



Board of Commissioners Agenda Request Form

Non-Profit Discretionary Grant Request

This form must be completed and attached to all supporting documentation for items to be included in the Garfield County Board of Commissioners Agenda. One (1) form is required per agenda item.

Department/Agency: Middle Colorado Watershed Council

Submitted By: Kate Collins

Phone Number: 970-274-0899 E-mail: kcollins@midcowatershed.org

Date of Board of Commissioners Meeting to consider this item: Monday, May 4, 2026 (Must be submitted by **Wednesday, 11:00 a.m.** prior to Monday meeting)

Topic: FRWRM Matching Funds Grant of \$5,000, approved November 3, 2025

Description (short summary of topic): The Middle Colorado Watershed Council was awarded a Colorado State Forest Service Forest Restoration & Wildfire Risk Mitigation (FRWRM) grant. Garfield County was one of ten matching partners and asked to be invoiced for their match share upon MCWC learning of the grant award, which occurred in March 2026.

Name(s) of presenters: Kate Collins, Executive Director, Middle Colorado Watershed Council Requested Board

Actions (if funding is requested, specify amount):\$5,000

PLEASE PROVIDE: Seven (7) paper copies and one (1) E-mail copy of all documentation to support the agenda request to **Vola Mercer**, email: vmercerc@garfieldcountyco.gov or mail to 108 8th Street, #101, Glenwood Springs, CO 81601, no later than Wednesday, 11 a.m. prior to the Monday meeting. Failure to provide backup material timely and as requested may result in removal or continuance of your agenda item at the County's discretion.

For office use only:
Where does item need to appear: _____
Date Submitted: _____
Materials Received: _____
County Funds requested: _____



**Colorado State Forest Service
Financial Assistance Program
Project Award Notification Agreement**

Project Name	Building Capacity, Reducing Risk (BCRR) Project
Project Number	13
Award Recipient Name	Middle Colorado Watershed Council (MCWC)
CSFS Account Number	1929417
CSFS Account Title	FRWRM
Estimated Total Project Cost	\$350,000
Award Amount	\$262,500
Minimum Recipient Match Required	\$87,500
Award Start Date	3/31/2026
Award End Date	3/31/2030
Federal Funds	No
State Funds	Yes
Other Funds	No
Match Funds	2025 CoCo Aim Grant: \$47,000, 2025 CSFS Rural Grant Navigator Program 1929907: \$500, 2025 Garfield County Human Service Mini-Grants: \$5,000

Based on the strength of the application submitted, the Colorado State Forest Service (hereinafter referred to as "CSFS") is providing funding in the amount up to, but not exceeding, **\$262,500** to accomplish the project described in *Attachment A (Scope of Work)*.

The recipient, **Middle Colorado Watershed Council (MCWC)** (hereinafter referred to as "Award Recipient"), will be reimbursed for allowable costs incurred in implementing the project up to the amount listed above, once the following requirements are met:

A. SCOPE OF WORK

Complete work as described in *Attachment A (Scope of Work)* which includes following *Forestry Best Management Practices to Protect Water Quality in Colorado*.

B. EXPENSE DOCUMENTATION

Reimbursable Expenses

- Expenses incurred prior to the award start date of **3/31/2026** are not eligible for reimbursement or match.
- Provide documentation that project funds have been matched at a minimum of **\$87,500**.
- Only actual recipient costs that support accomplishing *Attachment A (Scope of Work)* are eligible for reimbursement. Non-recipient costs may be used as match. Non-recipients are third party participants (contributors other than the award recipient) supporting the implementation of the project.
- Grant funds may not be used to purchase capital equipment unless the equipment was approved and described in *Attachment A (Scope of Work)*. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$5,000. Tangible supplies under \$5,000 that contribute to accomplishing work described in *Attachment A (Scope of Work)* are allowable, if pre-approved and described.
- Reimbursements will only be made to the original award recipient. If the award recipient chooses to pass funds to individual landowners or partners contributing to the project, it is the responsibility of the award recipient to properly document expenses and match contributions and provide sufficient backup documentations according to the "Expense Guidance" tab located in the enclosed *CSFS Grant Reimbursement Packet*.

Match Expenses

- Grant funds cannot be used for homeowner labor, volunteer labor, personnel coordination or grant administration, however, these activities are valuable and can be considered as match.
- In-kind activities must be documented on the current "CSFS In-Kind Cost Documentation Form", located in the enclosed *CSFS Grant Reimbursement Package*, using the current volunteer rate **at the time work was completed**. Grant recipients may use a spreadsheet to track hours, however, the information must also be summarized in the "CSFS In-Kind Cost Documentation Form".
- In instances where there are multiple landowners involved with providing in-kind services, documentation of those volunteer hours must be documented in the current *CSFS In-Kind Documentation Form* for each landowner involved with the project by first and last name.

Indirect Expenses

- Indirect cost rate: The Award Recipient may request up to 15% de minimis indirect cost rate. Documentation is not required for reimbursement. For indirect to be included for reimbursement, indirect costs must have been included in the approved project budget.
- Indirect costs include a wide variety of items not specifically broken out in the budget known as facilities and administrative costs (utilities, phone, copying, accounts payable, payroll, purchasing agent's time, and routine administrative services). Indirect costs paid by the grant may not exceed 15% of the grant total. Additional indirect costs (beyond 15%) may be used as cash match but must be documented with an established rate.

Reimbursement Submission

- Documentation supporting costs and match must be submitted through the local CSFS Field Office for reimbursement. Documentation for all expenses (actual costs and values of items that are not out-of-pocket expenses) and match is required. Follow the guidelines in the "Expense Guidance" tab located in the enclosed *CSFS Grant Reimbursement Packet*.
- Project work will be inspected by the assigned CSFS Field Office to certify the work meets the requirements described in *Attachment A (Scope of Work)*. Once all documentation is complete, the assigned CSFS Supervisory Forester will electronically sign the *Signature Page with eSig* to certify the work, and that costs/match are allowable.
- The local CSFS Field Office is responsible for completing the *CSFS Grant Reimbursement Package* with documentation provided by the award recipient.

C. PROJECT REPORTING REQUIREMENTS

- Grant recipients are **required** to submit spatial map data (e.g., shapefiles) with each reimbursement request, indicating the completed project work. Reimbursement requests submitted without appropriate spatial map data will not be approved.
- A final report will be **required** at the completion of the project, which includes the following information number of acres treated, cost/acre to treat, amount of material generated, number of jobs created, the use and value of any forest products generated, and digital (jpg format) before and after photos from the same location. Final reimbursement requests that are received without this final report will not be approved.

D. RECORD RETENTION/DATA SHARING

At all times during and following the Term of this Agreement, including any extensions or renewals hereof, all records, information and data collected or developed during the performance of the Agreement, and any information provided to CSFS by grant recipient as Licensor or developed during the performance of the Agreement shall be owned and retained by CSFS for academic and research purposes, which may include sharing information with CSFS affiliates. Any publishing or information made available to the public will not include personal information of Licensor. Upon request, Licensor may request the removal of Licensor's information or property information on any publishing or information available to the public, and, if feasible, CSFS shall remove such requested information.

E. NEW! COST SHARING

CSFS grant awardees have the option to use awarded funds for other cost share/match obligations, however, if the awardee will not be using this award for other cost-share/match obligations, CSFS will use it to offset CSFS cost share obligations for other grant programs. Details regarding Cost Sharing are outlined in [§2 CFR 200.306](#).

Please check the appropriate box below to indicate if you plan to use these awarded funds for your own cost share/match obligations or if you would like to release these awarded funds for CSFS cost-share use. Please contact the CSFS Grants Team at csfs_grants@colostate.edu as soon as possible if you have questions regarding cost sharing.

- Awardee agrees to release the use of these awarded funds for CSFS cost share purposes and will not use these funds for any other cost share/match obligations.
- Awardee does not agree to release the use of these awarded funds for CSFS cost-share purposes and plans to use these funds for awardees other cost-share/match obligations.

F. EXTENSION

This funding may be extended at the discretion of the CSFS Program Specialist. Requests for extensions must be made in writing **at least 90 days** before the award end date. Requests must be sent to the local CSFS Supervisory Forester and include: 1) why an extension is needed; 2) new timeline for completion, and 3) changes to the Scope of Work (deliverables), if applicable. The CSFS Field Office will review and forward to the appropriate Program Specialist for approval. Approvals will be given in writing to the award recipient.

G. TERMINATION

Either Party may terminate this Agreement, without cause, upon not less than sixty (60) days' written notice, given in accordance with the Notice provisions of this Agreement. Termination of this Agreement shall not relieve a Party from its obligations incurred prior to the termination date. Upon termination of this Agreement by CSFS, except in the case of a material breach by CSFS, CSFS shall pay all costs accrued by the Award Recipient as of the date of termination including non-cancelable obligations for the term of this Agreement, which shall include all appointments of staff incurred prior to the effective date of the termination. Award Recipient shall take steps to limit or terminate any outstanding financial commitments for which CSFS is to be liable. Award Recipient shall furnish, within ninety (90) days of the effective termination date, a final report of all costs incurred, and all funds received and shall reimburse CSFS for payments which may have been advanced in excess of total costs incurred with no further obligations to Sponsor.

H. NOTICES


All notices and other correspondence related to this Agreement shall be in writing and shall be effective when delivered by: (i) certified mail with return receipt, (ii) hand delivery with signature or delivery receipt provided by a third Party courier service (such as FedEx, UPS, etc.), (iii) fax transmission if verification of receipt is obtained, or (iv) email with return receipt, to the designated representative of the Party as indicated below. A Party may change its designated representative for notice purposes at any time by written notice to the other Party. The initial representatives of the Parties are as follows:

<p>CSFS Program Specialist:</p> <p>Kahla Montrose Forestry Program Specialist Colorado State Forest Service 5060 Campus Delivery, CSU Fort Collins, CO 80523-5060 Phone: 208-473-8099 Email: Kahla.montrose@colostate.edu</p> <p>For Formal Agreement Changes (amendments, terminations), send a copy to:</p> <p>Office of the General Counsel 06 Campus Delivery Colorado State University Fort Collins, CO 80523-0006 contracts@colostate.edu</p>	<p>Award Recipient:</p> <p>Middle Colorado Watershed Council</p> <p>Administrative Contact:</p> <p>Name: Title: Address: City, State, Zip: Phone: Email:</p> <p>Financial/Payment Contact:</p> <p>Name: Title: Address: City, State, Zip: Phone: Email:</p>
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I. AUTHORIZED REPRESENTATIVES

Middle Colorado Watershed Council certifies that neither the award recipient nor any principals represented herein are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties authorized to act in their respective areas for matters related to this award. In witness whereof the parties hereto have executed this award and have read, understand, and agree to the conditions of participating in this financial assistance program.



AWARD RECIPIENT SIGNATURE **03/31/2026**

DATE

CSFS PROGRAM SPECIALIST SIGNATURE **DATE**

This form must be completed and submitted. We will respond by email to request all supporting documentation for items to be included in the Garfield County Board of Commissioners (BOCC) agenda. One form is required per agenda item.

NOTE: The BOCC occasionally receives requests for funding through its discretionary fund. Entities that are eligible for funds are either non-profit organizations with current 501(c)3 status, or are public entities, including special districts. All such requests must be for bonafide public purposes, must be for **\$5,000 or less**, and usually require matching funds after the grant is awarded.

Requesting entity (public or non-profit): Middle Colorado Watershed Council, a 501(c)3 nonprofit organization

Submitted by: Kate Collins

Phone: 970-274-0899

Email: kcollins@midcowatershed.org

Date of request for Board of County Commissioners meeting to consider this item.

Monday, November 3, 2025

Discretionary grant request must be submitted by Wednesday at 11:00 a.m. prior to Monday meeting.

Topic of request: The Middle Colorado Watershed Council is requesting match funding for the Colorado River Wildfire Collaborative's Forest Restoration and Wildfire Risk management (FRWRM) grant application.

Name(s) of presenters: Kate Collins

Board action requested: Yes, or grant awards committee consideration

Funding requested: \$5,000

Specifically explain what the funding will be used for: The Middle Colorado Watershed Council is requesting \$5,000 to use as matching funds for a FRWRM grant. This funding will complete the \$87,500 necessary to match the \$350,000 FRWRM grant request. All other match contributions have been secured from Silt, Rifle, New Castle, Parachute, De Beque Fire District, Chevron, Holy Cross Energy, Colorado River Fire Rescue, and leveraged funds from a previously MCWC-awarded Rural Grant Navigator grant. Please see attached spreadsheet detailing the FRWRM grant's existing match commitments, which detail how Garfield County's match contribution will be used.

Fund balance (current year): \$ 381,010.20 as of August 31, 2025

(Please provide summary of current year profit and loss statement)

Please see Profit and Loss Summary for month ending August 31, 2025, attached.

PLEASE PROVIDE: Seven paper copies and one e-mail copy of all documentation to support the agenda request to [Vola Mercer](#), or mail to 108 8th Street, #101, Glenwood Springs, CO 81601, no later than Wednesday, 11 a.m. prior to the Monday meeting. Failure to provide backup material in a timely manner, and as requested, may result in removal or continuance of your agenda item at the county's discretion.

For office use only:

Where does item need to appear: _____

Date submitted: _____

Materials received: _____

County funds requested: _____

Respectfully submitted,



Kate Collins, Executive Director

September 24, 2025

FRWRM Match	87,500	Debra Figueroa of S-2 to write and submit \$350,000 grant Oct. 6					
AIM Match	47,000	Accepted Friday, September 12					
Match partners		AIM	FRWRM				
Silt			5,000.00				
Rifle			5,000.00				
New Castle			5,000.00				
De Beque Fire District		5,000.00		In MCWC account			
Garfield County			5,000.00	Discretionary grants application, \$40k left for 2025			
Parachute			5,000.00				
Holy Cross Energy			5,000.00	Funds in MCWC account; New match partner for 2025 and 2026			
Chevron			10,000.00	Funds in MCWC account; New match partner			
Rural Grant Nav		22,000.00	500.00	Awarded \$42,300, using \$7,500 + 22,500			
CRFR		20,000.00		In MCWC account			
Leveraged AIM match			47,000.00				
		47,000.00	87,500.00				

Middle Colorado Watershed Council
Statement of Financial Position - Summary
As of August 31, 2025

	<u>Aug 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
Alpine Bank Money Mkt (2387)	91,512.55
Alpine Bank Operating (8003)	278,907.65
Cash on Hand	90.00
Total Checking/Savings	<u>370,510.20</u>
Accounts Receivable	
11000 - Accounts Receivable	10,500.00
Total Accounts Receivable	<u>10,500.00</u>
Total Current Assets	<u>381,010.20</u>
TOTAL ASSETS	<u><u>381,010.20</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	120,366.75
Total Accounts Payable	<u>120,366.75</u>
Other Current Liabilities	
24000 - Payroll Liabilities	
941 Tax	3,227.28
FAMLI	133.73
SWT	1,126.00
Total 24000 - Payroll Liabilities	<u>4,487.01</u>
Total Other Current Liabilities	<u>4,487.01</u>
Total Current Liabilities	<u>124,853.76</u>
Total Liabilities	124,853.76
Equity	
31500 - Temp. Restricted Net Assets	4,284.30
32000 - Unrestricted Net Assets	113,900.38
Net Income	137,971.76
Total Equity	<u>256,156.44</u>
TOTAL LIABILITIES & EQUITY	<u><u>381,010.20</u></u>



Middle Colorado Watershed's Building Capacity, Reducing Risk (BCRR) Project *Strengthening Local Capacity to Confront a Growing Wildfire Threat*

The Middle Colorado Watershed Council (MCWC) is seeking \$262,500 in Colorado State Forest Service [Forest Restoration and Wildfire Risk Mitigation](#) (FRWRM) Program funding, with a local match of \$87,500, to launch the **Building Capacity, Reducing Risk Project (BCRR)**.

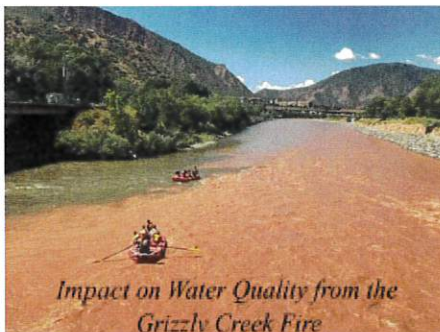
With this support, MCWC will hire a dedicated Program Manager to lead the [Colorado River Wildfire Collaborative](#) (CRWC)—a multi-jurisdictional effort uniting municipalities, fire districts, land agencies and residents across Garfield County to proactively address wildfire risk and strengthen community resilience.

Wildfires in the Middle Colorado River watershed create a dual risk: they put homes and lives in the wildland-urban interface (WUI) at risk while also compromising the watershed that delivers clean, reliable water to thousands of residents.

This new Program Manager will build the essential capacity our region needs. Their responsibilities include:

- Leading the Colorado River Wildfire Collaborative (CRWC) to align 40+ partners
- Delivering community wildfire preparedness outreach through HOA presentations, municipal briefings and local events
- Organizing community trainings and building a sustainable Neighborhood Ambassador program
- Conducting defensible space inspections and supporting on-the-ground mitigation
- Coordinating and securing funding for high-priority fuels reduction and wildfire mitigation projects
- Supporting recovery and resilience planning so communities are better positioned to rebound after fires
- Repurposing woody biomass material to energy, agriculture and other uses

Development in the WUI has increased the vulnerability of homes and infrastructure to wildfire and post-fire debris flows. Post-fire, wildfire events have compromised water quality as sediment, debris and turbidity from burn scars strain local utilities and threaten the clean water supplies communities depend on.



The 2020 Grizzly Creek Fire in Glenwood Canyon exemplifies risks to large-scale infrastructure, residents and water quality. The fire burned 32,631 acres in the White River National Forest, costing \$33 million to extinguish. The damage from the fire was directly responsible for the major debris flows in Glenwood Canyon in 2021 that closed Interstate 70 for 15 days. The



Grizzly Creek Fire

costs to mitigate and rebuild the interstate system exceeded \$32 million. The sediment and debris flows demanded almost \$10 million in upgrades to water utilities in the City of Glenwood Springs and \$28 million in the Town of Silt. The Grizzly Creek Fire caused over \$100 million in quantifiable damage or in required improvements to existing water systems.

The CRWC Project Manager will work with all the municipalities and every fire agency and district from Glenwood Springs to De Beque, Garfield County, its land agencies and residents, to plan and prepare for fire events before they occur. Because wildfire is inevitable, the Program Manager will also work with partners to help communities and residents recover and increase resiliency in the face of natural disasters.

Securing funding for this position has become increasingly important as fire season extends and fire behavior grows more extreme, as demonstrated by the 2025 Lee Fire, burning 138,444 acres north of Rifle. According to the Colorado State Forest Service, about half of Garfield County (48%) ranks with moderate to the highest level of wildfire risk. Fires continue to increase in size, frequency and damage. Proactive investment in wildfire preparedness costs far less than post-fire recovery.

MCWC is poised to advance both wildfire prevention through strong partnerships, education and fuels reduction, along with mitigation of post-fire hazards. But without Colorado State Forest Service support, the region risks falling behind in its ability to protect lives, property and critical water resources.

Questions? Contact MCWC Executive Director Kate Collins at kcollins@midcowatershed.org or 970-274-0899.

