

DEPARTMENT OF WATER RESOURCES

P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



January 23, 2024

Ms. Carla Hass
Director of Communications
County of El Dorado
330 Fair Lane
Placerville, CA 95667

Approval of Funding from County Drought Resilience Planning Assistance Program –
El Dorado County Drought Resilience Plan Development

Congratulations! Your request for funding from the Department of Water Resources' County Drought Resilience Planning Assistance Program (Program) for the El Dorado County Drought Resilience Plan Development (Project) has been approved. The approved funding is not to exceed the amount of \$125,000. The term of the funding will begin upon acceptance of this award.

The purpose of this funding is to help the County of El Dorado implement the above-referenced project. The Project is comprised of engaging with the task force to evaluate the drought risk assessment and develop the Drought Resiliency Plan, hosting educational workshops, and providing technical assistance for drought planning for small water and state small water systems.

A draft funding agreement is being developed and will be sent to you for review. You may begin incurring costs upon acceptance of this award (see instructions below). No reimbursement of Eligible Project Costs will be issued until the funding agreement is executed. Any costs incurred are at your own risk until the funding agreement is executed. For guidance as to what are Eligible Project Costs and what type of documentation is required for reimbursement, please see the *County Drought Resilience Planning Assistance Program Guidelines and Agreement Template* which may be found at: <https://water.ca.gov/Programs/Water-Use-And-Efficiency/SB-552/County-Drought-Resilience-Planning-Assistance-Program>.

Your timely attention is directed to the following requirements:
Within 14 calendar days of the date of this award letter:

Award Acceptance – Please submit a letter or e-mail signed by the authorized representative (agreement signatory) confirming your agency as the Grantee to accept the grant award in the amount of \$125,000. This letter/e-mail should also

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confirm the proper billing address for your organization (where reimbursement checks will be sent).

Electronic Signatures – If DWR requested a DocuSign authorization letter prior to receiving this letter and you already submitted an authorization letter, then you do not need to submit again. DWR uses DocuSign to process signatures electronically to expedite all grant-related documents requiring a signature. In order for DWR to send documents to you via DocuSign, we need your permission and consent. If you consent to the use of DocuSign, please send DWR a letter on official letterhead signed by the authorized representative, consenting to the use of DocuSign for all transactions related to this award (see attached sample). If you prefer not to use electronic signatures, DWR can send documents for original (wet) signatures via email or mail, but this can delay the process significantly, especially during situations such as the COVID-19 public health emergency.

Within 30 calendar days of the date of this award letter:

Authorizing Resolution – Please submit an authorizing resolution for this agreement within the next 30 days of this letter (see attached sample language).

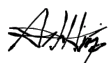
Following receipt of the award acceptance, DWR will provide you with a draft agreement and work with you to finalize and execute the agreement.

Your timely attention to these requirements is critical to execute the Grant Agreement; failure to do so may result in DWR revoking the grant award. Please submit the required information in the time periods specified to CountyDRP@water.ca.gov. The subject line of the email should include “<Applicant Name> GRANT Items”.

Please contact Julia Ekstrom at Julia.Ekstrom@water.ca.gov or 916-612-4371 or Sarah Ko at Sarah.Ko@water.ca.gov or 916-873-5187 for any questions regarding the required materials.

Our team appreciates your time and effort to respond to this grant solicitation process and we will be reaching out in coming months to get your feedback. We look forward to working with you to complete this project.

Sincerely,



Arthur Hinojosa
Manager
Division of Regional Assistance

Attachment

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ACCEPTED:

Carla Hass

Carla Hass
Director of Communications
County of El Dorado

Date 1/23/2024

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ATTACHMENT: FUNDING REQUEST

TASK DESCRIPTION	ESTIMATED COST BY TASK
Task 1: County Drought Task Force	\$24,000.00
Task 2: Risk Assessment	\$12,000.00
Task 3: Identification of Actions	\$10,000.00
Task 4: Implementation Plan	\$15,000.00
Task 5: Analysis of Available Funding Sources to Implement the Plan	\$8,000.00
Task 6: County Drought Plan	\$30,000.00
Task 7: Technical Assistance	\$26,000.00
TOTAL PROJECT COSTS	\$125,000.00

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ATTACHMENT: DOCUSIGN CONSENT LETTER EXAMPLE

[Include Official Letterhead of Organization]
Date

Dear Department of Water Resources,

This letter is to confirm that I consent to the use of DocuSign for all transactions related to the [project name] and [name] as the authorized representative.

Contact information of representative
If you include an address, please use the address that invoices will be sent to.

Thank you,
[Signature]
Name of Authorized Representative
Representative Title

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Steve Doe: ShouaNha Moua Alvarado
P:\Drought 2021\Program Management\Correspondence\SCDRP_Commitment Letter_City of Parlier_June_2023

SURNAME			
DWR 155 (Rev 4/02)			


Certificate Of Completion

Envelope Id: 3178C61D015E4BD0BDB19E9CEFA93A00	Status: Completed
Subject: Complete with DocuSign: El Dorado County CDRP_Commitment Letter.docx	
FormID:	
Optional 1:	
Source Envelope:	
Document Pages: 6	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Lisa Batiste
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	715 P Street
	Sacramento, CA 95814
	Lisa.Batiste@water.ca.gov
	IP Address: 98.36.68.11


Record Tracking

Status: Original	Holder: Lisa Batiste	Location: DocuSign
January 23, 2024 12:50	Lisa.Batiste@water.ca.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Department of Water Resources	Location: DocuSign

Signer Events

Signer Events	Signature	Timestamp
Arthur Hinojosa		Sent: January 23, 2024 12:55
Arthur.Hinojosa@water.ca.gov		Viewed: January 23, 2024 13:48
Manager, Division of Regional Assistance		Signed: January 23, 2024 13:48
Department of Water Resources		
Security Level: Email, Account Authentication (None)	Signature Adoption: Drawn on Device	
	Using IP Address: 12.40.109.44	

Electronic Record and Signature Disclosure:
 Accepted: February 13, 2019 | 12:04
 ID: 06486c94-6b1f-485f-a887-d0624ad04d23

Carla Hass		Sent: January 23, 2024 13:48
Carla.hass@edcgov.us		Viewed: January 23, 2024 13:58
Security Level: Email, Account Authentication (None)		Signed: January 23, 2024 14:15
	Signature Adoption: Pre-selected Style	
	Using IP Address: 207.104.47.251	

Electronic Record and Signature Disclosure:
 Accepted: January 23, 2024 | 13:58
 ID: 9eeaff65-b010-477d-91fc-be2e641d431d

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
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Julia Ekstrom
Julia.Ekstrom@water.ca.gov
Urban Unit Supervisor
Department of Water Resources
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

COPIED

Sent: January 23, 2024 | 14:15
Viewed: January 23, 2024 | 14:18

Sarah Ko
Sarah.Ko@water.ca.gov
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

COPIED

Sent: January 23, 2024 | 14:15
Viewed: January 23, 2024 | 14:20

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	January 23, 2024 12:55
Certified Delivered	Security Checked	January 23, 2024 13:58
Signing Complete	Security Checked	January 23, 2024 14:15
Completed	Security Checked	January 23, 2024 14:15

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Department of Water Resources (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Department of Water Resources:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by phone call: (916) 653-5791

To contact us by paper mail, please send correspondence to:

Department of Water Resources

P.O. Box 942836

Sacramento, CA 95236-0001

To advise Department of Water Resources of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at don.davis@water.ca.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from Department of Water Resources

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to don.davis@water.ca.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Department of Water Resources

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account

Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"> • Allow per session cookies • Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Department of Water Resources as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Department of Water Resources during the course of my relationship with you.