



FREQUENTLY ASKED QUESTIONS

APPLICATION

Where can I find the application?

Visit the website: www.mwdh2o.com/ICP

When are proposals due?

April 30th at 1:00 PM PST. NO EXTENSIONS WILL BE GRANTED. If an application is not submitted by the deadline, it will not be reviewed by the panel. Please submit your application prior to the deadline to allow for re-submission in case of problems.

May I print and send the proposal by mail?

No, please fill out the online application. If you are having technical issues, please email Quinn Haaga at qhaaga@mwdh2o.com at least 24 hours before the deadline (1:00 PM PST on April 30, 2025).

Who should I contact if I have questions regarding the application?

Email Quinn Haaga at qhaaga@mwdh2o.com using the subject line "2025 ICP Question." Please submit your questions as soon as possible to guarantee answer prior to the proposal submission deadline.

Who should be the "Authorized Representative"?

This should be the person who will sign a contract with Metropolitan Water District if a grant is awarded (see sample contract in RFP file).

Do I have to be in the Metropolitan Water District service area to apply?

No, there are no restrictions on where a project or company is located, however the project must be applicable to the water use challenges facing Southern California.

PROJECTS

What types of projects are eligible?

The Innovative Conservation Program provides funding for research to help document water savings and reliability of innovative water savings devices, technologies, and strategies.

I am still not clear if my project qualifies.

Please see examples of previously funded projects at: <https://www.mwdh2o.com/ICP>. Not all projects involve the testing of a device.

May I submit a project that only addresses energy savings?

No. Proposals are for water savings. Any energy savings obtained are an additional benefit.

How do I calculate the estimated or potential savings for my project?

Using the results of your background literature search, you should be able to estimate the potential reach of your study.

What if my technology has a pending patent or includes “trade secrets”?

As a public agency, Metropolitan is subject to the Public Records Act, California Government Code § 6250 et. seq. Therefore, when determining what information to include with the application, please be aware that any information provided may be released to the public. Additionally, awardees’ final reports are posted on Metropolitan’s website and therefore should be made suitable for public distribution.

How do I estimate the cost effectiveness?

The cost effectiveness refers to the cost of the study in relation to the projected water savings, rather than the cost of the study or technology itself. Consider the project’s potential water and/or other savings in light of the funds requested and total project costs. If applicable, include the cost per acre foot or gallon saved.

Is there a focus to this year’s RFP?

Yes, the focus of the 2025 ICP is on commercial, industrial, and institutional applications. Projects that show applicability in these sectors will receive additional points under the “Project Innovation” category.

B U D G E T

What should I include on the budget?

Each project must be divided into separate tasks, with an estimated cost for each task. The final deliverable will be a report that will represent at least 25% of the total project budget.

What about overhead/admin fees/indirect costs?

If your institution/organization requires overhead, administrative fees or indirect costs, that value should be included in the estimated cost of each task. We cannot pay separately.

Should I include other sources of funding in the list of tasks?

No. Just include in the narrative under “Project Preparedness.”

May I include the cost of purchasing the device I will test in the estimated cost?

Yes. Consider the cost of purchasing the device versus the cost of the overall study when making this determination. Projects will be evaluated based on their potential water and/or other savings in the context of funds requested and total project costs. For more information on cost effectiveness, please see the “Project” section of the FAQ.

Will I get penalized if I do not have other sources of funding?

No.

If I am awarded a grant, will I receive my full requested amount?

There is no guarantee. The review panel might suggest that some tasks be eliminated thus reducing the total amount of the grant.

Should I request the maximum possible and allow the review panel to sort out how much to award?

No. You should request how much you need for your study. Adjustments by the selection committee will be made in case of a tie between projects. The review panel cannot award collectively more than the secured funding (\$275,000).