

## *Bear Creek Watershed Association*

Approved: March 12, 2014

### Policy 22 – BCWA Project Evaluation Process



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#### Statement of Basis and Purpose

The BCWA has a limited budget for the administration and implementation of a water quality management program for the Bear Creek Watershed. The Association has an annual budget as approved by the Association Board/membership. The ongoing water quality monitoring program and standards assessment as defined by the Bear Creek Reservoir Control Regulation #74 is a critical funding requirement. The Association has taken great care to minimize annual membership dues. As such, the BCWA has determined that a *project and program review process* is necessary to enhance project /program selection from non-members and ensure annual budget funding support transparency. Annual dues support the requirements of the control regulation and directly promote the vision, mission, targets, and objectives of the Association as outlined in BCWA Policy 13.

In recent years, the Association has received requests from non-members and agencies for small project support they perceive to support the watershed program. Although there are many proposed worthy projects and programs identified within the Bear Creek Watershed, not all of them can be funded by the limited Association budget. BCWA must remain vigilant that membership funding is maximized to benefit nutrient control, regulatory compliance and leverage resources.

The annual Association budget has two primary funding categories:

1. Operational, Education and Administrative Expenditures; and
2. Contractual, Monitoring, Special and Contingency.

There are certain critical funding sub-categories necessary for the continued operation of the Association and to meet regulatory monitoring and reporting elements. The education funding category is limited to those efforts that fit within a *Nonpoint Source Best Management Practice* or can improve community outreach. The Association membership has also taken specific action to support other program elements they have determined important to maintain and/or enhance water and environmental quality management within the watershed. The Colorado Water Quality Control Commission has also directed the Association to conduct special projects and studies, which must take a funding priority.

The Association has developed a project/ program scoring criteria (Table 1) with value points to determine the benefit of existing or proposed project/ programs from non-members to the continued management of the Bear Creek Watershed. A project/program proponent will need to identify the appropriate elements from three general program types:

1. Regulatory Support,
2. Watershed Water And/or Environmental Quality Support, and
3. Leverages Resources.

A project/program for consideration should receive value votes from all three program types and can score several elements in each program type.

**Table 1 BCWA Project Scoring Criteria and Value**

<b>Regulatory Support</b>	
Supports watershed standards and regulations	5
Supports Association annual reporting and data management	5
Supports watershed permitted wastewater management	5
Supports Association to meet requirements of Control Regulation	5
<b>Watershed Water and/or Environment Quality Support</b>	
Potentially reduces watershed nutrient loading/ improves management	4
Supports trading program/ generates phosphorus trade credits	4
Targets nonpoint/ stormwater pollutants in watershed	4
Targets adopted BCWA Policies	4
Improves watershed water or environmental quality	4
<b>Leverages Resources</b>	
Leverages members and affiliated volunteers resources/ funding	3
Targets educational or informational water or environmental quality	3
Supports watershed community outreach/ improves community outreach	3
Increases members ability to partner with other groups	3
Can generate outside funding/ resources for watershed projects	3
<b>Total available value points</b>	<b>55.0</b>

*Review and Scoring Process*

1. To propose a new project or program disbursement, a BCWA member or participant should enter the concept as a *Potential Project* in the [Project tab of the ACM DSS](#), and then the proponent should enter cost, partners, benefits or other available information.
2. The proponent should choose *Project Score* on the Costs tab of the new project and provide a preliminary score for the *project*.
3. If the initial score passes the threshold level of 20 value points, the proponent may copy the link to the score sheet in an email to the BCWA manager and request further project or program consideration.
4. The manager will review the proponent *project* scoring and do a budget analysis on available funds and present findings in a technical memorandum at the next TRS meeting to further discussion of technical merits, funding levels, and potential benefits to the watershed management program.
5. If the TRS supports the proposal, the proponent and the BCWA manager will bring the *project* up for discussion and action at an appropriate BCWA Board meeting.

**Policy Positions**

1. Potential *project/ program* funding requests from non-member groups or agencies will be subject to an Association review and scoring process using the [Project tab of the ACM DSS](#) online system and a screening at an Association Technical Review Session.
2. Any potential *project/ program* funding request will only be considered by the Association if there is no other better or more appropriate alternative.
3. Potential *project/ program* funding requests must demonstrate the potential to benefit water and environment quality within Bear Creek Watershed or support watershed specific regulatory programs.
4. Potential *project/program* funding must score a minimum of 20 value points as verified at an Association Technical Review Session for consideration by the Association membership for funding.
5. All new approved funding requests must be incorporated into a revised annual budget, subject to a majority vote of the Association membership.
6. Special *project/ program* funding requests are subject to annual review and approval of the Association. Multiple-year funding requests for non-critical program elements are discouraged, but maybe considered by the Association membership.
7. Any potential *project/ program* that receives Association funding is expected to complete a project/ program performance review at the completion of the first year of funding; and any multiple year funding projects/ programs must do a 5-year performance review.