



# WYOMING WATER DEVELOPMENT COMMISSION

## SMALL WATER PROJECT PROGRAM

### PROCESS AND TIMELINES

This document serves as guidance to proponents (including landowners, project coordinators, and public land managers) interested in having Teton Conservation District (TCD), the local Sponsor of Wyoming Water Development Commission's (WWDC) Small Water Project Program (SWPP), submit a grant application on behalf of the proponent.

Date	Item	Notes
August 22, 2023 2:00 PM	Deadline for proponents to submit draft 2023 <i>Water Development Program Application</i> (application) to TCD.	Electronic application (.docx) is the required format. Note TCD staff completes several sections of the application (i.e. the first page of the application), not the proponent. A limited quantity of applications will be initially admitted by the Sponsor (TCD), based on "shovel readiness", first come first service basis, completeness of application, and TCD staff capacity.
August 22 - October 04-, 2023	Applications are edited and finalized.	TCD staff reviews applications and makes suggested revisions to proponents. Proponents are responsible for finalizing the written application, due October 04, 2023, 2:00 PM.
October 18, 2023 (meeting date is tentative)	TCD Board of Supervisors monthly Regular Meeting.	TCD staff provides Supervisors with applications and recommendations for 1) potential TCD cost-share funding and 2) approval for TCD staff submitting applications to the Wyoming Water Development Office (WWDO).
November 15, 2023	Deadline for TCD to submit approved applications to WWDO.	
March 2024	WWDC public meeting in Cheyenne, WY.	WWDC decision on awarding or denying funds to all statewide SWPP applications. TCD may attend the meeting, to answer Commissioners' questions on applications. Proponents may choose to attend the meeting. TCD informs proponents of the status of applications.
May - June 2024 (approximate)	Contract(s) for successful applications are drafted by TCD and executed by proponent and TCD.	An agreement describing respective roles and responsibilities, and funding, will be provided by TCD to the proponent. Project costs incurred after the contract is executed, and after the proponent has received a Notice to Proceed letter from TCD, are eligible for reimbursement.