



Application Form for Local Cooperative Solution for Overlying or Adjudicated Groundwater Rights in Scott River and Shasta River Watersheds

Please complete this form if you plan to implement a groundwater local cooperative solution (LCS) for the upcoming irrigation season under the Scott River and Shasta River watersheds [emergency regulation](#). Submitting the information in this form will reduce the time required to review an LCS request. Applications must be submitted for at least a full irrigation season. A separate application should be submitted for each type of groundwater LCS proposal. **The form and attachments are due by April 15th for the year in which you plan to implement a groundwater LCS.**

How to Submit: To submit your application and associated materials (see Section 2) you can:

- Use the online form
- Email: DWR-ScottShastaFlows@waterboards.ca.gov
- Mail:

State Water Resources Control Board Division of
Water Rights - Instream Flows Unit 1
1001 I Street 14th Floor
Sacramento, CA 95814

Section 1: Applicant Information

Name	
Name of Farm, Ranch, or Business	
Phone Number	
Email Address	

By typing or signing your name below and submitting this form to the State Water Resources Control Board (State Water Board) you hereby certify that the submitted information is true and correct to the best of your knowledge.

Name:

Date:

Section 2: Application Checklist

Below is a list of items to include:

- Application Form (paper or email submittal accepted).
- If working with a Coordinating Entity (Section 4 of application), submit a signed Binding Agreement (paper or email submittal accepted).
- Supporting Information (electronic submittal only). Submit the applicable information based on selected groundwater LCS.
 - Best Management Practices Groundwater LCS (see Section 7 of application)
 - Description of how you will implement all of the required components.
 - Map(s) with each well(s), meter location(s), and field(s) labeled.
 - Graduated Groundwater Cessation Schedule LCS (see Section 8 of application)
 - Description of how you will reduce irrigation compared to standard practices on the property (e.g., practice in a similar unregulated year).
 - Map(s) designating the area where diversions will cease by the required dates, well location(s) and meter location(s), and field(s) labeled.
 - Percent Reduction Groundwater LCS (see Section 9 of application)
 - Description of verifiable water reduction actions that will be implemented.
 - Spreadsheet with monthly volumes for baseline year and current year. Use one row per irrigation method per field.
 - Map(s) with each well(s), meter location(s), and field(s) labeled.
- A description of existing and planned groundwater metering (Section 6 of application), a time schedule for additional installation or information to support a waiver request, and a plan to record metered extractions or applications weekly and to report them monthly to your Coordinating Entity and/or State Water Board. Extractions are required to be metered except for limited exceptions identified in the emergency regulation. If you are requesting an exception to the metering provision, provide information on the exception being requested and your plan to track and report your groundwater use by other means.
- Groundwater Well or Metered Application Information (see Section 5 of application) (paper or email submittal accepted).

Section 3: Requirements for All Groundwater LCS Proposals

- **Deadline:** Proposals are due to the State Water Board by April 15th of the year in which you intend to implement the LCS.
- **Implementation:** Proposals must be implemented during the entirety of one or more irrigation seasons (including the time prior to approval), unless the applicant withdraws the application.
- **Metering:** Proposals must include a description of metering that will be used to measure groundwater well extractions or applications covered under the LCS and information on how extractions and/or applications will be recorded weekly and reported monthly to the Deputy Director (or Coordinating Entity, if so agreed). Please note the Coordinating Entity is required to provide this data to the State Water Board.
 - *Time Schedule for Metering:* All applicants should have the required metering equipment installed and operating before the start of irrigation season so that all groundwater extractions or applications covered by the LCS are metered.
 - *Waivers:* Proposals may include information requesting waiver of the metering provisions in the following instances:
 - Groundwater wells that irrigate less than 30 acres. Information supporting the request to waive metering provisions must be provided, including the distance of the groundwater well to surface water. The State Water Board may require other information in lieu of monitoring.
 - Metering is not feasible. Substantiation for the infeasibility of installing a meter must be provided. This includes feasibility evaluation of installing a meter at the well(s) and at the place(s) of use (e.g., pivot).
 - Proposals must include a description of how water usage on unmetered fields, if approved for an exception from the metering provisions, will be logged weekly and reported monthly to the Deputy Director (or Coordinating Entity, if so agreed).

Section 4: Coordinating Entity

Select only one (1) box below. Please note that a Coordinating Entity is not required. If a Coordinating Entity is not selected, parties will work directly with the State Water Board to provide metering data and ensure performance of the groundwater local cooperative solution. For more information on Coordinating Entity provisions, refer to Section 875(f)(1)(G) in the [emergency regulation](#).

California Department of Fish & Wildlife
Contact: Crystal Robinson
(530) 340-0767
crystal.robinson@wildlife.ca.gov

Shasta Valley Resource Conservation District
Contact: Rod Dowse
(530) 598-1253
rdowse@svrccd.org

Scott River Water Trust
Contact: Chris Voigt
(916) 396-0131
chrisb.voigt@gmail.com

I select not to work with a coordinating entity.

Other, I am proposing an Entity not in the provided options. Please provide the name of the Entity, contact information, and description of qualifications in the box below.

Section 5: Groundwater Well Information

Complete the table below or include an attachment for information on the groundwater well(s), field(s) irrigated by the well(s) and the APN(s), and associated meter(s) that are covered under the proposed groundwater LCS.

- Well ID: Name of each well covered by the groundwater LCS proposal.
- Well Coordinates: Latitude and Longitude of each well location.
- Meter ID: List the meter(s) recording extraction or application from each well.
- Field IDs: List the name for each field irrigated by the associated meter/well.
- Field APNs: List the APN(s) for the field(s) irrigated by each well.

Well ID	Well Coordinates	Meter ID	Field ID	Field APN

For assistance in finding well coordinates, you can use Google Maps (www.google.com/maps).

Section 6: Metering Information

Please describe the metering plan for all the fields that will be irrigated under the LCS. Remember that meters can be installed at the well head or at the place of use (e.g., pivots). All meters should be installed to manufacturers' specifications and recommendations and measurements should be in the expected accuracy range. Fill in the box below, upload an attachment, or email a document or spreadsheet with the information requested in this section.

- a. Describe how you will record weekly extractions or applications and report monthly volumes. Include a description of all water uses associated with each groundwater well that is part of this groundwater LCS. For each meter include the Well ID the meter is recording, the amount of irrigated acres covered and the crop type. Each meter should have an identifier (e.g., Meter #1) included in the description and in the monthly reports.

For example, "the ranch manager will log meter readings at Well #1 using Meter #1; and for Well #2, the ranch manager will log meter readings at pivots 1 & 2 using Meters #2 and #3." Also note what the water is being used for – "Well #1 irrigates 50 acres of grain on fields A and B, 100 acres of pasture on fields E, G, and Z. Meter #2 will irrigate 75 acres of alfalfa on field Y and Meter #3 will irrigate 25 acres Alfalfa on Field W. The manager will send the logs and photos to the Water Board by no later than the 10th of the month for the preceding month."

- b. For groundwater wells and applications that are NOT currently metered, in the box below please describe the time schedule and plan to install meters, including a description of efforts to obtain a meter before the initiation of groundwater diversions covered by this groundwater LCS, and when such efforts were undertaken. If you want to file for a waiver to the metering requirement, please use the box below and include information on why metering of your well(s) or applications should be waived. Be sure to include total irrigated acres, distance of the well(s) from surface water, a description of why metering is infeasible, if applicable, and any additional information that supports your waiver request.

- c. For proposals requesting an exception to the groundwater metering provisions of the emergency regulation, in the box below please describe how you will record/log weekly water use and report monthly applied water volumes for each field.

For example, "The ranch manager will track daily water usage per field by recording the date, field name, number and hourly length of passes, field acreage, crop type, inches applied, and estimated acre-feet. The amount of water use will be calculated using sprinkler volume output rates and the duration of time sprinklers are operating. The ranch manager will log this weekly and send to the State Water Board by no later than the 10th of the month for the preceding month."

Select the type of groundwater LCS you are applying for and complete the corresponding sections of the application. A separate application should be submitted for each type of groundwater LCS request.

Best Management Practices Groundwater LCS - Complete sections 7

Graduated Groundwater Cessation Schedule LCS - Complete sections 8

Percent Reduction Groundwater LCS - Complete sections 9

Please indicate the proposed time period for the LCS you are applying for (e.g., one irrigation season or multiple seasons). If you apply for multiple irrigation seasons, please provide the proposed duration for your groundwater LCS (e.g., 2026-2028 irrigation seasons).

Please note that if you cancel or withdraw a groundwater LCS, the requirement to follow the terms of the LCS, including to report metered and/or unmetered groundwater use data, continues up to the date of withdrawal. Please also note that if you withdraw from a multi-year groundwater LCS, you will need to apply again if you want to make use of a groundwater LCS in future years.

Section 7: Best Management Practices Groundwater LCS

1. Provide the total amount of all irrigated acreage (with units) covered under your proposal for a Best Management Practices Groundwater LCS:
2. Write in the box and/or email a description of the irrigation system that will be used under this proposal, specifying details of your low-energy precision application system, soil moisture sensors, and any corners that will be irrigated. (Refer to Section 875(f)(4)(D)(vii) of the [emergency regulation](#).)
3. Please include a map(s) of each field with labels for field ID(s), well(s), meter(s), and field crop type.
4. Certify all of the following by initialing or checking each box:
 - a. I certify the use of a low-energy precision application (LEPA) system on all irrigated acreage covered under this groundwater LCS.
 - b. I certify to not use end guns for irrigation for the duration of the season.
 - c. I certify to cease irrigation of corners after June 15th of each year this LCS is in effect.
 - d. I certify to use soil moisture sensors to inform irrigation timing, and maintenance of such records, which I will make available for inspection by the Coordinating Entity, if applicable, and/or the State Water Board.
 - e. I certify that, in the event of the hydrologic condition noted in i or ii below, I will cease irrigation on 90 percent of irrigated acreage by August 31, with a maximum of two (2) inches of water/acre to be applied to the remaining 10 percent of irrigated acres for existing alfalfa fields and grain, or four (4) inches of water/acre for pasture or new alfalfa plantings, during the remainder of the irrigation season. If this requirement is triggered, the State Water Board will inform all Best Management Practices Groundwater LCS applicants for the applicable watershed(s).
 - i. Scott River Watershed: Snow pack of 80% or less of the Department of Water Resources California Data Exchange Center's first May snow water equivalent station average (or the average of the first April measurement if May snow pack measurements are not gathered) in Scott River watershed.

- ii. Shasta River watershed: A water year determination of dry or very dry in the Shasta River watershed, as determined under Table 2 of the March 2021 Montague Water Conservation District water operation plan.
- f. I certify that if the requirement in (e) is triggered, I will submit information describing any fields that will continue irrigation after August 31st by July 31st of that year.

Section 8: Graduated Groundwater Cessation Schedule LCS

A Graduated Groundwater Cessation Schedule LCS may be approved if the applicant agrees to a below schedule AND provides evidence that irrigated acreage is reduced compared to standard practice on the property (e.g., practice in a similar unregulated year). Under this groundwater LCS type, the applicant must select one of two potential irrigation schedules, listed below. See section 875(f)(4)(D)(vi) of the [emergency regulation](#).

1. Provide the total amount of irrigated acreage (with units) under your proposal for a Graduated Groundwater Cessation Schedule LCS:
2. Select the irrigation schedule you certify to implement.

Option 1: By the dates below, pumping to irrigate the following percentages of irrigated acres shall cease:

- 15% by July 15,
- 50% by August 15, and
- 90% by August 31, with a maximum of 8 inches of water to be applied to the remaining 10% of irrigated acres during the remainder of the irrigation season. This 10% can be on land previously fallowed.

Option 2: By the dates below, pumping to irrigate the following percentages of irrigated acres shall cease:

- 20% by July 20,
- 50% by August 20, and
- 95% by September 5, with a maximum of 6 inches of water to be applied to the remaining 5% of irrigated acres during the remainder of the irrigation season. This 5% can be on land previously fallowed.

4. Please write in the box or include a description that demonstrates that the proposal reduces irrigation as compared to standard practices on the property (e.g., practice in a similar unregulated year). If applicable, please take crop rotation and number of alfalfa cuttings into account.

5. Please include a map(s) that identifies the well(s), meter(s), and which field(s) are associated with each cessation date covered by this groundwater LCS.

Section 9: Percent Reduction Groundwater LCS

The applicable percent reduction in groundwater pumping noted below must be demonstrated for the Percent Reduction Groundwater LCS consistent with section 875(f)(4)(D)(v) of the [emergency regulation](#), and summarized below.

- **Scott River Watershed:** A net groundwater pumping reduction of at least 30% throughout the irrigation season (April 1 – October 31) and a monthly reduction of at least 30% between July 1 through October 31.
- **Shasta River Watershed:** A net groundwater pumping reduction of at least 15% throughout the irrigation season (March 1 – November 1) and a monthly reduction of at least 15% between June 1 through September 30.
- The relevant water use reduction shall generally be based on a comparison to a baseline irrigation season (i.e., 2020, 2021, 2022, or 2023).
 - BUT, if the comparison irrigation season's use is higher than the following applied water rates:
 - 33 inches per year for alfalfa,
 - 14 inches per year for grain, or
 - 30 inches per year for pasture
 - Then the above values shall be used as the baseline UNLESS the applicant provides sufficient additional information supporting an alternative baseline.
- Please provide the total amount of irrigated acreage (with units) under your proposal for a Percent Reduction Groundwater LCS.
- If you are proposing a Percent Reduction Groundwater LCS, please provide the following to the State Water Board and your Coordinating Entity.
 - a. A description of practices that reduce groundwater pumping and how the State Water Board (or Coordinating Entity, if applicable) can verify those actions.

 - b. A spreadsheet with monthly pumping volumes (e.g. in acre-feet) for the selected baseline year and current year. Use one row per irrigation method per field.

 - c. Map(s) with each field labeled, the crop type, well locations, and meter locations.

Submission of Groundwater LCS Proposal to State Water Board

A groundwater LCS may require the applicant to attach or email additional information, such as descriptions, spreadsheets, maps, or other relevant information. State Water Board staff request descriptions be submitted as Microsoft Word (.docx, .doc) or Adobe PDF (.pdf) files as these file formats are easiest for staff to work with applicants to review and revise, if needed. For the same reasons, staff request that applicants submit spreadsheets as Microsoft Excel files (.xlsx, .xls).

Submitting documents in other formats, such as photographs of narratives or narratives via traditional mail may lengthen the review process. If you need assistance, please contact your Coordinating Entity (see Section 4) or State Water Board staff identified in the Contact Information section below.

To submit your application with all required materials (see Section 2), you can:

- Use the online form
- Email: DWR-ScottShastaFlows@Waterboards.ca.gov
- Mail:
State Water Resources Control Board
Division of Water Rights - Instream Flows Unit
1001 I Street - 14th Floor
Sacramento, CA 95814

Contact Information for State Water Board Staff

- Rachel Wright
Phone: (916) 322-8420
Email: Rachel.Wright@waterboards.ca.gov
- Robert Solecki
Phone: (916) 341-5400
Email: Robert.Solecki@Waterboards.ca.gov
- Division of Water Rights Scott-Shasta Phone Line and Email
Phone: (916) 327-3113
Email: DWR-ScottShastaFlows@Waterboards.ca.gov

What's Next?

State Water Board staff will review each groundwater LCS application. If staff identify errors, a need for additional information, or changes that need to be made, they will contact the applicant. Once staff determine the application is substantially complete, it will be posted as pending on the State Water Board's [Local Cooperative Solution website](#) for the Scott River and Shasta River watersheds emergency regulation.