

SSIRMWP Draft Selection Criteria for Fiscal Sponsor Candidates

- ❖ Political acceptance from range of stakeholders representing different interests across the region that fiscal sponsor can represent the best interests of all stakeholders when acting in the capacity of fiscal sponsor for the IRWMP.
- ❖ Geographic representation of the region or at least the perception that the fiscal sponsor act in the capacity to represent the interests of the entire region.
- ❖ Moderate overhead costs; not super-high overhead
- ❖ Capacity to administer a large grant (\$500,000 for IRWM Planning Grant and potentially multi-million for Implementation Grant)
- ❖ Cash flow for timely payment of subcontracts (this might be able to be softened by DWR paying direct payments to subcontractors)
- ❖ Efficiency with grant administration, contracting, management, invoicing
- ❖ Flexibility to meet quick deadlines for grant applications for the IRWMP with the support of the project manager
- ❖ Experience managing multi-stakeholder collaborative processes with facilitation support
- ❖ Water resource and watershed planning and program management experience
- ❖ Capacity for financial tracking, invoicing, and reporting to DWR and the IRWMP
- ❖ Capacity to hire employee or consultants in a timely manner – especially IRWMP Project Manager and Assistant, as well as consultant to write the IRWM Plan
- ❖ Proven financial grant management track record with state, federal, and/ or private entities
- ❖ Familiarity with and/or ability to submit applications and reporting to DWR's Online FFAST database
- ❖ Has required insurance premiums for state grants
- ❖ Has or can put in place financial and organizational policies that meet state criteria (Drug-free Workplace, Accrual v. Cash Accounting)

Responsibilities

- ❖ Fiscal Sponsor for the DWR Planning Grant (During this period if there are other grant funding opportunities for the IRWMP, the same fiscal sponsor should serve for those grants. However the IRWMP may choose to rotate the fiscal sponsor for the Implementation phase or potentially, every two years.)
- ❖ Reporting / Invoicing / Contracting with DWR and other funders for planning and projects.
- ❖ Contract with consultants or employee to manage the IRWMP Project and provide administrative support or project assistance
- ❖ Liability for grants with DWR and any other funders the IRWMP receives funding from
- ❖ Representation of IRWMP in state and regional forums
- ❖ Leadership
- ❖ Level of Effort: Full Time Project Manager and Part-time Administrative (based on other IRWMP workload). Other options could be a ¾ time Project Manager and ¾ time Administrative if your Admin was able to support program/project efforts at a higher level.