REQUEST FOR APPLICATIONS
WATER CONSERVATION GRANT PROGRAM

GENERAL INFORMATION

The Harris-Galveston Subsidence District ("District") is seeking applications from Qualified Applicants for grant funds for projects focused on water conservation that will achieve quantifiable water savings. The objective of the Water Conservation Grant Program ("Grant Program") is to support projects that align with the District's water conservation mission and empower communities to make changes toward a future where water is valued, and water conservation is a lifestyle.

Past project final reports and list of frequently asked questions are available on the District's website (https://hgsubsidence.org/water-conservation/grant-program/) and updated periodically.

SUMMARY OF THE REQUEST FOR APPLICATIONS

Application Schedule:	Open Application with no deadline
Grant Application Approval Timeline:	Typically, 6 months from submittal
Length of Project Period:	Usually 1 year
Awarded Reimbursed Amount:	Up to 50% of total project cost
Estimated Total Funding:	$200,000 per calendar year

PROJECT SPECIFCATIONS

Projects must meet the definition of water conservation as a measure that seeks to make a water supply available for alternative or future use. The term includes best management practices, improved efficiency or accountability, recycling, reuse, pollution prevention, and reduction in consumption, loss, or waste (Texas Special District Local Laws Code § 8801.001 section 6).

Types of projects include but are not limited to conservation measures or water efficiency projects. Conservation measures focus on reducing water use or loss and resulting in definite quantifiable water savings. Water efficiency projects target an increased potential for reduced water use

through effective water-saving technologies and/or equipment. All projects must achieve quantifiable water savings.

Previously funded projects included 1) waterline leak detection and repair 2) the installation of smart irrigation systems, 3) implementation of advance metering infrastructure (AMI) including associated customer portal for real-time water conservation efforts, and 4) fixture replacement using Environmental Protection Agency (EPA) WaterSense products.

QUALIFIED APPLICANTS

In order to qualify for the Grant Program, Qualified Applicants (Applicants) must be one of the following:

A. A water utility in good standing with the District. A water utility, including a water supply corporation, general law or home-rule city, a special utility district, a municipal utility district or any other entity included in the definition of a retail public utility in Section 13.002, Texas Water Code, whose defined service area, or a majority portion thereof, lies within the boundaries of the District;

B. A private entity (industrial, commercial/institutional, residential, agricultural or other) whose property, or a majority portion thereof, is within the District;

C. A 501(c) non-profit organization with an environmental purpose located within Harris County or Galveston County;

D. A public entity (school district, management district, improvement district or similar entity) whose property, or a majority portion thereof is within the District; or

E. A research University located within the State of Texas.

GRANT FUNDING

Grants may be awarded to reimburse Qualified Applicants up to fifty percent (50%) of the cost of an approved project. The size and number of projects to be funded will be determined based on the available funding. Funding support for this request for applications may be authorized by the Board of Directors within the budget assigned for the Fiscal Year, which follows the calendar year. Historical budgeted amount is approximately $200,000 for all approved grant projects. This grant is not federally or state funded.

APPLICATION SUBMITTAL

Applications shall be submitted electronically via email to **contracts@subsidence.org** with subject line labeled “Water Conservation Grant Program RFA YYYY.” Please note that YYYY is the four digit year in which the application is submitted. For example, applications received in 2026 would be entitled “Water Conservation Grant Program RFA 2026”.

All applications **must be complete** and include the requested information. Applications **may not exceed six (6) pages** in length including attachments except as specified in the application requirements. Applications should be prepared with 8 ½" by 11" pages with not less than 1-inch margins, and not less than 11-point font.

The Applicant may include any additional information, within the page limitations of the application, to help the District evaluate the application. Additional information may also be requested by the District staff after submission of the application.

Please call the District office at 281-486-1105 or email contracts@subsidence.org for questions regarding preparation of an application.

APPLICATION SELECTION AND RANKING CRITERIA

Each application will be screened for completeness prior to internal review. The following criteria will be used to evaluate applications. This Request for Applications does not commit the District to enter into a contract, nor does it obligate it to pay any costs incurred in the preparation and submission of the application or subsequent discussions, interviews, or presentations in the evaluation process. Applications meeting the ranking criteria will be brought to the Water Conservation Committee for consideration. Upon committee approval, the applicant will be contacted to draft a contract or interlocal agreement to be brought to Board for final approval.

A. The District reserves the right to:
    a. Reject any and all Applications received;
    b. Accept or reject a portion of the project which is the subject of any application;
    c. Consider the geographic location and water use sector of the project which is the subject of any application;
    d. Consider the status of the applicant as a water conservation school program sponsor;
    e. Cancel the entire Request for Applications;
    f. Remedy technical errors in the Request for Applications;
    g. Negotiate with any, all, or none of the Applicants;
    h. Waive informalities and irregularities;
    i. Modify the evaluation process; and
    j. Modify the qualifications, requirements, or criteria.

B. Application Ranking:
    Applicants will be evaluated and ranked as provided in this section. Grants shall be awarded based on rankings and the number of grants awarded will be based on available funds.

    Criteria explanations are provided below for additional clarity on application ranking:

    <u>Project's emphasis on water conservation</u>
    - Description of the project's water conservation benefits and practices that will be implemented and continued.

- The degree to which the project achieves the Water Conservation Grant Program's goal to support projects that can achieve quantifiable water savings and include justification of calculations provided.
- Summary of plans to promote water conservation practices, resources, and education within staff, customers/users, or public outreach.

Thoroughness of project scope of work, schedule, and budget

- The thoroughness and clarity of the project scope of work and schedule as well as detail provided in the project budget.
- The ability to implement the proposed project and a list of contractor(s) who would support the project, as applicable.

Completeness and organization of submitted application package

- The completeness of all items requested in the appropriate sections of this request for applications (RFA).
- Organization of the content in the submitted application package based on the RFA structure.

Use of EPA WaterSense labeled product(s)

- Describe any EPA WaterSense labeled products that will be used for the project.
- Please see https://lookforwatersense.epa.gov/products/ for a list of products provided by EPA WaterSense.

Creativity of project approach or methodology to providing services

- The creativity and innovative aspects of the project.
- Includes plans to educate and engage customers or users on the importance of water conservation.

The evaluation criteria and the corresponding maximum point scores associated with each evaluation criteria are as follows:

Criteria	**Possible Points**
Project's emphasis on conservation of water including quantitative water savings data	50 points
Thoroughness of the project scope of work, schedule, and budget	20 points
Completeness and organization of submitted application package	20 points
Use of EPA WaterSense labeled products	5 points
Creativity of proposed project	5 points
Total	***100 points***