

**Texas Water Development Board**

**Desired Future Condition Submission Packet Checklist - Administrative Completeness (part 1)**

**Groundwater Management Area:**

<b>Reviewing Staff:</b>	<b>Date Packet Received:</b>
	<b>Date E-mail Acknowledgement Sent:</b>
	<b>Date Review Completed:</b>

	Citation of Rule	Present in packet and administratively complete	Notes
<b>1.</b> Is a copy of the explanatory report addressing the information required by Texas Water Code §36.108(d-3) and the criteria in Texas Water Code §36.108(d) included? ( <i>refer to Explanatory Report checklist before responding</i> )	31 TAC §356.32(1)		
<b>2.</b> Is a copy of the resolution of the groundwater management area adopting the desired future condition(s) as required by Texas Water Code §36.108(d-3) included?	31 TAC §356.32(2)		
<b>3.</b> Is a copy of the notice that was posted for the joint planning meeting at which the districts collectively adopted the desired future condition(s) as required by Texas Water Code §36.108(e) and §36.108(e-2) included?	31 TAC §356.32(3)		
<b>4.</b> Is the name of a designated representative of the groundwater management area for TWDB staff to contact as necessary included?	31 TAC §356.32(4)		
<b>5.</b> Are any groundwater availability model files or aquifer assessments acceptable to the executive administrator used in developing the adopted desired future condition(s) with documentation sufficient to replicate the work included? ( <i>refer to the Groundwater Availability Model Administrative Elements checklist before responding</i> )	31 TAC §356.32(5)		
<b>6.</b> Is any other information the executive administrator may require to be able to estimate the modeled available groundwater included?	31 TAC §356.32(6)		

Mark elements that are present in the packet with YES

Mark elements that are not applicable with NA

Mark elements that are missing from the packet with NO

**Texas Water Development Board**

**Desired Future Condition Submission Packet Checklist - Groundwater Availability Model Administrative Elements (part 2)**

**Groundwater Management Area:**

<b>Reviewing Staff:</b>		<b>Date Packet Received:</b>	
		<b>Date Review Completed:</b>	
	Citation of Rule	Present in packet and administratively complete	Notes
1. Is a descriptive narrative of the methods and references used to determine the desired future condition(s) included with the desired future condition(s) statements?			
2. Is any other information the executive administrator may require to be able to estimate the modeled available groundwater included?	31 TAC §356.32(6)		
3. If item 2 is no, please list additional information required. (For example, model or GIS files necessary for review)			
Mark elements that are present in the packet with YES			
Mark elements that are not applicable with NA			
Mark elements that are missing from the Packet with NO			

**Texas Water Development Board**

**Desired Future Condition Submission Packet Checklist - Factors and Technical Elements (part 3)**

**Groundwater Management Area:**

<b>Reviewing Staff:</b>		<b>Date Packet Received:</b>	
		<b>Date Review Completed:</b>	
	Citation of Rule	Present in packet and administratively complete	Notes
1. Does the explanatory report identify each desired future condition?	TWC §36.108(d-3)		
2. Does the explanatory report provide the policy and technical justifications for each desired future condition?	TWC §36.108(d-3)		
3. Does the explanatory report include documentation that the factors under Subsection (d) were considered by the districts and a discussion of how the adopted desired future condition(s) impacts each factor?	TWC §36.108(d-3)		
3a. Did the districts consider aquifer uses or conditions within the management area, including conditions that differ substantially from one geographic area to another?	TWC §36.108(d1)		
3b. Did the districts consider the water supply needs and water management strategies included in the state water plan?	TWC §36.108(d2)		
3c. Did the districts consider hydrological conditions, including for each aquifer in the management area the total estimated recoverable storage as provided by the executive administrator, and the average annual recharge, inflows, and discharge?	TWC §36.108(d3)		
3d. Did the districts consider other environmental impacts, including impacts on spring flow and other interactions between groundwater and surface water?	TWC §36.108(d4)		
3e. Did the districts consider the impact on subsidence?	TWC §36.108(d5)		
3f. Did the districts consider socioeconomic impacts reasonably expected to occur?	TWC §36.108(d6)		
3g. Did the districts consider the impact on the interests and rights in private property, including ownership and the rights of management area landowners and their lessees and assigns in groundwater as recognized under Section 36.002?	TWC §36.108(d7)		
3h. Did the districts consider the feasibility of achieving the desired future condition(s)?	TWC §36.108(d8)		
3i. Did the districts consider any other information relevant to the specific desired future condition(s)?	TWC §36.108(d9)		
4. Does the explanatory report list other desired future condition options considered, if any, and the reasons why those options were not adopted?	TWC §36.108(d-3)(4)		
5. Does the explanatory report discuss reasons why recommendations made by advisory committees and relevant public comments received by the districts were or were not incorporated into the desired future condition(s)?	TWC §36.108(d-3)(5)		
Mark elements that are present in the packet with YES			
Mark elements that are missing from the packet with NO			

**Texas Water Development Board**

**Desired Future Condition Submission Packet Checklist - Groundwater Availability Modeling Technical Elements (part 4)**

**Groundwater Management Area:**

**Groundwater Management Area Coordinator and contact information:**

**Reviewing Staff:**

**Date Packet Received:**

**Date Review Completed:**

	Present in packet and administratively complete	Notes	Contacted GMA Coordinator (date and by whom)	Additional data received and loaded onto network (date/TWDB staff name)
1. Summary report that includes the following:				
a. Modeling contact information if clarification is needed				
b. Date and year of submittal				
c. Seal by Texas Professional Geoscientist or Engineer				
d. Groundwater Management Area and requested by whom				
e. Description of Desired Future Condition (DFC)				
f. Approach: Modeling Methods Document to include parameters and assumptions such as:				
i. Groundwater availability model (GAM) version or acceptable alternative model, and version of acceptable pre-/post-processor used, if applicable				
ii. Table or description of stress periods and corresponding years/months				
iii. If the end of the calibration period is different from the start of the predictive simulations, describe assumptions for projecting model from end of calibration to beginning conditions for predictive simulation including pumping, recharge, and related surface water heads. Include targets and hydrographs, as applicable, in appendix as well as electronic copies.				
iv. Assumption for recharge, i.e. what years averaged and/or drought and related stress periods, etc.				
v. Assumption for pumping in prediction such as:				
1. Same distribution as end of calibration and increase or decrease per county and layer?				
2. New wellfields (include maps).				
3. Some other method—please provide as much detail as needed.				
g. Version of TWDB "model grid" file that associates model grids with counties, groundwater conservation districts, river basins, groundwater management areas, and regional water planning areas within the model study area using a centroid based approach. These files are available to download on each of the respective model web pages noted above.				
h. Description of method used to extract data from model; for example, method and assumptions used to average drawdown, etc. Include a description of how dry cells were treated in averaging drawdown.				
i. Results Section to include appropriate tables of pumping versus drawdown, volume, surface water discharge, etc. by aquifer, layer, etc. as applicable to the DFC statement.				
j. References				
2. Related model files (MODFLOW), PEST or other automated calibration files (if used), target files (for establishing starting conditions) with appropriate read me files.				

Mark elements that are present in the packet with YES

Mark elements that are not applicable with NA

Mark elements that are missing from the Packet with NO

**Texas Water Development Board**

**Desired Future Condition Submission Packet Checklist - Aquifer Assessments Elements (part 5)**

**Groundwater Management Area:**

**Groundwater Management Area Coordinator and contact information:**

**Date Packet Received:**

**Date Review Completed:**

**Reviewing Staff:**

	Present in packet and administratively complete	Absent from packet and not complete	Contacted GMA Coordinator (date and by whom)	Additional data received and loaded onto network (date/TWDB staff name)
1. Summary report that includes the following:				
a. Technical contact information if clarification is needed				
b. Date and year of submittal				
c. Seal by Texas Professional Geoscientist or Engineer				
d. Groundwater Management Area and requested by whom				
e. Description of Desired Future Condition (DFC)				
f. Approach: Details of the water budget or analytical methods used, as applicable to selected method:				
i. Description and documentation of water budget, analytic formula/model, or other method used				
ii. Recharge assumptions and data				
iii. Water level data used, including hydrographs and maps				
iv. Inflow and outflow data				
v. Hydrologic parameters required for method				
vi. Structural data used in method				
vii. Formulas and calculations used in assessment				
viii. Geographic information system files or references used for assessment				
ix. Any other applicable information to assess the aquifer				
g. Description of method used to extract data from background data or geographic information file; for example, methods and assumptions used to average drawdown, recharge, or any other relevant method.				
h. Results section with appropriate summary tables, as applicable to the DFC statement.				
i. References				

Mark elements that are present in the packet with YES

Mark elements that are not applicable with NA

Mark elements that are missing from the Packet with NO

**Texas Water Development Board**

**Desired Future Condition Submission Packet Checklist - Non-Relevant Aquifer Elements (part 6)**

**Groundwater Management Area:**

**Reviewing Staff:**

**Required Documentation (31 TAC §356.31(b)):**

1. Description, location, and/or map of aquifer or portion of the aquifer.
2. Summary of aquifer characteristics, groundwater demands, and current groundwater uses, including the total estimated recoverable storage as provided by the executive administrator, that support the conclusion that desired future conditions in adjacent or hydraulically connected relevant aquifer(s) will not be affected.
3. Why the aquifer or portion of the aquifer is non-relevant for joint planning.

Aquifers	Present in packet	Notes
<b>1</b>		
<b>2</b>		
<b>3</b>		
<b>4</b>		
<b>5</b>		

Mark elements that are present in the packet with YES

Mark elements that are not applicable with NA

Mark elements that are missing from the packet with NO