



Member Agency Grant Program

FISCAL YEAR 2021-2022 (UPDATED FEBRUARY 2021)

Program Background

The Member Agency Grant Program is designed to assist member agencies in funding and implementing water conservation measures, projects, and programs in their respective service areas.

Eligibility

- Applications should be submitted by **May 3, 2021** to coincide with the 2021-2022 fiscal year.
- Applications received after **December 31, 2021** will be considered for the 2022-2023 fiscal year.
- An agency representative should attend a Conservation Action Committee meeting each year.
- Grant funding is intended to be for the direct costs of the measures and not for staff time.
- All measures from previous grants must be substantially complete before a new application will be considered.

Application Instructions (see Appendix A for a sample application)

1. Identify the primary contact from your agency to coordinate with JVWCD. Submit name, title, and email with the application.
2. Prepare a list of proposed measures and include the following information for each:
 - a. Measure name
 - b. Short description of what it is and how it will be implemented
 - c. Expected funding tier (see Funding Match Requirements below)
 - d. Schedule for implementation
 - i. Begin date
 - ii. Milestones
 - iii. End date (if program is ongoing, the finish date is June 30, 2022)
 - e. Estimated total cost
3. Send your contact information and list of measures to the Conservation Programs Manager.
You can email it to: grants@jvwcd.org or courtneyb@jvwcd.org
Or you can mail it to:
Courtney Brown, Conservation Programs Manager
Jordan Valley Water Conservancy District
8215 South 1300 West
West Jordan, UT 84088
4. You may be contacted by JVWCD with some follow-up questions as the staff prepares to bring your grant application to the board of trustees for consideration.
5. JVWCD will prepare an agreement and scope of work based on your application with any adjustments needed to more closely meet the grant program objectives. It is best to have the agreement signed by your agency before it is presented to the board of trustees.



Funding Limitations

JVWCD's grant funding may include \$50,000 for member agencies with a perpetual water purchase contract, serving over 500 retail connections, plus a supplement of \$1 per acre-foot of water purchase contract volume, in acre-feet per year (AFY). For example, a member agency with a perpetual water contract volume of 2,000 AFY could receive \$50,000 plus \$2,000 for a total of up to \$52,000. Eligible member agencies may participate up to one time each fiscal year, subject to approval from JVWCD's board of trustees.

Funding Match Requirements

Tier 1 Measure (Agency matches at least 20%): Projects with proven, quantifiable water savings resulting in direct water use reduction. Upon applying, JVWCD will estimate the potential water savings to determine the funding match level. Examples of potential projects are:

- Landscaping projects and retrofits that reduce turf, implement waterwise practices, and lead to future water savings.
 - Landscape design plans must be submitted for review prior to construction.
- Indoor fixture replacement programs (ex. toilets, showerheads, faucets).
- Irrigation product rebates (ex. drip kits, spray nozzles, smart irrigation controllers).
- Secondary water metering for existing secondary connections (excludes new construction).
 - After secondary meter is installed, the customer should receive bills based on volumetric use or reports that illustrate their water use.
- Water audits for residential, commercial, industrial, or institutional customers.
- Leak mitigation programs, rebates, and technologies.
- Projects that provide water use feedback information to customers.

Tier 2 Measure (Agency matches at least 40%): Studies and projects that have a strong research component with the potential for significant future water use reduction. Examples of potential projects:

- Studies relating to secondary water metering, water rate structures, demand management, end use, and cost effectiveness of conservation programs.
- Consulting services for implementation of water efficient landscape ordinances.
- Consulting services for designing water rate structures to encourage efficient water use.
- Consulting services for water conservation plan updates.
- Landscape design plans for water-efficient landscape projects.

Tier 3 Measure (Agency matches at least 60%): Conservation measures where water use reduction is difficult to determine. Examples of potential projects are as follows:

- Promotional materials for booths, events, etc.
- Public education/information campaigns.
- Demonstration gardens with exhibits and signage which educate your community on principles of waterwise landscaping.



Appendix A - Sample Application

Agency Name: My Water Agency

Primary Contact: Wanda Savers, Office Assistant, wanda@agency.gov, 801-555-5555

Measure 1:

- *Name: Corporate office landscaping retrofit project*
- *Description: We want to remove 80% of the turf at our corporate office. The draft landscape design was completed last week, and we are ready for feedback from JVWCD. It is about 30,000 square feet overall.*
- *Tier 1*
- *Schedule for implementation*
 - *July 16, 2021 – Finalize landscape designs and submit to city*
 - *August 20, 2021 – Submit RFP*
 - *September 10, 2021 – Award contract*
 - *May 15, 2022 – Substantial completion*
- *Estimated total cost – \$90,000*

Measure 2:

- *Name: Toilet voucher program*
- *Description: We'd like to give away 200 water saving toilets to customers who apply and meet qualifications. Eligible customers will receive a voucher indicating the times they can come in to pick up a toilet (one toilet per customer). Upon arrival, our staff will be there to answer questions and give water saving tips. The toilets will be WaterSense labeled.*
- *Tier 1*
- *Schedule for implementation*
 - *July 1, 2021 – Start advertising toilet program*
 - *August 15, 2021 – Send out vouchers to eligible customers*
 - *September through October – Voucher fulfillment*
- *Estimated total cost – \$20,000*

Measure 3:

- *Name: Conservation program advertisements*
- *Description: We'd like to send out a bill stuffer and advertise in our city newsletter. We'll promote the toilet voucher program and the Utah Water Savers programs.*
- *Tier 3*
- *Schedule for implementation*
 - *July 4, 2021 – Send bill stuffer*
 - *July 20, 2021 – City newsletter advertisement*
- *Estimated total cost – \$6,000*



Member Agency Grant Program

Supplemental Funds for Adopting JWCD's Water Efficiency Standards

FISCAL YEAR 2021-2022 (UPDATED FEBRUARY 2021)

Purpose

Member cities and districts may apply for additional supplemental funding and assistance for up to three years following formal adoption of JWCD's Water Efficiency Standards (WES) within its water service area. The program is intended to provide additional resources that may be needed to temporarily offset costs or assist in implementation efforts.

Eligibility

- Funding for this program is independent of JWCD's Member Agency Grant Program for conservation programs, and prior participation is not required.
- The Member Agency must have a perpetual water purchase contract with JWCD, serving over 500 retail connections.
- The Member Agency must substantially adopt the WES by ordinance or policy through its governing body.
- When applicable, a Member district may also choose to direct grant funds to the cities or townships having land-use jurisdiction within its water service area, and adopt the WES.
- Applications received after **December 31, 2021**, will be considered for the 2022-2023 fiscal year.

Funding and Assistance Opportunities

Grant funding may be requested for the following purposes as a result of adopting, implementing, or fulfilling the WES, as follows:

- **Additional staffing (newly hired or reassigned employees):** For newly established responsibilities that may include landscape plan reviews, code enforcement, inspections, customer service, administrative support, or other tasks needed to successfully conform to the WES.
- **Consulting or professional services:** For newly established needs that may include staff training, legal advice, rate analysis, ordinance support, fee studies, landscape plan reviews, code enforcement, inspections, or other services needed to successfully conform to the WES.
- **Supporting software or equipment:** Adjustments to existing software or equipment, or newly needed software or equipment, that may include utility billing, work management, asset management, planning, licensing, permitting, or other resources needed to successfully conform to the WES.

Additional JWCD staff assistance is available for the following purposes as a result of adopting, implementing, or fulfilling the WES, as follows:



JORDAN VALLEY WATER
CONSERVANCY DISTRICT

- **Training:** Member Agency staff and/or consultant training on inspection best practices, landscape plan reviews, ordinance recommendations, and general water-efficient landscape design, installation, and maintenance.
- **Plan reviews:** JWCD staff may be used as an additional resource for reviewing and approving landscape plans submitted to the Member Agency to assess conformance to the WES.
- **Inspection services:** It is recommended that Member Agencies provide any inspection services needed to conform to the WES; however, JWCD staff is available to perform occasional inspection services for training purposes or as Member Agency capacity is exceeded.

Funding Limitations

JWCD's grant funding may include \$50,000 for Member Agencies with a perpetual water purchase contract, serving over 500 retail connections, plus a supplement of \$1 per acre-foot of water purchase contract volume, in acre-feet per year (AFY). For example, a Member Agency with a perpetual water contract volume of 2,000 AFY could receive \$50,000 plus \$2,000 for a total of up to \$52,000. Eligible Member Agencies may participate up to one time each fiscal year, subject to approval from JWCD's Board of Trustees.

Application Instructions (see Appendix A for a sample application)

1. Identify the primary contact from your Agency to coordinate with JWCD. Submit name, title, and email with the application.
2. Prepare a list of proposed requests and include the following information for each:
 - a. Short description of what it is needed and how it will assist in adopting, implementing, or fulfilling the WES
 - b. Important dates or timeline
 - i. Begin date
 - ii. Milestones
 - iii. End date (if need is on-going, the finish date is June 30, 2022)
 - c. Estimated total cost (if applicable)
3. Send your contact information and list of requests to the Conservation Programs Manager.
You can email it to: grants@jvwcd.org or courtneyb@jvwcd.org
Or you can mail it to:
Courtney Brown, Conservation Programs Manager
Jordan Valley Water Conservancy District
8215 South 1300 West
West Jordan, UT 84088
4. You may be contacted by JWCD with some follow-up questions as the staff prepares to bring your grant application to the Board of Trustees for consideration.
5. JWCD will prepare an agreement and scope-of-work based on your application with any adjustments needed to more closely meet the grant program objectives. It is best to have the agreement signed by your Agency before it is presented to the Board of Trustees.



Appendix A - Sample Application

Agency Name: My Water Agency

Primary Contact: Wanda Savers, Office Assistant, wanda@agency.gov, 801-555-5555

Funding Request 1:

- We'll need to train a staff member in our planning department to review and approve landscaping plans.
- Schedule for implementation
 - January 5, 2022 – Plan review training
 - February 2022 – Begin plan reviews and approvals
 - June 30, 2022 – End of grant period
- Estimated costs
 - \$5,000 for training by XYZ Consulting
 - \$25,000 for additional plan review responsibilities (30 hours per week February through June)

Funding Request 2:

- Our work management software needs to be updated to track residential landscape inspections
- Schedule for implementation
 - November 5, 2021 – Procure professional services
 - December 1, 2021 – Implement software changes
- Estimated costs
 - \$13,000

Staff Assistance Request 1:

- Our maintenance staff will need to be trained on best practices for maintaining water-efficient landscapes.
- Estimated scheduling need
 - February 2022 – The training will need to be done before spring

Staff Assistance Request 2:

- Our consultant needs to update our landscape ordinances and will be requesting support from JVVCD staff for review and feedback
- Estimated scheduling need
 - April to May 2022 – Develop new ordinance
 - June 10, 2022 – Seek formal adoption of new ordinance