



# Water Project Grants and Loans

## GRANT Pre-Application Conference

### What is a pre-application conference?

A pre-application conference is a service offered by the Oregon Water Resources Department (OWRD) to potential funding applicants. We strongly encourage all prospective applicants to request a pre-application conference before submitting an application.

The purpose of a pre-application conference is to:

- Answer your questions about the funding process,
- Identify any additional information that may be needed,
- Discuss potential eligibility issues, and
- Provide guidance on both the procedural and substantive requirements of the application, including how applications are scored.

### Before you request a pre-application conference:

You must complete the application sections listed below in the [online grants portal](#)

Section	Section Name	Required Questions
✓ 1	Project Information	Answer all questions
✓ 2	Applicant Information	Answer all questions
✓ 3	Eligibility	Answer all questions
✓ 4	Project Summary and Location	Answer all questions
✓ 5	Project Details and Description	Answer all questions under “Project Tasks” and “Permits and Regulatory Approvals”
✓ 6	Public Benefits	Answer all questions in Sections 6a, 6b, and 6c
✓ 7	Project Budget	Answer all questions
✓ 9	Attachments	1. Properties Impacted by the Project
✓ 10	Storage-Specific Project Requirements (Storage projects only)	Answer all questions

### To request a pre-application conference:

- Email [OWRD.Grants@water.oregon.gov](mailto:OWRD.Grants@water.oregon.gov) or call 503-979-9160.
- You **must complete the application sections** and email your request **at least two weeks prior** to the pre-application conference date. This allows adequate time for review.
- Please email **any questions or concerns** you would like to discuss. This helps us prepare to provide the most useful guidance during the meeting.
- If you are working with a consultant or contractor on your application, we recommend that both you and your consultant attend pre-application conferences together.

Once we receive your request and confirm that the required sections of the application are complete, OWRD will schedule your pre-application conference. Please note that **conferences will not be scheduled the week the application is due.**

If you have questions about Water Project Grants and Loans, please contact us at 503-979-9160 or [OWRD.Grants@water.oregon.gov](mailto:OWRD.Grants@water.oregon.gov). You may also consult the resources on the [Water Project Grants and Loans webpage](#), which include the application instructions, and scoring criteria.