

Idaho Water Resource Board Grant Program

Applicant Information Sheet



Answer all questions below completely. Staff may request additional documentation during the application scoring process or after an award during the contract development process. For questions on the required information or for assistance with the questionnaire, please contact IWRB Grant Staff at IWRBGrants@idwr.idaho.gov.

Entity Information

1. Full Legal Entity Name (as registered with Idaho Secretary of State):
2. Entity Address (Street, City, State, Zip code):
3. Entity Phone Number:
4. Entity Contact Email (Generic/Main Info):

Project Information

5. Project Coordinator Name:
6. Project Coordinator Email:
7. Total Estimated Project Costs:
8. Total Requested Award Amount:
9. Estimated Project Start Date (Month & Year):

10. Estimated Project Completion Date (Month & Year):

11. Proposed Scope of Work (SOW):

12. Idaho public entity insured by ICRMP?

Yes

If not insured with ICRMP, see insurance requirements on page 3. Enter the Name of Insurance Company:

Contract Information

13. Authorized Contract Signatory:

14. Authorized Contract Signatory Title:

15. Invoicing Frequency (ex. Weekly, Monthly, Annually, End of Project, etc.):

Application Submission:

Applications that are emailed must be received by 11:59 pm on the application due date.

Email address:

IWRBGrants@idwr.idaho.gov

Applications that are mailed must be received by the application due date.

Mailing address:

ATTENTION: GRANTS TEAM
IDAHO DEPARTMENT OF WATER RESOURCES
PO BOX 83720
BOISE, ID 83720-0098

Applications can also 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

I PRO Registration:

If awarded a contract, contractor must be registered as a supplier in the State of Idaho Controller’s Office (SCO) I PRO Supplier Portal. See “Action Center” on the homepage of SCO at <https://www.sco.idaho.gov/LivePages/scohome.aspx> for more information.

Insurance Requirements:

If awarded a contract, the Contractor must provide certificates of insurance or certified endorsements for the insurance required.

A. Contractor shall obtain and maintain insurance at its own expense for the duration of the Contract with insurance companies properly licensed to do business in Idaho insurance in amounts not less than the following:

- i. Commercial General Liability (CGL) with a limit of not less than \$1,000,000 each occurrence/aggregate if defense is outside the limit, and \$2,000,000 per occurrence/aggregate, if defense is inside the limit.
- ii. Automobile Liability including owned, non-owned, leased, and hired liability with a limit of not less than \$1,000,000 each occurrence.
- iii. Professional liability insurance covering any damages caused by an error, omission, or any negligent acts. Combined single limit per occurrence shall not be less than \$1,000,000 or the equivalent. Annual aggregate limit shall not be less than \$1,000,000.

**Information for your reference.
Do not return this page with your application.**