

# REGIONAL WATER AUTHORITY POLICIES AND PROCEDURES MANUAL

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Policy Type : Fiscal Management  
Policy Title : Water Efficiency Program (WEP) Subscription Fees  
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## WEP SUBSCRIPTION FEES POLICY

### **Water Efficiency Program (WEP) Core Fees**

The Water Efficiency Program is an ongoing subscription service available to Regional Water Authority (RWA) members and non-members for an additional fee. The WEP core program outlines its annual program objectives as well as the fees to fund the program. These fees are then paid for by the organizations that choose to use the WEP services to meet their water conservation/efficiency objectives. The annual fees are typically invoiced in advance of the new fiscal year of July 1 to June 30.

The WEP program manager determines the necessary services based upon the requirements of conservation policies and needs of RWA members. The annual fees are approved by the existing WEP participants. Fees are allocated as approved by the program committee. Fees are typically allocated similar to the method used in allocating RWA dues.

### ***Non-RWA Members***

The WEP core services are also offered to non-RWA members. The fee for WEP participation includes the annual approved fees, plus a surcharge of 20% of the annual RWA dues based on number of retail connections. The surcharge will be assessed and allocated into the RWA general fund.

### **Other WEP Subscription Programs**

WEP also offers additional water conservation/efficiency programs and activities beyond the core program. These additional services typically benefit a smaller group of participants. Both members and non-members of RWA may participate in these programs. The costs of these services are determined on a project by project basis in advance of the program offering and then paid for by the organizations that choose to use the services. These programs are fluid and are based upon the needs

of the existing WEP members. Costs are allocated using a cost sharing agreement. Participants may also pay additional progress payments if the scope or costs of the program changes during the program execution.

***Non-RWA Members***

The fee for participation in other WEP subscription programs will include a surcharge of 20% of the cost allocated to RWA members for the services. The surcharge will be assessed and allocated into the RWA general fund.