

STAFF REPORT

SUBJECT: Proposition 84 Grant Application

MEETING DATE: January 19, 2012

AGENDA ITEM: 7E

STAFF CONTACT: Peter Imhof, Aubrey Spilde

RECOMMENDATION:

Adopt resolution authorizing submittal of application to the State Strategic Growth Council for a Proposition 84 Sustainable Communities grant to support preparation of the Sustainable Communities Strategy required by SB 375.

SUMMARY:

SBCAG staff is seeking the Board's authorization to apply for a grant from the Sustainable Communities Planning Grant and Incentive Program, a competitive grant program funded by the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84). The application is due February 15, 2012. SBCAG intends to apply for funding to develop and evaluate alternative scenarios for the Sustainable Communities Strategy (SCS) that are specifically intended to address the region's significant jobs/housing imbalance and long-distance commuting issues and resulting greenhouse gas emissions. The exact budget for the grant proposal is still being developed. However, SBCAG staff expects the grant proposal will seek between \$250,000 and \$350,000.

Staff recommends that the Board adopt a resolution authorizing submittal of an application for grant funding from the Strategic Growth Council Sustainable Communities Planning Grant and Incentive Program (see Attachment 1).

DISCUSSION:

Background

The Sustainable Communities Planning Grant and Incentive Program is a competitive grant program funded by the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006, Proposition 84. A Request for Proposals (RFP) has been released for the second of three application cycles (see Attachment 2). Approximately \$18 million of Proposition 84 funds has been allocated for this cycle. Staff is seeking the Board's authorization to submit an application for this funding.

The first application cycle was initiated in July 2010. Approximately \$22.3 million of Proposition 84 funds were allocated for the first cycle. SBCAG received \$125,000 for "[d]evelopment of an enhanced Sustainable Community Strategy including identification of greenways for agricultural preservation, wildlife/open space corridors, targeted outreach to economically disadvantaged

areas, best practices, simulation modeling and use of three dimensional tools and the Internet, evaluation of economic growth scenarios.”

SBCAG also received \$400,000 from a different program funded by Proposition 84, the Modeling Incentives Program. Those funds, awarded in early 2010, are for modeling and data collection.

Grant Application and Schedule

Grant applications for Round Two of the Sustainable Communities Planning Grant and Incentive Program are due February 15, 2012. Grant requests for amounts between \$100,000 and \$1,000,000 will be considered.

SBCAG intends to apply under Focus Area #2: Regional SB 375 Plus. The intent of Focus Area #2 is to fund “MPOs to collaborate with local governments to implement SB 375 and/or AB 32 at the city or county level, within the context of the three E’s of sustainable communities: healthy environment, economy, and equitable access to regional resources and amenities. The outcome of these efforts should support successful Sustainable Community Strategies that help meet the regional targets established by the Air Resources Board.”

SBCAG intends to use the grant money to fund work related to the Sustainable Communities Strategy (SCS).¹ In particular, SBCAG would develop and evaluate alternative scenarios specifically intended to address the region’s significant jobs/housing imbalance and long-distance commuting issues, and the resulting greenhouse gas emissions. Example scenarios could include increased transit service, transit-oriented development, commuter rail service, economic incentives for businesses, etc.

In the first Prop. 84 grant round, SBCAG sought an award of \$250,000 and ultimately obtained \$125,000. At time of preparation of this staff report, the exact budget for the grant proposal for this grant round is still being developed. However, SBCAG staff expects the grant proposal will seek between \$250,000 and \$350,000.

Grant Proposal Focus

There is a significant jobs/housing imbalance both within the SBCAG region and between this region and the regions of the neighboring MPOs. The problem was highlighted in a 2004 report entitled *Taking Action Regionally*. The jobs/housing imbalance has led to a significant amount of long-distance commuting. There are several reasons for, and results of, this phenomenon:

1. The geography of the SBCAG region is unique. It is essentially linear, with the Pacific Ocean to the south and west, and the Los Padres National Forest covering much of the eastern portion of the County. In addition, Vandenberg Air Force Base covers much of the western part of the County. Travel options and land development opportunities are both very limited by this geography.

¹ The SCS must set forth a forecasted development pattern for the region that, when integrated with the transportation network and other transportation measures and policies, will reduce greenhouse gas (GHG) emissions from passenger vehicles and light trucks to achieve the GHG reduction targets set by the California Air Resources Board.

2. There is a large discrepancy in home prices between northern Santa Barbara County and southern Santa Barbara County. The median home values in the Cities of Lompoc and Santa Maria in northern Santa Barbara County are \$279,900 and \$283,200, respectively, while the median home value in the City of Santa Barbara in southern Santa Barbara County is \$923,600.²
3. Approximately 8,700 North County residents commute to jobs on the South Coast each day and approximately 2,100 South Coast residents commute to North County.³ There are approximately 15,500 trips from Ventura County to Santa Barbara County each day, and about 3,100 trips in the other direction.⁴ Between San Luis Obispo and Santa Barbara Counties, there are about 10,000 trips in each direction.
4. Regional and interregional transit exists, but could be improved. The Clean Air Express, for example, provides long distance bus service from Santa Maria to the South Coast and Lompoc to the South Coast during commute hours. The times are limited and do not allow for flexible work schedules. There is also no transit in the other direction to serve the “reverse commuters” (the smaller number of commuters driving from the South Coast to North County). In addition, although the VISTA Coastal Express and Coastal Express Limited provide bus service from Ventura County to the South Coast of Santa Barbara County, there may be demand for even more service, particularly when the 101 HOV lane is completed. Also, many commuters would appreciate rail service, but the current Amtrak service does not operate at commuter-friendly times. Implementing additional and improved service requires enhanced collaboration between local, regional, and State governments.
5. North County residents may be missing out on educational and employment opportunities due to the high cost of housing. The median household income in the City of Santa Barbara is \$61,937, while the median household incomes in the cities of Lompoc and Santa Maria are \$47,466 and \$50,216 respectively.⁵

The first point is important in that SBCAG would like to build upon the work being done with the funding it received from the first cycle of Sustainable Communities Planning Grant and Incentive Program to prepare a regional greenprint. The geography of the SBCAG region is already limited by the natural barriers of the ocean and the mountains, and the regional greenprint is cataloguing agricultural land and other protected resource areas. Although these protected areas further constrain travel and land development options, delineating them is necessary groundwork in crafting realistic scenarios that can address the jobs/housing imbalance and long-distance commuting. SBCAG will also build upon the work being done with funding from the Modeling Incentives Program, since the upgraded travel demand model will allow SBCAG to perform more rigorous analysis of transportation scenarios.

The fifth point is an important one for the Sustainable Communities Planning Grant and Incentive Program. The RFP states: “No less than 20% of all Round 2 program funds will be

² US Census Bureau, 2008-2010 American Community Survey.

³ US Census Bureau, American Community Survey 2006-2008, Special Tabs for CTPP; 2000 Census Transportation Planning Package.

⁴ 2007 Commuter Profile Survey, Traffic Solutions.

⁵ Income and Benefits (in 2010 Inflation-Adjusted Dollars). 2008-2010 American Community Survey.

dedicated to targeted planning efforts that address the direct challenges of economically disadvantaged communities.” The RFP defines an economically disadvantaged community as “a community with a median household income less than 80 percent of the statewide average. ‘Severely disadvantaged community’ means a community with a median household income (MHI) less than 60 percent of the statewide average.” The median household income for the State of California is \$60,016.⁶ 80% of that median household income is \$48,013 and 60% of that is \$36,010. Based on these figures, the City of Lompoc qualifies as an economically disadvantaged community. In addition, when using the tool suggested in the RFP, the California State Parks Community Fact Finder, several smaller communities have median household incomes that put them into the category of severely disadvantaged community.

Collaboration and Committee Review

The grant includes a collaboration requirement and SBCAG will seek letters of support from all SBCAG member agencies. All member agencies provided letters of support for the first cycle of Sustainable Communities Planning Grant and Incentive Program.

The Regional Transportation Plan\Sustainable Communities Strategy Joint Technical Advisory Committee (JTAC) met on January 5, 2012, and unanimously recommended that the SBCAG Board authorize staff to submit an application for grant funding from the Strategic Growth Council Sustainable Communities Planning Grant and Incentive Program, funded by Proposition 84, to fund work related to the Sustainable Communities Strategy (SCS).

Conclusion

The SCS is a newly required component of the Regional Transportation Plan (RTP) per California Senate Bill (SB) 375. SB 375 is an unfunded mandate. A Proposition 84 grant would help SBCAG fund some of the work related to developing the SCS, while addressing the important regional issues of the jobs/housing imbalance and long-distance commuting.

RECOMMENDATION:

Authorize staff to submit an application for grant funding from the Strategic Growth Council Sustainable Communities Planning Grant and Incentive Program, funded by Proposition 84, to fund work related to the Sustainable Communities Strategy.

ATTACHMENTS:

1. Resolution No. 12-05 Authorizing Filing of Application for Funding from Sustainable Communities Planning Grant and Incentives Program for Proposal: *Sustainable Strategy for Jobs, Housing, and Commuting*
2. Prop. 84 Grant Request for Proposals

⁶ Income and Benefits (in 2010 Inflation-Adjusted Dollars). 2008-2010 American Community Survey.

RESOLUTION OF THE SANTA BARBARA
COUNTY ASSOCIATION OF GOVERNMENTS

RESOLUTION AUTHORIZING FILING OF)
APPLICATION FOR FUNDING FROM)
SUSTAINABLE COMMUNITIES PLANNING)
GRANT AND INCENTIVES PROGRAM)
FOR PROPOSAL:)
SUSTAINABLE STRATEGY FOR JOBS,)
HOUSING, AND COMMUTING)
_____)

RESOLUTION NO. 12-05

WHEREAS the Legislature and Governor of the State of California have provided funds for the Sustainable Communities Planning Grant and Incentives Program under the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84); and

WHEREAS the Strategic Growth Council has been delegated the responsibility for the administration of this grant program, establishing necessary procedures; and

WHEREAS said procedures require all award recipients commit to threshold requirements; and

WHEREAS said procedures established by the Strategic Growth Council require a resolution certifying the approval of application(s) by the Applicant's governing board before submission of said application(s) to the State; and

WHEREAS the applicant, if selected, will enter into an agreement with the State of California to carry out the development of the proposal.

NOW, THEREFORE, BE IT RESOLVED that the SBCAG Board of Directors:

1. Approves the filing of an application for the *Sustainable Strategy for Jobs, Housing, and Commuting* in order to become a more sustainable community; and
2. Certifies that applicant will have sufficient funds to develop the Proposal or will secure the resources to do so; and

3. Certifies that the Proposal will comply with any applicable laws and regulations including being consistent with the State's Planning Priorities identified in Government Code section 65041.1 and summarized below:
 - a. Promote infill development and invest in existing communities
 - b. Protect, preserve and enhance agricultural land and natural resources; and
 - c. Encourage location and resource efficient new development; and
4. Certifies that threshold requirements outlined in the guidelines, including consideration of Ocean Protection Council Sea Level Rise Guidance will be met; and
5. Agrees to reduce, on as permanent a basis as feasible, greenhouse gas emissions consistent with California Global Warming Solutions Act of 2006 (Division 25.5 (commencing with Section 3850) of the Health and Safety Code); any applicable regional plan; and
6. Agrees to meet the Collaboration Requirements of the focus area applicable to the Proposal; and includes all required documents in the application package; and
7. Appoints the Executive Director, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project(s).

PASSED AND ADOPTED by the Santa Barbara County Association of Governments at a regular meeting of the SBCAG Board held on the 19th day of January 2012 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Jim Kemp
Executive Director

Joe Armendariz, Chair
Santa Barbara County
Association of Governments

APPROVED AS TO FORM:

William M. Dillon
Senior Deputy County Counsel

2011 SOLICITATION

**SUSTAINABLE COMMUNITIES
PLANNING GRANT AND INCENTIVE PROGRAM**

FUNDED BY

**THE SAFE DRINKING WATER, WATER QUALITY AND SUPPLY, FLOOD CONTROL,
RIVER AND COASTAL PROTECTION BOND ACT OF 2006**

PROPOSITION 84, CHAPTER 9

STATE OF CALIFORNIA

STRATEGIC GROWTH COUNCIL

**REQUEST FOR PROPOSALS
with GUIDELINES
November 2011**

Applications Due February 15, 2012, by 5p.m.

Please direct questions to:

Sustainable Communities Planning Grant and Incentive Program

Phone: (916) 322-3439

Email: SGCSustainablecommunities@conservation.ca.gov



Department of Conservation
Division of Land Resource Protection
801 K Street, MS Floor 18-01
Sacramento, CA 95814



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I. Introduction – Round Two

Grants - The Strategic Growth Council requests submittal of Proposals for the Sustainable Communities Planning Grant and Incentive Program. Cities, counties, Metropolitan Planning Organizations (MPOs), Joint Powers Authorities (JPAs), Regional Transportation Planning Agencies (RTPAs), Councils of Governments (COGs), or combination thereof, are eligible to apply. It is anticipated that proposals funded under this solicitation will be not less than \$100,000 nor greater than \$1,000,000 each. The Council may consider higher grant awards for a joint proposal: an application submitted by one lead applicant with one or more eligible partner entities, coordinated by planning activities with defined shared outcomes. Partial funding may be considered to fully maximize grant awards.

Funding - The Sustainable Communities Planning Grant and Incentive Program is funded by Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006. It added Division 43 to the Public Resources Code, Chapter 9, Sustainable Communities and Climate Change Reduction Section 75065(a), authorizing the Legislature to appropriate \$90 million for planning grants and planning incentives that reduce energy consumption, conserve water, improve air and water quality, and provide other community benefits (*see Appendix H*).

Statutes - SB 732 Steinberg, (Chapter 13, Statutes of 2008) established the Strategic Growth Council (Council). The Council is composed of agency secretaries from the Business Transportation and Housing Agency, California Health and Human Services Agency, California Environmental Protection Agency, the California Natural Resources Agency, the Director of the Governor's Office of Planning and Research, and a public member, appointed by the Governor (*see Appendix I*). Under Section 75127 and 75128 of SB 732, Council shall do all of the following: (a) identify and review activities and funding programs of member state agencies that may be coordinated to improve air and water quality, improve natural resource protection, meet the goals of the California Global Warming Solution Act of 2006, encourage sustainable land use planning, and revitalize urban and community centers in a sustainable manner; (b) recommend policies and investment strategies and priorities to the Governor, the Legislature, and to appropriate state agencies to encourage the development of sustainable communities, such as those communities that promote equity, strengthen the economy, protect the environment and promote public health and safety, and is consistent with subdivision (a) and (c) of Section 75065; (c) provide, fund, and distribute data and information to local governments and regional agencies that will assist in developing and planning sustainable communities; and (d) manage and award grants and loans to support the planning and development of sustainable communities.

Online Application – Round two of the Planning Grant and Incentive Program will be using the FFAST online application tool (*see Appendix C*). FFAST has been developed by the State Water Resources Control Board to provide an efficient means for project proponents to apply for state managed loan and grant programs.

II. Purpose and Goal

As mandated by Proposition 84 of 2006, this grant program implements the vision of the People of California to foster the development of sustainable communities throughout California. It is designed to help local governments meet the challenges of adopting land use plans and integrating strategies in order to transform communities and create long term prosperity. Sustainable communities shall promote equity, strengthen the economy, protect the environment and promote healthy, safe communities.

The primary goal of this grant program is to develop and implement plans that reduce greenhouse gas emissions consistent with AB 32 and SB 375, and achieve the following Program Objectives:

- **Improve air and water quality**
- **Promote public health**
- **Promote equity**
- **Increase housing affordability**
- **Promote infill and compact development**
- **Revitalize urban and community centers**
- **Protect natural resources and agricultural lands**
- **Reduce automobile usage and fuel consumption**
- **Improve infrastructure systems**
- **Promote water conservation**
- **Promote energy efficiency and conservation**
- **Strengthen the economy**

These objectives are consistent with the State Planning Priorities, as defined by Government Code 65041.1 as well as Strategic Growth Council objectives.

III. Focusing Funds

Applications will generally be limited to a maximum of \$1 million and a minimum of \$100,000 per proposal. Partial funding may be considered to fully maximize grant awards. The Council may consider higher grant awards for a joint proposal (*see Glossary*) that is cooperative, scale-appropriate, and reflects the interdependence of environmental, economic, community health, and other requirements.

The Council shall fund proposals that fall within the following three focus areas:

- Focus Area #1: Local Sustainable Planning
- Focus Area #2: Regional SB 375 Plus
- Focus Area #3: Regional Planning Activities with Multiple Partners

The goal is to focus a minimum of 25% of funds in Focus Area #1, a minimum of 25% in Focus Area #2, and a minimum of 10% in Focus Area #3. No less than 20% of all Round 2 program funds will be dedicated to targeted planning efforts that address the direct challenges of economically disadvantaged communities. An applicant may submit two applications to Focus Area #1 provided that at least one of the applications proposes to address the needs of an economically disadvantaged community.

Focus Area # 1: Local Sustainable Planning

Eligible Applicants: Cities and Counties

Intent: Support the development and implementation of effective and/or innovative local plans that support the State’s AB 32 GHG emission reduction targets and implement SB 375, while creating sustainable communities.

Examples of Eligible Proposals: (including, but not limited to)

- Specific Plans/Infill Plans/Zoning Ordinances
- Local Coastal Plan Updates
- Climate Action Plans (consistent with State CEQA Guidelines section 15183.5(b))
- Targeted General Plan Updates or Elements
- Community Basic Infrastructure (water and wastewater) Plans
- Other implementation instruments and plans needed for successfully meeting AB 32 greenhouse gas emissions reduction and implement SB 375, while improving community-wide sustainability

Collaboration Requirement: Provide a detailed explanation regarding how the Proposal is consistent with its region’s goals, including implementing SB 375. A letter from the regional entity concurring with the explanation may be one way to satisfy this collaboration requirement.

Economically Disadvantaged Communities: At least twenty percent (20%) of each round of funding shall be awarded to Focus Area #1 projects that target economically disadvantaged communities (EDC). See the Glossary for EDC definition. Projects seeking EDC status must show that the planning to be funded would be targeted primarily or substantially within the geographic boundaries of an EDC. An EDC may be a community or neighborhood within a city or county.

Focus Area # 2: Regional SB 375 Plus

Eligible Applicants: MPOs

Intent: Fund MPOs to collaborate with local governments to implement SB 375 and/or AB 32 at the city or county level, within the context of the three E’s of sustainable communities: healthy environment, economy, and equitable access to regional resources and amenities. The outcome of these efforts should support successful Sustainable Community Strategies that help meet the regional targets established by the Air Resources Board (*see Appendix O for links to additional information*).

Examples of Eligible Proposals: (including, but not limited to)

- Blueprint Plans
- Multi-Jurisdictional Corridor Plans
- Transit Oriented Development (TOD) Plans
- Targeted General Plan Updates
- Specific Plans or other planning processes
- Sustainable Community Strategies (SCS)
- Alternative Planning Strategies (APS)
- Natural Communities Conservation Plans (NCCP)
- Regional Greenprint Plans
- Local Coastal Plan Updates

Collaboration Requirement: Submit a joint work plan between local governments and MPOs and letters of intent to participate in proposed activities from local government partners.

Focus Area # 3: Regional Planning Activities with Multiple Partners

Eligible Applicants: Cities, Counties, RTPAs, JPAs and COGs.

Intent: Support collaboration between cities and/or counties, JPAs, COGs or RTPAs to work with local governments to develop or implement regional plans that meet the intent of SB 732.

Proposal Examples: (including, but not limited to)

- County-Wide Climate Action Plans
- Local Coastal Plan Updates
- Regional Cap and Trade Plans or offset programs
- Rural Blueprint Plans or plans that voluntarily implements SB 375.
- Interregional Plans

Collaboration Requirement: Submit a joint work plan by partners and letters of intent to participate in proposed activities from all partners.

IV. Threshold Requirements

Proposals must meet the threshold requirements below. Proposals that fail to meet the following criteria will be considered ineligible for funding. This shall be at the sole discretion of the State.

1. Be consistent with (*see Glossary*) the State's Planning Priorities, in summary below, and identified in Section 65041.1 of the Government Code (*Appendix N*):
 - Promote infill development and invest in existing communities
 - Protect, preserve and enhance environmental and agricultural lands and natural and recreational resources
 - Encourage location- and resource-efficient new development
2. Reduce, on as permanent a basis that is feasible, greenhouse gas emissions consistent with:
 - California Global Warming Solutions Act of 2006 (Division 25.5 (commencing with Section 38500) of the Health and Safety Code) (*see Appendix J*)
 - Any applicable regional plan (*see Glossary*)
3. Meet the Collaboration Requirements of the focus area applicable to the Proposal (*See Section III*). Include all required documents in the application package.
4. Plan for Sea Level Rise, where appropriate, consistent with Ocean Protection Council Resolution on Sea Level Rise and related guidance (*see Appendix K*).

V. Program Objectives

Proposals must address the objectives listed below. Proposal should describe those objectives to be addressed with grant funds, as well as those being addressed by other means, and identify anticipated indicators that will be incorporated into the Proposal to measure the success of the objective. The final report must quantify the projected outcomes (*see Glossary*), to the extent feasible.

- **Improve air and water quality**
- **Promote public health**
- **Promote equity**
- **Increase housing affordability**
- **Promote infill and compact development**
- **Revitalize urban and community centers**
- **Protect natural resources and agricultural lands**
- **Reduce automobile usage and fuel consumption**
- **Improve infrastructure systems**
- **Promote water conservation**
- **Promote energy efficiency and conservation**
- **Strengthen the economy**

VI. Priority Considerations

Consistent with the goal of the program, the following areas have been identified as priorities in awarding grants. In evaluating proposals, the State may also consider factors including, but not limited to, geographic distribution of bond funds, environmental justice, and partial funding.

- Proposal demonstrates ongoing collaboration with state, regional and local, public and private stakeholders and community involvement;
- Proposal addresses climate change impacts;
- Proposal demonstrates strategies or outcomes that can serve as best practices for communities across the state;
- Proposal is leveraged with additional resources (in-kind or funds); and
- Proposal promotes equity and serves an economically disadvantaged community (*see Glossary*).

VII. Evaluation/ Scoring Criteria

All information submitted in the application package provides the grant review committee a basis for evaluation and should demonstrate how effectively the Proposal meets Threshold Requirements, the Program Goal and Objectives and Priority Considerations. Proposals will first be reviewed for completeness and eligibility. If judged complete and eligible, the proposals will be scored and ranked by a scoring committee whose members represent the breadth of the Strategic Growth Council. Eligible proposals receiving between sixty-five (65) and one hundred (100) points shall be considered for funding. Proposals will be scored on the following areas.

SCORING	
Program Objectives	0 - 60
<ul style="list-style-type: none"> ➤ Scope and number of objectives addressed in the Proposal; <ul style="list-style-type: none"> ➤ Improve air and water quality ➤ Promote public health ➤ Promote equity ➤ Increase housing affordability ➤ Promote infill and compact development ➤ Revitalize urban and community centers ➤ Protect natural resources and agricultural lands ➤ Reduce automobile usage and fuel consumption ➤ Improve infrastructure systems ➤ Promote water conservation ➤ Promote energy efficiency and conservation ➤ Strengthen the economy ➤ Indicators identified to measure the success of the objectives ➤ Responses provided and supporting documents ➤ Proposal meets the intent of the applicable focus area 	
Priority Considerations	0-28
<ul style="list-style-type: none"> ➤ Proposal demonstrates ongoing collaboration with state, regional and local, public and private stakeholders and community involvement ➤ Proposal addresses climate change impacts ➤ Proposal demonstrates strategies or outcomes that can serve as best practices ➤ Proposal is leveraged with additional resources ➤ Proposal serves an economically disadvantaged community ➤ Severely economically disadvantaged community (add 3 for 8 total EDC) 	5 5 5 5 5 3
Organizational Capacity	0-12
<ul style="list-style-type: none"> ➤ Organization demonstrates the ability to complete the Proposal within the schedule and budget ➤ Identify in the work plan how the Proposal will be implemented, including zoning updates if applicable 	
Total Available Points 100	

VIII. Proposal Summary Statement

Prepare a proposal summary statement for attachment to the online application. The Proposal Summary Statement should be **no longer than one full page, and saved as a PDF file**. The summary should describe:

- The need for the Proposal; and
- How the Proposal achieves the intent of the applicable focus area.

IX. Proposal Description (Evaluation Questions)

(Tips for using online application) The application uses an online application tool (FAAST) *(see Appendix C)*. You will be prompted to type information into text boxes, select choices from preset lists, and submit attachments (upload). It may be helpful to prepare answers in advance, in an unformatted Word document, in order to cut and paste information into the online application. You can save work-in-progress at any point, and return to your application at another time. (Be sure to save your work often!)

- Use only **basic formatting**. Extra symbols or layout designs can interfere with completion of the online application.

The questions below are designed to solicit specific facts regarding how the Proposed Project addresses the Threshold Eligibility Requirements, Program Objectives and Priority Considerations. Use these questions to prepare your draft proposal prior to entry into the online application.

Step 1: Threshold Requirements

Clearly label and address all of the following points:

1. Describe how the Proposal is consistent with the State's Planning Priorities, Section 65041.1 of the Government Code.
 - a. Promote infill development and invest in existing communities;
 - b. Protect, preserve and enhance environmental and agricultural lands, and natural and recreational resources; and
 - c. Encourage location- and resource-efficient development
2. Describe *(and include in work plan)* how the Proposal will reduce, on as permanent a basis that is feasible, greenhouse gas emissions consistent with:
 - a. California's Global Warming Solutions Act of 2006
 - i. Identify how the Proposal will reduce greenhouse gas emissions.
 - ii. Identify the indicators that will be used to measure whether the Proposal will meet greenhouse gas emissions reduction targets or requirements.
 - b. Any applicable regional plan
 - i. Cite any applicable regional plan(s).
 - ii. Describe how your Proposal will be consistent with the greenhouse gas emission reduction strategies in the applicable regional plan(s).

3. Meet the Collaboration Requirements of the focus area applicable to the Proposal.
(See Section III, Focusing Funds, for the Collaboration Requirements applicable to the Proposal.)
4. Plan for Sea Level Rise, where appropriate, consistent with Ocean Protection Council Resolution on Sea Level Rise and related guidance.

Step 2: Program Objectives

Identify and describe the Program Objectives projected to be achieved by the Proposal. The online application provides further guidance on questions to be addressed in the Proposal Description. The Proposal must identify anticipated indicators (*see Glossary*) that will evaluate the overall success of achieving each Program Objective that is projected to be achieved. The Program Objectives are as follows:

- Improve air and water quality;
- Promote public health;
- Promote equity;
- Increase housing affordability;
- Promote infill and compact development;
- Revitalize urban and community centers;
- Protect natural resources and agricultural lands;
- Reduce automobile usage and fuel consumption;
- Improve infrastructure systems;
- Promote water conservation;
- Promote energy efficiency and conservation; and
- Strengthen the economy.

Step 3: Priority Considerations

Address the following points, if applicable to the Proposal:

1. Proposal demonstrates ongoing collaboration with state, regional and local, public and private stakeholders and community involvement (*include in work plan*).
 - a. Describe tasks undertaken by all entities involved in the work plan.
 - b. Describe how other entities will be engaged in the development and/or implementation of the Proposal (e.g., local governments, state entities, designated Catalyst Projects, COGs, MPOs, transit agencies, health agencies, air districts, local businesses, landowners, general public, environmental groups, low income households and/or groups that represent them, etc).
 - c. Describe how the community will be engaged in the planning process.
2. Proposal addresses climate change impacts.
 - a. Identify the potential climate change impacts on the population, or human or natural areas, or systems most vulnerable to those impacts within the planning area.
 - b. How does the Proposal improve adaptation to the impacts for these populations, human or natural areas, or systems?

3. Proposal demonstrates strategies or outcomes that can serve as best practices for communities across the state. *Note: proposals funded by the grant will be posted on the Strategic Growth Council website.*
 - a. Does the Proposal include tools or processes that could easily be accessed and used by other government agencies to develop plans or strategies for sustainable communities?
 - b. How will your agency promote and share the Proposal's information, tools or processes?
4. Proposal is leveraged with additional resources, in-kind or funds. *Identify in Budget (Appendix D).*
 - a. Identify funding sources and amount already committed to the Proposal and expected timing of funds. Detail whether funds are in the form of cash contributions, in-kind services, volunteer effort, donated labor or materials, technical expertise, etc.
 - b. Identify potential future funding sources and the amount expected to be committed to the Proposal. Detail whether funds are in the form of cash contributions, in-kind services, volunteer effort, donated labor or materials, technical expertise, etc.
5. Proposal serves an economically disadvantaged community.
 - a. Describe the unique challenges faced by the economically disadvantaged community, or severely economically disadvantaged community (*see Glossary*), that this proposal seeks to serve.
 - b. How will this Proposal specifically work to address these challenges and improve the quality of life for residents in the targeted community (*see Glossary*)?
 - c. Discuss how the economically disadvantaged community has been and will continue to be engaged and participatory in the development of the Proposal.

Step 4: Organizational Capacity

Address the following points:

1. What is your organization's experience in completing this type of proposal or similar proposals? Is the expertise needed for the successful development of the Proposal available within the organization? If not, how do you plan to acquire it?
2. Do you have active partners that will help develop the Proposal? Who? How will they help?
3. How will the Proposal be kept on schedule and within budget?
4. If the Proposal goes over budget, explain your contingency plan to cover the cost.
5. Identify how the Proposal will be implemented, including zoning updates if applicable. This will appear in your workplan, as well as a more detailed response in the online application questionnaire.

X. Eligible Proposals

Eligible proposals include, but are not limited to, the development, update, adoption and/or implementation of a:

- Targeted General Plan Updates or Elements that incorporate the program goal and objectives throughout the General Plan or in a General Plan element;
- Specific Plans/Infill Plans/Zoning Ordinances;
- Local Coastal Plan Updates
- Climate Action Plans (consistent with State CEQA Guidelines section 15183.5(b));
- Regional Plans;
- County-wide Climate Action Plans;
- Regional Cap and Trade Plans or offset programs;
- Community Infrastructure Plans;
- Rural Blueprints plans or plans that voluntarily implement SB 375;
- Interregional Plans;
- Sustainable Community Strategies (SCS);
- Alternative Planning Strategies (APS);
- Natural Communities Conservation Plans (NCCP); or
- Regional Greenprint Plans.

XI. Ineligible Proposals

Ineligible Proposals that will not be funded under this program include, but are not limited to, proposals that:

- Do not meet the threshold requirements
- Do not contain adequate documentation and applicable materials
- Do not include objective(s) and indicator(s)
- Do not meet a minimum of 65 points
- Are not received by the 2011/12 application deadline, 5PM, February 15, 2012
- Request funding for any part of the CEQA process
- Request funding for the same proposal under another focus area
- Request funding for activities already funded by any other grant program

XII. Planning Grant Administration

Grant Selection Process

1. Applicants submit a complete grant Proposal to the State by the deadline (one application submitted per entity, except for entities submitting an EDC focused application).
2. Proposals are reviewed for completeness and eligibility. (Incomplete or ineligible proposals may not be evaluated or considered for funding at the sole discretion of the State.)
3. Grant Committee (Committee) reviews proposals and makes recommendations for awards.
4. Strategic Growth Council approves the final proposals for awards.

General Overview of Grant Process after Grants are Awarded

1. State sends grant agreement/contract and materials to grantee.
 2. Grantee signs and returns all required copies back to the State (a fully executed copy will be returned to the Grantee). Upon the date of signature of the grant agreement, signed by both parties, the grantee has 36 months to complete project.
 3. Grantee commences preliminary work on the project and submits requests for reimbursements, as applicable.
 4. Periodic progress reports, at least two annually, are submitted and reviewed.
 5. Grantee completes project and submits project completion packet (to be provided under separate cover).
 6. State receives project completion packet (including final report) and approves final payment.
 7. Grant activities may be audited during the performance period and for three years after the grant project is completed.
- * Awards are contingent upon legislative appropriation of funds and sale of bond.

Changes to Approved Proposal

A grantee wishing to make changes or amendments to an approved project must first obtain approval from the State. Changes in the Project must continue to meet the requirements of the grant as approved. The grantee jeopardizes funding if changes are made without State approval.

Eligible Costs

Direct related costs, including staff to implement the Project, incurred during the performance period specified in the grant agreement will be eligible for reimbursement. All eligible costs must be supported by appropriate documentation. Costs incurred outside of the performance period and indirect costs are not eligible (*see Glossary*).

Payment of Grant Funds

Funds cannot be disbursed until there is a fully executed grant agreement between the State and the Grantee. Work done prior to the date of a fully executed grant agreement will not be funded.

- Payments will be made on a reimbursement basis (i.e., the grantee pays for services or staff and is then reimbursed by the State).
- Fifteen percent (15%) of the amounts submitted for reimbursement will be withheld and issued as a final payment upon Project completion, at the sole discretion of the State.
- Advanced payments for Projects are not allowed.

Cancellation of Grants

The following are examples of actions that may result in a Grantee's loss of funding. This is not a complete list:

- Grantee fails to obtain a Grant Agreement.
- Grantee withdraws from the grant program.
- Grantee fails to complete the funded Proposal.
- Grantee fails to complete a Proposal that meets the requirements agreed upon.
- Grantee fails to submit all documentation within the time periods specified in the grant agreement.
- Grantee changes Proposal scope without approval of the State.
- Grantee changes the sub-recipient or entity(s) identified in the work plan or application without approval from the State.

State Audit and Accounting Requirements

Audit Requirements

Funded proposals are subject to audit by the State of California. If the project is selected for audit, advance notice will be given. The audit shall include all books, papers, accounts, documents, or other records of the grantee, as they relate to the project for which the funds were granted.

The grantee must have the project records, including the source documents and evidence of payment, readily available, and provide an employee with knowledge of the project to assist the auditor. The grantee must provide a copy of any document, paper, record, or the like, requested by the auditor.

Accounting Requirements

The grantee must maintain an accounting system that:

- Accurately reflects fiscal transactions, with the necessary controls and safeguards.
- Provides a good audit trail, including original source documents such as purchase orders, receipts, progress payments, invoices, time cards, canceled checks, etc.
- Provides accounting data so the total cost of each individual project can be readily determined.

Records Retention

Project records must be retained for a period of three (3) years after final payment is made by the State. All project records must be retained by the grantee at least one (1) year following an audit. Grantees are required to keep source documents for all expenditures related to each grant for at least three (3) years following project completion and one year following an audit. A project is considered complete upon receipt of final grant payment from the State.