

REQUEST FOR GRANT PROPOSALS

WORLD WATER FORUM COLLEGE GRANT PROGRAM

INNOVATIVE CONSERVATION RESEARCH PROJECTS ON TECHNOLOGY,
POLICY AND COMMUNICATIONS STRATEGIES
FOR UNIVERSITIES AND COMMUNITY COLLEGES

2015 - 2017

COMPLETED GRANT APPLICATIONS DUE ON DECEMBER 11, 2015

Sponsored by:
THE METROPOLITAN WATER DISTRICT of SOUTHERN CALIFORNIA
www.mwdh2o.com/wwf



In Collaboration With:
United States Department of the Interior – Bureau of Reclamation
Sanitation Districts of Los Angeles County
Water For People – Friends of the United Nations





THE METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

Note:

1. The online application will be available on our website (www.mwdh2o.com) during mid-November.
2. Your school may have a grant / development / contracts office or 501(c)3 foundation. Please follow all administrative and grant development office protocols. Confer with them BEFORE submitting your World Water Forum grant application.

WORLD WATER FORUM SPONSORS

www.usbr.gov, www.lacsd.gov, www.mwdh2o.com,
www.bewaterwise.com, www.waterforpeople.org, and www.fotun.org



water for people





IDENTIFYING QUANTITATIVE BENEFIT PROJECTIONS

As a part of your application and project outcomes, all teams must identify specific benefits of their project. Please select the project performance measure(s) listed below that are appropriate for your grant project. Based on your project research, development, testing and/or projections and calculations, please provide impact projections for the quantitative benefits of your grant project (if it were successfully implemented). If your project is funded, it is expected that the quantitative estimate in your proposal will likely vary from the projections in your final project presentation and report.

In the narrative portion of your application, be sure to justify the methodology used for the quantitative estimation. The estimated quantitative outcome must be feasible (makes sense). The feasibility outcome of your project will be an element of the evaluation process. Provide your most accurate quantitative estimate of the performance measure(s) that apply to your project.

PERFORMANCE MEASURE	QUANTITATIVE OUTCOME	LOCAL / GLOBAL IMPACT
Makes More Water Available	Acre Feet/Year	Local / Global
Reduces Water Treatment Costs	\$ / Year	Local
Reduces Per Capita Use	Gallons/Capita/Day	Local
Provides Technical Training	# of People	Local / Global
Provides Water Conservation and / or Hygiene/Public Health Education	# of People/Students	Local / Global
Improves equitable access to fresh drinking water and/or sanitation practices (<i>e.g. by improving water quality</i>)	# of People	Local / Global
Improves the environment and sustainability benefits for people (<i>e.g.- by improving watershed runoff</i>)	# of People	Local/Global
Cost associated with each of the physical quantitative outcomes above	\$/person, \$/AF/yr and Gallons/Capita/Day	Local/Global

Notes:

- Local is defined as the cities and regions of Southern California or California, in general. Global is defined as *developing* cities, towns, regions and countries from throughout the world.
- This form was adapted from the **USBR Water Conservation Field Services Program Project Benefits** form.





SCHEDULE OF KEY BENCHMARK DATES

December 11, 2015	Completed grant proposals due to MWD by 4 p.m., no exceptions
Winter 2016	Evaluation of project proposals
Spring 2016	Announce selection of grant recipients
Summer 2016	Agreements executed; Funds disbursed to colleges
Fall 2016-Winter 2017	Students conduct research projects; Staff site visits to colleges
Spring 2017	Completed projects due to Metropolitan
Winter / Spring 2017	Schedule and conduct a “Dry Run” of project presentation; preferably a campus-wide or community event
Spring 2017	MWD Expo featuring student projects, presentations and prototypes (date subject to change)

SELECTION PROCESS

A review panel comprised of program sponsors and subject matter experts will provide an objective evaluation of project proposals. The review panel will identify the mix of project proposals that best meets the local and global needs consistent with the scope of this RFP. Metropolitan reserves the right to select proposals based upon geographic dispersion throughout its service area and a balance between community colleges and universities.

SCORING CRITERIA AND CRITERIA BREAKDOWN

20	Quality and Clarity of Proposal	How well is the proposal written—its clarity, grammar, organization, and format? The business plan should comprehensively demonstrate an understanding of water conservation and sanitation issues, impacts and the expected outcomes.
25	Project Research	Is the proposal technically and scientifically sound? The proposal clearly explains (in words and supporting graphs) how the project technology or application works and whether it is an innovative water supply, sanitation and/or conservation, or communication outreach opportunity. To what degree could the project, if applied, result in updated research and data, or serve as an agent for change in the identified subject area?
15	Identify Project Benefits/Target Audience and Anticipated Outcomes	Proposal must identify key quantitative and qualitative impact projections for the proposed project (if successfully implemented). These projections are based on project research, development, testing and the resultant calculations. Additionally, the target audience should be clearly identified in terms of demographics and the potential numbers of people the project might impact.



		The proposal must identify the project as either locally or globally focused.
15	Environmental Significance and Sustainability Potential	All projects must be linked to environmental results and demonstrate how it will contribute to the ultimate goals of clean and safe water and healthy communities and ecosystems. In addition, to what degree would this project, if successfully implemented, be sustainable for long-term change? For example, sustainability factors like cost-effectiveness, ease-of-use, realistic project timeline, and the degree to which the project is locally sustainable should be considered.
10	Partnerships	You are required to solicit member agency (local water agency) partnership and approval. Points will be awarded for demonstration of additional collaborative partnerships, including but not limited to environmental agencies, K-12 schools or private businesses. Include brief letters of support from all prospective partners.
10	Budget	The budget must clearly delineate all project expenses, including a clear understanding of what cannot be paid for with grant funds, and demonstrate a minimum match of 25 percent (direct or in-kind).
5 - 10	Attendance at the October 16 th Event	

PROPOSAL CONTENT REQUIREMENTS FOR APPLICATION

Note: This is an overview; the actual application will be available online on October 20, 2015.

A. COVER PAGE: Include a Cover Page with optional graphics and the names of the: (1) College, (2) Project Title, (3) Project Strand [Local or Global] and the (4) Faculty and Student Project Managers.

B. CONTACT INFORMATION PAGE

1.

College	
Address	
City, State, Zip Code	
Make Check Payable To:	Name of College Foundation (if applicable):

Note: All checks will be made payable to the community college or university of the grantee.

2.

Application Strand	Check One
LOCAL Project Name	



GLOBAL Project Name	
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3.

Student Project Manager	
Undergraduate or Graduate	
Department	
Cell Phone / Email Address	

4.

Faculty Project Manager	
Title	
Department	
Telephone / Email Address	

Note: The faculty member must be a full-time or part-time employee of the applicant's college. This person will serve as the project liaison and signatory on the contract between Metropolitan and the college / university.

C. 1 PAGE SUMMARY

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E. ORGANIZATIONAL BACKGROUND

Organizational Background (1 -2 pages):

Provide a brief history and overall description of your school and department(s) conveying a clear understanding of its mission and goals. This should include a brief description of other relevant projects developed (if applicable).

E. PROJECT DESCRIPTION (7 – 10 PAGES)

Provide a detailed work plan identifying all project activities. It is required that the proposed work plan addresses each of the following:



- Which water-related issue or challenge have you selected?
- Is it a local or global focus per the RFP guidelines?
- Which content strand (technology, policy or communications) have you chosen as the research focus for creating your project?
- Where will the research and data collection take place?
- What is the anticipated outcome of your research? An outcome may be short-term (i.e., changes in knowledge or attitude) or long-term (i.e., changes in condition of natural resources).
- Estimate of the Project Projection Benefits (specific benefit(s) is selected from the Quantitative Benefits chart on page 10 of this RFP).
- Describe your team’s experience and technical capabilities (including in-house and/or outside hired individuals) to accomplish the project. List the roles and responsibilities of each team member.
- Provide a project schedule with key milestone dates and deliverables with measurable outcomes.

F. PROJECT MANAGEMENT TEAM

Identify the team members of the project (i.e., faculty and student project manager, budget, research, technology etc.). Add rows, as needed.

	NAME	TITLE / ORGANIZATION	ADDRESS	PHONE & EMAIL
1				
2				
3				
4				

G. CERTIFICATE OF ATTENDANCE

For 5 -10 points, please include a copy of the certificate of attendance from the October 16th Outreach Event. Any member of the team (student or faculty) may submit their certificate.

10 points: On-site participants

05 points: Webinar Participants

Include one copy (color or black & white) of one certificate; the entire team doesn’t have to include a copy of their certificate.

FINANCIAL CRITERIA

Matching Funds Requirement:

Each applicant must demonstrate a **minimum match of 25%** (\$2,500) of the total grant award. The matching funds can be categorized as: (1) Grants, (2) In-kind contributions, (3) Volunteer time and (4) Donated equipment.



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Grant Fund Restrictions:

Grant funds **cannot be used for** travel and related expenses.

Administrative (College) Overhead:

Where applicable, the **college overhead fee may not exceed 10%** (\$1,000) of the proposed budget.

In order to provide perspective on reasonable grant requests, the budget must reflect all anticipated expenses. Respondents are reminded that \$10,000 is the maximum grant amount allowable.

DESCRIPTION	AMOUNT	NOTES
GRANT FUNDS REQUESTED		
ADDITIONAL SOURCE OF FUNDS (List all, if applicable)		DATE ISSUED (if applicable)
PROJECT TOTAL		

BUDGET BREAKDOWN

LINE ITEM	AMOUNT	DESCRIPTION
<i>Note: This is a guide to recommended, not required, categories.</i>		
STIPENDS		
LAB FEES		
OFFICE SUPPLIES		
CONSULTANT		
OVERHEAD FEE		
CONFERENCE REGISTRATION		
EQUIPMENT		
OTHER (Define)		
MATCHING FUNDS	\$2,500	
TOTAL	\$12,500	

SIGNATURE BLOCK

	NAME / TITLE	SIGNATURE	DATE
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	NAME / TITLE	SIGNATURE	DATE
Faculty Project Manager [and, if necessary, a representative of school grant development office]			
Staff Member representing College Contracts office			
Student Project Manager			
Member Agency / Local Water Agency Representative *****			
	<p><i>Note:</i> Please be advised that a signature is not required. Metropolitan will accept an email notice or memo. As a non-fiscal partner, the member agency or local water agency is not required to provide financial assistance for the Project.</p>		

***** On a voluntary basis, the member agencies have agreed to serve as the “water” sponsor and local resource specialist for the college / university. At their discretion and strictly on an as-needed basis, the member agency will provide in-kind resources and technical assistance for the college / university, pending availability of requested resources or subject matter experts (*Excerpt from MWD-College Funding Agreement*).

Before contacting the member agencies, please call or email the Project Coordinator:

Benita Lynn Horn, MWD
waterforum@mwdh2o.com
(888) 42-WATER

Dropbox



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