

GUIDELINES

WYOMING WATER DEVELOPMENT COMMISSION GROUNDWATER EXPLORATION GRANT PROGRAM

These guidelines refer to funds appropriated by W.S. 41-2-119, Groundwater Studies; to the program described in WWDC Rules & Regulations, Chapter VI; and to the New Development program outlined in WWDC Operating Criteria, Chapter II, Section F.b.

Originally enacted in 1981, the statute has allowed legislative block appropriations to Water Development Account No. 1 for the Commission's discretion in the distribution of grant funds toward exploration and development of ground water source supplies.



Elk Mountain 2011



Sleepy Hollow 2006
Campbell County



Belvoir Ranch 2006
Cheyenne BOPU

ELIGIBLE APPLICANTS:

- Incorporated Municipalities (Cities, Towns)
- Water Districts
- Water & Sewer Districts
- Improvement & Service Districts

AVAILABLE FUNDS:

- Not to exceed \$400,000 WWDC grant for any single project and not to exceed 75% of project cost
- Cash Match – Sponsor must provide at least 25% of project cost.
- Sponsor cash match may be expended prior to and/or after release of WWDC grant funds. WWDC cash match may only be expended for reimbursement of services after the date of grant award.

- WWDC grant payments are only made by reimbursement-by-invoicing from the Sponsor.
- All grants terminate twenty-four (24) months from the date of award. Any unexpended or uncommitted funds revert to the Commission at that time.
- Applications may be returned or rejected upon Commission consideration because of insufficient funds.

USE OF FUNDS: Funds may be utilized in the exploration/development of municipal and miscellaneous source supply for the following:

- Hydro-geologic feasibility studies, well siting, and well design
- Permitting (WY State Engineer, WDEQ-WQD, federal/state temporary or special use agreement, etc.)
- Surface geophysical surveys
- Exploration borehole drilling programs (e.g., stratigraphic tests, temporary cased holes)
- Production-sized test well and replacement well drilling programs
- Aquifer testing and analysis
- Water quality analysis
- Geophysical/video logging
- Well enhancement- e.g., Pressure hydro- frac or acid-frac
- Packer tests
- Plugging and abandonment (of project emplaced boreholes or wells only)
- Employing non-conventional drilling/completion/testing techniques
- Aquifer storage and retrieval feasibility or development projects

*Funds shall **NOT** be utilized for the following:*

- ❖ Acquiring temporary fee-land or permanent access, easements, or right(s)-of-way
- ❖ Environmental Assessment (EA), or other NEPA-required evaluation.
- ❖ Rehabilitation of existing wells
- ❖ Development or rehabilitation of spring sources
- ❖ Re-entry and completion of oil & gas exploration wells for water supply
- ❖ Purchase or installation of components and appurtenances necessary to convert any well, including a project well, to beneficial use.

APPLICATION AND REVIEW PROCEDURE:

- Applicant shall prepare and submit the WWDC Ground Water Exploration Grant application form available from WWDC offices in Cheyenne or in .pdf form on the agency website, http://wwdc.state.wy.us/project_application_info/project_app_info.html.
- Applications to fund groundwater studies **must** be submitted at least **45 days prior** to scheduled Commission meetings for consideration.
- A copy of the application will be forwarded to the Wyoming State Engineer's Office for review of project water right impacts and to suggest modification(s) to the project program that would facilitate acquisition of additional data necessary to determine associated water right issues.
- CRITERIA FOR EVALUATION OF APPLICATION:
 - Severity of Problem – Priority will be given to demonstrated needs in this order:

- 1) Drinking Water
 - 2) Public Use
 - 3) Commercial Use
 - 4) Industrial Use
 - 5) Raw Water (e.g., irrigation)
 - 6) Geothermal applications
 - 7) Hydropower generation
 - 8) Fire Protection
- Feasibility of Project Plan
 - Degree of impact of project on problem
 - Demonstrated financial need of applicant
- Applications determined to be incomplete for consideration by the Commission will be returned. Returned or rejected applications will be reconsidered only upon written request by the sponsor addressing the reason(s) for rejection, unless the reason was for insufficient WWDC funds

CONDUCT OF THE PROJECT:

- The Commission directs groundwater studies via a contract with the Sponsor. The Contract may be amended to reflect revisions, modifications, continuation, term extension, budget increases, etc., approved by the Commission. Upon receipt of an approved project report and final invoicing, a final amendment to the contract will be executed to close the grant.
- To implement, supervise, and complete the project, the Sponsor shall acquire the consultation services of a professional geologist (P.G.) and, if needed, a professional engineer (P.E.) licensed in the State of Wyoming., The Sponsor may seek consulting services directly or via a competitive bid process. Final selection of an individual or firm must be approved by the Commission before a consultant services agreement is executed.
- Project work will be performed in a manner acceptable to the Commission and its assigned project manager and conform to State of Wyoming public works and procurement statutes where applicable. A municipality may task its own employees to perform part of the project, as an eligible expense, if an acceptable work plan and accounting procedures are implemented.
- Test wells shall conform to “Water Well Minimum Construction Standards”, Part III, Rules and Regulations of the Wyoming State Engineer’s Office; and design/construction for public water supply (PWS) wells shall conform to standards contained in Water Quality Rules and Regulations of the Wyoming Department of Environmental Quality, Chapter 12.
- For projects with test drilling programs, the services of a water well driller/pump installation contractor, licensed in the State of Wyoming, shall be required. SEE <http://wwcb.state.wy.us/home.aspx>
- REPORTS/SUBMITTALS: Three (3) hard copies of a draft report describing the results of all work completed in this study. Two (2) CD/DVD copies containing the draft report in a Searchable Image Adobe Acrobat (pdf) format will also be provided. The digital report

will be completely assembled into one stand-alone Acrobat file, and will be the same version as the hard copy. After receipt and incorporation of the WWDC and the Sponsor's review comments, the Consultant shall submit all final documents and materials, to the WWDC. These final documents and materials, shall include, 1) fourteen (14) hard copies and one (1) unbound reproducible original of the final report. The unbound originals shall have original professional licensee seals/signatures. Five (5) CD/DVD copies containing the final report in a Searchable Image Adobe Acrobat (pdf) format will be provided. The digital report will be completely assembled into one standalone Acrobat file for each report, and will be the same version as the hard copy. Each CD/DVD shall have a hard copy table of contents attached. Two (2) CD/DVD copies containing the final report in original formats (Word, CAD, Excel, etc.), and Searchable Image Adobe Acrobat (pdf) format will be provided. The Acrobat version will be completely assembled and contained in one pdf file. These files will be the same version as the hard copies. Each CD/DVD shall have a hard copy table of contents attached. One (1) project notebook containing the working files used in this project will be provided. The project notebook files shall include descriptions of the assumptions and methodologies used in the project analysis.

- Geophysical logs, video logs, miscellaneous borehole or surface survey products, and well-cuttings sample trays procured in a well drilling program shall be submitted to WWDC along with reporting materials described above.

Contact the Wyoming Water Development Office regarding inquiries, further information, and most recent status of program funds – (307) 777-7626.