



CASCADIA CONSERVATION DISTRICT (CCD)

Applying for Cost-Sharing for Water Measuring Devices

INSTRUCTIONS

Basic Eligibility:

The applicant must have a valid water right permit, certificate or claim for the point of diversion or withdrawal

Funding is for source meters; i.e. devices measuring the diversion or withdrawal. Municipal service meters or meters within a municipal distribution system are not eligible. Irrigation District customers where the source is already metered are not eligible. The cost share rate for acquiring and installing a measuring device varies according to the overall project cost (see cost share rates below).

The CCD will also fund Supervisory Control and Data Acquisition (SCADA) equipment. SCADA equipment consists of data loggers, Personal Digital Assistants (PDAs) used to download data, telemetry equipment to transmit data, and automated control equipment to regulate flow (including telemetry).

The standard maximum cost share for any project will be \$45,000. Eligible costs include design, purchase, installation, and initial calibration of measuring devices or electronic equipment. Projects that exceed the maximum amount will be considered on a case-by-case basis.

Application period:

The application period is continuous through April 30, 2009 or until all funds are obligated. Applications will be reviewed and prioritized on a monthly basis, with cost share awards made as directed by the CCD Board. The CCD recommends that applications be submitted as soon as possible.

Cost share rates:

Total Project Cost	Project Cost Share %	Max Cost Share Amount
\$0-\$250	None	0
\$251-\$3,000	100% after \$250	\$2,750
\$3,001-\$5,000	90% after \$250	\$4,500
\$5,001-\$10,000	80% after \$250	\$8,000
\$10,001-\$50,000	70% after \$250	\$35,000
\$50,001-\$75,000	60% after \$250	\$45,000

Instructions for Completing an Application Form:

- 1) Provide your name, address and phone number. Include a street address if different than the mailing address. E-mail address is optional.
- 2) Check the box that identifies the type of water right you have and include the number of your water right.
- 3) Fill in number(s) of the water right claim, permit, certificate or adjudicated certificate for the point of diversion or withdrawal.
- 4) Provide the name of your source of water (the name of the river, spring, or aquifer, etc., such as “Wenatchee River”).

Attach a copy of the claim, permit or certificate, adjudicated certificate, or court claim, if available. All users should have a copy of their water right documents kept with their property records. If you do not have a copy, obtain one for your records.

- 5) Provide a legal description of the location of the diversion or withdrawal if the water right documentation is not attached. While Township, Range, Section and Quarter/Quarter are acceptable for the application process, identifying the diversion with latitude and longitude is best. Your local Conservation District, the Natural Resources Conservation Service, meter supplier, Washington Department of Fish and Wildlife, or others may be able to help with determining latitude and longitude of diversions or withdrawals.

Attach a map showing the point of diversion or withdrawal. Using a copy of the appropriate USGS topographic map is best. If you use another map or if you provide a drawing of a map, be sure that it clearly shows the location of the diversion or withdrawal relative to surrounding features.

- 6) Provide the Water Resource Inventory Area (WRIA) number for the project. The WRIA map on page 6 of this package identifies all sixty-two (62) WRIsAs in the State of Washington.
- 7) Indicate if you are requesting funds for a source meter and/or SCADA (Supervisory Control and Data Acquisition equipment). CCD will fund 100% for the basic components of SCADA equipment (consisting of a personal digital assistant, also known as a hand-held computer, and a data-logger). CCD will fund 60% of additional SCADA equipment.
- 8) Provide the approximate date (month/year) you will install the metering or measuring device.
- 9) Indicate if you have received an *administrative metering order* from the Washington Department of Ecology (WDOE), a metering provision to an approved change application from WDOE, or if you are volunteering to meter your diversion or withdrawal.
- 10) Indicate if you are applying for financial hardship.

The percent of cost-share can be changed in cases of financial hardship. However, the total maximum state share will remain at \$45,000. Apply for financial hardship by indicating on the form that you wish to apply for financial hardship. Submit the following additional information with the application:

- the two most recent years individual, partnership, or corporate tax returns;
- the two most recent financial statements; and
- current balance in savings and checking accounts.

Based on the information submitted, the Board of Directors of the CCD will determine the increase in amount of state cost share for the project based on financial hardship.

- 11) CCD is required to ask about fish screens. Please indicate if you have a fish screen or not. If you do, please indicate whether it was installed before or after 1995.
- 12) Project description: Completing the questions in Section 12, "Provide a Project Description," will in most cases provide you and the CCD with the necessary information needed to evaluate your project and ensure that the proper type and style of meter is selected for your system. Water measurement equipment companies and staff at the conservation district can provide technical assistance.

Debris can plug some types of meters. Users should find out if the meter will withstand adverse conditions that may exist for particular situations, such as silty, sandy, or muddy water.

Specific items listed below are the minimum information needed to evaluate your application. Attach all engineering design or specifications to the application. Look at the specification sheets for your particular meter and make sure that a particular type and style of meter will meet your needs. For instance, most propeller-style meters require a certain amount of minimum flow to operate correctly. If your system delivers less than the minimum amount specified in the minimum flow rate specified in the meter specification sheet, the meter will not measure accurately. The same applies to the maximum flow rate.

For all projects:

- The number of acres irrigated

Pressurized pipe flow projects (minimum and maximum flow rates and pipe diameter will affect the type and style of meter suitable for your system):

- Maximum flow rate (the most water your system needs to deliver)
- Average flow rate (the amount of water your system delivers most of the time)
- Minimum flow rate (the least amount of water your system needs to deliver)
- Pipe diameter
- Type of meter proposed (e.g. saddle mounted propeller meter with totalizer, sonic meter with totalizer). (State regulation WAC 173-173 requires a totalizer. Instantaneous flow indicators are optional; however, instantaneous flow is part of all water rights and recording and reporting instantaneous flow is a requirement for metering and measuring.)
- Attach the specification sheet for the meter that includes Meter accuracy (State regulation requires that the meter register plus or minus 5% of the water actually passing through the meter AND the meter plus any SCADA equipment must register plus or minus 10% of the water actually passing through the meter.)
- If your meter setup requires physical protection and you are including those costs for cost-share, please describe the need and costs in an attachment to the application and identify those costs as "Other Costs" in Part 13 of the application.

Open channel flow projects:

- Maximum flow rate (the most water your system needs to deliver)

- Average flow rate (the amount of water your system delivers most of the time)
- Minimum flow rate (the least amount of water your system needs to deliver)
- Type of device proposed (e.g. ramp flume with pressure transducer, contracted weir with staff gauge, etc.)
- System designer (indicate system designer in part (b) of Section 12).
- Attach the specification sheet for the device that includes the accuracy of the measuring device (State regulation WAC 173-173 requires that open channel devices plus any SCADA equipment such as data recorders register plus or minus 10% of the water actually passing through the system.)

For automatic recording devices and data transmission equipment (attach an invoice of the materials and cost from vendor or designer):

- Type of equipment (e.g. data-logger with PDA)
- System design and specifications, including accuracy
- System designer (e.g. vendor name)

The listing “Irrigation Systems and Equipment,” “Pump Dealers” or other categories in the Yellow Pages in the phone book may help you locate businesses which sell water measuring devices.

- 13) **Cost Estimate:** The following information should be included to estimate the cost of the proposed project. Additional detailed information on each of the below cost categories can be attached to the application form. In most cases, a copy of the project bid sheet provided by the contractor or vendor who is providing and installing the measuring device will provide enough information. Bid sheets should be detailed enough for the buyer and the CCD to clearly and readily identify what the contractor or vendor is providing to ensure proper installation and calibration of the measuring device.

Cost of the measuring device itself

Cost of installation and calibration:

- Materials
- Labor (number of hours and hourly rate)
- Equipment rental
- Contracted services
- Ancillary equipment

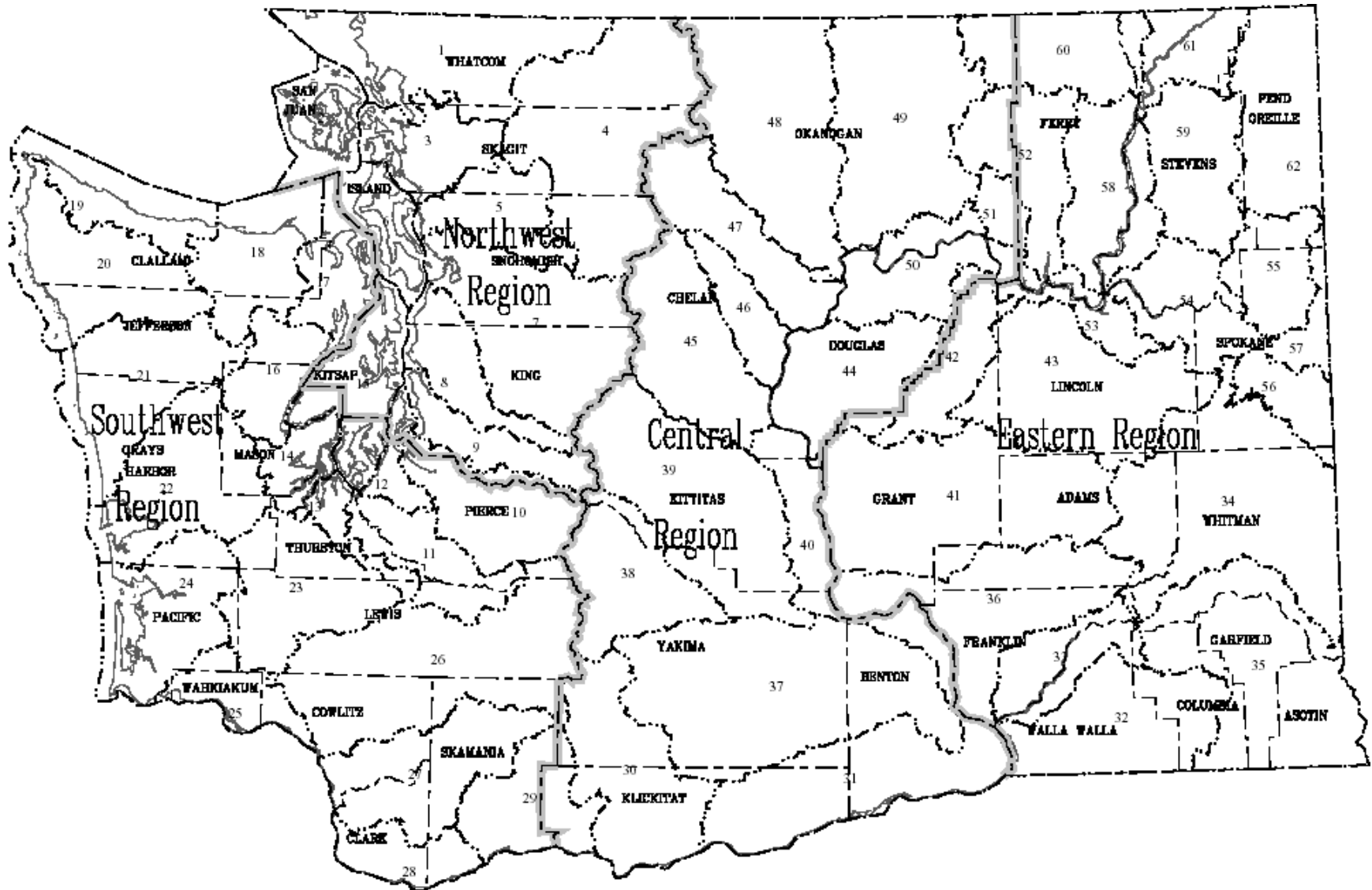
Total Cost of the Proposed Project

Signature: Applicant or person in responsible charge shall sign and date the application. Include the position of the person signing; e.g. landowner, Irrigation District Board member, etc.

For more information, contact the Cascadia Conservation District staff below.

Please use their name and mailing address for submitting applications.

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Water Resource Inventory Area (WRIA) Map