



THE METROPOLITAN WATER DISTRICT  
OF SOUTHERN CALIFORNIA



## ***Frequently Asked Questions*** **2011-2013 Southern California** **World Water Forum Grant Program (WWF)** **Request For Proposal (RFP) Process**

- *Will proposals be accepted after 4:00 p.m. on December 9?*
  - No, proposals delivered in person after that date and time will not be accepted. They will be returned unopened. No exceptions.
  - If you mail your proposal in, it must have a December 9 postmark. Those mailed proposals that arrive with a later postmark, will not be accepted and will be returned unopened. No exceptions.
- *How many copies of each submitted proposal are required?*
  - The original proposal (paper clipped)
  - Two copies of proposal must be submitted (stapled)
  - An electronic copy on a flash drive or CD with college name and project title.
- *What is the amount of the grant for each proposal selected?*
  - Each selected grantee will receive \$10,000 for their project.
- *Can more than one team from the same community college or university submit proposals?*
  - Yes. Each college or university may submit multiple applications. Metropolitan reserves the right to limit the maximum number of grants awarded to one school based upon available funds.
- *Can a proposal be submitted that has not been reviewed and approved by that college's administration and/or grant development office?*
  - Applicants must follow their respective college/university administrative and grant development office protocols. The proposal **must** be signed by a full- or part-time faculty representative of the college and, if necessary, by a representative of the college's grant development office.
- *The Request For Proposal (RFP) requires a minimum 25% funding match of the total grant award, how do you define the "match?"*
  - The matching funds can be comprised of one or more of the following elements that add up to at least a 25% match (at least \$2,500) of the total amount of the award: 1) Grants, 2) In-kind contributions, 3) Volunteer time and/or 4) Donated equipment



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- *Can a proposal be submitted that includes multiple academic departments?*
  - Yes. We encourage interdisciplinary collaborations among departments of the same school. The WWF web site has examples of the subject areas and departments that have submitted proposals in the past.
- *When will the proposals be evaluated and when will the selected teams be notified?*
  - The proposals will be evaluated in late winter/early spring 2012. Selections will be made and college teams notified in spring 2012. Contracts will be executed over the summer of 2012.
- *How should the student team be selected?*
  - Applicants determine the members of their team. We recommend that the team include a combination of sophomores and/or juniors, in addition to seniors. If your proposal is awarded a grant, the project development timeline runs through the spring of 2013. Please ensure there is continuity amongst the team members selected who will be able to complete the grant project. A timeline, including key benchmark dates, is provided on page 13 of the RFP.
- *The proposed project must be designated as a global or locally-focused project. What does that mean?*
  - A **Global** project is defined as a technical, policy or communications project that impacts change in developing cities, towns, regions or countries throughout the world.
  - A **Local** project is defined as a technical, policy or communications project that impacts cities and regions of Southern California or California.
- *The RFP requires applicants to notify its local water agency, particularly, since the local water agency is required to sign off on the project (Signature Block on page 19 of the RFP). How do I identify our school's water agency?*
  - Please visit [www.mwdh2o.com](http://www.mwdh2o.com) and click on the "Member Agencies" tab at the top of the page.
  - If your school is not located within Metropolitan's six-county service area, contact [waterforum@mwdh2o.com](mailto:waterforum@mwdh2o.com) for a recommendation.



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- *If we are a non-profit organization, can we submit a proposal in response to the Southern California World Water Forum RFP?*
  - Yes, you may, with the following requirements:
    - You must collaborate with a Southern California post-secondary institution: a community college, college or university.
    - The school must assume the role of fiduciary agent. Grant funds will be distributed to the academic institution only.
    - Selection of an academic institution is your responsibility.
- *If I have any further questions, who can I contact?*
  - If you have questions, please contact:
    - Benita Lynn Horn, WWF Program Coordinator, Metropolitan Water District
      - [bhorn@mwdh2o.com](mailto:bhorn@mwdh2o.com)
      - [waterforum@mwdh2o.com](mailto:waterforum@mwdh2o.com)
      - 213/217-6739
      - (888) 42-WATER (92837)

