, treating, and reclaiming water (Public Utilities Code §§ 2725-2729).

Non-profit Organization – any non-profit corporation qualified to do business in California and qualified under United States Code, title 26, section 501(c)(3).

Physical Benefits – measures of project accomplishments (expressed as numeric targets) such as amount of water supply, change in water quality, area, and types of properties protected by flood control features, habitat measured in acreage or flow, energy production or savings, recreation facilities, etc.

Project Administration – work or other activities performed by the Grantee or Local Project Sponsor including, but not limited to, activities associated with administering the grant, submitting progress reports, invoice processing and other like work required for the successful execution, managing, processing, and closing of a Grant Agreement.

Public Agency – any state agency or department, special district, joint powers authority, city, county, city and county, or other political subdivision of the State.

Public Utility – as defined in Public Utilities Code §216.

Reimbursable Costs – costs that may be repaid by state grant. Reimbursable costs may include the reasonable costs of engineering, design, land and easement, legal fees, preparation of environmental documentation, environmental mitigation, and project implementation including directly related administrative costs.

Scoring Criteria – set of requirements used by DWR to evaluate an application for a given program or for funding.

Tribe or Tribes – see definition for California Native American Tribe

Underrepresented Communities – Disadvantaged Communities (DACs), SDACs (Severely Disadvantaged Communities), EDAs (Economically Distressed Area), Tribes, Environmentally

Disadvantaged Communities (EnvDACs), and Fringe Communities are collectively referred to as Underrepresented Communities (URCs). See Appendix H for details.

Urban Water Supplier – supplier, either publicly or privately owned, that provides water for municipal purposes, either directly or indirectly, to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually (Water Code §10617).

Appendix B- Grant Application Form

The following outlines the required questions included in the application form for reference. Applicants must complete the application form via GRanTS to be considered for this grant opportunity. The following table outlines the required application questions as they will appear in the GRanTS system with instructions on how to answer each question.

APPLICANT INFORMATION TAB
<i>The following information is general and applies to the applicant and the overall proposal. Specific project information should be detailed in the project tab provided in the GRanTS application. Required questions are marked with an *.</i>
<u>APPLICANT INFORMATION</u>
*Organization Name: Provide the name of the Agency/Organization responsible for submitting the application. Should the application be successful, this Agency/Organization will be the Grantee.
*Point of Contact: <ul style="list-style-type: none"> • Please type the First Name, Last Name, Email Address, Phone Number, Division Name, Address, City, State, and Zip of the Point of Contact person. Should the proposal be successful, this person will be the Point of Contact for the grant agreement.
*Point of Contact Position Title: This should be the day-to-day manager for the application
*Proposal Name: Please enter Urban Drought 2022<Applicant Name> Proposal. (Maximum Character Limit:150)
*Proposal Objective: Please briefly describe the proposal.
<u>PROPOSAL BUDGET</u>
<i>For the proposal, the following budget items should be transferred from the Proposal Summary Form where applicable.</i>
<u>Other Contribution:</u> Leave Blank; Information is requested later in the application
<u>Local Contribution:</u> Leave Blank; Information is requested later in the application
<u>Federal Contribution:</u> Leave Blank; Information is requested later in the application
<u>In-kind Contribution:</u> Leave Blank; Information is requested later in the application
*Amount Requested (Grant Funds Requested): Provide the amount of total grant funds requested.
<u>Total Proposal Cost:</u> Total proposal cost is automatically calculated based on the contribution amounts entered above.
<u>GEOGRAPHIC INFORMATION</u>
GRanTS requests latitude and longitude in degrees, minutes, and seconds. You may use converters on the web such as https://www.fcc.gov/media/radio/dms-decimal .
*Latitude: Project Location
*Longitude: Project Location
*Longitude/Latitude Clarification: Only use if necessary. (Maximum Character Limit: 250)
<u>Location:</u> Leave Blank

*County(ies): Provide the county in which the project is located. If the project covers multiple counties hold the control key down and select all that apply.
Groundwater Basins: Leave Blank
Hydrologic Regions: Leave Blank
Watershed(s): Leave Blank
<u>*LEGISLATIVE INFORMATION</u>
Enter the State Assembly, State Senate, and U.S. Congressional Districts in which the project is located (use district numbers only, not the name of the Legislator). For projects that include more than one district, Hold the control key down and select all that apply.
PROJECTS TAB
<i>The Project tab is required by GRanTS and cannot be deleted. The Projects Tab should not be used for your application but rather filled in with data as indicated below. Please utilize the appropriate Project Information tab for Project 1, 2, 3, etc. of your proposal. For grant admin, the only fields that need to be completed are the budget information. There are a number of these tabs to accommodate large proposals.</i>
*Project Name: Re-enter the proposal name (Maximum Character Limit: 150 characters)
Implementing Organization: Leave blank
Secondary Implementing Organization: Leave blank
Proposed Start Date: Leave blank
Proposed End Date: Leave blank
Scope of Work: Leave blank
Project Description: Leave blank
Project Objective: Leave blank
<u>PROJECT BENEFITS INFORMATION</u>
<i>Please do not enter any information into GRanTS for the following Project Benefits Questions. They are standard GRanTS questions and cannot be removed but are unnecessary for implementation grant applicants</i>
Benefit Level: Leave blank.
Benefit Type: Leave blank.
Benefit: Leave blank.
Description: Leave blank.
Measurement: Leave blank.
<u>PROJECT BUDGET</u>
<i>Please do not enter any information into GRanTS for the following Project Budget Questions. They are standard GRanTS questions and cannot be removed but are unnecessary for implementation grant applicants.</i>
Use the “Copy Budget data from Applicant Info” feature to populate previously entered data. The total project cost will auto calculate.
<u>*GEOGRAPHIC INFORMATION</u>

Enter the geographical information for the proposal location (latitude and longitude in degrees, minutes, and seconds). Enter the County*.

***LEGISLATIVE INFORMATION**

Use the “Copy Legislative data from Applicant Info” feature to populate previously entered data.

APPLICANT INFORMATION AND QUESTIONS TAB

The answers to these questions will be used in processing the proposal and determining eligibility and completeness.

*Self-Certification: By clicking on Yes on this question, the applicant certifies that all information included in this application is true and correct, and the applicant has made his/her best efforts to confirm the veracity of its contents as of the date of submission of this application.

PROJECT INFORMATION TAB

*Project Name: Provide enter the project name.

*Local Partner Sponsor: Please enter the local partner sponsor name.

Water System Public ID:

*Provide project map in a pdf format: Maximum file size is 2GB. Please be sure to include the Underrepresented Community/Tribe area and benefits if claiming a benefit.

*How many households will benefit from this project?

*Please briefly describe the proposed project:

*Grant Amount Requested: Enter the amount of funds being requested for the project.

*Other Cost Share: Enter the amount of any other cost share for the project.

***GEOGRAPHIC INFORMATION**

Geographic Information: Enter the geographical information for the project location (latitude and longitude in degrees, minutes, and seconds).

County: Enter the County*.

PROJECT LEVEL EVALUATION

Does this project respond to an existing emergency to humans and/or wildlife? If so, please answer the three questions below.

How does this project address a current water supply shortage which significantly endangers the public health, safety or welfare of a specific community or region?

How does this project address a current water quality emergency which significantly endangers the public health, safety or welfare of a specific community or region?

How does this project address a current water supply shortage or water quality emergency which significantly endangers a species of concern or a species listed on either the California or Federal Endangered Species Acts?

*Briefly describe how the community/area benefiting from this project is being impacted by the current drought.

*How will this project alleviate the drought impacts described above?

*Please describe why state funding is needed for this project. If state funding is not secured, what will happen to the project?

*Can the applicant utilize a partial award if one should be made available? What would the minimum funding needed be to complete the project as proposed?

Please note the GRanTS system cannot accommodate the full drop-down menu for benefit types in one

<u>menu. Please select only ONE answer from the three dropdowns for primary benefit and ONE answer for secondary benefit.</u>
<u>*Primary Benefit Value: Please quantify the level of enter the quantity of the benefit the project would provide</u>
<u>*Primary Benefit Type: Please select the primary benefit type of the project</u>
<u>*Primary Benefit Unit: Please select the benefit unit.</u>
<u>Secondary Benefit Value: Please quantify the level benefit the project would provide</u>
<u>Secondary Benefit Type: Please select the secondary benefit type of the project</u>
<u>Secondary Benefit Unit: Please select the benefit unit.</u>
<u>*Description: Please briefly describe how the project will achieve the claimed benefits including how the project benefits an Urban Community. Please include the name of the Urban Community this project benefits. Please include in the explanation information on the timespan of the primary project benefit and how the project will adapt to ensure a public benefit under future climate conditions</u>
<u>Does the project provide a benefit(s) to an Underrepresented Community ? : Select yes or no.</u>
<u>What percentage of project benefit will go to an Underrepresented Community? Provide a numeric percentage of the project benefits that go to a DAC and/or EDA.</u>
<u>If the project provides a benefit to an Underrepresented Community please describe the benefit, the percentage of project benefit and justification for the benefit level, and how the area meets the definitions of an Underrepresented Community.</u>
<u>Does the project provide a benefit(s) to a Tribe?: Select yes or no.</u>
<u>What percentage of the project benefit will go to a Tribe? : Provide a numeric percentage of the project benefits to a Tribe.</u>
<u>If the project provides a benefit to a Tribe please include the name of the Tribe, the percentage of project benefits directly benefitting the Tribe, and justification for the benefit level.</u>
<u>Please describe the specific climate change vulnerabilities that will impact the Urban Water Management Plan area. Applicants must cite a reference document which identifies the local area vulnerability (eg. UWMP, climate change analysis, local IRWM, etc.)</u>
<u>Please describe how the project will mitigate the vulnerabilities described in the previous question.</u>
<u>*Is land acquisition or landowner permission required for this project? If so, please briefly describe the status of the acquisition or agreement with the landowner. If the acquisition is not complete or permission not secured at the time of application, please describe the plan to complete it.</u>
<u>*Has planning for this project been completed? Please describe the status of planning and tasks needed for the project.</u>
<u>*Has design for this project been completed? Please describe the status of design and tasks needed for the project.</u>
<u>*Are the CEQA (and NEPA if applicable) processes for this project complete? Please briefly describe the CEQA (or NEPA) documents for this project.</u>
<u>*Is permitting for this project complete? Please briefly describe the permits necessary to complete this project.</u>
<u>*Please describe the necessary activities related to construction/implementation for this project.</u>

Appendix C- Sample Authorizing Resolution

If possible, include a resolution adopted by the applicant's governing body authorizing the application for a grant under this program that designates a representative to sign the application, and in the event of an award of grant funds, a representative to execute the funding agreement and all necessary documentation (e.g., invoices, progress reports, etc.). If the resolution has not been adopted prior to the application's submission, indicate in the self-certification form document when a signed resolution will be received by DWR. A signed, certified resolution must be received prior to the execution of a grant agreement with the State. In some cases, an applicant may have a standing (permanent) delegation, applicable ordinance, or bylaws that already delegate a representative. In such cases, please include the applicable documents with your application. Attached is a sample resolution template that may be used:

RESOLUTION NO. [xxxx]
A RESOLUTION OF THE [GOVERNING BODY] OF THE [AGENCY NAME]
AUTHORIZING THE GRANT APPLICATION, ACCEPTANCE, AND EXECUTION
FOR THE [PROJECT TITLE]

WHEREAS, [Agency Name] proposes to implement [Project Title];

WHEREAS, [Agency Name] has the legal authority and is authorized to enter into a funding agreement with the State of California; and

WHEREAS, [Agency Name] intends to apply for grant funding from the California Department of Water Resources for the [Project Title];

THEREFORE, BE IT RESOLVED by the [Governing Body] of the [Agency Name] as follows:

1. That pursuant and subject to all of the terms and provisions of Budget Act of 2021 (Stats. 2021, ch. 240, § 80) as amended (Stats. 2022, ch. 44, § 25), the [Agency Name] [Title of Authorized Representative], or designee is hereby authorized and directed to prepare and file an application for funding with the Department of Water Resources, and take such other actions necessary or appropriate to obtain grant funding.
2. The [Agency Name] [Title of Authorized Representative], or designee is hereby authorized and directed to execute the funding agreement with the Department of Water Resources and any amendments thereto.
3. The [Agency Name] [Title of Authorized Representative], or designee is hereby authorized and directed to submit any required documents, invoices, and reports required to obtain grant funding.

CERTIFICATION I hereby certify that the foregoing Resolution was duly and regularly adopted by the [Governing Body Name] of the [agency name] at the meeting held on [date], motion by [member name] and seconded by [member name], motion passed by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

[Printed Name]
[Title], [Governing Body]

Attest:

[Printed Name]
[Secretary/Clerk]

Appendix D- Self-Certification for Eligibility

Each applicant must complete, have the authorized representative sign, and submit a self-certification form for the following eligibility items. The self-certification form can be found on the website listed in the Foreword.

Eligible Applicant

Eligible applicants are public agencies; public utilities; special districts; colleges and universities; mutual water companies; non-profit organizations; regional water management groups, as defined in Section 10539 of the Water Code; federally recognized California Native American Tribes; and non-federally recognized Native American Tribes on the contact list maintained by the Native American Heritage Commission for the purposes of Chapter 905 of the Statutes of 2004.

DWR encourages potential applicants to reach out to DWR regarding any eligibility questions or concerns prior to submitting an application.

Urban Water Management Compliance

Each urban water supplier must:

- Have a current Urban Water Management Plan (UWMP) verified by DWR that addresses the requirements of the California Water Code. If an urban water supplier's UWMP has not been verified by DWR, explain and provide the anticipated date for having a UWMP that addresses the requirements of the Water Code, including interim target reporting, as applicable in the self-certification form.
- If applicable, have a complete and validated water loss audit report verified by DWR in accordance with Senate Bill No. 555 (Stats. 2015, ch. 679).
- If applicable, must be compliant with the water metering requirements contained in Water Code section 525 et seq. Each urban water supplier proposing wastewater projects, water use efficiency projects, or drinking water projects must be compliant.
- If applicable, be compliant with requirements to submit monthly water use reports to the State Water Resources Control Board in compliance with requirements outlined in the California Code of Regulations, title 23, sections 991.
- If facing water supply shortages, must have activated a Water Shortage Contingency Plan to a stage commensurate with their current water supply conditions. The applicant must report activation of the plan to the State Water Board to be considered eligible.

Agricultural Water Management and Measurement Compliance

Each agricultural water supplier that provides water to *less than 10,000 irrigated acres*, excluding recycled water must:

- Indicate on the self-certification form that the supplier provides water to less than 10,000 irrigated acres, excluding recycled water.

or:

- Indicate on the self-certification form that each supplier's Agricultural Water Management Plan

(AWMP) addresses the Water Code and Executive Order (EO) B-29-15 requirements. If an agricultural water supplier's AWMP has not been verified by DWR, explain and provide the anticipated date for having an AWMP that addresses the Water Code and EO B-29-15 requirements.

Each agricultural water supplier that provides water to *less than 25,000 irrigated acres*, excluding recycled water must:

- Indicate on the self-certification form the supplier provides water to less than 25,000 irrigated acres, excluding recycled water, or is otherwise deemed exempt from Water Code Efficient Water Management Practices (EWMPs) and the Water Measurement Regulation.

or:

- Indicate on the self-certification form that each supplier addresses the Water Code requirements for implementing EWMPs including Water Measurement, Volumetric Water Pricing, and all technically feasible and locally cost-effective EWMPs listed in the Water Code; and
- Indicate on the self-certification form that each supplier implements the Water Measurement Regulation, including AWMP reporting requirements.

or:

- Submit to DWR for approval a schedule, financing plan, and budget, to be included in the grant or loan agreement, for implementation of the EWMPs. The supplier may request grant or loan funds to implement the efficient water management practices to the extent the request is consistent with the eligibility requirements applicable to the waterfunds.

To comply with the farm-gate delivery requirements, each agricultural water supplier must complete the self-certification form based on the agricultural water supplier's irrigated acres.

- For those agricultural water suppliers that supply less than 2,000 acre-feet of water or water to less than 2,000 irrigated acres, excluding recycled water, provide the suppliers supply of water or irrigated area.

or:

- For those agricultural water suppliers that supply water to areas greater than 2,000 irrigated acres, verify that the annual aggregated monthly or bi-monthly farm-gate delivery data has been provided to DWR.

and/or:

- For those suppliers that provide water to less than 25,000 irrigated acres, complete the self-certification form and indicate that the implementation of a program or practices to measure farm-gate deliveries using Best Professional Practices is not locally cost-effective.

Surface Water Diverter Compliance

List the surface water diverters that will receive funding from the proposed grant on the self-certification form. If there are none, please indicate so. For the listed surface water diverters, state whether they have submitted their annual and monthly surface water division reports to the State Water Resources Control Board in compliance with requirements outlined in Water Code section 5100 et seq., and California Code of Regulations, title 23, sections 907-930. If a surface water diverter

has not, explain and provide the anticipated date for meeting the requirements.

Groundwater Management Compliance

Each local sponsor or applicant implementing groundwater projects, or projects directly affecting groundwater levels or quality, must be compliance with Water Code section 10753 regarding Groundwater Management Plans (GWMPs). Please note that projects that affect groundwater levels or quality located in a CASGEM High or Medium priority groundwater basin without an adopted GWMP in compliance of Water Code section 10753 before January 1, 2015, will not be eligible (Wat. Code, § 10750.1(a)).

For groundwater projects, or other projects that directly affect groundwater levels or quality, in a high or medium priority basin, documentation that the project has support from the Groundwater Sustainability Agency of the impacted groundwater basin(s), or the agency responsible for implementing an alternative plan, should be included with the application.

Note that Local Project Sponsors that receive a grant award will have to maintain compliance with Water Code section 10000 et seq. as part of continuing eligibility requirements. Groundwater Management compliance requirements may be revised or updated based upon the implementation of the Sustainable Groundwater Management Act of 2014 (SGMA).

CASGEM Compliance

DWR has prioritized the groundwater basins. The CASGEM Program description, along with the basin prioritization information, can be found at: <https://water.ca.gov/Programs/Groundwater-Management/Groundwater-Elevation-Monitoring--CASGEM>

For the high and medium priority basins that do not have a CASGEM monitoring entity, the grant applicant and Local Project Sponsor that match the list of potential monitoring entities identified in Water Code section 10927, along with the counties whose jurisdictions include unmonitored high and medium priority basins, will not be eligible to receive Round 2 IRWM Grant funding (Wat. Code, § 10933.7(a)).

Consistent with Water Code section 10933.7(b), if the entire service area of the grant applicant or the individual Local Project Sponsor's service area is demonstrated to be a DAC, as defined in the 2021 Guidelines, Appendix H, the project will be considered eligible for grant funding notwithstanding CASGEM compliance. If the Local Project Sponsor is exempt, a map must be included with the application that shows the Project's implementing agency's service area boundary. The map should include a DAC overlay to demonstrate the project is exempt.

Water Code section 10927 identifies GSAs as entities that may assume responsibility for the monitoring and reporting of groundwater elevations as required by section 10920 et seq. Following a GSAs submittal of a GSP, compliance with this section is required to continue through the monitoring and reporting of groundwater elevations as required by the GSA per the GSP regulations (Cal. Code Regs., tit. 23, § 350 et seq.), rather than the previously defined monitoring entity; the groundwater level data must be submitted through the SGMA Portal at SGMA Groundwater Management (SGMA) Portal - Department of Water Resources (ca.gov).

Stormwater Management Plan Compliance

For all Stormwater projects and/or dry weather runoff capture projects, the project must be

included in a Stormwater Resource Plan (or Functionally Equivalent Stormwater Resource Plan), or the project must benefit a DAC with a population of 20,000 or less that is not a co-permittee for a municipal separate stormwater system national pollutant discharge elimination system permit issued to a municipality with a population greater than 20,000.

Appendix E- Budget

Each applicant must complete and submit a Budget attachment for their proposal. The Budget attachment form can be found on the website listed in the Foreword. The Budget attachment must be submitted in the original MS Word format with the forms intact to be considered part of a complete application.

AGREEMENT BUDGET SUMMARY

	PROJECTS	Grant Amount	Non State Cost Shar	All Other Cost	Total Cost
	Grant Administration	\$	\$	\$	\$
1	Project 1: <Title>	\$	\$	\$	\$
X	Project X: <Title>	\$	\$	\$	\$
	GRAND TOTAL	\$	\$	\$	\$

Instructions: If requesting Grant Administration costs, complete the following table. Grant Administration is the Grantee’s cost for meeting the requirements associated with the administering of the grant funds, including coordinating with project managers for implementing the grant projects, and combining reports and invoices to submit to DWR. This is independent of Project Administration and is not the same or a sum of the Project Administration amounts. Applicants are not required to include a Grant Administration project, and may not want to, if only requesting funds for a single project. Please enter whole numbers for each budget box.

Grant Administration

	BUDGET CATEGORY	Grant Amount	Non State Cost Share	All Other Cost	Total Cost
(a)	Grant Administration	\$	\$	\$	\$
	TOTAL COSTS	\$	\$	\$	\$

Instructions: Please complete the following budget table for each project. All Other Costs should total the remaining costs of implementing the project beyond the grant amount and non-state cost share. If you are submitting an application for more than one project, please copy additional tables below, as needed.

PROJECT X: <Project X Name>

Implementing Agency:

	BUDGET CATEGORY	Grant Amount	Non State Cost Share*	All Other Cost*	Total Cost
(a)	Project Administration	\$	\$	\$	\$
(b)	Land Purchase / Easement	\$	\$	\$	\$
(c)	Planning / Design / Engineering / Environmental Documentation	\$	\$	\$	\$
(d)	Construction / Implementation	\$	\$	\$	\$
	TOTAL COSTS	\$	\$	\$	\$

NOTES:

* List sources of All Other Cost, including other State Fund Sources.

Appendix F- Schedule

Each applicant must complete and submit a Schedule attachment for their proposal. The Schedule attachment form can be found on the website listed in the Foreword. The Schedule attachment must be submitted in the original word format with the forms intact to be considered part of a complete application.

Please complete the schedule below for the project(s). Applications with multiple projects will complete a schedule for each project. Projects must be complete by December 31, 2026, including all reporting and retention, to allow time for final invoice processing and retention payment before the State funds expire on June 30, 2027. Project/grant administration should end at least three months after construction.

Grant Administration

	Categories	Start Date	End Date
(a)	Grant Administration	<i>MM/DD/YYYY</i>	<i>MM/DD/YYYY</i>

Project [Enter Project Title]

	Categories	Start Date	End Date
(a)	Project Administration	<i>MM/DD/YYYY</i>	<i>MM/DD/YYYY</i>
(b)	Land Purchase / Easement	<i>MM/DD/YYYY</i>	<i>MM/DD/YYYY</i>
(c)	Planning/ Design / Engineering / Environmental Documentation	<i>MM/DD/YYYY</i>	<i>MM/DD/YYYY</i>
(d)	Construction/ Implementation	<i>MM/DD/YYYY</i>	<i>MM/DD/YYYY</i>

Appendix G- Wholesaler Summary Sheet

Each applicant that is an Urban Water Supplier wholesaler must complete and submit a Wholesaler Summary attachment in order to be considered for Priority 2 (related to Urban Water Shortage Contingency Plan activation level). The Wholesaler Summary attachment form can be found on the website listed in the Foreword. The attachment must be submitted in the original excel format.

Please note: If an applicant is an Urban Water Supplier wholesaler and does not submit the Wholesaler Summary Sheet, they will not be considered for award under Priority 2.

Wholesaler Agency: <Enter Name>

Retail Agency Name	Percentage of wholesaler supply by each retail agency	Urban Water Shortage Contingency Plan (to be completed by DWR)

Appendix H- Underrepresented Communities

For the purposes of this GL/PSP, Disadvantaged Communities (DACs), SDACs (Severely Disadvantaged Communities), EDAs (Economically Distressed Area), Tribes, Environmentally Disadvantaged Communities (EnvDACs), and Fringe Communities are collectively referred to as Underrepresented Communities (URCs). DWR will use the information presented in the applications to evaluate whether the project provides benefits to an Underrepresented Community and to determine whether the project is eligible for the Underrepresented Community Funding. The Underrepresented Community Funding is available to projects providing at least 50% of the primary benefit directly to an Underrepresented Community or Tribe.

Applicants seeking this determination must include in their grant application, supporting documentation that identifies the Project benefit area and location(s) of the Underrepresented Communities, identifies how the proposed Project provides benefits to an Underrepresented Community, and indicates the total project benefits provided.

Underrepresented Community Classifications

Disadvantaged Communities (DACs)

A disadvantaged community (DAC) is a community with an annual median household income (MHI) that is less than 80% of the Statewide annual median household income. Using the U.S. Census Bureau American Community Survey (ACS) data for the years 2016 -2020, 80% of the California Statewide MHI is \$62,938.

Applicants must provide the following information for each project claiming benefits to a DAC(s):

- Percentage of the project benefits provided to a DAC, by geographic area or population.
- Information that supports the project benefits a DAC(s), such as a map or shapefile that shows the project benefit area and the location of the DAC(s).
- Where there is a lack of representative census data that adequately represents the community that can be documented, alternative studies (local income surveys, a subset of a block group, older (ACS) data, etc.) may be substituted in the attachment. Include justification for the use of alternate data.

The ACS data gives estimates of MHI for different census geographies, such as states, counties, census places (incorporated cities and unincorporated towns), census tracts, and census block groups.

DWR has developed a tool which utilizes the most current ACS data to show the location and boundaries of DACs and Severely Disadvantaged Communities (SDACs) in the State, at the census place, tract, and block group level. The tool allows users to view different geographies or combinations of geographies, using different base maps and to zoom in to various scales. The DAC tool can be found at the following link: <https://water.ca.gov/Work-With-Us/Grants-And-Loans/mapping-tools>. For individuals with Geographic Information System (GIS) capabilities, also provided at this link are GIS files representing the ACS data (and DAC status) for the three census geographies.

The applicant may use ACS data at the census place, census tract, or census block group geography levels to show whether a project serves a DAC, based on what geography is the most representative for that community. For DACs, the allowable alternative geographies are, respectively:

Severely Disadvantaged Communities (SDACs)

A severely disadvantaged community (SDAC) is a community with a median household income of less

than 60% of the Statewide average.

Applicants must provide the following information for each project claiming benefits to a SDAC(s):

- Percentage of the project benefits provided to an SDAC, by geographic area or population.
- Information that supports the project benefits an SDAC(s), such as a map or shapefile that shows the project benefit area and the location of the SDAC(s).

If a project is serving a DAC or SDAC, is divided among several contiguous census tracts or block groups and some of the project area tracts or block groups do not meet the DAC or SDAC criterion, then the project will be considered a DAC project for the purpose of waiving cost share requirements in proportion to the population served that meets the DAC criterion. The DAC tool described in the previous section can also be used to identify SDAC locations in California.

Economically Distressed Areas (EDAs)

An economically distressed area (EDA) is a municipality with a population of 20,000 persons or less, a rural county, or a reasonably isolated and divisible segment of a larger municipality where the segment of the population is 20,000 persons or less, with an annual median household income that is less than 85% of the Statewide median household income, and with one or more of the following conditions as determined by the DWR: (1) financial hardship, (2) Unemployment rate at least 2% higher than the Statewide average, or (3) low population density.

Applicants must provide the following information for each project claiming benefits to an EDA(s):

- Percentage of the project benefits provided to an EDA, by geographic area or population.
- Include information that supports the project benefits an EDA(s), such as a map or shapefile that shows the project benefit area and the location of the EDA(s).
- Where the lack of representative census data that adequately represents the community can be documented, alternative studies (local income surveys, a subset of a block group, etc.) may be substituted in the attachment.
- In determining the MHI for EDAs, applicants may use a single type of census geography or combinations of census geographies that best represent the EDA.

The EDA Mapping Tool is an interactive map that allows users to overlay multiple geographies as separate data layers. Go to <https://water.ca.gov/Work-With-Us/Grants-And-Loans/mapping-tools> to access the EDA mapping tool.

Tribes

For the purposes of this GL/PSP, federally recognized Indian Tribes and California State Indian Tribes listed on the Native American Heritage Commission's California Tribal Consultation List are collectively referred to as "Tribe" or "Tribes."

California Native American Tribe: The term "state Indian tribes" means Federally recognized California Native American Tribes or Non-federally recognized Native American Tribes on the contact list maintained by the Native American Heritage Commission for the purposes of Chapter 905 of the Statutes of 2004.

Federally Recognized Indian Tribes: A federally recognized Tribe is an American Indian or Alaska Native Tribal entity that is recognized as having a government-to-government relationship with the

United States, with the responsibilities, powers, limitations, and obligations attached to that designation, and is eligible for funding and services from the Bureau of Indian Affairs.

The Tribal applicant shall provide a brief narrative that describes the Tribe, how the Tribe meets the minimum definition for eligibility, and any back-up documentation to support the Tribe's recognition. Provide justification demonstrating the percent of project benefits provided to the Tribe. If a Tribe is awarded grant funding, DWR will consult with the Tribe on a government-to-government basis to execute a limited waiver of sovereign immunity prior to the execution of a grant agreement.

DWR will not knowingly disclose information related to Native American cultural sites or sacred places per Government Code section 6254(r). There is no requirement to disclose any information related to Native American cultural sites or sacred places to DWR in the application. If this information is included in the application, it must be clearly labeled "confidential."

Environmentally Disadvantaged Communities (EnvDACs)

The California Environmental Protection Agency (CalEPA) designates the top 25% scoring census tracts as DACs. Census tracts that score the highest 5% of Pollution Burden scores, but do not have an overall CalEnviroScreen score because of unreliable socioeconomic or health data, are also designated as DACs (found to be 22 census tracts in the 2021 CalEnviroScreen version 4.0).

CalEPA (through the Office of Environmental Health Hazard Assessment (OEHHA)) developed a mapping tool that assesses environmental, health, and socioeconomic indicators to produce a score for each census tract in the State. Each tract receives a Pollution Burden score (Exposures and Environmental Effects) and a Population Characteristics score (Sensitive Populations and Socioeconomic Factors). The average Pollution Burden and Population Characteristics scores are multiplied together to produce an overall CalEnviroScreen score.

There are two tools available to verify if a census tract is considered an EnvDACs:

OPTION 1: CalEnviroScreen 4.0 Mapping Tool

The CalEnviroScreen 4.0 Mapping Tool is an interactive map that allows users to overlay Census Tracts.

Go to <https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-40> and scroll down to access the CalEnviroScreen 4.0 Mapping Tool.

OPTION 2: CalEnviroScreen 4.0 Results Excel Sheet

The CalEnviroScreen 4.0 Results Excel Sheet is a sortable spreadsheet that contains all CalEnviroScreen 4.0 scores.

Go to <https://oehha.ca.gov/calenviroscreen/report/calenviroscreen-40> and scroll down to Data and Additional Materials.

Fringe Communities

Fringe Communities are those communities that do not meet the established DAC, SDAC, and EDA definitions, but can show that they score in the top 25% of either the Pollution Burden or Population Characteristics score, using the CalEnviroScreen version 4.0 linked above.

Appendix I- Advanced Payment

Water Code section 13198.4 authorizes advanced payment of up to 25% by DWR to eligible entities (Grantees and/or Local Project Sponsors) for eligible projects. Eligible projects listed in Water Code section 13198(c), must benefit a county and/or watershed included in Governor's state of emergency drought proclamations or a drought scenario determined by the State Water Board as set forth in Water Code section 13198(a) to be eligible for advanced payment. The following outlines the general requirements for advanced payment eligibility, application process, accountability reporting, and default provisions. **Additional details regarding the specific requirements for advanced payment will be provided in individual grant agreements.**

Process to Apply for Advanced Payment

Following award notification and within 90 calendar days of execution of a grant agreement with DWR, the Grantee shall provide DWR with the list of projects for which advanced payment is requested. Failure to provide this list within 90 calendar days of execution of the grant agreement shall result in the forfeiture of the right to request or receive advanced payment for the grant. The list of projects shall include the following:

- Description of each project requesting advanced funds, consistent with the executed grant agreement.
- The names of the entities that will receive the funding for each project.
- Description of each funding recipient's cash flow needs (an explanation of why the entity does not have enough funding to cover its liabilities for the project).
- Description of each funding recipient's financial capacity to administer the advanced funds and complete the project once the advanced funds have been expended.
- Statement acknowledging that advanced funds will be placed in a non-interest-bearing account.
- A Funding Plan (template will be provided) that includes:
 - a. Budget for each project.
 - b. Anticipated quarterly schedule for each project, showing how the advanced payment funds will be expended including associated activities and deliverables.
 - c. Any reimbursable funds expended to date.
- Any other information that DWR may deem necessary.

Within 60 days of receiving all required project information and that information being deemed adequate at the sole discretion of DWR, DWR may authorize payment of up to 25 percent of the grant award for the qualified project(s).

The Grantee will be responsible for the timely distribution of the advanced funds to the individual Local Project Sponsors, if applicable.

Accountability Report Requirements

Upon receipt of advanced payment, there are requirements and responsibilities that must be met by the Grantee. The Grantee shall, on a quarterly basis, provide an Accountability Report to DWR regarding the expenditure and use of the advanced grant funds that provides, at a minimum, the

following information:

- An itemization as to how advanced payment funds have been expended, including documentation that advanced funds were spent on eligible reimbursable costs.
- An updated Funding Plan with project itemization and a quarterly schedule describing how any remaining advanced payment funds will be expended.
- Documentation that the funds were placed/remain in a non-interest-bearing account, and the dates of withdrawals of funds from that account during the reporting period.
- Proof of distribution of advanced funds to Local Project Sponsor(s), if applicable.

Default of Advanced Payment Obligations

Any of the following actions will be considered a default on the advanced payment obligations and shall result in DWR requesting the Grantee return all or a portion of the advanced funds and may result in a breach of the grant agreement:

- Failure to expend the advanced funds within the timeframe agreed to by DWR and the Grantee when the advanced payment request was approved unless an extension has been approved by DWR.
- Failure by Grantee to submit complete and accurate quarterly Accountability Reports by the required due dates, unless otherwise approved by DWR.
- Failure to deposit funds in a non-interest-bearing account.
- Use of Advance Payment funds for ineligible expenses and/or activities not consistent with the grant agreement.
- Inappropriate use of funds, as deemed by DWR.
- Failure to comply with any other term of the executed grant agreement.

If advanced funds are not fully expended by project completion or by the grant agreement termination date, whichever is earlier, the unused grant funds shall be returned to DWR within 60 calendar days.

Appendix J- Useful Links

California Drought

Destination	Link
California Drought Action:	https://drought.ca.gov/
State Water Board's Drought Page:	https://www.waterboards.ca.gov/drought/
DWR Drought Page	https://water.ca.gov/Programs/All-Programs/Drought
Small Community Drought Relief Program	https://water.ca.gov/Water-Basics/Drought/Drought-Funding/Small-Community-Drought-Relief
2022 Urban Community Drought Relief Program	https://water.ca.gov/Water-Basics/Drought/Urban-Drought-Grant

CA Department of Water Resources (DWR)

Destination	Link
Homepage:	http://www.water.ca.gov/
Financial Assistance Programs:	https://water.ca.gov/Work-With-Us/Grants-And-Loans
AB 1755: Open and Transparent Water Data Platform for California	https://water.ca.gov/ab1755
Water Use and Efficiency Branch:	https://water.ca.gov/Programs/Water-Use-And-Efficiency
Urban Water Management Plans:	https://water.ca.gov/Programs/Water-Use-And-Efficiency/Urban-Water-Use-Efficiency/Urban-Water-Management-Plans
Agricultural Water Management Plans:	https://water.ca.gov/Programs/Water-Use-And-Efficiency/Agricultural-Water-Use-Efficiency
General Groundwater Management:	https://water.ca.gov/Programs/Groundwater-Management
Climate Change Website:	https://water.ca.gov/Programs/All-Programs/Climate-Change-Program

SGMA Website:	https://water.ca.gov/Programs/Groundwater-Management/SGMA-Groundwater-Management
CASGEM Program:	https://water.ca.gov/Programs/Groundwater-Management/Groundwater-Elevation-Monitoring-CASGEM

Integrated Regional Water Management (IRWM)

Destination	Link
IRWM Grant Program:	https://water.ca.gov/Work-With-Us/Grants-And-Loans/IRWM-Grant-Programs
DAC and EDA Mapping Tools and Data:	https://water.ca.gov/Work-With-Us/Grants-And-Loans/Mapping-Tools
DAC Involvement Program	https://water.ca.gov/Work-With-Us/Grants-And-Loans/IRWM-Grant-Programs/Proposition-1/DAC-Involvement-Program

State Water Board

Destination	Link
Homepage:	http://www.waterboards.ca.gov
Stormwater Resource Plan Guidance:	https://www.waterboards.ca.gov/water_issues/programs/grants_loans/swgp/docs/prop1/swrp_finalguidelines_dec2015.pdf
California Environmental Data Exchange Network:	http://www.ceden.org/
Impaired Water Bodies:	https://www.waterboards.ca.gov/rwqcb5/water_issues/tmdl/impaired_waters_list
Groundwater Ambient Monitoring and Assessment:	http://www.swrcb.ca.gov/gama
Financial Assistance Funding	https://www.waterboards.ca.gov/water_issues/programs/grants_loans/

Regional Water Quality Control Plans (Basin Plans)

Destination	Link
All Regions:	https://www.waterboards.ca.gov/plans_policies/

California Environmental Quality Act (CEQA)

Destination	Link
California State Clearinghouse Handbook	http://opr.ca.gov/docs/SCH_Handbook_2012.pdf

Climate Change Information

Destination	Link
Climate Change Regional Water Planning Handbook:	http://climate.calcommons.org/sites/default/files/basic/climate_change_handbook_regional_water_planning.pdf
California Climate Change Portal:	http://www.climatechange.ca.gov/
AB 32 Scoping Plan	http://www.arb.ca.gov/cc/scopingplan/scopingplan.htm
California Climate Adaptation Planning Guide:	https://resources.ca.gov/CNRALegacyFiles/docs/climate/01APG_Planning_for_Adaptive_Communities.pdf
Sea Level Rise Guidance:	http://www.opc.ca.gov/webmaster/ftp/pdf/agenda_items/20180314/Item3_Exhibit-A_OPC_SLR_Guidance-rd3.pdf
Cal-Adapt:	http://cal-adapt.org/

CA Department of Industrial Relations

Destination	Link
Labor Compliance Programs:	http://www.dir.ca.gov/lcp.asp
DIR's <i>Public Works Manual</i> :	http://www.dir.ca.gov/dlse/PWManualCombined.pdf

Tribal Consultation

Destination	Link
DWR Office of Tribal Policy Advisor	https://water.ca.gov/about/tribal-policy
California Native American Heritage Commission:	http://www.nahc.ca.gov/
Governor's Tribal Advisor Office:	http://tribalgovtaffairs.ca.gov
Office of Planning and Research Tribal & CEQA Resources:	https://opr.ca.gov/ceqa/tribal/
U.S. Fish & Wildlife Service Tribal Consultation Handbook:	https://www.fws.gov/media/tribal-consultation-handbook

U.S. Census Bureau

Destination	Link
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Homepage: <http://www.census.gov>

American Community Survey: <http://www.census.gov/acs>

CALIFORNIA NATURAL RESOURCES
AGENCY

DEPARTMENT OF WATER RESOURCES
DIVISION OF REGIONAL ASSISTANCE