



GRANTS

Board of Directors
August 18, 2020
Item 6.1

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- Grant Acquisition
 - State Grant Management
 - Federal Grant Management
 - Open Grants / Projects
 - Grant Funding Summary
 - Moving Forward
 - Adoption of the Grants Management Policy and Procedure Manual

GRANT ACQUISITION PROCESS

- Projects
 - Identified in the Agency CIP
 - Other emergent need
- Grant Research
 - Matching a project with grant opportunity
 - Assessing probability of award and cost effectiveness
- Grant Application
 - Team Effort
 - A good story
- Grant Award
 - Negotiation and execution the Grant Agreement

STATE GRANT MANAGEMENT

- Grant Administration Consultant
- Kick off meeting with funding agency
- Quarterly reporting and invoicing
- Grant amendments
- Project Completion Reporting
- Release of Retention Funds
- Final Grant Completion Report
- Post Project Completion Reports
- Audits





FEDERAL GRANT MANAGEMENT

- Federal Grant Agreements
- Rules Governing Federal Grants
 - Federal Office of Management and Budget (OMB)
 - Specific Federal Funding Agency (example: EPA, BOR, etc.) rules
 - Agency Policies
- Federal Single Audit
 - Triggered by spending \$750K of federal funding in a fiscal year from any federal source
 - Serious audit findings may affect future awards, or trigger repayment of awarded funds already received
- SCV Water's experience with Federal Grant awards and management is limited

OPEN GRANTS / PROJECTS



- Prop 84 IRWM Round 1 Implementation (4 Projects)
 - SCV Water Use Efficiency Plan *(complete JAN2015)*
 - Santa Clara River Sewer Trunk Line Relocation *(complete NOV2016)*
 - Phase 2B & 2D Recycled Water Project *(ongoing)*
 - Santa Clara River, San Francisquito Creek Arundo & Tamarisk *(complete JAN2015)*
- Prop 84 IRWM Round 2 Implementation (5 Projects)
 - CLWA SCV WUE Programs *(complete JUL2016)*
 - SCWD WUE Programs *(complete JUL2016)*
 - Foothill Feeder Connection *(complete JAN2020)*
 - Saugus Water Reclamation Plant – Ultraviolet Disinfection (SCVSD) *(ongoing)*
 - USCR/Arundo/Tamarisk Removal Program *(complete SEP2016)*
- Prop 84 IRWM 2014 Drought Grant (3 Projects)
 - RRB/CLWA Banking Program *(complete JAN2020)*
 - CLWA/SWSD Extraction and Conveyance *(complete JAN2016)*
 - Valencia Water Reclamation Plant – Ultraviolet Disinfection (SCVSD) *(ongoing)*
- Prop 1 Sustainable Groundwater Planning Grant (1 Project)
 - Funds activities related to the state mandated Groundwater Sustainability Plan *(ongoing)*

ALL OPEN GRANTS

Grant	Start Date	End Date	# of Projects within Grant ^{1,2}	Total Project Cost	DWR Funding	Required Funding Match (Non-State Share)	Non-State Share (Funding Match)	Other Non-State Share
Prop 84 Round 1 Implementation (Amend 7 Pending)	4/10/2012	12/31/2021	5	\$ 14,783,556	\$ 6,931,000	\$ 4,140,280	\$ 7,852,556	\$ -
Prop 84 Round 2 Implementation	6/17/2014	12/31/2020	6	\$ 16,554,002	\$ 7,006,481	\$ 5,100,603		\$ 4,446,918
Prop 84 2014 Drought Grant	7/20/2015	12/31/2020	4	\$ 33,691,780	\$ 16,744,039	\$ 9,081,713		\$ 7,866,028
Prop 1 Sustainable Groundwater Planning	12/5/2018	12/31/2022	1	\$ 2,047,434	\$ 1,307,265	\$ 740,169		
Prop 1 Round 1 IRWM Implementation (Preliminary Award)	N/A	N/A	6	\$ 52,112,529	\$ 10,455,840	\$ 26,460,834		\$ 15,195,855
				\$ 119,189,301	\$ 42,444,625	\$ 45,523,599		

1. Includes Grant Admin as Project
2. Includes predecessor agency projects and subgrants

SCV WATER PROJECTS ONLY

Grant	Start Date	End Date	SCV Water Projects w/in Grant ^{1,2}	Total Project Cost	DWR Funding	Required Funding Match (Non-State Share)	Non-State Share (Funding Match)	Other Non-State Share
Prop 84 Round 1 Implementation (Amend 7 Pending)	4/10/2012	12/31/2021	4	\$ 14,057,107	\$ 6,264,551	\$ 4,110,280	\$ 7,792,556	\$ -
Prop 84 Round 2 Implementation	6/17/2014	12/31/2020	4	\$ 7,804,002	\$ 4,003,399	\$ 3,800,603	\$ -	\$ -
Prop 84 2014 Drought Grant	7/20/2015	12/31/2020	3	\$ 15,616,780	\$ 11,535,067	\$ 4,081,713	\$ -	\$ -
Prop 1 Sustainable Groundwater Planning	12/5/2018	12/31/2022	1	\$ 2,047,434	\$ 1,307,265	\$ 740,169	\$ -	\$ -
Prop 1 Round 1 IRWM Implementation (Preliminary Award)	N/A	N/A	2	\$ 9,124,450	\$ 3,090,000	\$ 4,880,005	\$ -	\$ 1,154,445
				\$ 48,649,773	\$ 26,200,282	\$ 17,612,770		

1. Includes Grant Admin as Project
2. Includes predecessor agency projects and subgrants

MOVING FOWARD

- Engineering Solutions Service, Inc.
 - Reviewing Agency Capital Improvement Plan to identify current and future funding opportunities
 - Assisting in forward planning for required documentation and studies
 - Advising on alternate funding sources
- Grant Applications – Federal Grants
 - Saugus Wells 3 & 4 – application underway (\$750K to \$1.5M)
 - AMI – investigating project viability for grant (up to \$500K)
 - Conservatory Garden – Investigating grant opportunities for construction of the education garden
 - Local Hazard Mitigation Plan – Investigating funding opportunity to complete the LHMP

Why a Grant Management Policy and Procedure Manual?

- Grant workload is substantial
- Grant administration is complex and involves many internal departments and staff
- Financial benefit of grants to SCV Customers is substantial
- Consequences of misadministration are significant
- Having policies and procedures demonstrates Agency's commitment proper administration which should enhance ability to secure additional grants

What's Covered in the Grant Manual?

OMB §200.303 Internal controls.

The non-Federal entity must:

- (a) Establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should be in compliance with guidance in "Standards for Internal Control in the Federal Government" issued by the Comptroller General of the United States or the "Internal Control Integrated Framework", issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

At a glance: important issues while writing and accepting grants:

Following is a list of critical issues to consider, and in many cases discuss with other SCV Water staff, when writing or submitting a grant:

- Does the Federal grant require SCV Water labor costs to be billed?
- Are there matching or cost share requirements?
- Does this grant involve adding staff or expanding work time? (Good internal communication is encouraged to determine the long-term effect on SCV Water)

Procurement category	SCV Water policy	OMB requirements
Micro-purchases	Allowed below \$30,000 by SCV Water rules, and no price comparison are required.	Allowed up to \$10,000 with no price comparisons.
	\$30,000 threshold: Purchases of \$30,000 or more but less than \$100,000 in any single acquisition are made by requesting three (3) or more	

- Federal and State Grant Management Principles
- Federal Single Audit Principles
- Key Personnel on a Grant
- Four Phases of a Grant
- Financial Management
- Ethics
- Procurement
- Checklists

Recommendation

- Recommend that the Board adopt the Grant Management Policies and Procedures Manual





QUESTIONS?