



## IWRB Aging Infrastructure Grant Criteria

The Idaho legislature has appropriated funding to the Idaho Water Resource Board (IWRB) to be used for grants for water projects to ***rehabilitate or improve aging water infrastructure***.

Projects that rehabilitate or improve Idaho's water infrastructure support the Idaho economy, provide economic value, and ensure long-term water resource stability and sustainability. The IWRB has developed these criteria to provide financial assistance on a statewide competitive basis through grants to eligible entities interested in pursuing eligible projects to rehabilitate or improve aging water infrastructure.

**Eligible Projects:** The IWRB defines an aging water infrastructure project as any new project, or new phase of an improvement project intended to repair, maintain, replace, or improve existing infrastructure that supports irrigation water delivery, storage, drainage, treatment, and use of water for irrigation. Water efficiency projects that reduce incidental recharge will be evaluated on a case-by-case basis.

### Ineligible Projects:

- Projects that are already completed or underway by the application deadline
- Municipal drinking or wastewater systems

**Eligible Entities:** Irrigation Districts, Irrigation Boards of Control, Canal Companies, Drainage Districts, Groundwater Districts, Ditch Companies, Lateral Ditch Users Associations, Reservoir Districts, Municipal Irrigation Districts (formed per Title 50, Chapter 18, Idaho Code), Municipalities, Counties, Water Districts, and Soil and Water Conservation Districts.

**Eligible Geographic Area:** Statewide

**Program Budget:** No more than 50% of the total budget may be spent within a single IWRB district. This limit may be waived if there are no competing funding demands.

### Funding Details:

- Funding Details: Up to \$2,000,000 per project; one project per application
- IWRB grant portion cannot exceed 50% of total project costs
- Costs incurred prior to the grant award date are not eligible for reimbursement
- Reimbursement requests can be made once a cost-reimbursement contract is established between the awardee and IWRB

- Reimbursement of invoices will not surpass 50% of the invoice amount (“Reimbursable Funds”) submitted to Board Staff. Of the Reimbursable Funds, 10% will be retained until Awardee submits a certificate of completion
- Contract term will not exceed 3 years after the grant funding award (date of IWRB Resolution) unless an extension is approved by IWRB’s contract manager
- Funds may be reallocated if a project is not completed within the term of the cost-reimbursement contract, or if the Awardee does not provide contract development information requested within 90 days after the grant award date

**Application Requirements:** For the grant proposal to be considered, the following must be provided:

- A **cover letter** that is addressed to the IWRB and with the eligible entity’s letterhead. The letter must contain a project summary and the project manager’s contact information. The summary must include the funding request dollar amount and expected total project cost, as well as all other funding sources.
- An **application** containing the following:
  1. Project sponsor (eligible entity) description (organization type, background, revenue sources, current operations)
  2. Project purpose and description (narrative, infrastructure description, repair, rehabilitation, improvement needs/objectives/benefits, 30% design plans, land entitlements at project location, description of any known environmental issues, urgency regarding repair or improvement)
  3. Photographs and description of damage, if applicable
  4. Project location (county, water source, PLS and/or Lat/Long), including map
  5. Public Benefits achieved pursuant to IC § 42-1760(2)(d) (protects existing water rights and uses, consider effects on other water uses including environmental quality, provides water for future development, improving aging water storage and infrastructure)
    - Water efficiency projects that reduce incidental recharge within a groundwater management area (GWMA) or critical groundwater area (CGWA) must provide a mitigation plan or component that results in a zero net impact, and the project is not inconsistent with the State Water Plan. Project locations within the Eastern Snake Plain Aquifer (ESPA) GWMA that reduce incidental recharge must additionally show how the project will support aquifer stabilization efforts
  6. Project timeline, including start and completion date
  7. Detailed cost estimates, including all labor and materials. In-kind work must be detailed and included in cost estimates.
    - Water efficiency projects that reduce incidental recharge within a GWMA or CGWA must break out costs not associated with reductions to incidental recharge separately to be considered for partial funding
  8. Entity’s relevant experience or contractor’s relevant experience completing stream channel repair or improvement projects

9. Summary table that documents cost-share percentage for each funding source including in-kind work. If other grants are required to complete the project (USACE, NRCS, FEMA, etc.), include timelines for receiving those funds

- **Required regulatory approval** and permit documents; if project has not yet received permit documents, note this in the application's project schedule.
- **Proof of liability** insurance for general construction, i.e., ICRMP.
- **Completed Applicant Information Sheet** provided by IWRB.
- Addresses all **evaluation criteria** described below.

Evaluation Criteria: Grant applications submitted by an eligible entity for an eligible project will be evaluated, scored (*120-point scale*), and ranked according to the following criteria. Applications that do not meet the eligibility requirements will not be scored and will be returned. Project scoring will be used to prioritize funding. Applications shall discuss how the project under consideration meets the evaluation criteria.

**Project Details (up to 50 points)**

- Eligible entity: Description of the eligible entity that includes organization type, background, revenue sources, and current operations. (*10 points*)
- Project proposal: Description of the project, where it will occur, and its benefits. Include pictures of the existing infrastructure (if applicable), and detailed map(s) of the project area that have a legend, county, and coordinate or PLS (Township, Range, Section) information. (*10 points*)
- Project schedule: The project's timeline of important milestones, such as obtaining funds, permitting, and construction. The time to complete the project is irrelevant, grading only pertains to the quality of the schedule. (*10 points*)
- Plans and specifications: Relevant drawings and material specifications for construction. (*10 points*)
- Project team: The organization(s) and personnel involved in completing the project. Provide the roles, time commitment, and relevant experience. (*10 points*)

**Urgency of Project (up to 20 points)**

- Urgency of the project (e.g., infrastructure age, infrastructure function) (*20 points*)

**Public Interest of Project (up to 30 points)**

- Economic values supported by the existing and/or additional infrastructure. This includes consideration of the communities, irrigated acres, provision of water for future development and economic activity served by the water infrastructure. (*15 points*)
- Uses/benefits identified in Section 42-1760(2)(d), Idaho Code. (*15 points*):
  - water quality
  - fish and wildlife
  - recreation
  - hydropower
  - water supply stability and sustainability
  - drought resiliency
  - public safety
  - other benefits to the citizens of the State
  - Water efficiency projects that reduce incidental recharge within a groundwater management area (GWMA) or critical groundwater area (CGWA) must provide a mitigation plan or component that results in a zero net impact, and the project is not inconsistent with the State

Water Plan. Project locations within the Eastern Snake Plain Aquifer (ESPA) GWMA that reduce incidental recharge must additionally show how the project will support aquifer stabilization efforts

**Budget Planning and Cost-Effectiveness (up to 20 points)**

- Cost-effectiveness of the project compared to other options explored by the eligible entity. (10 points)
- Cost estimate describing all foreseen costs of materials and labor, as well as justification for those costs. Include all sources of funding for the project and their amounts. (10 points)  
-Water efficiency projects that reduce incidental recharge within a GWMA or CGWA must break out costs not associated with reductions to incidental recharge separately to be considered for partial funding

**Application Submittal:**

- Applications can be emailed to [IWRBGrants@idwr.idaho.gov](mailto:IWRBGrants@idwr.idaho.gov). Applications that are emailed must be received by the application due date.
- Applications that are mailed must be received on the application due date. Mailing address:  
ATTENTION: IWRB GRANTS TEAM  
IDAHO DEPARTMENT OF WATER RESOURCES  
PO BOX 83720  
BOISE, ID 83720-0098
- Applications can be dropped off in person on the 6th floor of the Idaho Water Center in Boise. Applications must be dropped off on weekdays, excluding holidays, between the hours of 8:00am and 5:00pm. The Idaho Water Center is located at:  
IDAHO WATER CENTER  
322 E FRONT ST STE 648  
BOISE, ID 83702-7371

**Grant Process:**

- IWRB staff evaluate and score applications based on IWRB approved evaluation criteria
- IWRB staff present funding recommendations to IWRB Finance Committee
- Funding awarded at a regular IWRB meeting
- IWRB staff will notify eligible entity of grant approval and will administer cost-reimbursement contracts

**Additional Conditions of Award:**

Funding may be reallocated if:

- Requested information necessary to develop a contract is not received from the project Awardee within 90 days of the award dated resolution
- A proposed contract is not signed and returned within 60 days of issuance
- If the project is not completed within the award contract term
- The contract expires without a renewal or extension request from the awardee

**Cost-Reimbursement Process:**

- Awardee must be registered with the Idaho Secretary of State (SCO) in [IPRO Supplier Portal](#) and in [PaymentWorks](#), See "Action Center" on the homepage of SCO at <https://www.sco.idaho.gov/LivePages/scohome.aspx>
- Funds will be distributed upon the awardee submitting an IWRB acceptable funding

reimbursement request to the IWRB.

- Reimbursement of invoices will not surpass 50% of the invoice amount (“Reimbursable Funds”) submitted to IWRB staff. Of the Reimbursable Funds, 10% of the funds will be retained until Awardee submits a certificate of completion.
- The IWRB and IDWR staff will review and upon approval, pay invoices in accordance with Idaho Code § 67-2302
- In-kind services, labor, and materials must be invoiced to the IWRB to be eligible for reimbursement
- The IWRB shall determine the value of in-kind contributions of materials and labor
- Invoices should be sent to [IdwrPayable@idwr.idaho.gov](mailto:IdwrPayable@idwr.idaho.gov)
- A certificate of project completion and a financial summary of the total project cost shall be submitted by the awardee in order to receive final reimbursement

**In-kind Matching Funds Documentation.** In-kind matching contributions must be adequately documented and verifiable from the awardee’s official records. Documentation must be sufficient to answer the following:

- Awardee must be able to demonstrate that the contribution is from an acceptable source.
- Awardee must be able to demonstrate what is being used as match is suitable for match.
- The IWRB shall determine the value of the in-kind contribution
  - Awardee is responsible for providing accurate documentation to support their in-kind valuation
  - Value shall be based on standard objective sources rather than awardees’ estimate
- Awardee must certify that the information is correct and IWRB must review and approve

Accounting records must be supported by source documentation such as vouchers, canceled checks, invoices, payroll, time and attendance records, contract and sub-grant award documents, or other required forms.

**Force account labor and equipment.** The use of the awardee’s staff (labor) and/or equipment costs must be verifiable from the awardee’s accounting system. For labor, the records must include: the name of each worker, dates worked, hourly rate of pay, number of hours worked specific to the grant activity, and the total cost for each worker. Documentation of equipment costs must include the type of equipment used, dates used, hourly rate value, number of hours used, how the hourly rate was determined and total cost.

**Donated contract labor and volunteer services** may be counted as matching share if they are an integral and necessary part of the approved work.

- Rates claimed for volunteer services must be consistent with those rates paid for similar work in other activities and must not include fringe benefits and overhead costs.
- Match must be documented and, to the extent feasible, supported by the same methods used by the awardee for its own employees.
- At minimum this includes signed and dated time sheets filled out by volunteers working and approved by the supervisor with first-hand knowledge of the activity

IWRB Districts are as follows:

District No. 1: Boundary, Bonner, Kootenai, Shoshone, Benewah, Latah, Clearwater, Nez Perce, Lewis and Idaho counties.

District No 2: Adams, Valley, Washington, Payette, Gem, Boise, Canyon, Ada, Elmore and Owyhee counties.

District No. 3: Camas, Gooding, Jerome, Twin Falls, Cassia, Blaine, Lincoln, Minidoka, Lemhi, Custer and Butte counties.

May 2026

District No. 4: Clark, Fremont, Jefferson, Madison, Teton, Bingham, Bonneville, Power, Bannock, Caribou, Oneida, Franklin and Bear Lake counties.

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This limit may be waived if there are no competing funding demands.*