



### APPLICATION

#### 💧 Where can I get an application?

Go to the website: <http://mwdh2o.com/ICP>

#### 💧 When are proposals due?

December 8, 2020 at 1:00pm PST. NO EXTENSIONS WILL BE GRANTED. If an application is not submitted by the deadline, it will not be reviewed by the panel. Please submit your application prior to the deadline to allow for re-submission in case of problems.

#### 💧 May I print and send the proposal by mail?

No. Fill out the application form and submit via email to [candry@mwdh2o.com](mailto:candry@mwdh2o.com)

#### 💧 What if I cannot save a partially filled application form?

Please contact your IT personnel. We have tested this, and using the (free) Adobe Reader we are able to save partially filled forms in both Mac and PC platforms.

#### 💧 Who should I contact if I have questions regarding the application?

Email Tina Andry at [candry@mwdh2o.com](mailto:candry@mwdh2o.com) using the subject line “2020 ICP Question”. Please submit your questions as soon as possible to guarantee answer prior to the proposal submission deadline.

#### 💧 Who should be the “Authorized Representative” (page 8 of the application)?

This should be the person who will sign a contract with Metropolitan Water District in case a grant is awarded (see sample contract on “Terms and Conditions” file). Please note that the ICP contract is with a single entity so the application should be submitted by the entity that will be entering into the contract with MWD.

#### 💧 Do I have to be in the Metropolitan Water District service area to apply?

No. Since the funding partners cover a much larger area than MWD, there is no restriction of where a project/company is located to be eligible to apply. However, the project must be applicable to the funding partners service area (see 2020 ICP Webinar slides).





### PROJECT

#### 💧 **What types of projects are eligible?**

The Innovative Conservation Program provides funding for research to help document water savings and reliability of innovative water savings devices, technologies, and strategies.

#### 💧 **I am still not clear if my project qualifies.**

Please see examples of previously funded projects at: <http://mwdh2o.com/ICP> Not all projects involved the testing of a device.

#### 💧 **What if my technology has a pending patent or includes “trade secrets”?**

As a public agency, Metropolitan is subject to the Public Records Act, California Government Code § 6250 et. seq. Therefore, when determining what information to include with the application, please be aware that any information provided may be released to the public. See the Confidentiality section on page 4 of the Terms and Conditions for more information.

#### 💧 **May I submit a project that has only addresses energy savings?**

No. Proposals are for water savings. Any energy savings obtained are an additional benefit.

#### 💧 **How do I calculate potential savings for my project?**

Using the results of your background literature search, you should be able to estimate the potential reach of your study.

#### 💧 **How do I estimate the cost effectiveness?**

The cost effectiveness refers to the cost of the study in relation to the projected water savings, rather than the cost of the study or technology itself. Consider the project’s potential water and /or other savings in light of the funds requested and total project costs. If applicable, include the cost per acre foot or gallon saved.

#### 💧 **What is the scope of this year’s RFP and how will applications be scored in this category?**

The focus of the 2020 ICP is on applications in the commercial, institutional, and industrial (CII), or non-residential sector. All proposals are welcome, though you will score higher if your project can be applied to the CII sector. Please include this information in the “2020 ICP Focus” section of the application.





### BUDGET

**What should I include on the budget?**

Divide your project into tasks. Estimate how much each task will cost.

**What about overhead/admin fees/indirect costs?**

If your institution/organization requires overhead/admin fees/indirect costs, that value should be included in the estimated cost of each task. We cannot pay separately.

**May I include the cost of purchasing the device I will test in the estimated cost?**

Yes. Consider the cost of purchasing the device versus the cost of the overall study when making this determination. Projects will be evaluated based on their potential water and/or other savings in the context of funds requested and total project costs. For more information on cost effectiveness, please see the “Project” section of the FAQ.

**Should I include other sources of funding in the list of tasks?**

No. Just include in the narrative under “Project Preparedness”.

**Will I get penalized if I do not have other sources of funding?**

No.

**If I am awarded a grant, will that be for my full requested amount?**

There is no guarantee. The review panel might suggest that some tasks be eliminated thus reducing the total amount of the grant.

**Should I request the maximum possible and allow the review panel to sort out how much to award?**

No. You should request how much you need for your study. Adjustments by the selection committee will be made in case of a tie between projects. The review panel cannot award collectively more than the secured funding (\$275,000).

