



State of Oregon
Water Resources Department
725 Summer Street NE, Suite A
Salem, Oregon 97301-1266
(503) 986-0900

Application for
Groundwater
Allocation of Conserved Water
Part 1 of 4 – Minimum Requirements Checklist

This application will be returned if Parts 1 through 4 and all required attachments are not completed and included.

For questions, please call (503) 986-0900, and ask for Allocation of Conserved Water Section.

Check all items included with this application. (N/A = Not Applicable)

Part 1 – Completed Minimum Requirements Checklist.

Part 2 – Completed Applicant Information and Signature.

Part 3 – Completed Groundwater Water Right Information and Conservation Measures. Please include a separate Part 3 for each water right. List all water right certificates involved in this application here:

Part 4 – Completed Mitigation, Proposed Use, Project Schedule, Funding, and Fee Calculation.

Attachments:

Fees – Amount enclosed: \$ (From last page of application).

Application Map. Must have sufficient detail to locate and describe the facilities and areas involved in the conservation measures. Must show the place of use where water is being used if the rate or duty are changing.

Land Use Information Form with approval and signature.

Well Log(s) for both the authorized and, if known, the proposed points of appropriation

Completed Evidence of Use Affidavit and Supporting Documentation.

N/A Affidavit(s) of Consent.

N/A Letter of approval from Irrigation or Water Control District. For water rights served by or issued in the name of a District; this must be provided when the applicant is not the District.

N/A Irrigation or Water Control District's adopted policy on allocation of conserved water.

N/A If construction of the project has begun or been completed and if more than 25 percent of the project costs have been expended before applying for allocation of conserved water, evidence that you have attempted to identify and resolve the concerns of water right holders in the area, governmental entities or other organizations who have asked to be consulted regarding the allocation of conserved water.

N/A Evidence for Fee Waiver.

N/A Notice of Completion.

N/A Request for Finalization. (The entire project listed on the application must be complete. No partial finalization will be recognized.)

Part 2 of 4 – Applicant Information and Signature

Applicant Information

APPLICANT/BUSINESS NAME			PHONE NO.	ADDITIONAL CONTACT NO.
ADDRESS				FAX NO.
CITY	STATE	ZIP	E-MAIL	

The applicant is an irrigation district organized under ORS Chapter 545 or a water control district organized under ORS Chapter 553. The District’s OAR 690-018-0025 allocation of conserved water policy was adopted:

OR

The applicant is the sole owner of the land on which the water right, or portion thereof, proposed for conservation measures is located? Yes No

If NO, include signatures of all landowners (and mailing address if different than the applicant’s) or attach affidavits of consent (and mailing addresses) from all landowners or individuals/entities to which the water right(s) has been conveyed.

LANDOWNER NAME			PHONE NO.
ADDRESS			
CITY	STATE	ZIP	E-MAIL

Representative/Agent Information – The person(s) listed below is/are authorized to represent the applicant in all matters relating to this application.

REPRESENTATIVE/AGENT/BUSINESS NAME			PHONE NO.	ADDITIONAL CONTACT NO.
ADDRESS				FAX NO.
CITY	STATE	ZIP	E-MAIL	

I understand that I will be required to submit payment to the Department for publication of a notice in a newspaper with general circulation in the area where the water right is located, once per week for two consecutive weeks. If more than one qualifying newspaper is available, I suggest publishing the notice in the following paper: _____

I (we) affirm that the information contained in this application is true and accurate.



Applicant signature	Print Name (and Title if applicable)	Date
Applicant signature	Print Name (and Title if applicable)	Date

In your own words tell us what conservation measures you have made or propose to make and the reason for the change(s):



To meet State Land Use Compatibility Requirements, you must list all local governments (each county, city, municipal corporation, or tribal government) within whose jurisdiction the conservation project and/or proposed instream reach will be located.

ENTITY NAME	ADDRESS	
CITY	STATE	ZIP

ENTITY NAME	ADDRESS	
CITY	STATE	ZIP

ENTITY NAME	ADDRESS	
CITY	STATE	ZIP

ENTITY NAME	ADDRESS	
CITY	STATE	ZIP

ENTITY NAME	ADDRESS	
CITY	STATE	ZIP

**Part 3 of 4 – Groundwater
Water Right Information and
Conservation Measures**

Please use a separate Part 3 for **each** water right involved in the proposed allocation of conserved water.

WATER RIGHT INFORMATION:

Water Right Subject to Transfer (check and complete **ONE** of the following):

Certificated Right	_____	_____
	Certificate Number	Permit Number or Decree Name
Adjudicated, Un-certificated Right	_____	_____
	Name of Decree	Page Number
Permit for which Proof has been Approved	_____	_____
	Permit Number	Special Order Volume _____, Page _____
Transferred Right for which Proper Proof of the change has been filed	_____	_____
	Previous Certificate / Transfer Number	Date Claim of Beneficial Use Submitted

County:

Describe the pre-project water delivery system. Include information on the diversion structure, pumps, and conveyance facilities (including canals, pipelines and sprinklers used to divert, convey and apply the water at the authorized place of use). *Provide sufficient detail for the Department to determine the system capacity.*

Table 1: Pre-Project Description

List: A) the maximum rate and annual duty (volume) of water that may be diverted **as stated on the water right of record**; and B) the maximum amount of water that can be diverted using the pre-project facilities ("**system capacity**"). If there are multiple priority dates on the water right, list the rate and duty associated with each priority date. *(If the water right is only limited by rate, do not list a duty; conversely, if the water is only limited by duty, do not list a rate.)*

PRE-PROJECT DESCRIPTION									
			Column A Water Right of Record				Column B System Capacity		
			Rate		Duty		Rate	Duty	
Originating Water Right #	Priority	Acres	Maximum CFS	CFS/AC	Maximum AF	AF/AC	Maximum CFS	Maximum AF	AF/AC
Totals									

Note: 1 miner's inch = 1/40 cfs 1 cfs = 448.8 gpm 1 cfs = 1.983471 ac-ft/day

Are there other water right certificates, water use permits, groundwater registrations, or uncertificated decreed rights associated with the above lands? Yes No. If YES, list the certificates, water use permits, groundwater registrations, or uncertificated decreed numbers:

Is the project within the boundaries of an irrigation district or water control district? Yes No If YES, and applicant is not a District, you must provide a letter of approval from the District.

Table 2: Conserved Water

In Column A, list the smaller of A or B from Table 1 (Pre-Project Description). In Column B, list the amount of water that will be needed for the existing, authorized use(s) after implementing the conservation measures. In Column C, subtract Column B from Column A and enter the results (e.g., A – B = C). (If the water right is only limited by rate, do not list a duty; and conversely, if the water is only limited by duty, do not list a rate.)

Conserved Water Description											
		Column A				Column B				Column C	
		Table 1 – Smaller of A or B				Needed				Conserved Water	
		Rate		Duty		Rate		Duty		Rate	Duty
Originating Certificate	Priority	Maximum CFS	CFS/AC	Maximum AF	AF/AC	Maximum CFS	CFS/AC	Maximum AF	AF/AC	Maximum CFS	Maximum AF
Totals											

Table 3: Allocation of Conserved Water

List the portions of the conserved water that will be allocated to the state and applicant. Note: Column A plus Column B should total Column C (e.g., A + B = C).

Conserved Water Allocation								
Column A			Column B			Column C		
State's Portion			Applicant's Portion			Conserved Water		
Percentage*	Maximum Rate (CFS)	Maximum Duty (AF)	Percentage	Maximum Rate (CFS)	Maximum Duty (AF)	Percentage	Maximum Rate (CFS)	Maximum Duty (AF)
%			%			100%		

* must be at least 25%

The priority for the conserved water is requested to be:

- The same as the original right, or
- One minute junior to the original right.

**Part 4 of 4 – Mitigation, Proposed Use,
Project Schedule, Funding, and
Fee Calculation**

MITIGATION:

Describe any expected effects from the proposed allocation of conserved water on other water rights. Describe what currently happens to the water that is proposed to be conserved.

Describe any mitigation or other measures that are planned to avoid harm to other water rights.

PROPOSED USE:

For new uses, describe the intended use and boundaries of the expected area within which the diversion structures and places of use of the applicant’s portion of conserved water will be located and utilized. This is land other than that to which this water right is appurtenant.

Intended Use:

Boundaries:

Will the new use require a change or additional Point of Appropriation?

Yes No Unknown at this time

New Point of Appropriation of Conservation Measures:

Twp		Rng		Sec	¼	¼	Tax Lot	Gvt Lot or DLC	Measured Distances or Latitude and Longitude

Complete the following and attach a copy of the Well Log(s):

Authorized POA Name or Number	OWRD Well ID Tag No. L-	Total Well Depth	Casing Diameter	Casing Intervals (in feet)	Seal Depth(s) (intervals)	Perforated or Screened Intervals (in feet)	Static Water Level of Completed Well (in feet)	Source Aquifer (sand, gravel, basalt, etc.)	Well-Specific Rate (cfs or gpm). If less than full rate of water right

PROJECT SCHEDULE:

N/A For a project that has **not** been completed, please provide the dates on which the applicant intends to do the following:

Begin Construction	Complete Construction and File Notice of Completion	Request that Entire Conserved Water Allocation be Finalized
Date:	Date:	*Date:

* Must be within 5 years from the date of filing the Notice of Completion.

Note: If construction of the project has begun or has been completed, and if more than 25 percent of the project costs have been expended before submitting this application, you must submit evidence that you have attempted to identify and resolve the concerns of water right holders in the area, governmental entities or other organizations who have asked to be consulted regarding the allocation of conserved water.

N/A For a project that has been completed, provide the dates when the conservation measures were implemented and the date by which the applicant intends to request the allocation be finalized. Complete and attach Notice of Completion form.

Conservation Measures Were Implemented	Request that Entire Conserved Water Allocation be Finalized
*Date:	**Date:

* Must be within 5 years prior to the date of filing this application.

** Must be within 5 years after the date of filing the Notice of Completion.

FUNDING:

N/A Federal or state public funds that **are not** subject to repayment are to be used or have been used for the project. Refer to OAR 690-018-0040(18)(a)-(d) for further information in completing this section.

Source of Funding: Federal: \$ State: \$

Total cost for project engineering \$

Total cost for construction \$

The present value of any incremental changes in the cost of operations and maintenance that are directly attributable to the project that would not be incurred or realized in the absences of the project is \$

The amount of funding and the value of any in-kind contributions for project engineering and construction and for any incremental changes in the costs of operations and maintenance to be provided from federal or state public funds that are not subject to repayment is \$

The amount of funding and the value of any in-kind contributions for project engineering and construction and for any incremental change since costs of operations and maintenance to be provided from other funds is \$

N/A Enter the percentage from Table 3, Column B (Applicant’s Portion of Conserved Water) %. If this is more than 25%, what portion of project funds (expressed as a percentage) come from federal or state public sources? %

FEE CALCULATION:

Fee Schedule – ORS 536.050 https://www.oregon.gov/OWRD/Forms/Pages/default.aspx	
\$1,360.00 - Base (1 st Water Right)	Add \$480.00 for each additional right
$\$1,360 + (\text{_____} \times \$480) = \text{Total Fee } \$$	