**ATTACHMENT ONE**

**Grant Project Scope, Schedule, and Budget**

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| **TASK** | **GRANTEE ACTION ITEM** | **VALLEY WATER ACTION ITEM** | **SCHEDULE** |
| **Execute Agreement/Initial Payment** | * Submit W-9 form, including Federal Tax ID number.
* (Delete this bullet if insurance is waived) Submit Certificates of Insurance meeting the requirements of paragraph A.9. Insurance and Attachment Two, Insurance Requirements.
* Submit real property access rights documentation (permit or letter of consent) upon request [NOT USED].
* Fully executed Mini-Grant Agreement (signed by both Parties).
* Submit a signed payment request for 50% of the Grant Award amount.
 | Pay Grantee 50% of the grant award amount after Grantee completes the action items specified in this Task (see Grantee Action Items listed to the left). | Within three (3) weeks after the [effective date of the Agreement] OR [Agreement is fully executed]. |
| **Task 1** |       | Review progress status report provided by Grantee upon request or on an as-needed basis. |       |
| **Task 2** |       | Review progress status report provided by Grantee upon request or on an as-needed basis. |       |
| **Task 3** |       | Review progress status report provided by Grantee upon request or on an as-needed basis. |       |
| **TASK** | **GRANTEE ACTION ITEM** | **VALLEY WATER ACTION ITEM** | **SCHEDULE** |
| **Task 4** |       | Review progress status report provided by Grantee upon request or on an as-needed basis. |       |
| **Task 5** |       | Review progress status report provided by Grantee upon request or on an as-needed basis. |       |
| **Task      Final Report** | Prepare and submit a written report that summarizes the following:* Project Outcomes
* Ongoing Monitoring/Maintenance (if applicable)
* Provide Final Fact Sheet (with photos URL links to social media, news releases, web pages, etc., as applicable)
* Upon approval of Final Report, submit a signed payment request for remaining 50% of the Grant Award amount.
 | * Review draft report and provide feedback, if any.
* Meet with Grantee to discuss report.
* Schedule Board meeting agenda item for Grantee to present report and accomplishments to the Valley Water Board.
* Pay Grantee remaining 50% of grant award.
 | Upon completion of Project. |

\*Total Grant Amount paid by Valley Water pursuant to the Agreement shall not exceed $[Awarded Amount].

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**Real Property Access Rights [NOT USED]**

Please provide the real property access rights information for any physical locations where permission is required.

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| **Property Owner** | **Property Location** | **Access Right (Permit(s) or Property Owner Consent)** | **Schedule to Acquire Access Rights (if applicable)** |
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**Template for budget sheet:** [**https://docs.google.com/spreadsheets/d/1MMpT9X9ISLDrpYeySf6gzcNnYHyyYaK8T4LtSkePOss/edit?usp=sharing**](https://docs.google.com/spreadsheets/d/1MMpT9X9ISLDrpYeySf6gzcNnYHyyYaK8T4LtSkePOss/edit?usp=sharing)