Getting Started

• To watch the recording, use the same link: Join Live Teams Event
• Attendees' cameras and microphones are muted
• A copy of the slides will be available on our website: https://www.usbr.gov/watersmart/swep/

• Questions and comments can be posted in the Q&A icon on the bottom of the menu bar
Agenda Overview

• WaterSMART SWEP NOFO
  • Eligible Applicants
  • Eligible Project Types
  • Evaluation Criteria
• Application Tips
• Preparing to apply – required systems
• Useful Program Links
• Questions
WaterSMART Program Overview

Provides a framework for Interior to support water supply reliability for multiple water users.
WaterSMART Grants
Small-Scale Water Efficiency Projects
($3 million in FY 2021)

• Water and Energy Efficiency Grants (WEEG)

• Small-Scale Efficiency Projects (SWEP)

• Water Marketing Strategy Grants (WMSG)
WaterSMART Grants
Small-Scale Water Efficiency Projects
($3 million in FY 2021)

- Eligible Project Types
  - Canal lining/piping
  - Municipal Metering
  - Irrigation flow measurement
  - Irrigation measures
  - Supervisory Control and Data Acquisition (SCADA) and Automation

Other projects that are similar to those tasks listed above may be submitted for consideration and will be allowed to the extent that they are consistent with program authorization and goals.
WaterSMART Grants
Small-Scale Water Efficiency Projects
($3 million in FY 2021)

Eligible Applicants

Category A:
- States, Indian Tribes, irrigation districts, and water districts;
- State, regional, or local authorities, whose members include one or more organizations with water or power delivery authority; and
- Other organizations with water or power delivery authority.

Category B: Nonprofit conservation organizations that are acting in partnership with and with the agreement of an entity described in Category A. Category B applicants must include with their application a letter from the Category A partner, stating that they are acting in partnership with the applicant and agree to the submittal and content of the proposal.

To be eligible, applicants must also be located in one of the following States or Territories: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, American Samoa, Guam, the Northern Mariana Islands, the Virgin Islands, and Puerto Rico.

**Revised Applicant Eligibility Requirement**
WaterSMART Grants
Small-Scale Water Efficiency Projects
($3 million in FY 2021)

• **Funding**
  - Up to $75k in Reclamation funds for 2-year projects
  - Maximum total project costs of $200k
  - 50% non-Federal cost share

• **Evaluation Criteria**
  - Simplified evaluation criteria
  - Benefits to applicant
  - Previous planning efforts supporting the project

Applications Due March 18, 2021, 4pm MDT
**Evaluation Criteria now out of 90 points**

- Project Benefits
- Planning Efforts
- Project Implementation
- Nexus to Reclamation
WaterSMART Grants
Small-Scale Water Efficiency Projects Evaluation Criteria

Criterion A – Project Benefits
(35 points)
• Discuss
  • Benefits to applicant’s water supply delivery system
  • Other benefits (e.g., broader benefits to supply reliability, increasing collaboration, benefits to other sectors, collaboration with NRCS)

Criterion B – Planning Efforts Supporting the Project (35 points)
• Prioritizes projects that are identified through local planning efforts and meet local needs
WaterSMART Grants
Small-Scale Water Efficiency Projects Evaluation Criteria

Criterion C – Project Implementation
(10 points)

• Describe implementation plan including schedule and milestones
• Discuss required permits and compliance, describe any engineering and design work that has been performed

Criterion D – Nexus to Reclamation
(10 points)

• Describe the connection to Reclamation project activities and facilities if applicable.
# Small-Scale Water Efficiency Projects
## Program Requirements Summary

<table>
<thead>
<tr>
<th>Eligible Applicants</th>
<th>States, Indian Tribes, irrigation districts, and water districts; State, regional, or local authorities, whose members include one or more organizations with water or power delivery authority; Other organizations with water or power delivery authority. OR a nonprofit conservation organization partnering with a previously described entity.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funding Groups</td>
<td>Up to $75,000 in Federal funds for projects generally $200,000 or less in total project costs.</td>
</tr>
<tr>
<td>Cost Share</td>
<td>50% non-Federal cost share required</td>
</tr>
<tr>
<td>Evaluation Criteria</td>
<td>Applications will be evaluated against the evaluation criteria which comprise a total of 90 points.</td>
</tr>
</tbody>
</table>
| Important Dates     | Pre-award costs date: July 1, 2020
Construction start date limitation (includes installation): January 31, 2022 |

**NOFO Deadline:** Thursday, March 18th, 2021, at 4:00 p.m. MDT
WaterSMART Selection Process
Sample schedule

- **NOFO Posting Phase (8 weeks)**
  - NOFO Posted (January 2021)
  - NOFO Open for approximately 60 Days (March 2021)

- **ARC Review Phase (12 – 16 Weeks)**
  - NOFO Closes (March 2021)
  - ARC Reviews and Ranks Proposals (April-July 2021)

- **Selection Phase (6-8 Weeks)**
  - Selections Announced in Press Release – All Applicants are Notified (Anticipated September 2021)

- **Pre-Award Phase (8-12 Weeks)**
  - Recipient provides detailed budget info, business practices, final scope of work (October – December 2021)
  - Reclamation Awards Funding (Anticipated January 2022)

- **Project Implementation (2 Years)**
  - Recipient Submits Annual Performance and Financial Reports
  - Entity Submits Final Report to Reclamation
  - Environmental Compliance (3-6 months)

From NOFO Posting to Award of Funding = 11-12 Months
Application Tips
How do I get a grant?

Search notice of funding opportunity number R21AS00300 on grants.gov.
Application Tips
Which WaterSMART NOFO is right for me?

• The most successful projects are those that fit well with the Notice of Funding Opportunity (NOFO).

• Review the objective of the NOFO, the eligible project types and the evaluation criteria carefully to choose the right NOFO.

• Make sure you present your project in a way that aligns with the NOFO. You may want to make minor revisions. E.g., if you will conserve more water by piping over lining, maybe your project could be revised.

• Application Tip: Call the Program Coordinator to discuss which NOFO your project fits best under. Look at past successful applications at www.usbr.gov/WaterSMART
Application Tips

General Tips

• **Important**: Read everything in the NOFO!
  • Ask questions if something does not make sense.

• Give yourself plenty of time to write and submit the proposal.

• Copy and paste evaluation criteria into your application.

• Answer all parts of multipart questions.

• Do not assume the Application Review Committee knows you.

• Committee is comprised of Reclamation staff from throughout the Western states.
Application Tips

Additional General Tips

- For large projects, consider doing it in phases and applying for funding in sequential years.
- Previously successful applications are on our website.
- If your application is not awarded, ask for a debriefing to help prepare better proposal next year.
Application Tips
What do I have to include in my application?

• Every WaterSMART NOFO includes a section describing the application content

• Page iii of every NOFO includes Application Checklist

• All of the bulleted items must be included with your application by the application deadline, except those identified with a * may be submitted by the alternate deadline indicated in the NOFO

• Application Tip: Structure your proposal in the order identified in the NOFO

D.2.2. Application Content: The application must include the following elements to be considered complete:

• Mandatory Federal Forms
  o SF-424 Application for Federal Assistance
  o SF-424 Budget Information (A or C Form, as applicable to the project)
  o SF-424 Assurances (B or D Form, as applicable to the project)
  o SF-LLL Disclosure of Lobbying Activities (if applicable)
  These forms may be obtained at www.grants.gov/web/grants/forms/sf-424-family.html

• Title page
• Table of contents
• Technical proposal and evaluation criteria (limited to X pages)
  o Executive summary
  o Project location
  o Project description
  o Evaluation criteria

• Project budget
  o Funding plan and letters of commitment
  o Budget proposal
  o Budget narrative

• Environmental and cultural resources compliance
• Required permits or approvals
• Letters of funding commitment
• Letters of project support
• Official resolution*

*It is highly recommended that application packages be structured in the order identified above.
Application Tips

Evaluation Criteria

- Make sure you respond to every criterion and every sub-criterion
- Your responses should:
  - Directly respond to the criterion – copy and paste the criteria directly into your proposal and place your response immediately below each criterion/sub-criterion
  - Provide support in the form of quantification or links to reference documents
  - Make the case for how your project meets the criterion – general statements without explanation or support will not score well
  - Don’t assume that the reviewers know about the issues in your area, or the benefits of your project
- Application Tip: Well-supported responses to the evaluation criteria are the key to writing a competitive proposal

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- Title page
- Table of contents
- Technical proposal and evaluation criteria (limited to X pages)
  - Executive summary
  - Background data
  - Project location
  - Technical project description
  - Evaluation Criteria

- Project budget
  - Funding plan Budget proposal
  - Budget narrative
- Environmental and cultural resources compliance
- Required permits or approvals
- Letters of funding commitment
- Letters of project support
- Official resolution*
- Unique Early Identifier and System for Award Management*

It is highly recommended that application packages be structured in the order identified above.
Application Tips
Preparing your budget

- The Application Review Committee uses the budget to confirm their understanding of the project’s scope and intended benefits.
- Should represent all project costs, including those to be paid with Federal funds and non-Federal cost share.
- Must not include costs for work that is being funded under another Federal financial assistance agreement or contract.
- Application Tip: Email SHA-DRO-FAFOA@usbr.gov if you have questions about your budget as you are preparing your proposal.

**D.2.2. Application Content:** The application must include the following elements to be considered complete:

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  - Technical project description

**Project Budget**

- Funding plan
  - Budget proposal
  - Budget narrative
- Environmental and cultural resources compliance
- Required permits or approvals
- Letters of funding commitment
- Letters of project support
- Official resolution*
- Unique Early Identifier and System for Award Management*

It is highly recommended that application packages be structured in the order identified above.
You may be asked to provide:

- Invoices, quotes, bid tabs or other documentation to support unit prices
- Pre-award system survey
- Single audit
- Letters of commitment
- Pre-award costs
Application Tips
Environmental and Cultural Resource Compliance

• All projects funded through this opportunity must comply with Federal environmental and cultural resource laws. Reclamation regional and area office staff will ensure this compliance. This compliance must occur prior to any ground disturbing activities can take place, including installation of meters and similar devices.
System Requirements for Applicants

• DUNS number - https://www.dnb.com/

• Must have a DUNS number for the applicant organization
Sam.gov registration
(System for Award Management)

- Begin registration process prior to or no later than when you are starting to prepare your application
- Sam.gov required at the time of submission of application
- See NOFO p. 22
  - Meeting the requirements set forth above is mandatory. If the applicant is unable to complete registration by the application deadline, the unique entity identifier must be obtained, and SAM registration must be initiated within 30 days after the application deadline in order to be considered for selection and award. You can find additional information on how to complete a SAM registration here: sam.gov/SAM/pages/public/loginFAQ.jsf.
If you have a sam.gov registration

- Verify that it is active (not expired)
- Verify that POCs are current and update if needed

If sam.gov is not active at time of selection the award process will be delayed

Link: www.sam.gov
User Guides

Quick User Guides

Helpful Hints for Entity Registrations

**Description:** Guidance for registrants on understanding your entity’s registration status.

[VIEW](#) Understanding Your Entity’s Registration Status

**Description:** Using SAM with the help of a Screen Reader.

[DOWNLOAD PDF](#) Best practice tips for using Screen Readers to navigate the SAM website
If selected applicants must register in ASAP (Automated Standard Application for Payments)

- If selected for an award, Recipient is required to registering with ASAP
  - If selected, ASAP registration must be completed and active before proceeding with the grant award process

- System used by Recipient to drawdown funds, track grant award account balances

- To begin process of registering with Reclamation, send email to: sha-dro-ASAP_ENR@usbr.gov
  - If already registered – you still must register specifically with Reclamation to be awarded funds
  - *Failure to register in a timely manner will delay the awarding of your grant*

- This is a multi-step process with specific deadlines to complete each step
  - Failure to complete a step by the stated due date will stop the process and it has to be started again from the beginning
ASAP – Already registered?

- If you have an active/existing ASAP registration
  - Verify the POCS are current/updated
  - Verify that someone from your organization is able to login and access your ASAP account

- Questions about the registration process can be submitted via email to: sha-dro-ASAP_ENR@usbr.gov
Grants Solutions

- System used by Reclamation to accept applications submitted through grants.gov, to award and administer grants
- Applicants continue to submit applications through grants.gov
- If selected, applicants must register in system required to receive and view awards, submit reports, request amendments
WaterSMART Data Visualization

- Online interactive maps of each WaterSMART Program
- Learn more about each funded project
- Shows program growth since 2010

WaterSMART Data Visualization Tool
# WaterSMART Program Web Links

## Basin Studies

## Title XVI

## WaterSMART Grants

## Field Services
- [https://www.usbr.gov/waterconservation/](https://www.usbr.gov/waterconservation/)

## Drought
- [https://www.usbr.gov/drought/](https://www.usbr.gov/drought/)

## CWMP
Thank you!

Questions regarding project and applicant eligibility:
Robin Graber; rgraber@usbr.gov; (303)445-2764
Nickie McCann; nmccann@usbr.gov; (303)445-3733

Questions regarding budgets and system requirements:
Email SHA-DRO-FAFOA@usbr.gov