

# Application Instructions

## County Drought Resilience Planning

### 2023 Grants



A Sub-Program of the DWR Small Community Drought Relief Program

## **Purpose and Use**

This document establishes the process, procedures, and criteria that the Department of Water Resources will use to implement the County Drought Resilience Planning Financial Assistance Program, a sub-program of the Small Community Drought Relief (SCDR) Program. Where noted, refer to the published SCDR Program Guidelines available here: <https://water.ca.gov/Water-Basics/Drought/Drought-Funding/Small-Community-Drought-Relief>.

## **Introduction and Overview**

The DWR County Drought Resilience Planning Grant Program is offered as a sub-program of the Small Community Drought Relief (SCDR) Program, per the allocation of the Budget Act of 2021, Section 2, Item 3860-101-0001 (a). Per Senate Bill (SB) 552 of 2021, counties are required to establish a drought and water shortage task force and develop a drought and water shortage emergency response and long-term mitigation plan for domestic wells and state small water systems (serving 4-14 connections) ([CWC Section 10609.70](#)).

A primer describing the full scope of SB 552 is available at: <https://water.ca.gov/Programs/Water-Use-And-Efficiency/SB-552>. More information on how to comply with SB 552 for counties can be found in: *A Guidebook to Assist Counties Develop a County Drought and Water Shortage Management and Mitigation Plan*, available at: <https://water.ca.gov/SB-552/County>.

## **Eligibility Requirements**

### **Eligible Grant Applicants**

Applicants applying to the Program must meet all relevant eligibility criteria in order to be considered for funding. In addition, entities that are currently recipients of another grant from DWR must be in compliance with the terms of that grant, including up-to-date progress reports, at the time of award to be eligible to receive funds from this Program.

Eligible applicants: California's 58 Counties

### **Eligible Activity Types**

To be eligible for the Program funding, activities must be designed to support the county's establishment of a standing drought task force or

development of the County Drought Resilience Plan, per SB 552. Eligible projects must address one or more program objectives. Examples of projects that meet the intent of the program are provided below. This list is not exhaustive; other projects can be considered at the discretion of DWR as providing program benefits.

- Establishing and supporting a standing drought and water shortage task force during the County DRP development period
- Developing a County DRP or contribute to the development of required elements that includes, but is not limited to:
  - Drought and water shortage risk assessment
  - Drought and water shortage emergency response plan, and
  - A long-term water shortage mitigation plan for domestic wells, state small water systems, and/or households on other private supplies that are not served by public water systems

## **Funding Limitations**

### **Funding Cap**

Through a non-competitive grant application process, DWR will award up to \$125,000 per county for counties that request for financial assistance. The exact amount of award depends on the proposed scope of work and DWR's determination of applicability for funding purposes.

### **Project Time Limit**

There will be no formal proposal solicitation for this sub-program. Applications will be accepted on a first-come, first-served basis until all funds are awarded, or until December 29, 2023, whichever comes first. No applications will be accepted after December 29, 2023.

### **Funding Match/Cost Share Requirements**

No cost share is required.

### **Eligible Costs for Reimbursement**

The purpose of this program is to provide funding for reimbursement for activities necessary to address the varied needs of counties to comply with SB 552 requirements. Only costs incurred after the issuance date of commitment letters are eligible for reimbursement.

Reimbursable expenses may include any of the following in support of the county's compliance with SB 552:

- Expenses for process and procedural support to develop the county drought and water shortage task force, including:
  - Initial formation planning and support.
  - Facilitation support for the initial implementation period for transition to county's independent operation in the long run.
  - Capacity and partnership development.
  - Outreach, communication, engagement, and education.
- Expenses for the development of a County Drought Resilience Plan, including:
  - Provide guidance and consultation for plan development.
  - Set goals, objectives, and principles for plan development and implementation, including the determination of plan packaging and approval needs.
  - Conduct risk assessment based on state provided data and/or additional information generated by county and relevant parties and identify data gaps and actions for additional data collection.
  - Develop short-term emergency and interim action plan.
  - Develop long-term mitigation strategy for domestic well mitigation and consolidation plan, as applicable to the county.
  - Assessment, design and plan for mutual aid agreements, interties, interim and emergency response provisions.
  - Plan for consolidations for existing water systems and domestic wells and connecting high risk domestic well and other private supplied residences with a more reliable water source.
  - Domestic well drinking water mitigation programs.
  - Other long term water shortage mitigation strategies.
  - An analysis of local, state, and federal funding sources available to implement the plan.

## Application Requirements

### Deliverables

All grants will include the following deliverables in order to receive funding.

- Documentation of the following:
  - Evidence that the County Drought Task Force has been established.
  - The plan for continuing to maintain a standing County Drought Task Force that considers domestic wells and state small water systems.
  - Record that invited membership is inclusive of those listed in SB 552.
- Quarterly progress reports and invoices.
- Plan elements completed as included in the grant proposal and agreement.
- Final report and post-completion report

Other deliverables that may be useful, but not required, include technical studies, technical memorandums, and any other documentation developed to complete the scope of work.

### Funding Rules

See SCDRP Guidelines available here: <https://water.ca.gov/Water-Basics/Drought/Drought-Funding/Small-Community-Drought-Relief>

### Grant Agreement Requirements

See SCDRP Guidelines available here: <https://water.ca.gov/Water-Basics/Drought/Drought-Funding/Small-Community-Drought-Relief>

### Sample Agreement

See SCDR Program Guidelines Sample Template <https://water.ca.gov/-/media/DWR-Website/Web-Pages/Water-Basics/Drought/Files/Resources/Small-Community-Drought-Relief-Guidelines20229202022.pdf>

## **Submittal Requirements**

Applications will be accepted and awarded on a continuous basis through December 29, 2023, or until funds are exhausted, whichever comes first.

### **How to Submit**

Electronic submissions are strongly encouraged:

Submit by email to [CountyDRP@water.ca.gov](mailto:CountyDRP@water.ca.gov)

Hard copy application packages should be submitted to:

California Department of Water Resources  
Water Use and Efficiency Branch  
715 P Street  
Sacramento, CA 95814  
Attn: Sarah Ko

### **What to Submit – Required Application Components**

Attachment 1 – Organizational, Financial, and Legal Information

- Part I: Application Cover Sheet
- Part II: Applicant’s Representatives
- Part III: Summary of Project Costs
- Part IV: Authorizing Resolution

Attachment 2 – Project Proposal, Tasks, and Budget

The application form and instructions are here (see pages 12-20):

<https://water.ca.gov/-/media/DWR-Website/Web-Pages/Water-Basics/Drought/Files/Resources/Small-Community-Drought-Relief-Guidelines20229202022.pdf>